



ANNUAL GENERAL MEETING

DATE: Thursday, May 31, 2018
PLACE: Community Room – Municipal Building
Rivière-Verte, NB
TIME: 7:00 p.m.

MINUTES OF MEETING

1.2. Attendance and call the meeting to order

The meeting came to order at 7:00 p.m. Chairman, Mr. Michel Leblond, welcomed everyone.

Members attending

BOSSÉ, Jules	Representing the LSD (Local Service District)
CHOUINARD, Louis	Mayor of Lac Baker
LEBLOND, Michel	Mayor of Rivière-Verte
LEVESQUE, Marcel	Mayor of Rural Community of Saint-André
LEVESQUE, Roger	Mayor of Sainte-Anne de Madawaska
MARTIN, Brigitte, member of the executive committee	Representing the LSD
OUelet, Jean-Pierre, Chair	Mayor of Haut-Madawaska Community
ROUSSEL, France, Vice-Chair	Mayor of Drummond
ROY, Paul	Representing the LSD
ST-AMAND, Carmel	Mayor of Saint-Léonard
SOMERS, Nicole	Mayor of Saint-Quentin

Member absent

DESCHÈNES, Marcel	Mayor of Grand Falls
MARTEL, Alain	Representing the LSD
SIMARD, Cyrille	Mayor of Edmundston

Head Office

PICARD, François	Executive Director
RIOUX, Nicole	Executive Assistant
THIBODEAU, Johanne	Financial Director

Planning Services

DUFOUR, Catherine	Planning Services Director
MAAREF, Alaa	Geomatic Coordonator
PRADO, Adrian	Territorial analyst – Research and Sustainable Development

Solid Waste Services

ALBERT, Paul	Interim Director of the Solid Waste Department
LAGACÉ, Jovannie	Education and Communications Coordinator

Invited guests :

Mr. Éric Long, Associate, CA, Raymond Chabot Grant Thornton
Mrs. Marie-Eve Castonguay, Community Economic Development Executive, Opportunities New Brunswick
Mr. Donlad Hammond, NBO director, community economic development

Mrs. Josianne Guay, Madawaska-Restigouche Constituency office Assistant for MP René Arseneault

Members of the Press :

Thériault, Christine, La Cataract

3. Adoption of agenda

Motion No. 1

Upon motion duly made by Mr. Carmel St-Amand, seconded by Mr. Louis Chouinard and unanimously carried, it was

RESOLVED To accept the agenda by adding to item No. 12 – Update on certain matters by the Development Department team.

MOTION CARRIED

4. Minutes of meeting of the Annual General Meeting of June 7, 2017, for approval

Motion No. 2

Upon motion duly made by Mr. Roger Levesque, seconded by Mrs. Brigitte Martin and unanimously carried, it was

RESOLVED To accept the minutes of the Annual general meeting of June 7, 2017, as circulated.

MOTION CARRIED

5. Amendments to the NWRSC Procedural By-laws. Motion to amend Point 1. Definitions, Point 2.1 Members, Point 2.2 Description, Point 2.3 Composition of the Board and Point 6.10 Vote (see proposed amendments in Appendix A)

Motion No. 3

Upon motion duly made by Mr. France Roussel, seconded by Mr. Jules Bossé and unanimously carried, it was

MOVED to accept the proposed amendments the NWRSC Procedural By-laws. Motion to amend Point 1. Definitions (add 'rural community'), Point 2.1 Members (add 'Rural community of Upper-Madawaska' and delete 'Village of Baker Brook, Village of Clair, Village of Saint-François de Madawaska, Village of St-Hilaire, LSD of St-François, LSD of Clair, LSD of Lac Baker, LSD of Baker Brook, LSD of St-Hilaire), Point 2.2 Description (change 2011 census to 2016 census), Point 2.3 Composition of the Board (14 members instead of 18 members, 10 representatives of municipalities instead of 13, and 4 representatives of local service districts instead of 5) and Point 6.10 Vote (Point 6.10.1 'in application of paragraph 5.12.2 above' to read 'in application of paragraph 5.11.2 above').

6. Presentation of the 2018 President's Report

Members all received the Chair's 2017 report by email and the print version was distributed at the start of the meeting. The Chair, Mr. Michel Leblond, presented the report on NWRSC's fifth year of operation. He stated that, "NWRSC has demonstrated its capacity to collaborate with regional and provincial stakeholders on the priorities of our Board of Directors." "Three major regional development activities were launched during the last fiscal year: the regional Emergency Measures plan, the climate change adaptation plan and the dynamic mapping and asset management project for municipal infrastructure." "Major investments were made in our waste management service in 2017. We prepared a new landfill cell, a project that will continue into 2018, bought a new excavator and made significant modifications to the biogas capture system in order to optimize available revenues." "As Board members and community leaders, we have to make sure that these efforts and

the resources remain available to continue this work.” “Our goal is still to offer service that aims for excellence while recognizing that collaboration on a regional scale is a win-win approach for all and that the success of our individual communities contributes to the success of the whole region.”

Motion No. 4

Upon motion duly made by Mr. Jean-Pierre Ouellet, seconded by Mr. Louis Chouinard and unanimously carried, it was

RESOLVED To accept the President’s report for 2017, as presented by the Chairman.

MOTION CARRIED

7. Presentation of the activity report of the Planning Service and presentation of the Solid Waste Service report for 2017

Motion No. 5

Upon motion duly made by Mr. Carmel St-Amand, seconded by Mrs. Brigitte Martin and unanimously carried, it was

RESOLVED To accept the activity report of the planning service and the activity report for solid waste service for 2017, as circulated.

MOTION CARRIED

8. Presentation of the 2017 Financial Statements

The Chair invited Mr. Éric Long of Raymond Chabot Grant Thornton to present the financial statements.

Motion No. 6

Upon motion duly made by Mrs. Nicole Somers, seconded by Mr. Roger Levesque and unanimously carried, it was

RESOLVED To accept the financial statements on December 31, 2017, of the Northwest Regional Service Commission, as presented by Mr. Éric Long, with a budget surplus for the year of \$ 185,171 and an accumulated surplus (at the books) at the end of the year of \$ 8,986,992.

MOTION CARRIED

9. Nomination committee report and election of the executive

Pursuant to Article 2.6.1 (election of board officers) of the Northwest Regional Service Commission Procedural By-law, the Nominating Committee consisting of Mr. Michel Leblond, mayor of Rivière-Verte and Mr. Carmel St-Amand, mayor of Saint-Léonard, wish to present the following report:

In compliance with the by-laws of the Northwest Regional Service Commission, the committee agreed to nominate the following for a one-year term:

The Mayor of Haut-Madawaska, Mr. Jean-Pierre Ouellet, as Chair of the NWRSC; Mr. Michel Leblond, member of the nomination committee, called three times for further nominations. No further nominations were suggested. Mr. Jean-Pierre Ouellet was elected by acclamation and accepted the chair.

The Mayor of Drummond, Mr. France Roussel, as Vice-Chair of the NWRSC; Mr. Michel Leblond, member of the nomination committee, called three times for further nominations. No further nominations were suggested. Mr. France Roussel was elected by acclamation and accepted the vice-chair;

The representative of the LSD of Saint-Joseph, Mrs. Brigitte Martin, as a member of the executive committee of the NWRSC; Mr. Michel Leblond, member of the nomination committee, called three times for further nominations. No further nominations were suggested and Mrs. Brigitte Martin was elected by acclamation and accepted to sit on the executive committee for the coming year.

The executive members were elected by acclamation :
Mr. Jean-Pierre Ouellet, Chair
Mr. France Roussel, Vice-Chair
Mrs. Brigitte Martin, Member of the executive

Motion No. 7

Upon motion duly made by Mr. Paul Roy, seconded by Mr. Carmel St-Amand and unanimously carried, it was **RESOLVED TO accept the nomination committee report, as presented by Mr. Michel Leblond.**

MOTION CARRIED

The outgoing Chair, Mr. Michel Leblond, invited the new Chair-elect, Mr. Jean-Pierre Ouellet, to take over, and the latter chaired the rest of the meeting. Mr. Jean-Pierre Ouellet thanked the members for the trust place in him and accepted the position humbly. He thanked the outgoing Chair, Mr. Michel Leblond, for his dedication and collaboration and for NWRSC's successes in 2017. He also thanked Mr. France Roussel and Ms. Brigitte Martin for agreeing to sit for another year on the Executive. He knows that NWRSC faces challenges and is ready to work cooperatively and collaboratively with the members.

10. Appointment of Signing Officers

Motion No. 8

Upon motion duly made by Mrs. Nicole Somers, seconded by Mr. Michel Leblond and unanimously carried, it was

**RESOLVED To accept the continuation of the same signing officers being any two of the following:
The Chair, the Vice-Chair and / or the General Manager.**

MOTION CARRIED

11. Ratification of the acts of directors, management and personnel of the NWRSC since the last annual meeting

Motion No. 9

Upon motion duly made by Mr. Michel Leblond, seconded by Mrs. Nicole Somers and unanimously carried, it was

RESOLVED To approve and ratify all the acts, proceedings, appointments, elections and payments enacted, made, done and taken by the Board of Directors and the personnel of Northwest Regional Service Commission since the last annual meeting as recorded in the minutes of meeting of the Board of Directors or on the books of records of the Northwest Regional Service Commission.

MOTION CARRIED

Motion No. 10

Upon motion duly made by Mr. Michel Leblond, seconded by Mrs. Nicole Somers and unanimously carried, it was

RESOLVED To approve and ratify that the Directors shall receive the same remuneration as 2017 for the services as officers or directors for each board meeting attended during the year.

MOTION CARRIED

12. Other Business

Update on certain matters by the Development Department team

Mr. Adrian Prado gave an overview of the climate change adaptation project and circulated a list of the proposed community representatives for the Adapt-Action project. Board members will have until June 14 to confirm the appointment of their representative. Adrian demonstrated the proposed new aspects for the communication plan and the improvements that will be made NWRSC's website, including data sharing, the multifunctional interactive cartography portal "GeoPortal" and a community portrait of the municipalities. A link to the municipalities will also be created.

Ms. Jovanie Lagacé presented a second aspect of the communication plan prepared by a subcommittee made up of employees of the Solid Waste and Development Departments. The goal is to increase NWRSC's visibility and access to information.

Mr. Alaa Maaref gave an update on the municipal infrastructure inventory project and the cartography portal with its themed maps. Municipal employees will be able to use it to improve data and asset management.

Ms. Catherine Dufour confirmed that the procedure to adopt the Saint-Quentin municipal plan has begun.

The ED said that the asset management project comes out of the regional planning budget.

The Chair, Mr. Jean-Pierre Ouellet, thanked the Planning team and informed members that he has been working closely with NWRSC employees on the "Blue Highway" project along the St. John River in Upper Madawaska. He said, "If we had had to hire engineers or firms of architects it would have cost us several thousand dollars." "The tool that you have shown us tonight is definitely a regional one. The application becomes local, and everything depends on utilization."

Ms. Nicole Somers proudly and enthusiastically presented the municipal plan for the Town of Saint-Quentin (regional study) prepared by NWRSC's Planning team. "I have nothing but praise for the people who worked for us. They made suggestions on new zonings, on how to develop the area, they really looked at everything. This plan will accompany every request for help from the government. It really describes the Town of Saint-Quentin from top to bottom, its culture as well as its economy." Copies of the document were available for interested members.

Further to a discussion with the ED concerning NWRSC's finances, Mr. Michel Leblond asked to make a short presentation at the next meeting to propose alternative solutions that would allow NWRSC to make savings on its budget.

The ED informed members that he will be meeting with the municipalities over the summer about the 2019 budget.

13. Adjournment

Motion No. 11

Upon motion duly made by Mrs. Nicole Somers, it was

RESOLVED To adjourn the meeting at 9:00 p.m.

MOTION CARRIED

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Michel Leblond
Past Chairman

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Jean-Pierre Ouellet
Elected Chairman

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François Picard
Executive Director

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Nicole Rioux
Session Secretary