



*Municipal Advisory Corporation Inc.*  
*La Corporation Consultative aux Municipalités Inc.*

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**30th ANNUAL GENERAL MEETING**

September 29th 2021 @ 3:00 p.m.

**VIA ZOOM**

**1. CALL TO ORDER: President Chris Spear**

Chair, Chris Spear called the meeting to order at 3:00 pm. He welcomed everyone to the 30th Annual General Meeting of the Municipal Advisory Corporation, Inc. (MAC).

**(a) Introduction of 2018 – 2019 Board of Directors**

President Chris Spear introduced board members to the MAC membership. Board members present along with the President were: Vice-President Paul Lang, Executive Director, Kent Regional Service Commission, Treasurer, Brenda Cormier, Belledune; Board members: Peter Michaud, Grand Falls, Suzanne Coloumbe, Saint-Quentin and Claudette MacLean, Southwest Regional Service Commission. The Secretary to the Board, Brenda Knight, was also introduced. It was noted with regret that two board members Paul Maguire, Sussex and Joanie McGraw, Quispamsis, were no longer on the Board of Directors due to retirement and new employment, respectively.

**2. APPROVAL OF THE AGENDA**

**It was moved** by Claudette MacLean, **seconded** by Paul Lang, that the Agenda for the 2021 AGM be approved as amended. **Motion Approved**

**3. APPROVAL OF THE MINUTES OF SEPTEMBER 24, 2020**

**It was moved** by Claudette MacLean **and seconded by** Paul Land that the minutes of the 29th Annual Meeting for 2020 be adopted as amended. **MOTION CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES**

**(a) 2021 Professional Development Bursary**

President Chris Spear advised that Maryse LeBlanc from Memramcook was the winner of the 2021 Professional Development Bursary, sponsored by Assumption Life, in the amount of \$2,500. He congratulated Maryse and encouraged all employees with membership in the Municipal Advisory Corporation to apply for this professional development bursary in 2022.

## 5. PRESIDENT'S REPORT

President Chris Spear welcomed the membership and presented the following report:

Dear Members of the Municipal Advisory Corporation,

The consequences of the pandemic and how it will be managed moving forward are still being considered by all of us, on a personal, institutional and employer level. I would like to congratulate all our members for being diligent in their management of it and wish you continued good health and success.

The Assumption Life group health plan is still performing well as evidenced by the premium holiday we were able to offer in January. As discussed last annual general meeting, early 2020 costs were down as some of the services such as physio, massage therapy and dental were essentially shut down for the first half of 2020. There was somewhat of a rebound in the latter half of the year as both professionals and their clientele found ways to reinstate the services. Consequently, although there were savings overall last year, it was not as much as we may have expected with the several months loss of some services.

Regarding the Employee and Family Assistance Program through Homewood Health, it was surprising that the number of files were down in 2020 over 2019. The provider was not able to identify any main contributing factor but wondered if there may be a surge in cases through 2021. This service is provided on a fixed fee per member basis, so as employers we should be encouraging our workers to find value in the plan and use the services.

Before the membership today is a draft copy of the policies and bylaws of the corporation. They haven't been updated in many years (if ever), and while there is minimal change from the previous version, we thought it important to do this housekeeping to reflect the changes in the organization. Due to some technical challenges with service providers and IP addresses, the website had to be re-branded to [www.mac-ccm.com](http://www.mac-ccm.com). We thank Brenda Knight and Paul Maguire for helping us through the process and while it is up-to-date, we may look at adding more content to maintain its relevancy. By this point, all of us should be transferred to the new Assumption App or website that is managed by Claims Secure. Personally, and within the Town of Saint Andrews, the transition was seamless. If you experienced any difficulties, or continue to do so, please let one of our members know or Joel or Catherine.

Our long-time auditor Gary Morrison is finally retiring from public practice. We are grateful for the many years of service at a reasonable cost he provided to us. However, that creates a vacancy in that position and an appointment for a new auditor is before you today.

Due to the uncertainty of COVID-19 and our inability to plan sufficiently, the Education Day has been postponed to next spring. If you have any topics that are of interest to you, please let any one of us know.

Congratulations to Maryse Leblanc of the Village of Memramcook for being the 2021 winner of the Assumption Life bursary. We had several good applications from many of our member communities which made the process difficult. But it is important we invest in our members' education and continue to encourage those that we not successful this year, but are continuing their learning, to re-apply for next year.

It is with a tint of sadness and a lot of respect I recognize one of the founders of the Municipal Advisory Corporation, Paul Maguire of Sussex, for his recent retirement from both the Board and as a municipal Clerk/Treasurer. Paul provided a lot of insight, but also a collective memory of the struggles they went through around the founding. The successes we see now were only realized because of the original directors and some of the tough decisions that had to be made back then. Thank you, Paul, and best wishes for a long and joyous retirement.

Finally, I wish to thank my fellow board members, Secretary Brenda Knight and Joel and Catherine for their dedication and hard work over the last year and a bit. It is one of the best directorships I have been part of where every opinion is heard, but also delivered intelligently and with a lot of forethought. Thank you my friends and I look forward to more deliberation moving forward.

Sincerely,  
Chris Spear  
President

**It was moved** by Chris Spear **and seconded** by Suzanne Coloumbe that the President's Report be approved. **MOTION CARRIED**

## 6. NEW BUSINESS

### (a) Adoption of Revised By-laws and Policies

The revised By-laws and Policies were reviewed by the membership. There were no questions or comments.

**It was moved by** Brenda Cormier **and seconded** by Claudette MacLean that the revised By-laws and Policies be adopted. **MOTION CARRIED**

### (b) 2022 Renewal – Goguen Financial

Joel Drolet, Goguen Financial presented the 2022 Renewal to the membership via powerpoint presentation.

**7. AUDITORS' REPORT - 2020**

(a) Auditor's Report

The audited Financial Statements for the Municipal Advisory Corporation, Inc. for the year ended December 31, 2018, as prepared by the firm of Gary P. Morrison, were circulated to the members for approval. Brenda Cormier, Treasurer reviewed the independent Auditor's Report with the membership.

**It was moved by** Brenda Cormier **and seconded by** Claudette MacLean that the Auditor's Report for the Financial Statements for the year ended December 31, 2020, as prepared by G.P. Morrison, Accountant be adopted as circulated. **MOTION CARRIED**

(b) Appointment of Auditor for 2021

**It was moved by** Brenda Cormier **and seconded by** Paul Lang that Bringloe Feeney LLP Chartered Professional Accountants be appointed as auditor of the Municipal Advisory Corporation, Inc. for the 2021 fiscal year. **MOTION CARRIED**

**7. NOMINATIONS AND ELECTION OF OFFICERS**

**Nominations for 2021-2022**

Chris Spear, President, presented the Nominations for 2021-2022 and advised that according to the MAC Constitution members are elected to the Board of Directors of the Municipal Advisory Corporation at the Annual General Meeting. He presented the following nominations:

Chris Spear, Town of Saint Andrews  
Paul Lang, Kent Regional Service Commission  
Brenda Cormier, Belledune,  
Peter Michaud, Town of Grand Falls  
Claudette McLean, Southwest New Brunswick Service Commission  
Suzanne Coloumbe, Saint-Quentin

President Chris Spear asked three times if there were any nominations from the floor. As there were no further nominations he moved that nominations cease.

**It was moved by** Paul Lang **and seconded by** Brenda Cormier that the Board of Directors of the Municipal Advisory Corporation, Inc. for 2021-2022 be approved as presented. **MOTION CARRIED**

**8. ADJOURNMENT**

There being no further business, **on motion by** Claudette MacLean **and seconded by** Suzanne Colombe, that the annual AGM meeting of the Municipal Advisory Corporation be adjourned at 3:36 p.m..

Respectfully submitted,

Brenda L. Knight, Secretary  
MUNICIPAL ADVISORY CORPORATION, INC.