



GMRSC – Meeting Minutes – 2023-11
Greater Miramichi Regional Service Commission
November 20, 2023

The Chairperson, Art O'Donnell, called the meeting to order at 5:05 pm.

Item 2023-11-1 Record of Attendance

Members present:

Mayor, Art O'Donnell
Mayor, Ernest Robichaud
Mayor, Adam Lordon
Mayor, Kevin Russell
Lynn Gregan, Rural District Representative
Doug Munn via Zoom

Also present:

Wilson Bell, Chief Executive Officer
Sharon Williston, Recording Secretary
Shawn Cripps, CFO
Nic O' Dette, Planning Services Manager
Larry Allain (Alternate RD), via Zoom
Justin Forbes, Director of Operations
Mathieu Goguen, Building Inspector Manager via Zoom
Krista Chase, Economic and Labor Force Development Coordinator
Melanie Rousselle, SWS Manager
Sylvie Rousselle, Communication Development Coordinator
Nathan Delong, Miramichi Leader

Item 2023-11-02: Approval of Agenda

Moved: K. RUSSELL
Seconded: E. Robichaud

Resolved, "that Agenda 2023-11 be approved as circulated."

Carried

Item 2023-11-03: Declaration of Conflict of Interest

None declared.

Item 2023-11-04: Approval of Minutes of September 13, 2023, Board Meeting

Ernest Robichaud advised that Tara Ross Robinson was not present via Zoom as noted on original minutes of meeting 2023-9 on September 13, 2023.

A motion was made to accept the change as noted and to remove Tara Ross Robinson from the Record of Attendance.

Moved: L. Gregan

Seconded: K. Russell

Resolved, “that the minutes of the GMRSC Meeting 2023-9 be amended and approved.”

Carried

Item 2023-11-05: GMRSC 2024 Operating and Capital Budget

Wilson Bell, CEO and Shawn Cripps, CFO provided the overview of the proposed 2024 budget as recommended by the Finance Committee.

It is based on assumptions, decisions, and issues to form the 2024 Operating and Capital Budget for the GMRSC. A presentation of the proposed 2024 GMRSC Budget will be presented at the Board meeting on November 20th, 2023.

The Finance Committee met on two occasions to review the proposed budget. At the November 7th, 2023 meeting, the Committee recommended that the proposed GMRSC 2024 Operating and Capital Budget be approved.

CONSULTATIONS:

The proposed budget has been circulated to the member communities. Presentations were provided to the Councils and Staff of: Miramichi River Valley (October 3rd, 2023), Miramichi (October 10th, 2023), Alnwick (October 17th, 2023), Upper Miramichi and Doaktown (October 23rd, 2023) and the Municipal CAOs (September 27th, 2023).

VOTING REQUIREMENT:

*As per the Regional Services Delivery Act, Section 27 (2): A motion made at a meeting of a Board to approve a budget shall not pass unless at **least two-thirds** of the voting members present, who represent at least 51% of the total population represented by all the voting members present, vote in favor.*

GENERAL:

-Total Operating Budget for 2024 is **\$5,284,913 (2023--\$4,442,367)**; an increase of **\$842,546 or 18.97%** from 2023.

-No Capital Budget for 2024

-2024 Total Service Cost **\$2,286,428** (to be paid by member communities), resulting in a overall increase of **\$6,324**. In 2023, the Total Service Cost was **\$2,280,104**; (**increase of 0.28%**).

Staffing complement- Currently 17 staff positions – proposed to add three Full Time Employees (FTEs) and one Part Time Employee (PTE)

Funding to acquire additional office space, office equipment etc. to accommodate an increase in staffing.

The Local Government Reform (LGR) fund is a one-year funding program. The Regional Services Support Fund (RSSF) is a multi-year (2024 – 2028) funding program available to the Regional Service Commission.

The GMRSC received the following funding amounts from the LGR Implementation Fund (**\$288,950**) and the Regional Services Support Fund (**\$537,657**) Total received in support of the 2024 budget is **\$826,607**.

-The following Table 1 provides a breakdown of Members Costs for all services provided by the GMRSC.

Table 1: Total Members Cost for all Services 2023 - 2024:

Miramichi	\$1,231,511	\$1,134,618	-\$96,893
Miramichi	\$461,439	\$513,509	\$52,070
River Valley			
Doaktown	\$46,247	\$38,162	-\$8,085
Upper	\$76,400	\$78,142	\$1,742
Miramichi			
Alnwick	\$198,348	\$191,075	-\$7,273
Greater	\$266,159	\$330,923	\$64,764
Miramichi			
Rural District			
Totals	\$2,280,104	\$2,286,428	\$6,324

- The following Appendices are included:
 - Appendix A – Table 1- Budget Highlights by Service Division/ Members Costs
 - Appendix B – Line-Item Budget by Service Division
 - Appendix C – GMRSC 2024 Proposed Member Cost by Service Division

Lynn Gregan, Rep for Miramichi Rural District expressed his concerns on not receiving undated information to review prior to approving the budget.

Ernest Robichard expressed his concerns with the smaller municipalities losing money.

Adam Lordon expressed his excitement for the funding programs available for economical development, housing, and the labor force reflected in the budget.

RECOMMENDATION:

The Finance Committee recommends that the proposed (November 7th, 2023 version) of the GMRSC 2024 Operating and Capital Budget, be approved.

Moved: A. Lordon
Seconded: E. Robichaud

Resolved, “that, the total operating budget for the Greater Miramichi Regional Service Commission for the 2024 calendar year consist of total revenues of \$5,284,913 and total expenditures of \$5,284,913; as detailed in the budget information circulated previously and presented to the GMRSC Board on November 20th, 2023.

Carried

(5) Ayes – Art O’Donnell, Adam Lordon, Doug Munn, Kevin Russell, Ernest Robichuad
Abstained – Lynn Gregan

Item 2023-11-06: GMRSC Monthly Service Division Reports for September and October

Justin Forbes, Chief Operating Officer presented the Miramichi Regional Housing Authority Service Report for the months of September and October. He also provided updates on the Public Safety Committee and Regional Sport, Recreation and Cultural Infrastructure Cost Sharing for the month of September and October.

Nic O’Dette, Planning Services Manager gave an update on Planning Services. Thei report offered a detailed overview of services, including achievements, challenges, and metrics.

Mathieu Goguen, Building Inspector Manager presented the Building Inspection Services update.

Melanie Cripps, SWS Manager presented the Solid Waste Services update.

Krista Chase, Economic and Labour Force Development Coordinator, presented the Economic and Labour Development and Regional Tourism portion of the report.

Sylvie Rousselle, Manager of Community Development and Transportation gave an update for the two months as well.

ITEM 2023-11-07: CEO Update

1. The Approvals Coordinator role within the Planning Services Division is currently vacant, and the recruitment process is ongoing.
2. Interviews for the Planner position have been completed, and a successful candidate (Nahyssa Rose Rabé Harou) has been chosen. She commenced her new role on November 12/23.

3. Refer to the attached correspondence from Assistant Commissioner DeAnna L. Hill, O.O.M., Commanding Officer, J Division RCMP, regarding an increase in frontline resource allocation within Regional Service Commission 5.
4. A Board Briefing Session on the Implementation Plan for the Regional Strategy will be held on Wednesday, December 6th @ 5 PM.
5. The GMRSC Regional Strategy Launch will be held early in the New Year.
6. The next Regular Commission Board meeting is scheduled for January 24th, 2024, at 5 PM.

ITEM-2023-11-08 – GMRSC Board Briefing Session

A Board Briefing Session will be held at the GMRSC on Wednesday, December 6th at 5 pm

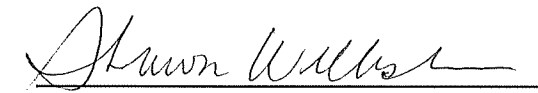
ADJOURNMENT

The next GMRSC board meeting will be held at 5:00 pm on January 24, 2024

It was moved by Kevin Russell to adjourn the meeting.

There being no further business, the Chairperson declared the meeting adjourned at 6:40 pm.

Respectfully submitted:



Sharon Williston, Recording Secretary



Wilson Bell, MCIP, CEO