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# Meeting Minutes

**Meeting: Board of Directors (via phone)**

**Date: October 23, 2015**

## Attendees

Jimmy MacAlpine, Russell Walker, Robert Bird, Brian Cullen, Betty MacDonald, Kevin Saccary, Amanda Whitewood

## Regrets

Michele McKenzie, Mike Dolter, Doug Sabean

## Recused

Raymond Tynes, Alex Morrison

## Staff Attendees

Kathy Gillis, Chris Doucette

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### 1. **Review of Agenda**

The draft agenda was reviewed. The agenda was not approved as the meeting did not have a quorum.

### 2. **Review of the Minutes**

The draft minutes of the September 17, 2015 meeting were reviewed. The minutes were not approved as the meeting did not have a quorum, and will be deferred to the next meeting.

### 3. **Board Appointments**

An additional Board member joined the meeting and this agenda item was reviewed and discussed.

#### (a) Union of Nova Scotia Municipalities (UNSM)/Association of Municipal Administrators (AMA) positions

Knightsbridge Robertson Surette (KBRS) received three applications for the UNSM Town representative position, two applications for the UNSM Rural representative position, and no applications for the AMA Rural representative position.

- Four members of KBRS reviewed each application and ranked them relative to one another in each category. Gaps identified within the current Board Skills Inventory were considered in the overall ranking of the strength of each application.

- The Selection Committee, as represented by Jimmy MacAlpine, Russell Walker, Kathy Gillis (ex officio) and Meredith Buchanan (ex officio) met to review the applications and rankings, and to discuss fit with key selection criteria. The Selection Committee recommended that Alex Morrison (UNSM Rural) and Raymond Tynes (UNSM Town) be reappointed to the PVSC Board.

**Moved by Russell Walker, seconded by Kevin Saccary that the Board approve the recommendation of Alex Morrison and Raymond Tynes to the UNSM for reappointment to the PVSC Board of Directors. Motion carried.**

(b) Independent Position

Knightsbridge Robertson Surette (KBRS) reviewed 24 applications received and narrowed this down to a short list of 8 candidates to determine interviews.

- Four candidates were selected for interviews held by the Selection Committee (Jimmy MacAlpine, Russell Walker, Kathy Gillis, & Meredith Buchanan) on October 19, 2015.
- Following interviews, the Selection Committee met to deliberate and discuss each candidate's fit with key selection criteria. The Committee identified Greg Keefe as the candidate demonstrating the strongest fit as per the criteria. The Selection Committee recommended Greg Keefe for appointment to the PVSC Board

**Moved by Kevin Saccary, seconded by Betty MacDonald that the Board approve the recommendation of Greg Keefe to the PVSC Board of Directors. Motion carried.**

**Meeting adjourned**