



KINGS REGIONAL SERVICE COMMISSION BOARD MEETING
Valley Waters Town Hall, 10 Municipal St, Norton, N.B.
Wednesday, September 27, 2023, 7:00 pm.

Board Members Present:

Chair Marc Thorne - Sussex
Director Tim Wilson – Sussex
Vice-Chair Alan Brown – Butternut Valley
Director Vicki Gaunce – Butternut Valley
Director Randy McKnight – Valley Waters
Director Charity McDonald – Valley Waters
Director Peter Price – Kings Rural District
Director Gordon Keirstead – Kings Rural District

Staff:

Chief Executive Officer (Acting), Andrea Davis – Hourihan
Director Corporate Services, Mark Flewwelling

Other:

Recording Secretary, Pam Kaye
Regional District Manager – Ron Gaudet

Public:

Wayne Wilkins
Ann Marie Snyder
Roxanne McKnight
Stephen Muir- Councillor Valley Waters
Angela McLean – CAO Valley Waters
Emo – Tim Nickerson

Marc Thorne, Chairperson brought the meeting to order at 7:00pm, welcoming everyone.

Chairperson Thorne asked for any additions to agenda.

Motion to approve September 27 agenda made by Director Wilson, seconded by Director McDonald. Motion carried (8-0)

Chairperson Thorne asked if there was any conflict of interest. None declared.

Chairperson Thorne asked for approval of amended minutes of July 5, 2023, special meeting approved by Director Price, seconded by Director Wilson
Motion for approval of minutes of July 26, 2023, made by Director Keirstead, seconded by Director McKnight. Motion carried (8-0)

Presentations:

Dr. Kim Barker – Sussex Health Action Committee. - Public Health 101 – strong passion for community health. Although this is Saint John based, we will be reaching out to the Sussex community. Horizon Health has identified these areas to focus on, potential harm reduction, homelessness, mental health, poverty reduction.

Chairperson Thorne thanked Dr. Barker for presentation.

Bridgett Ryan – MAS executive director

Correspondence – letter to Kings RSC asking for \$20,000 funding to overcome shortfall.

We have just welcomed newcomer 501 and 2 on our list from 42 different countries to Sussex community.

Challenges – aging out of workforce, newcomers are taking open jobs, producing a stronger consumer base, revitalizing our communities. Majority are coming as economic immigrants, with job offers and are young with children. We have kept an 80% retention rate over one year, aiming for a 75% retention over 3 years. Employment and housing were reasons to leave.

Councillor Wilson is a member of the MAS board and is very impressed with accomplishments staff have made with limited funds.

Chairperson Thorne advised municipality of Sussex has been funding MAS and this year funding will be increased.

Questions about how MAS budget is funded were answered.

Committee Reports – 2024 draft budget

Chairperson advised board they have two choices with the draft budget: Board could bring draft budget before board for 45-day review and add request from MAS or park it to note impact on budget amendments on 45-day review,

Discussion: Director Gaunce suggested it be added as an amendment. Director McKnight asked why it didn't go to community development committee. Chairperson Thorne answered it was time sensitive to be included in the budget. Councillor McKnight advised there would be many more organizations seeking funding. The motion was amended.

Director Gaunce moved the CEO prepare documents with amendments, seconded by Director Wilson. Motion carried (6-2) issue with community stakeholders committee.

Next steps: Acting CEO was instructed to let the Director responsible for the Community Development Committee, to place Bridget Ryan, MAS to bring her request to the committee, if the committee wanted, they could bring forward a recommendation to the board to support the request.

Business arising from the minutes, none.

Correspondence - already dealt with in presentation.

Budget: Acting CEO Andrea Davis-Hourihan went over details of budget

Overall expenses have increased by 181.1 k because of inflation, further implementation of six enhanced services of \$233,995.

Corporate expenses – decreased

Professional fees, solid waste expenses decreased – adjusted corporate allocation

Solid waste revenue tipping fees will increase.

Funding is available to provide services mandated identified offsets, RSC transition fund for up to \$200,000. CEO has made application for funds of \$199,000, enabling \$130,000 potential to come out of budget. Paying for Strategic plan was imperative to moving plan forward.

New Business:

(a) Health care retention and recruitment update- Kings RSC has released funds in the amount of \$7600 to Sussex and area primary care recruitment committee for two initiatives: retention of a physician who is doing a work placement and committee will be able to attend and provide prize giveaway at highly competitive recruitment event at a Family Medicine Resident Network event in Digby, N.S. Chairperson Thorne commented Kings was the only RSC who took advantage of funding.

(b) Solid waste – new boundaries of Kings RSC reform will cause loss of tonnage from Upham and Norton. Town of Hampton has requested that Kings RSC keep tonnage coming to Sussex transfer station for another year. Unanimous vote to keep tonnage coming to Sussex transfer station.

(c) Finance committee – staff recommended to present budget to board for distribution. Make a motion to distribute the draft budget for its 45-day review, roughly review the budget and ask questions. Chairperson Thorne suggested CEO compile all of questions and comments then send out to all board members.

Director Wilson made motion to accept the draft budget for 45-day review, seconded by Director Keirstead. Motion carried (8-0)

Director Brown asked for motion to reconsider the motion for accepting Sussex library, by Section 697, seconded by Director McKnight. Notification will have to go to each CAO of the Kings Region.

Chairperson Thorne instructed CEO to produce another budget with the library taken out for information at next meeting.

(d) Saint John Regional airport committee has requested three nominations for one seat on the committee. Director Gaunce volunteered for position.

Director Brown asked for a Motion to extend meeting by half hour, seconded by Director Price. Motion carried (8-0)

(e) Appointment of external auditor Teed Saunders and Doyle for an additional two years. **Director Brown moved that Teed Saunders and Doyle be appointed external auditor for additional two years, seconded by Director Wilson. Motion carried (8-0).**

(f) As per Kings Regional Service Commission Procedural By-Law there shall be a standing committee called the Oversight committee with a minimum of four required.

Director Brown made a motion that the recommended committee of Marc Thorne, Peter Price, Randy McKnight, Tim Wilson, and Gordon Keirstead be the Oversight Committee, seconded by Director Price. Motion carried (8-0).

(g) **Terms of reference – Regional Destination Marketing Organization**

Director Price made a motion to accept terms of reference for Regional Destination Marketing Organization, seconded by Director Wilson, Motion carried (8-0).

(h) Terms of Reference for Community Development Committee

Director Brown made a motion to accept terms of reference for Community Development Committee, seconded by Director McKnight. Motion carried (8-0).

(i) Terms of reference for Solid Waste Committee

Director Wilson made a motion to accept terms of reference for Solid Waste Committee, seconded by Director Keirstead. Motion carried (8-0)

(j) Terms of reference for Public Safety Committee

Director Wilson made a motion to accept terms of reference for Public Safety Committee, seconded by Director McDonald. Motion carried (8-0).

(k) Terms of Reference for Finance and Budget committee

Director McDonald made a motion to accept terms of reference for Finance and Budget Committee, seconded by Director Wilson. Motion carried (8-0).

Director Price asked if there was one missing? Acting CEO Davis-Hourihan said Regional Sport and Recreation committee, there has been new expression of interest, have had some difficulty in finding expert.

Acting CEO Davis-Hourihan announced some operational news, our long-term employee Bev Wilcox has announced her retirement. She has been an employee since 1998 and will retire December 31, 2023. Bittersweet news for all office staff.

Questions from public:

Steven Muir asked if information from Civic Centre community partner revenue could be shared. CEO Davis-Hourihan will investigate this.

Next meeting – November 14, same location

Meeting adjourned by Director Gaunce and Director McKnight at 9:12 pm.



Marc Thorne, Chairperson



Pam Kaye, Recording Secretary