



GENERAL MEETING

DATE: Wednesday, February 27, 2013

PLACE : Community Room – Municipal Building

Rivière-Verte, NB

TIME: 6:30 p.m.

MINUTES OF MEETING # 3

1. Call meeting to order

Chairman, Mr. Pierre Michaud, called the meeting to order at 6:30 p.m. and welcomed everyone.

Members present

Mr. Carmel St-Amand, Vice-president
Mr. Doris Blanchard
Mr. Alpha Nadeau
Mr. Cyril Rioux
Mr. Alain Martel
Mr. Michel LeBlond
Mr. Réjean Ouellette
Mr. Jean Guy Marquis
Mr. Richard Keeley
Mr. Gérard Cyr
Mr. Roger Levesque
Mr. Roland Dubé
Mr. Louis Labrie
Mr. Pierre Michaud, President
Mrs. Francine Caron
Mr. Rodrigue Levesque
Mr. Allain Desjardins

Mayor of Saint-Leonard
Manager of the LSD
Mayor of Lac Baker
Mayor of Drummond
Representing the LSD
Mayor of Green River
Representing the LSD
Deputy Mayor of Edmundston
Mayor of Grand Falls
Mayor of Saint-François
Mayor of Sainte-Anne de Madawaska
Mayor of Saint-Hilaire
Representing the LSD
Mayor of Clair
Mayor of Baker Brook
Mayor de Saint-Quentin
Mayor of the Rural Community of Saint-André

Members absent

Mr. Luc St-Jarre

Representing the LSD

Staff attending

François Picard
Pascal Hudon
Linda Dufour

General Manager
Assistant Director – Planning Services
Administrative Assistant – Planning Services

GUESTS

Honourable Bruce Fitch
Mr. Rob Kelley
Mr. Ryan Donaghy
Mrs. Cathy Connors

Minister of Environment and Local government
Assistant Deputy Minister
Communications Director
Executive Assistant – Minister's office

2. Meeting with Minister Bruce Fitch

The Minister welcomed everyone and mentioned that CSR is an organization that brings together representatives of communities in a region to:

- a) Strengthen collaboration;
- b) Provide economic services of high quality;
- c) Improve accountability and transparency.

Thereafter, Mr. Ryan Donaghy elaborated on:

- a) The mandate of the RSC;
- b) The main duties and responsibilities of the Board;
- c) The roles and responsibilities of the General Manager.

3. Adoption of Agenda

Motion No. 1

Following a motion duly made by Mr. Allain Desjardins, seconded by Mr. Roland Dubé and unanimously carried, it was

RESOLVED To accept the agenda by adding item 5 (b) : Minutes of the meeting of February 14, 2013 (Finance Committee) and in the section Other business: a) Bank authorization - Director of finance, b) Bid for the services of an accounting firm, c) CMA. **MOTION CARRIED**

4. Approval of the minutes of the meeting of January 9, 2013

Motion No. 2

On a motion duly made by Mrs. Francine Caron, seconded by Mr. Louis Labrie and adopted unanimously, it was

RESOLVED To accept the minutes of the meeting of January 9, 2013 by modifying the 2nd paragraph on page 2...Mr. Carmel St-Amanda ' to read '... "Mr. Carmel St-Amand.

MOTION CARRIED

5. (a) Approval of minutes of the meeting of January 17, 2013

Motion No. 3

On a motion duly made by Mr. Cyril Rioux, seconded by Mr. Carmel St-Amand and unanimously adopted, it was

RESOLVED To accept the minutes of the meeting of January 17, 2013. **MOTION CARRIED**

(b) Approval of the minutes of meeting of the finance Committee of February 14, 2013

Motion No. 4

On a motion duly made by Mr. Gérard Cyr, seconded by Mr. Allain Desjardins and adopted following a vote with one abstention, it was

RESOLVED To accept the minutes of the meeting of February 14, 2013 by modifying article 8 "the finance Committee will hold its meetings..." to read "the finance Committee will hold its meetings... as necessary. **MOTION CARRIED**

6. **Correspondence Report**

Motion No. 5

On a motion duly made by Mr. Carmel St-Amand, seconded by Mr. Jean-Guy Marquis and unanimously carried, it was

RESOLVED That the RSC # 1 send acknowledgement letters to municipalities that have advised of their intention to withdraw from the land use services of the Regional Service Commission # 1 North West and to mention that the RSC # 1 will study the matter thoroughly and will take advantage of the 2 year period as specified in the Regional Service Delivery Act.

MOTION CARRIED

7. **Amendment To By-Laws**

Motion No. 6

On a motion duly made by Mr. Michel LeBlond, seconded by Mr. Gérard Cyr and unanimously carried, it was

RESOLVED To accept the following amendment to the By-laws: « Any project or proposal with a significant economic impact on the operations of the RSC #1 North West must be submitted in writing to the RSC #1 North West. The Review Committee in consultation with the Executive Committee will determine the period of time to assess the project or the proposal. In all cases, before initiating the assessment process, it will be necessary to obtain the favor of at least two thirds of the two-thirds of the members of the RSC #1 North West ».

MOTION CARRIED

8. **Adoption of the RSC # 1 North West By-Law**

Motion No. 7

On a motion duly made by Mr. Cyril Rioux, seconded by Mr. Richard Keeley and unanimously carried, it was

MOTION CARRIED

9. **Adoption of the Planning Review and Adjustment Committee By-Law**

Motion No. 8

Upon motion duly made by Mr. Rodrigue Levesque, seconded by Mr. Louis Labrie and unanimously carried, it was

RESOLVED To adopt the Planning and Adjustment Committee By-Laws.

MOTION CARRIED

10. **Public Safety Committee**

The president, Mr. Pierre Michaud, informed members that the RSC #1 is currently at the stage of identifying people who could sit on this Committee.

The GM asked members present to suggest candidates to be part of this Committee. When the choice is completed, the proposed committee will be approved by the board members at a meeting.

11. **General Manager's report**

The DG mentioned that following a discussion with Mr. Rob Kelly and Mr. Denis Caron, it was agreed that the RSC #1 North West request a tender to perform an evaluation of the existing planning services

and land use within the RSC #1 and establish different scenarios of the basic service for the region while demonstrating the associated costs.

The GM asked board members to read the monthly report prepared by the RSC #1 Planning Department. The report includes the planning department's role and responsibilities, along with the personnel management and office operations as well as projects currently underway. The report will be prepared monthly and distributed to board members electronically.

The DG mentioned that, if the agenda allows, Mr. Jean Bourque will attend the next meeting and make a presentation on the solid waste service.

12. Other Business

a) Authorization - Director of finance

Motion No. 9

Upon motion duly made by Mr. Jean-Guy Marquis, seconded by Mr. Michel LeBlond and unanimously carried, it was

RESOLVED To authorize Mrs. Suzanne Gaudet, Director of finance, to make transfers of accounts in all RSC # 1 accounts (e.i.: payment to the municipalities, etc...).

MOTION CARRIED

b) Bid for the services of an accounting firm

Motion No. 10

Upon motion duly made by Mr. Allain Desjardins, seconded by Mr. Roger Levesque and unanimously carried, it was

RESOLVED To accept and mandate the general manager to request bids for the services of an accounting firm for the installation of accounting software and the preparation of the financial statements ending 31 December 2013.

MOTION CARRIED

c) CMA 2014

Mr. Alain Martel stated that the CMA Committee wants to meet RSC #1. The DG informed members that he will notify the CMA Committee to attend next month's meeting. In addition, the 'Community Inclusion' organisation wishes to make a presentation to the board members during April.

The next meeting is scheduled for Wednesday, March 27, 2013 at 7:00 p.m. at the Community Room of the Municipal Building of Rivière-Verte.

13. Adjournment

Motion No. 11

Upon motion duly made by Mr. Roland Dubé, it was

RESOLVED To adjourn the meeting at 9:30 p.m.

MOTION CARRIED

.....
Pierre Michaud, President

.....
François Picard, General Manager