

**GMRSC – Meeting Minutes – 2024-1**  
**Greater Miramichi Regional Service Commission**  
January 24, 2024

The Chairperson, Art O'Donnell, called the meeting to order at 5:02 pm.

**Item 2014-1-01 Record of Attendance**

**Members present:**

Mayor, Art O'Donnell via Zoom  
Mayor, Ernest Robichaud  
Mayor, Kevin Russell  
Deputy Mayor, Paddy Quinn via Zoom  
Lynn Gregan, RD Rep  
Mayor 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  
Ron Gaudet, Local Services Manager 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 via Zoom  
Tina Peterson, CAO via Zoom  
Nathan Delong, Press

**Item 2024-1-02: Approval of Agenda**

Moved: K. RUSSELL  
Seconded: E. Robichaud

***Resolved, "that Agenda 2024-01 be approved as circulated."***

*Carried*

**Item 2024-1-03: Declaration of Conflict of Interest**

None declared.

**Item 2024-1-04: Approval of Minutes of November 20, 2023**

Moved: L. Gregan  
Seconded: E. Robichaud

***Resolved***, "that the minutes of the GMRSC Meeting 2023-11 be approved as presented."

*Carried*

**Item 2024-1-05: Cost Sharing of Regional Infrastructure Committee – Terms of Reference (TOR)**

Justin Forbes, Chief Operating Officer presented a brief background on the TOR and presented staff recommendations.

**BACKGROUND**

The GMRSC has a new mandate to facilitate cost-sharing for sports, recreation, and cultural infrastructure, as outlined in the *Regional Service Delivery Act*. The Board has previously been briefed on this mandate and the proposal for establishing the Cost Sharing of Regional I The Act's amended General Regulation provides comprehensive details on the organization, mandate, and reporting requirements of the Committee, including the default cost-sharing formula.

The memo attached includes the draft TOR for the Committee, following the Board's prior briefing on this initiative. The Board was requested to review the draft TOR and the attached RSC Guidelines for the infrastructure cost-sharing mandate. A concise summary of the TOR and mandate will be presented at the meeting.

**Staff Recommendation:**

The GMRSC Board should approve the TOR and appoint the committee membership as identified. At least one representative from the RSC Board should be appointed.

For the selection of the rural district representative, either Director Lynn Gregan or Rural District Manager Ronald Gaudet should identify a suitable candidate who understands the needs and challenges of rural areas in relation to sports, recreation, and cultural infrastructure.

The expert advisor on sport, culture, and recreation should be chosen based on their expertise and experience in these fields, ensuring they can provide valuable insights and guidance to the committee. The Board may consider recommendations, or GMRSC Staff will conduct a targeted search for this role.

For the First Nations representative, GMRSC Staff will engage with local First Nations communities to identify a representative who can effectively voice the perspectives and interests of these communities in the committee's deliberations.

Local government members should liaise with their councils to determine the representative from each local government.

A draft copy of the Terms of Reference and the RSC Guidelines for infrastructure Cost Sharing was included.

Moved: Lynn Gregan  
Seconded: Ernest Robichaud

**Resolved**, that the Cost Sharing of Regional Infrastructure Committee TOR be approved and that the following be appointed to the Committee:

- Name of representative(s) of the RSC Board
- A representative from each local government (councillor, CAO, or designated staff)
- A representative from the rural district
- An expert advisor on sport, culture, and recreation
- A representative from First Nations

*Carried*

**Item 2024-1-06: Formalization of Zonal Immigration Partnership and Application of funding to Immigration, Refugees and Citizenship of Canada**

Krista Chase, Director of Regional Economic Development presented the staff report.

The Staff report gave a background on the Formalization of Zonal or Regional Immigration Partnerships.

In January 2023, population growth and overall coordination of newcomer support and ecosystem was mandated to the Regional Service Commissions by the Province of New Brunswick. The existing committee members of "Growing Miramichi" continue to meet, under the coordination of the RSC Community Onboarding Coordinator and the Direction of Regional Economic Development. The committee meets on average bi-monthly and is currently working its way through the refresh of the Regional Population Growth Strategy. In a committee meeting dated December 8<sup>th</sup>, 2023, the committee discussed the open call for proposals from IRCC and the specific funding for LIP and ZIP (Zonal, or Regional Immigration Partnerships). It was decided amongst members present at that meeting (Working NB, MRMA, Carrefour Beausoleil) that the RSC should recommend to the board that the region formalize a ZIP with IRCC and submit an application for funding of the activities already planned for the committee (and called for in the regional strategic plan).

**Staff Recommendation:**

The IRCC funding is a 5-year contribution agreement, so the funds applied for in 2025/26 could continue for 5 years, supporting the work called for in the Regional

Strategic Plan, regarding population growth. The funds would allow more work to be done in achieving the objectives already adopted in the strategic plan. IRCC funding is eligible up to 100% of cost, with no contribution requirement. There is no additional costs to communities.

The requirement from communities is a letter of support that details how the municipality will support the LIP/ZIP such as:

- commitment to participate in the partnership as an observer,
- commitment to participate as a member,
- Municipality's willingness to stay informed.

Moved: Kevin Russell  
Seconded: Ernest Robichaud

**Motion**, "that the report be accepted as presented and that GMRSC board members sign the drafted templated letter, indicating their support for formalizing a Zonal Immigration Partnership."

*Carried*

#### **ITEM 2024-1-07: Electrical Wiring Permit Legislative Link**

Wilson Bell, CEO presented the staff report.

Prior to February 2021, if an individual wanted to have electrical work done to their building (new build, addition, or renovation), a building permit would have been required prior to the electrician being able to obtain the required electrical wiring permit. This was a requirement of the *Provincial Building Regulation, 2002 – Community Planning Act*.

The *Provincial Building Regulation, 2002 – Community Planning Act* was also the regulation that required a building and development permit to be issued for construction and development.

On February 1, 2021, the *Provincial Building Regulation, 2002 – Community Planning Act* was revoked, when the new *Building Code Administration Act* came into force and took over the responsibility and requirement to obtain building permit.

However, the requirement to obtain a building permit before an electrical wiring permit can be issued was omitted from the *Building Code Administration Act*.

This omission led to an increase in illegal construction work being undertaken. The fact that construction work is being done without building permits and the necessary inspections that are associated with them is public safety concern. A link between building permits

and electrical wiring permits would help limit the amount of illegal construction work taking place.

Moved: Doug Munn  
Seconded: Kevin Russell

**Resolved**, "that the GMRSC Board request that the Minister of Public Safety, the Honourable Kris Austin, make the necessary regulatory amendments to re-establish the

legislative link between building permits and electrical wiring permits prior to the spring of 2024.  
Carried

**ITEM 2024-1-08: Appointment to the Planning Review and Adjustment Committee (PRAC)**

Nic O-Dette, Planning Services Manager presented the staff report.

**Background:**

The Planning Review and Adjustment Committee (PRAC) is a committee of the GMRSC. It makes land use planning decisions on certain types of applications (subdivisions, variances), and has an advisory role to make recommendations to local governments on other types of applications (municipal plan, rural plan and zoning by-law amendments, public street creation).

The PRAC is currently a six-member committee with broad geographical representation from the region. In accordance with the PRAC By-law, members may be appointed for four-year terms, and then reappointed for up to two additional four-year terms (12 years total). Three of the six members have terms that have expired as of January 1<sup>st</sup> 2024, and were originally appointed on June 30<sup>th</sup> 2012. These members have 6 months of possible eligibility for re-appointment remaining.

Staff have confirmed with each of the three members that they desire to continue to serve on the PRAC, for possibly up to an additional four-year term. Staff will begin to prepare for the eventual need to fill vacancies on the PRAC in any case.

Moved: Ernest Robichaud

Seconded: Lynn Gregan

**Resolved**, "that an additional one-year term be added to the two additional four-year terms as allowed currently by PRAC By-law.

Moved: Kevin Russell

Seconded: Lynn Gregan

**Resolved**, "that the GMRSC Board re-appoint William Treadwell, Kurt Marks, and Joseph Veriker to the Planning and Review Committee to extend their initial appointment by one year to January 1, 2025."

Carried

**ITEM 2024-1-09: CEO Update**

1. The Approvals Coordinator role within the Planning Services Division is currently vacant, interviews have been completed, decision on successful candidate is pending.
2. Economic Development Growth Officer position has been posted.
3. Senior Communications and Marketing Manager position and Housing Initiatives Manager position will be posted shortly.
4. A study is underway to determine if a Mobile Depot for HHW is a feasible option/alternate to the annual HHW collection events.

5. GMRSC Branding Strategy is also underway.
6. A study to evaluate the feasibility of applying Performance - Based Zoning in the Rural Communities and the Rural District will commence shortly. Meetings with the municipal councils and rural district will be arranged in the coming weeks.
7. The GMRSC Regional Strategy Launch will be held early in the Spring.
8. The next Regular Commission Board meeting is scheduled for February 28<sup>th</sup>, 2024, at 5 PM.

Moved: Doug Munn  
Seconded: Lynn Gregan

**Resolved**, "to accept the CEO's staff report as presented."

*Carried*

#### **ITEM-2024-1-10: Service Division Reports**

Service Division Reports were provided in advance and members were asked to forward any questions or comments before the meeting.

Moved: Lynn Gregan  
Seconded: Kevin Russell

Resolved, "to accept the Service Division Reports included in our meeting package."

*Carried*

#### **Item 2024-1-11 – Board Meeting Briefing – Regional strategy Implementation Plan (remaining sections) and MRHA Contract Discussion- IN CAMERA**

Chairman Art O'Donnell motioned to move this item to In Camera Session. All non board members or non staff members were asked to leave the meeting.

Moved: Paddy Quinn  
Seconded: Kevin Russell

*The board moved to regular session (out of camera) at 6:11 pm.*

*Motion, to move Item 2023-1-11 out of camera.*


*Carried*

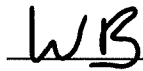
#### **ADJOURNMENT**

It was moved by Kevin Russell to adjourn the meeting.

There being no further business, the Chairperson declared the meeting adjourned at 6:16 pm.

*Respectfully submitted:*

  
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Sharon Williston, Recording Secretary

  
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Wilson Bell, MCIP, CEO