



## EXTRAORDINARY MEETING

DATE: Monday, May 29, 2023

LOCATION: 36 Court Street, Suite 102 (CSRNO Office)

TIME: 3:00 p.m.

### MINUTES # 70

#### **1.2. Attendance and Opening of the meeting**

Ms. Nicole Somers, Chair of the Board, called the meeting to order at 3:00 p.m. and welcomed everyone.

##### **Members present**

BEAULIEU, Bertrand

MARQUIS, Eric

LEVESQUE, Josée, Member of the Executive Committee

OUELLET, Jean-Pierre, Vice-President

ROUSSEL, Lise

SOMERS, Nicole, President

Mayor of the Regional Municipality of Grand Falls

Mayor of Edmundston

President of the North West Rural District

Mayor of the City of Haut-Madawaska

Mayor of the City of Vallée-des-Rivières

Mayor of the City of Saint-Quentin

##### **Staff present**

BELLEFLEUR, Lise

TERCIER, Céline

THIBODEAU, Johanne (arrives at 3h25)

Executive Assistant

Regional Growth Coordinator

Director of administrative services

##### **Personnel absent**

CASTONGUAY, Marie-Eve

Chief Executive Officer

##### **Guests**

DUBOIS, Nathalie (Via Zoom from 3h35 to 4h00)

WILKINS, Jennifer (Via Zoom from 3h35 to 4h00)

Environment and local government

Environment and Local Government

\*\* At item 5, Mesdames Johanne Thibodeau, Céline Tercier and Lise Bellefleur left the meeting room (from 3:35 to 4:10 p.m.) so that the Board could hold discussions with Mesdames Nathalie Dubois and Jennifer Wilkins from the Department of the Environment and Local Government.

#### **3. Disclosure of conflicts of interest**

Ms. Somers asked whether there were any conflicts of interest. No conflicts have been declared.

#### **4. Approval of the agenda**

##### **Resolution No. 1**

Following a motion duly moved by Mr. Bertrand Beaulieu, seconded by Mr. Eric Marquis and adopted unanimously, it was

**RESOLVED That the agenda for the May 29, 2023 extraordinary meeting be accepted .**

**ADOPTED UNANIMOUSLY**

**5. Acting CEO position**

At 3:35 p.m., the employees left so that the session could continue behind closed doors with Mesdames Nathalie Dubois and Jennifer Wilkins from the Department of the Environment and Local Government.

Subsequent to the discussions, the members of the CSRNO Board of Directors will receive an email with a list of potential candidates for the post of Acting CEO.

There will be another meeting on the subject.

**6. Actions relating to information management**

Redirection of emails, schedule, Teams messaging, etc., in the absence of the CEO.

**Resolution No. 2**

Following a motion duly moved by Mrs. Lise Roussel, seconded by Ms. Josée Levesque and adopted unanimously, it was

**RESOLVED THAT, with all due respect and for the well-being of the CEO, management of emails, schedules and Teams messaging be reassigned to Ms. Céline Tercier for follow-up until CSRNO appoints an Acting CEO. The password has to be changed until the CEO returns.**

**ADOPTED UNANIMOUSLY**

**7. Planned meetings in the CEO's schedule to be cancelled, put off or delegated**

- a) Zoom meeting every Thursday from 10:00 to noon with the CEOs of the RSCs.

**Resolution No. 3**

Following a motion duly moved by Mrs. Lise Roussel, seconded by Mr. Bertrand Beaulieu and adopted unanimously, it was

**RESOLVED THAT CSRNO delegates Ms. Céline Tercier to participate in these meetings until the Acting CEO is appointed by the Board of Directors.**

**ADOPTED UNANIMOUSLY**

- b) Meeting of the advisory committee on public transit - Edmundston this coming May 31

Mr. Eric Marquis was asked to give an update on this meeting at the next meeting of the Board of Directors this coming June 19.

One subject of discussion at this upcoming meeting will be the deployment plan for public transit in Edmundston and Haut-Madawaska, for which no motion has been passed to date. Members' financial issues need to be discussed, along with whether the project is local/subregional/regional.

- c) Meeting: Showcase of funding measures for labour market partnerships, June 1 in Fredericton

**Resolution No. 4**

Following a motion duly moved by Mr. Bertrand Beaulieu, seconded by Mrs. Josée Levesque and adopted unanimously, it was

**RESOLVED THAT CSRNO delegates Ms. Mélanie Ruest to participate in this meeting with the authority to speak and vote in the place of the CEO.**

**ADOPTED UNANIMOUSLY**

- d) Support committee for medical and paramedical recruitment, June 1, via Teams

Subsequent to the discussions, it was decided that Ms. Céline Tercier would cancel the planned participation by CSRNO employees in this meeting.

- e) Tourism Advisory Committee Meeting, July 12 and 13 in Fredericton

Since this meeting is in July, it was decided to wait a while before making any decision.

**8. Actions for management of ongoing operations**

- a) Define roles and operations in the CEO's absence

**Resolution No. 5**

Following a motion duly moved by Mr. Eric Marquis, seconded by Mr. Bertrand Beaulieu and adopted unanimously, it was

**RESOLVED THAT the persons responsible shall continue with all their respective mandates. All questions should be forwarded to Ms. Céline Tercier, who is in charge until the Board of Directors appoints an Acting CEO.**

**ADOPTED UNANIMOUSLY**

- b) Contact people, signatures, etc.

**Resolution No. 6**

Following a motion duly moved by Mrs. Lise Roussel, seconded by Mrs. Josée Levesque and adopted unanimously, it was

**RESOLVED THAT in the absence of the CEO, Mesdames Johanne Thibodeau, Céline Tercier and Lise Bellefleur shall be the internal staff authorized to sign all documents on behalf of CSRNO until an Acting CEO is appointed.**

**ADOPTED UNANIMOUSLY**

- c) Transit coordinator: Clarify her role in the absence of a motion on the deployment plan

Further to the meeting of the advisory committee on public transit – Edmundston this coming May 31, the members decided to put this item off till the meeting of this coming June 19. Mr. Marquis will give an update of this meeting.

**9. Treasurer position**

CSRNO will receive financial assistance from the Department of Local Government to fill a contract position in Finance. Ms. Johanne Thibodeau will verify availability and a proposal with a potential candidate.

**10. Teams meeting with employees**

The members of the Executive Committee want to organize a Teams meeting with the employees of CSRNO. The members of the Executive will present a document that will be validated first with the Board of Directors.

**11. Password management for all employees**

For reasons of confidentiality, no passwords will be requested.

**12. Meeting with Vitalité**

Ms. Céline Tercier was asked to check with Vitalité whether they were available to meet, either in person or via Zoom, this coming June 5 at 3:00 p.m. The objective of the meeting is to clarify their mandate and to answer various questions from Board members, especially about the \$100,000 grant.

**13. Other business**

**Resolution No. 7**

Following a motion duly moved by Mr. Bertrand Beaulieu, seconded by Mrs. Josée Levesque and adopted unanimously, it was

**RESOLVED THAT in the absence of the CEO, Ms. Céline Tercier receive a 5% wage premium to make up for the additional duties assigned to her.**

**ADOPTED UNANIMOUSLY**

The Chair read out a letter that will be sent to the CEO on behalf of the Board of Directors.

**14. Adjournment**

The meeting rose at 4h23 p.m.

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**NICOLE SOMERS**  
Chairperson

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**LISE BELLEFLEUR**  
Session Secretary