



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

MINUTES

**Board of Directors Meeting
Boardroom Salon "A"
Fredericton Inn, Fredericton, NB
March 24th, 2023 @ 10:00 a.m.**

Present: Chris Spear, President
Paul Lang, Vice-President
Scott Sparks, Treasurer
Suzanne Coulombe, Director
Claudette MacLean, Director
Angèle McCaie, Director
Brenda L. Knight, Secretary (Via Zoom)

Absent: Gilles Legacy, Director

In Attendance:
Joel Drolet, President, Goguen Champlain Financial Services
Catherine LeBlanc, Goguen Champlain Financial Services

1. Call to Order and Welcome

Chris Spear, President called the meeting to order at 10:00 a.m. and welcomed everyone to the meeting.

2. Approval of Agenda

It was Moved by Paul Lang, Seconded by Claudette MacLean, that the agenda for the MAC Board Meeting of March 24, 2023 be approved as amended.

Motion Carried.

3. Approval of Minutes

September 29, 2023

It was Moved by Suzanne Coulombe, Seconded by Claudette MacLean that the minutes of the meeting of the MAC Board of September 29th be approved.

Motion Carried



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Dec. 2, 2022

It was Moved by Paul Lang, Seconded by Claudette MacLean that the minutes of the meeting of the MAC Board of Dec. 2, 2022 be approved. **Motion Carried**

4. Business Arising From the Minutes

(a) Revised By-law and Copy of Non-Competition Clause

It was moved by Angele McCaie, seconded by Suzanne Coulombe, that the revised By-law dealing with Section 3 “Members” to include the membership of employees of the Association of Municipal Administrators of New Brunswick, along with an attached Annex “A” a “non-Compete Agreement” be recommended by the MAC Board to be placed as an agenda item at the MAC AGM for consideration by the MAC membership. **Motion Carried**

(b) Update on Education Days

Catherine LeBlanc provided an update on the April 28th Education Day and it is included in the Goguen Financial Report.

(c) MAC AGM Room Rental

It was moved by Paul Lang, seconded by Claudette MacLean, that the MAC Board approve \$1,000 payment to AMANB for the use of the banquet room, translation and equipment for the 2023 MAC AGM held during the AMANB AGM. **Motion Carried**

(d) Audit Report

Brenda Knight, Secretary, advised that all pertinent information had been forwarded to Bringloe Feeney for the 2022 Audit.

5. (a) Financial Report to December 31, 2022

It was moved by Scott Sparks, seconded by Paul Lang that the SAGE Financial Report to December 31, 2022 be approved as circulated. **Motion Carried**



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(b) Financial Report to February 28, 2023

It was moved by Scott Sparks, seconded by Paul Lang that the SAGE Financial Report to February 28, 2023 be approved as circulated. **Motion Carried**

6. Correspondence

There was no correspondence to review.

7. New Business

(a) Resignation of Board Member – Natalie Bowen

It was moved by Paul Lang, seconded by Suzanne Coulombe, that the resignation of Natalie Bowman, Quispamsis, be accepted with regret **Motion Carried.**

It was moved by Claudette MacLean, seconded by Angele McCaie, that the MAC Board approve the purchase of a \$300 gift card for Natalie Bowen. **Motion Carried**

(b) Goguen Champlain

Highlights of the presentation included:

Experience Review:

- Life Insurance – 3 Claims: 1 of \$180,000, 1 of \$87,000 and 1 of \$83,000;
- AD&D – Dependent Life: 2 Claims both \$10,000
- Critical Illness: 5 separate claims of \$10,000 each
- Short Term Disability: Claims Jan to Feb 2023: \$8,749
- Long Term Disability: Claims Jan to Feb 2023: \$86,197
- Health & Dental Insurance: Health Jan to Feb 2023: \$285,808; Dental Jan to Feb 2023: \$106,280
- Overall Changes Renewal 20223: 2.76%

2022 Retention Report end December 2022:

- Retention Premiums: \$2,571,780



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- Total Claim: \$2,235,240
- Total Retention Charges: (\$431,083)
- Total Interest: \$52
- Current Surplus (Deficit): (\$94,491)
- Stabilization Fund: \$381,343
- Interest on Prem Stabilization Fund: \$953
- Current Stabilization Fund: \$287,806
- Surplus left in Deposit: \$784,251
- Interest on Surplus left in Deposit: \$11,372
- Current Surplus Left in Deposit: 795,623

New Applications:

- 0 new groups in 2022
- 1 Terminated group in 2022
- Envision Saint John – The Regional Growth Agency – 13 employees

Education Day:

- Topics: How to attract and retain the best employees; The Science of Happiness
- Fee: \$50 for MAC Members; \$75 for non-members
- Speakers: Sylvie Dejadins, NxCareer; Hon. Daniel Allain; Homewood Health
- Location: Delta Beausejour April 28th 2023

It was moved by Paul Lang, seconded by Angele McCaie that the \$7,000 budget for the 2023 Education Day presented by Goguen Financial be approved. **Motion Carried**

Professional Development Bursary:

- Deadline to apply April 30, 2023

Renewal Meetings:

- Meeting with Finance Committee, Assumption and GCFS – Sept. 8th
- Renewal Grid sent to GCFS: Sept. 14th
- Meeting with Finance Committee and GCFS: Sept. 15th
- Confirmation of Renewal Grid to Assumption: Sept. 18th
- Renewal binders prepared by Assumption: Sept. 25th
- Meeting with MAC Board: Sept. 28th or 29th
- Letters Sent by Assumption: Oct. 6th, 2023



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Date and Location of Next Meeting

The next board meeting will be held in Edmundston at the MAC AGM, Wednesday June 7th 2023.

8. Adjournment

It was moved by Paul Lang that the meeting of the MAC Board be adjourned. **Motion Carried**

Respectfully submitted,
Brenda L. Knight