

# Meeting Minutes

## Board of Directors

### December 21, 2016 (Teleconference)

#### Attendees

Jimmy MacAlpine, Russell Walker, Alex Morrison, Greg Keefe, Betty MacDonald, Mike Dolter, Doug Sabeau, Michele McKenzie, Amanda Whitewood

#### Regrets

Connie Nolan

#### Staff Attendees

Kathy Gillis, Meredith Buchanan, Chris Doucette, Tracy Williams

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The Chair, Jimmy MacAlpine, called the meeting to order.

#### 1. **External Auditor Appointment**

Mike Dolter, on behalf of the Audit, Risk and Finance Committee, provided an overview of the results pertaining to the financial audit services Request for Proposal (RFP). After review and consideration of the proposals, it is being recommended that Grant Thornton be awarded the service contract for the provision of financial audit services for the next three fiscal years (2017, 2018, and 2019). Grant Thornton had the lowest cost, with service improvements.

**Moved by Russell Walker, seconded by Greg Keefe that the External Financial Audit Services contract be awarded to Grant Thornton for the next three fiscal years (2017, 2018, and 2019) be accepted. Motion carried.**

**Action: Staff to prepare a letter from the Chair to Grant Thornton advising they have been awarded the RFP contract. Also indicate in the letter the importance of the communication service improvements they have committed to.**

#### 2. **Board Appointment Recommendation**

The Chair indicated the Governance Committee met December 20, 2017 (by teleconference) following informal candidate conversations conducted by Russell Walker and Betty MacDonald with Clifford Hood, Town of Yarmouth, and Darren Bruckschwaiger, Cape Breton Regional Municipality (CBRM).

The Governance Committee is recommending to the Board that these candidates' names be put forward to the UNSM Board for consideration as the recommended candidates for appointment to the PVSC Board of Directors.

**Moved by Russell Walker, seconded by Betty MacDonald that Clifford Hood and Darren Bruckschwaiger be recommended to the UNSM Board for appointment to the PVSC Board of Directors. Motion carried.**

**Action: Staff to ensure the recruitment package and recommendations are provided to the UNSM by the first of week of January 2017.**

**3. Request for Regulation – Post Retirement Benefits Funding Valuation**

Further to the letter (copied to the Board) from the Chair to the Minister of the Department of Municipal Affairs, Kathy Gillis provided background information on the post-retirement benefits for employees and how the actuarial valuation is done. The dispute is with regard to actuarial valuation for accounting purposes v. actuarial valuation for funding purposes. PVSC has been advised by the Department of Finance to continue with the current process, and PVSC will make a request to the Province for a regulation change (Request for Clarifying Regulation) under the PVSC Act.

**4. 2017 Macro Agenda**

Staff noted with the work that Michael DeVenney is doing some gaps may be filled in pertaining to the structure of meetings and agendas.

The proposed meeting dates as per the draft macro agenda for 2017 were reviewed (Feb 9<sup>th</sup> & 10<sup>th</sup> dates were changed to Feb 2<sup>nd</sup> & 3<sup>rd</sup>, and April 6<sup>th</sup> & 7<sup>th</sup> meetings were changed to March 30<sup>th</sup> & March 31<sup>st</sup>).

**Moved by Mike Dolter, seconded by Michele McKenzie that the 2017 macro agenda, with revised dates, be accepted. Motion carried.**

Note: Jimmy MacAlpine and Kathy Gillis on behalf of the Board and staff thanked Russell Walker and Doug Sabeau for their time served on the Board, and acknowledged that it was a privilege working with them. The Chair also invited them to attend the Board's February meeting for an official send off.

**Meeting Adjourned**