



## ANNUAL GENERAL MEETING

DATE: Wednesday, May 15, 2019  
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 7:04 p.m. Chairman, Mr. Jean-Pierre Ouellet, welcomed everyone.

##### **Members attending**

BOSSÉ, Jules	Representing the LSD (Local Service District)
CHOUINARD, Louis	Mayor of Lac Baker
DESCHÈNES, Marcel	Mayor of Grand Falls
LEVESQUE, Marcel	Mayor of Rural Community of Saint-André
LEVESQUE, Roger	Mayor of Sainte-Anne de Madawaska
MARTEL, Alain	Representing the LSD
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
SIMARD, Cyrille	Mayor of Edmundston
SOMERS, Nicole	Mayor of Saint-Quentin

##### **Member absent**

LEBLOND, Michel	Mayor of Rivière-Verte
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##### **Head Office**

RIoux, Nicole	Executive Assistant
THIBODEAU, Johanne	Financial Director

##### **Planning Services**

BELLEFLEUR, Lise	Administrative Assistant, Inspection Services
DUFour, Catherine	Planning Services Director
ROY, Nathalie	Administrative Assistant, Planning Services
BOUCHARD, Julien	Chief Building Inspector / Development Officer
PRADO, Adrian	Territorial analyst – Research and Sustainable Development

##### **Solid Waste Services**

ALBERT, Paul	Interim Director of the Solid Waste Department
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##### **Invited guests :**

Mr. Éric Long, Associate, CA, Raymond Chabot Grant Thornton

Mrs. Marie-Eve Castonguay, Community Economic Development Executive, Opportunities New Brunswick

**Public:**

Sirois, Jocelyn, Member of LSD

**Members of the Press :**

Thériault, Christine, La Cataract and Info Weekend  
Lachance, Sébastien, L'Acadie Nouvelle

**3. Adoption of agenda**

**Motion No. 1**

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

**RESOLVED To accept the agenda by adding to item No. 14 – d) Appointment of auditors for 2019, 2020, 2021, e) Investment update with Peak Investment.**

**MOTION CARRIED**

**4. Minutes of meeting of the Annual General Meeting of May 31, 2018, for approval**

**Motion No. 2**

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

**RESOLVED To accept the minutes of the Annual general meeting of May 31, 2018, as circulated.**

**MOTION CARRIED**

**5. Presentation of the 2018 President's Report**

All the members received the 2018 President's report by email and the printed version was distributed at the beginning of the meeting in the 2018 annual report.

**Motion No. 3**

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

**RESOLVED To accept the President's report for 2018, as presented by the Chairman.**

**MOTION CARRIED**

**6. Presentation of the activity report of the Planning Service and presentation of the Solid Waste Service report for 2018**

All the members received the 2018 activity report of the Planning Service and the Solid Waste Service by email and the printed version was distributed at the beginning of the meeting in the 2018 annual report.

**Motion No. 4**

Upon motion duly made by Mrs. Brigitte Martin, seconded by Mrs. Nicole Somers and unanimously carried, it was

**RESOLVED To accept the activity report of the planning service and the activity report for solid waste service for 2018, as circulated.**

**MOTION CARRIED**

**7. Presentation of the 2018 Financial Statements**

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

**Motion No. 5**

Upon motion duly made by Mr. Marcel Deschênes, seconded by Mr. Alain Martel and unanimously carried, it was

**RESOLVED To accept the financial statements on December 31, 2018, of the Northwest Regional Service Commission, as presented by Mr. Éric Long, with a budget deficit for the year of \$ 49,404 and an accumulated surplus (at the books) at the end of the year of \$ 8,937,588.**

**MOTION CARRIED**

**8. 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. Carmel St-Amand, 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. Carmel St-Amand, 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. Carmel St-Amand, 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. 6**

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

**RESOLVED TO accept the nomination committee report, as presented by Mr. Carmel St-Amand.**

**MOTION CARRIED**

**9. Appointment of Signing Officers**

**Motion No. 7**

Upon motion duly made by Mrs. Nicole Somers, seconded by Mr. Paul Roy 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**

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

**Motion No. 8**

Upon motion duly made by Mr. Louis Chouinard, seconded by Mrs. Brigitte Martin 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. 9**

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

**RESOLVED To approve and ratify that the Directors shall receive the same remuneration as 2018 for the services as officers or directors for each board meeting attended during the year.**

**MOTION CARRIED**

**11. Presentation: Ms. Marie-Ève Castonguay, Workforce Strategist and Community Economic Development Officer, Government Relations, Opportunities New Brunswick**

Ms. Castonguay presented her annual report: she listed the workforce strategy initiatives, which were designed "to help clients to navigate the workforce ecosystem, to establish connections with institutions, services and partners and to provide them with support in their recruitment efforts." She spent 30% to 40% of her time as Community Economic Development Officer, Government Relations. Her role consisted of improving communication between local and regional stakeholders and economic development agencies. The overall goal is to establish relationships, find synergies and support economic opportunities in order to strengthen the region.

**12. Transfer of reserve funds**

This item will be discussed at the general meeting following tonight's AGM.

**13. Create a special fund for our new severance allowance policy**

This item will be discussed at the general meeting following tonight's AGM.

**14. Other Business**

**a) Minutes of the Executive Committee meeting of April 18, 2019, for approval**

This point will be discussed at the general meeting following this evening's AGM.

**b) Offer of service from PD Dimension RH inc. – Ms. Paméla Bérubé**

This point will be discussed at the general meeting following this evening's AGM.

**c) Department of Public Safety – information session**

This point will be discussed at the general meeting following this evening's AGM.

**d) Appointment of Auditors for 2019, 2020, 2021**

**Motion No. 10**

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

**RESOLVED To appoint Raymond Chabot Grant Thornton to do the audit of the NWRSC for the years 2019, 2020, 2021 in the amount of \$14,000, \$14,500 and \$15 000 respectively (before HST).**

**MOTION CARRIED**

**e) Update on our investment with Peak Investment**

Mr. Ouellet informed members that the value of the investment with Peak Investment as of September 15, 2018, was \$1,280,146.62; as of December 31, 2018, it was \$1,228,585.14; and as of March 31, 2019, it was \$1,314,250.60.

**15. Adjournment**

**Motion No. 11**

Upon motion duly made by Mr. Alain Martel, it was

**RESOLVED To adjourn the meeting at 8:15 p.m.**

**MOTION CARRIED**

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Jean-Pierre Ouellet  
Chairman

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France Roussel  
Vice-Chairman

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Nicole Rioux  
Session Secretary