



# Association of Municipal Administrators of New Brunswick

40<sup>th</sup> Annual General Meeting  
June 9, 2016  
Shippagan, New Brunswick



## Annual Report 2015-2016





# AMANB

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# AMANB

## Agenda



ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.  
ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B.  
20, rue Courtney Street, Douglas, N.B. E3G 8A1  
TEL.: (506) 453-4229 FAX/Télocopieur: (506) 444-5452  
E-mail/ courriel: amanb@nb.aibn.com

### 40th ANNUAL GENERAL MEETING 2016

Date: June 9, 2016  
Time: 10:30 a.m.  
Location: Shippagan

1. Call to Order and Welcome – Melanie MacDonald, President  
Introduction of 2015-2016 Board of Directors
2. Approval of Agenda
3. Adoption of Annual General Meeting Minutes of June 11, 2015
4. Business arising from the Minutes
5. President's Report – Melanie MacDonald
6. Treasurer's Report – Henri Battah
  - 6.1 Auditors' Report 2015-2016
  - 6.2 Proposed Budget 2016-2017
  - 6.3 Appointment of Auditors
7. Other Reports
  - 7.1 Education – Denis Poirier
  - 7.2 Annual Conference – Nathalie Robichaud
  - 7.3 Regional Reports – Representatives
8. Nominations Committee report and Election of Officers – Peter Michaud
9. Other
  - 9.1 2017 Annual Conference
10. Adjournment

# AMANB

## 2015 - 2016 Board of Directors

<b>President</b>	<b>Melanie MacDonald</b> Assistant City Clerk City of Fredericton	37 Queen Street, P.O. Box 130 Fredericton, NB E3B 4Y7 Tel: 460-2020 Fax: 460-2905 melanie.macdonald@fredericton.ca
<b>Past-President</b>	<b>Peter Michaud</b> Chief Administrative Officer Town of Grand Falls	131 Pleasant Street, Suite 200 Grand Falls, NB E3Z 1G6 Tel: 475-7777 Fax: 475-7779 petergf@nb.aibn.com
<b>Vice-President</b>	<b>Shelley Morton</b> Council Recorder/ Asst City Clerk City of Moncton	655 Main Street Moncton, NB E1C 1E8 Tel: 856-4341 Fax: 856-4225 shelley.morton@moncton.ca
<b>Treasurer</b>	<b>Henri Battah</b> Director, Administration & Finance Regional Municipality of Tracadie	3620 Main Street Tracadie-Sheila, NB E1X 1G5 Tel: 394-4020 Fax: 394-4025 hbattah@tracadienb.ca
<b>Secretary</b>	<b>Heather Chase</b> CAO / Clerk / Treasurer Village of Blacks Harbour	65 Wallace Cove Road Blacks Harbour, NB E5H 1G9 Tel: 456-4871 Fax: 456-4872 h_chase@blacksharbour.ca
<b>Region 1</b>	<b>Annie Gagné</b> Executive Director Village of Drummond	1412 Tobique Road Drummond, NB E3Y 1H7 Tel: 475-4000 Fax: 475-4010 annie.g@mins.ca
<b>Region 2</b>	<b>Linda Brown</b> Chief Administrative Officer Town of Hartland	31 Orser Street, Unit 1 Hartland, NB E7P 1R4 Tel: 375-4357 Fax: 375-8265 hartland@nbnet.nb.ca
<b>Region 3</b>	<b>Amber Binney</b> Clerk Village of Harvey	58 Hanselpacker Road Harvey, NB E6K 1A3 Tel: 366-6240 Fax: 366-6242 village.harvey@rogers.com
<b>Region 4</b>	<b>Heather Chase</b> CAO / Clerk / Treasurer Village of Blacks Harbour	65 Wallace Cove Road Blacks Harbour, NB E5H 1G9 Tel: 456-4871 Fax: 456-4872 h_chase@blacksharbour.ca
<b>Region 5</b>	<b>Shelley Morton</b> Council Recorder/ Asst City Clerk City of Moncton	655 Main Street Moncton, NB E1C 1E8 Tel: 856-4341 Fax: 856-4225 shelley.morton@moncton.ca
<b>Region 6</b>	<b>Darlene O'Shea</b> Treasurer City of Miramichi	141 Henry Street Miramichi, NB E1V 2N5 Tel: 623-2200 Fax: 623-2434 darlene.oshea@miramichi.org
<b>Region 7</b>	<b>Henri Battah</b> Director, Administration & Finance Regional Municipality of Tracadie	3620 Main Street Tracadie-Sheila, NB E1X 1G5 Tel: 394-4042 Fax: 394-4025 hbattah@tracadienb.ca

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## 2015 - 2016 Board of Directors

<b>Region 8</b>	<b>Michael Roy</b> Administrator Village of Petit-Rocher	582 Principale Street Petit-Rocher, NB E8J 1S5 Tel: 542-2686 Fax: 542-2708 petit-rocher.mike@nb.aibn.com
<b>Region 9 (acting)</b>	<b>Pamela Robichaud</b> Chief Administrative Officer Town of Richibucto	9235 Main Street, Unit 1 Richibucto, NB E4W 4B4 Tel: 523-7870 Fax: 523-7850 pam.robichaud@richibucto.org
<b>Education Committee Chair</b>	<b>Denis Poirier</b> Chief Administrative Officer Regional Municipality of Tracadie	3620 Main Street Tracadie-Sheila, NB E1X 1G5 Tel: 394-4020 Fax: 394-4025 dpoirier@tracadienb.ca
<b>Ex-officio Members</b>		
<b>NB Dept of Environment and Local Government</b>	<b>Jennifer Thompson</b> Advisor, Local And Regional Governance	P.O. Box 6000 Fredericton, NB E3B 5H1 Tel: 444-2735 Fax: 457-4933 Jennifer.Thompson@gnb.ca
<b>Association francophone des municipalités du N.-B.</b>	<b>Frédéric Dion</b> Executive Director	702 Principale Street, Office 322 Petit-Rocher, NB E8J 1V1 Tel: 542-2622 Fax: 542-2618 direction@afmnb.org
<b>Cities of NB Association</b>	<b>Denis Roussel</b> Executive Director	P.O. Box 1421, Station A Fredericton, NB E3B 5E3 Tel: 452-9292 Fax: 452-9898 cnba_acbn@bellaliant.com
<b>Union of Municipalities of NB</b>	<b>Raymond Murphy</b> Executive Director	79 Main Street, Unit 4 Rexton, NB E4W 1Z9 Tel: 523-7991 Fax: 523-7992 umnb@nb.aibn.com
<b>AMANB</b>	<b>Danielle Charron</b> Executive Director	20 Courtney Street Douglas, NB E3G 8A1 Tel: 453-4229 Fax: 444-5452 amanb@nb.aibn.com



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2015 AMANB THIRTY-NINTH ANNUAL GENERAL MEETING  
Delta Beauséjour Hotel, Moncton, NB  
10:30 a.m., Thursday, June 11, 2015

There were approximately 75 people in attendance.

### 1. Call to Order and Welcome – Peter Michaud, President

President Peter Michaud, Town of Grand Falls, chaired the meeting. President Michaud welcomed everyone to the Thirty-Ninth Annual Meeting of the Association of Municipal Administrators of New Brunswick (AMANB). He called the meeting to order at 10:46 a.m.

### 2. Approval of Agenda

**MOVED** by Heather Chase, Village of Blacks Harbour, and **seconded** by Chris MacPherson, City of Fredericton, that the Agenda be approved as presented.

**CARRIED**

### 3. Adoption of Annual General Meeting Minutes of June 12, 2014

**MOVED** by Yves Leger, Village of Memramcook, and **seconded** by Lise Deschênes, Village of Sainte-Anne-de-Madawaska, that the Minutes of the 38th Annual General Meeting, dated June 12, 2014, and held at the Fredericton Delta Hotel, be adopted as circulated.

**CARRIED**

### 4. Business arising from the Minutes

None.

### 5. President's Report – Peter Michaud

President Michaud's report is on page 8 of the Annual Report 2014-2015. He introduced and welcomed the new Association members: the list is on page 20. He then introduced the 2014-2015 Board of Directors. President Michaud thanked the Executive Director for her dedication as well as her husband Daniel Grant for all his volunteer work.

**MOVED** by Heather Chase and **seconded** by Barbara Quigley that the President's 2014-2015 Report be accepted.

**CARRIED**

### 6. Treasurer' Report – Henri Battah

President Michaud called upon Treasurer Henri Battah, Regional municipality of Tracadie, to submit to the General Assembly the 2014-2015 Auditor's Report and the proposed 2015-2016 Budget.

#### 6.1 Auditor's Report 2014-2015

Mr. Battah reviewed the Financial Statements for the year ended March 31, 2015 as audited by GP Morrison, Chartered Professional Accountant, Fredericton, NB, and included in the Annual Report from page 9 to 19. These Financial Statements showed Revenue of \$154,351 and Expenses of \$142,110. He advised that the year ended March 31, 2015 with a surplus of \$12,241.

**MOVED** by Henri Battah, Regional municipality of Tracadie, and **seconded** by Rino Laforge, Town of Grand-Sault/Grand Falls, that the Financial Statements for the year ended March 31, 2015 as audited by GP Morrison, Chartered Professional Accountant, Fredericton, be accepted as prepared.

**CARRIED**

#### 6.2 Proposed Budget 2015-2016

Mr. Battah reviewed the Proposed Budget for 2015-2016 that was distributed to members. He reviewed each item for the ben-

efit of the members. Receipts and Expenses are established at \$185,249.

**MOVED** by Henri Battah, Regional Municipality of Tracadie, and **seconded** by Annie Gagné, Village of Drummond, that the Proposed Budget for the period of April 1, 2015 to March 31, 2016, in the amount of \$185,249. be approved as presented.

**CARRIED**

### 6.3 Appointment of Auditors

**MOVED** by Henri Battah, Regional Municipality of Tracadie, and **seconded** by Yves Leger, Village of Memramcook, that GP Morrison, Chartered Professional Accountant, Fredericton, NB be appointed as auditor for the coming fiscal year ending March 31, 2016.

**CARRIED**

President Michaud thanked the Treasurer for his work.

## 7. Other Reports

### 7.1 Education – Denis Poirier

The Education Committee Chair, Denis Poirier, advised that his report is included in the Annual Report 2014-2015 on page 22 and 23. Mr. Poirier named the Education Committee and the Professional Certification Committee members and thanked them for their work and dedication to fulfil the mandate of the Association. Members were invited to present their training needs to the committee and were reminded that all information on training and certification is on the AMANB website. President Michaud thanked the Chair and committee members.

### 7.2 Annual Conference – Shelley Morton

The Co-Chair of the Organizing Committee, Shelley Morton, introduced her committee members and extended her appreciation for all the great work that was done. According to the conference registration data, the participation is as follows: 115 Full Members (104 in 2014), 10 Associate Members, 1 Honourary Member, 7 Life Members, 6 Non Members, 17 spouses. This year, there were 19 exhibitors (18 in 2014) and 10 sponsors (8 in 2014). Revenues are expected to be \$78,190. Other statistics of interest to members: 74 municipalities (61 in 2014) out of 104 (103 in 2014) attended the conference for a total of 115 members out of 232 (230 in 2014). President Michaud thanked the Co-Chair and committee members.

### 7.3 Regional Reports – Regional Directors

The Reports for Regions 1 to 9 are included in the Annual Report from page 24 to 32.

**MOVED** by Connie May, Village of Gagetown, and **seconded** by Cynthia Geldart, Village of New Maryland, that the reports be accepted and filed as presented.

**CARRIED**

## 8. Nominations Committee Report and Election of Officers – Mary Jane Banks

President Michaud called upon Past President Mary Jane Banks, Chair of the Nominations Committee. She thanked members of the Nomination Committee, Barbara Quigley, City of Moncton, and Marc-André Godin, Town of Beresford, for their support. Chair Banks advised members that her report could be found on page 33 and 34 of the 2014-2015 Annual Report. Incumbent's names and election terms for the different positions are listed.

Chair Mary Jane Banks advised that Melanie MacDonald, City of Fredericton, has been nominated for the position of **President** of the Board of Directors. She asked three times for further nominations from the floor.

**MOVED** by Cynthia Geldart, Village of New Maryland, and **seconded** by Gilles Belleau, Town of Shediac, that nominations cease.

**CARRIED**

**MOVED** by Denis Poirier, Regional Municipality of Tracadie, and **seconded** by Nancy Shaw, Town of Florenceville-Bristol, that Melanie MacDonald be appointed to the Board of Directors as President for a two year term, 2015 -2016 and 2016-2017.

**CARRIED**

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Chair Mary Jane Banks advised that Shelley Morton, City of Moncton, has been nominated for the position of **Vice-President** of the Board of Directors. She asked three times for further nominations from the floor.

**MOVED** by Brenda Knight, City of Fredericton, and **seconded** by Nicole LeBrun, Village of Atholville, that nominations cease.

**CARRIED**



# AMANB

## Minutes - 39th Annual General Meeting - June 11, 2015

**MOVED by** Barb Quigley, City of Moncton, and **seconded by** Connie May, Village of Gagetown, that Shelley Morton be appointed to the Board of Directors as Vice-President for a two year term, 2015 -2016 and 2016-2017.

**CARRIED**

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Chair Mary Jane Banks advised that Connie May, Village of Gagetown, has been nominated for the position of **Secretary** of the Board of Directors. She asked three times for further nominations from the floor.

**MOVED by** Brenda Knight, City of Fredericton, and **seconded by** Barbara Quigley, City of Moncton, that nominations cease.

**CARRIED**

**MOVED by** Cynthia Geldart, Village of New Maryland, and **seconded by** Penny Henneberry, Town of St. George, that Connie May be appointed to the Board of Directors as Secretary for a two year term, 2015-2016 and 2016-2017.

**CARRIED**

The complete list of regional representatives for the 2015-2018 term is as follows and one motion was made for all the representatives; however nominations were welcomed from the floor.

REGION	REPRESENTATIVE
1	Annie Gagné, Drummond
2	Nancy Shaw, Florenceville-Bristol
3	Amber Binney, Harvey
4	Heather Chase, Blacks Harbour
5	Shelley Morton, Moncton
6	Darlene O'Shea, Miramichi
7	Henri Battah, Tracadie
8	Michael Roy, Petit-Rocher
9	Gilles Belleau, Shediac

Mary Jane Banks asked three times if there were any further nominations.

**MOVED by** Jane Lee and **seconded by** Brenda Knight that nominations cease.

**CARRIED**

**MOVED by** Johanne McIntyre Levesque and **seconded by** Roger Cyr, that the Regional Representatives be accepted as presented for a three-year term 2015 -2016, 2016-2017 and 2017-2018.

**CARRIED**

Chair Mary Jane Banks congratulated elected members and wished them well. President Peter Michaud welcomed the new Board members. He thanked the following members who are not continuing their mandate on the Board of Directors: Cynthia Geldart, Village of New Maryland, as Secretary and Mary Jane Banks, Town of Rothesay, as Past President.

### 9. Other

#### 9.1 2016 Annual Conference

President Michaud called upon Henri Battah, Co-Chair of the 2016 Organizing Committee. The annual conference will take place in the Acadian Peninsula specifically in Shippagan. Mr. Battah welcomed everyone and reminded members that June is the lobster and snow crab season. Activities and a great professional development program are being prepared.

### 10. Adjournment

Special thoughts are expressed for Nathalie Robichaud and Gérard Battah who are not able to be at the Conference this year because of illness.

**MOVED by** Suzanne Coulombe and **seconded by** Marie-Paul Robichaud, Village of Saint-Louis-de-Kent, to adjourn the AGM meeting at 11:30 a.m.

**CARRIED**

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Prepared by Danielle Charron, Executive Director

# AMANB

## *President' Report*

### PRESIDENT'S MESSAGE

2015-2016

Welcome to the 40th Annual AMANB Conference and General Meeting in the picturesque Acadian Peninsula and beautiful town of Shippagan. The theme for this year's conference is, "From yesterday to today, 40 years of dedication to our communities' wellness, professional development, and networking opportunities."

AMANB is a remarkable association in so many ways—from the foundation of providing educational opportunities for municipal administrators through organized training to the informal sharing of ideas and expertise, friendships, and support offered to colleagues from around the province. Our founding members sought to ensure municipal administrators had the education, professional development, and networking opportunities necessary to optimize community wellness. Today, the Association remains focused on these goals for its membership.

The Education Committee collaborates with educational institutions and other partners to organize workshops and webinars, including the following offered over the past year: Sustainability, Resiliency, Disaster Risk Reduction, Climate Adaptation Planning, Emergency Preparedness, Records Management, and Digitization. My appreciation goes out to the Chairman, Denis Poirier, and committee members for their time and efforts.

I would also like to acknowledge the tremendous support shown to me during my first year as President from our friends at the Union of Municipalities of New Brunswick; Cities of New Brunswick Association; Association francophone des municipalités du Nouveau-Brunswick; and Jennifer Thompson with the Department of Environment and Local Government. The Executive Directors and Jennifer join the Board of Directors each month for its meetings as ex-officio members to offer updates and input that is truly valued and appreciated. And, to our Executive Director, Danielle Charron; I am incredibly grateful for her assistance and guidance over the past year. She is a tremendous asset to the Association!

AMANB has a very active Board of Directors. In addition to monthly meetings, many of these individuals attend workshops and other sessions with key stakeholders to represent the Association and advise on matters relative to municipal governance. I would like to thank each of the Regional Directors and Executive for their ongoing support and dedication. It has been a pleasure to work with all of you — Peter, Shelley, Henri, Connie, Heather, Annie, Linda, Amber, Darlene, Mike, Christine, Pam, and Denis.

In conclusion, I wish all of you a great conference filled with many diverse educational and networking opportunities, in addition to lots of laughs. An amazing team has organized a program for us that recognizes and celebrates the people that shaped our association over the past four decades, and it is my pleasure to extend our appreciation to Co-chairs, Nathalie Robichaud and Henri Battah, as well as Dave Cowan, Daniel Hachey, Julie Jacob, and Danielle Charron. Job well done!

*Melanie MacDonald*

President - AMANB

**ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.  
ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B**

**FINANCIAL STATEMENTS/LES ÉTATS FINANCIERS**

**MARCH 31, 2016/LE 31 MARS 2016**

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# AMANB

## Auditor's Report

**GP MORRISON, CA**

CHARTERED PROFESSIONAL ACCOUNTANT

59 Lansdowne Street  
Fredericton, NB • E3B 1T1  
T. 506.447 0383

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of:

**ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.**

I have audited the accompanying financial statements of **Association of Municipal Administrators of N.B.**, which comprise the balance sheet as at **March 31, 2016** and the statement of operating fund income and fund balance and statement of equipment fund income and fund balance for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **Management's responsibility for the financial statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with *Canadian Generally Accepted Accounting Principles*, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with *Canadian accounting standards for not-for-profit organizations*. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### **Opinion**

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Association of Municipal Administrators of N.B. as at March 31, 2016 and its financial performance for for the year then ended in accordance with *Canadian accounting standards for not-for-profit organizations*.



CHARTERED PROFESSIONAL ACCOUNTANT

Fredericton, N.B.  
May 24, 2016

# AMANB

## Auditor's Report

**GP MORRISON, CA**

CHARTERED PROFESSIONAL ACCOUNTANT

59 Lansdowne Street  
Fredericton, NB • E3B 1T1  
T. 506.447 0383

### RAPPORT DES VÉRIFICATEURS

Au conseil d'administration de:

**L'ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B.**

Nous avons vérifiés le bilan de l'Association des administrateurs municipaux du N.-B. au 31 mars 2016 et l'état des recettes du fonds de fonctionnement et du solde du fonds, ainsi que l'état des recettes du fonds d'équipement et du solde du fonds pour l'année terminée à cette date. La responsabilité de ces états financiers incombe à la direction de l'Association. Notre responsabilité consiste à exprimer une opinion sur ces états financiers en nous fondant sur notre vérification.

A l'exception de ce qui est mentionné dans le paragraphe ci-dessous, notre vérification a été effectuée conformément aux normes de vérification Canadien généralement acceptés. Ces normes exigent que la vérification soit planifiée et exécutée de manière à fournir un degré raisonnable de certitude quant à l'absence d'inexactitudes importantes dans les états financiers. La vérification comprend le contrôle par sondages des informations probantes à l'appui des montants et des autres éléments d'information fournis dans les états financiers. Elle comprend également l'évaluation des principes comptables suivis et des estimations importantes faites par la direction, ainsi qu'une appréciation de la présentation d'ensemble des états financiers.

L'Association obtient une partie des ses recettes à partir de dons qu'il n'est pas possible de vérifier complètement d'un manière satisfaisante. Par conséquent, notre vérification des recettes en question s'est limitée aux montants inscrits dans les registres de l'Association. Nous n'avons pas pu déterminer s'il faudrait apporter des rajustements pour tenir compte des dons, de l'excédent des recettes sur les dépenses, de l'actif et de l'excédent.

A notre avis, sauf pour des rajustements qu'il faudrait peut-être apporter si un examen complet des recettes était possible, les présents états financiers présentent assez bien, sur tous les points substantiels, la situation financière de l'Association au 31 mars 2016, ainsi que les résultats de ses activités et flux de trésorerie pour la période terminée à cette date, conformément aux principes comptables Canadien généralement acceptés.



COMPTABLES AGRÉÉ PROFESSIONNEL

Fredericton, (N.-B.)  
le 24 mai 2016

1.

# AMANB

## Auditor's Report

**ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.  
ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B**

**BALANCE SHEET/BILAN  
AS AT MARCH 31, 2016/AU 31 MARS 2016**

	2016	2015
<b>ASSETS/ACTIF</b>		
<b>CURRENT/DISPONIBILITÉS</b>		
Cash/Banque	\$ 83,565	\$ 77,368
Accounts receivable/Comptes à recevoir	20,611	17,714
Prepaid expenses/ Frais payés d'avance	2,186	3,493
	106,362	98,575
<b>CAPITAL ASSETS/IMMOBILISATIONS (Note 3)</b>	703	1,004
	<b>\$ 107,065</b>	<b>\$ 99,579</b>

**LIABILITIES/PASSIF**

<b>CURRENT/DISPONIBILITÉS</b>		
Accounts payable/Sommes à payer	\$ 8,358	\$ 6,689
Deferred revenue/Revenus differes	16,780	9,415
	25,138	16,104

**FUND BALANCES/SOLDES DE FONDS**

Operating fund/Fonds de fonctionnement	81,519	82,766
Equipment fund/Fonds d'équipement	408	709
	81,927	83,475
	<b>\$ 107,065</b>	<b>\$ 99,579</b>

APPROVED BY/APPROUVÉ PAR:

\_\_\_\_\_ President/Président

\_\_\_\_\_ Treasurer/Trésorier



# AMANB

## Auditor's Report

### ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B. ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B

#### STATEMENT OF OPERATING FUND INCOME AND FUND BALANCE/ ÉTAT DES RECETTES DU FONDS DE FONCTIONNEMENT ET DU SOLDE DU FONDS YEAR ENDED MARCH 31, 2016/ANNÉE TERMINÉE LE 31 MARS 2016

	2016	2015
<b>REVENUE/RECETTES</b>		
Annual conference/Conférence annuelle	\$ 80,226	\$ 70,265
Memberships/Cotisations	44,163	45,667
Workshops/Ateliers	7,890	8,305
Official language grant / Subvention langue officielle	5,847	7,989
Environmental Trust Fund grant/ Subvention de fonds en fiducie pour l'environnement	29,582	19,725
Other revenue/Autres revenus	-	2,400
	167,708	154,351
<b>EXPENSES/DEPENSES</b>		
Annual conference/Conférence annuelle	53,931	39,292
CAMA/ACAM	9,485	288
Executive director/Directrice générale	51,007	48,762
Board meetings/Réunions du conseil	255	222
Telephone and fax/Téléphone et télécopieur	3,192	2,517
Postage and courier/Courrier	103	150
Office supplies/Fournitures de bureau	285	909
Education committee/Comite d'éducation	455	231
Other/Divers	865	1,145
Website/Siteweb	836	429
Meetings/Réunions	2,199	2,059
Translation services/Services de traduction	3,006	15,950
Workshop expense/Dépenses d'ateliers	34,572	21,786
Rent/Loyers	5,400	5,400
Insurance/Assurance	401	382
Professional fees/honoraires professionnels	2,963	2,588
	168,955	142,110
<b>SURPLUS/DÉFICIT</b>	<b>\$ (1,247)</b>	<b>\$ 12,241</b>

# AMANB

Auditor's Report

**ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.  
ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B**

**STATEMENT OF OPERATING FUND INCOME AND FUND BALANCE/  
ÉTAT DES RECETTES DU FONDS DE FONCTIONNEMENT ET DU SOLDE DU  
FONDS  
YEAR ENDED MARCH 31, 2016/ANNÉE TERMINÉE LE 31 MARS 2016**

	2016	2015
FUND BALANCE, beginning of period/ SOLDE DU FONDS au début de la période	\$ 82,766	\$ 70,525
Allocation to equipment fund/ Surplus/Déficit	(1,247)	12,241
<b>FUND BALANCE, end of period/ SOLDE DU FONDS à la fin de la période</b>	<b>\$ 81,519</b>	<b>\$ 82,766</b>

# AMANB

## Auditor's Report

### ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B. ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B

#### STATEMENT OF EQUIPMENT FUND INCOME AND FUND BALANCE/ ÉTAT DES RECETTES DU FONDS D'ÉQUIPEMENT ET DU SOLDE DU FONDS YEAR ENDED MARCH 31, 2016/ANNÉE TERMINÉE 31 MARS 2016

	2016	2015
FUND BALANCE, beginning of period/ Solde du fonds au début de la période	\$ 709	\$ 1,139
allocation à partir du fonds de fonctionnement Amortization of equipment/Amortissement d'équipement	(301)	(430)
<b>FUND BALANCE, end of period/ SOLDE DU FONDS a la fin de la période</b>	<b>\$ 408</b>	<b>\$ 709</b>

# AMANB

## Auditor's Report

### ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.

#### NOTES TO FINANCIAL STATEMENTS MARCH 31, 2016

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**1.1 Capital assets**

Capital assets are recorded at cost. Amortization is provided annually at rates calculated to write off the assets over their estimated useful lives as follows:

Computer equipment - 30 % diminishing balance

**2. STATEMENT OF CASH FLOWS**

Inclusion of a statement of cash flows would not provide any additional information that is not evident from the financial statements already presented. Therefore, a statement of cash flows has not been provided.

**3. CAPITAL ASSETS**

	2016		2015	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Computer equipment	\$ 8,213	\$ 7,510	\$ 703	\$ 1,004

6.

### ASSOCIATION DES ADMINISTRATEURS MUNICIPAUX DU N.-B.

#### NOTES AFFÉRENTES AUX ÉTATS FINANCIERS LE 31 MARS 2016

#### 1. SOMMAIRE DES PRINCIPALES RÈGLES ET MÉTHODES COMPTABLES

##### 1.1 Immobilisations

Les immobilisations sont inscrites au coût. L'amortissement est faite chaque année à des taux calculés de façon à amortir les éléments d'actif sur leur vie utile estimative, comme suit :

Matériel informatique - amortissement décroissant de 30 %

#### 2. ÉVOLUTION DE LA SITUATION FINANCIÈRE

Évolution de la situation financière - Un état de l'évolution de la situation financière ne donnerait aucun renseignement qui n'est pas contenu dans les états financiers déjà présentés. C'est pour cette raison qu'aucun état de l'évolution de la situation financière n'a été présenté.

#### 3. IMMOBILISATIONS

	2016		2015	
	Coût	Amortissement accumulé	Valeur comptable nette	Valeur comptable nette
Matériel informatique	8,213 \$	7,510 \$	703 \$	1,004 \$

### Welcome to new Members

#### *Region 2*

**Sarah Pacey**, Chief Administrative Officer / Clerk, Town of Florenceville-Bristol

**Lana Sharpe**, Clerk / Treasurer, Village of Meductic

#### *Region 3*

**Michael Baldwin**, Assistant Manager of the Information, Improvement, and Innovation Department, City of Fredericton

**Jennifer Murray**, City Clerk / Manager of Legislated Services, City of Fredericton

**Melanie Frost**, Clerk/Treasurer, Rural Community of Hanwell

#### *Region 4*

**Glen McCloskey**, Acting Police Chief, City of Saint John

**Ami Petrovics**, Clerk / Assistant Treasurer, Village of Grand Manan

#### *Region 5*

**Ashley Jones**, General Manager, Village of Rexton

**Meghan Walsh**, Communications Coordinator, Town of Riverview

#### *Region 7*

**Marielle Arsenault**, Executive Secretary, Regional Municipality of Tracadie

**Marcel Basque**, Director of Engineering, Regional Municipality of Tracadie

#### *Region 8*

**Lilianne Cayouette**, Secretary / Treasurer, Village of Charlo

**Marie-Claude Keeley**, Treasurer, Village of Balmoral

**Denise Rousselle**, Acting Chief Administrative Officer, Village of Nigadoo

#### *Region 9*

**Denny Richard**, Town Manager, Town of Bouctouche

**Stéphane Simard**, Assistant Municipal Clerk, City of Dieppe

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### Welcome to new Associate Members – Government Services

**Patrick Jeune**, Corporate Information Management Strategist, Provincial Archives

**Joanne Fletcher**, Chief Information Access & Privacy Officer

# AMANB

## *In Memoriam*

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### IN MEMORIAM 2015-2016



Associate Member Gisèle Bourque-Richard, from Hanwell, Information Management Strategist with Provincial Archives, passed away on December 5, 2015. She organized and facilitated for members numerous training sessions on the Municipal Records Authority.

# AMANB

## Education Committee Report

### Education Committee

### 2015-2016 Annual Report

Madame President,  
Members of the Board of Directors,  
Members of the Association,

I am pleased to present this year's Annual Report of the Education Committee and the Professional Certification Committee. Through the dedicated efforts of the members of these two committees and the work of our Executive Director, we have achieved a lot in recent months. I would like to introduce the members of the committees and to thank them for their valuable contributions.

Members of the Education Committee are:

- Denis Poirier, Tracadie, Chair, Region 7
- Shelley Morton, Moncton, Vice-President, Region 3
- Suzanne Coulombe, Saint-Quentin, Region 1
- Dan Dionne, Perth-Andover, Region 2,
- Ken Harding, Woodstock, Region 2
- Nancy Shaw, Florenceville-Bristol, Region 2 (retired in December 2015)
- Barbara Quigley, Moncton, Region 5
- Christy Arseneau, Dalhousie, Region 8
- Marc-André Godin, Beresford, Region 8
- Marie-Paul Robichaud, Saint-Louis-de-Kent, Region 9
- Danielle Charron, AMANB Executive Director

Ex-Officio Members:

- Jennifer Thompson, Department of Environment and Local Government
- André Blanchard, Université de Moncton, Éducation permanente
- Pat McKay, University of New Brunswick, College of Extended Learning
- Shelby Lang, Dalhousie University, College of Continuing Education

Members of the Certification Committee are:

- Denis Poirier, Tracadie, Chair of the Education Committee
- Peter Michaud, Grand-Sault/Grand Falls, Past-President
- Brenda Barton, Retired Member
- Elise Young, Atlantic Canada Opportunities Agency (ACOA)
- Ken Harding, Woodstock, Special Advisor

#### Review of the Professional Certification

A committee was established in August 2015 to review the AMANB Professional Certification Program. Through our project with the Canadian Association of Municipal Administrators (CAMA), we continue to gather information needed to up-date our program.

#### During the last year, the following workshops were organized:

##### ETF Grants

I would like to acknowledge the financial assistance provided by the Environmental Trust Fund (ETF). These funds were allocated to two projects to provide training as follows:

##### □ RESILIENCY PROJECT

- Held 17 Webinars – featuring subject matter experts, various perspectives, tools and resources, to improve community resiliency and adapt to climate change.
- Organized 17 Meetings -with CAOs, Emergency Plan coordinators, Town planners, to identify local resilience and climate adaptation efforts, gaps and opportunities to improve resiliency.
- Conducted 42 Phone interviews with municipalities for survey.
- Conducted Post Survey (email) – all webinar participants (75+)

Recordings, presentations, and speaker materials are published on AMANB website –[www.amanb-aamnb.ca](http://www.amanb-aamnb.ca) under Workshops tab and <http://energysmartnb.ca/> under Resilience tab.

##### □ SUSTAINABILITY PROJECT

Focused on developing the *Sustainable Communities Partnership*; developed and implemented the *Approach Building Sustainable Communities with Design*. Two main pilot projects (English: RSC 10; French: CSRPA): presented/worked under the three pillars of the Approach (i.e. Situation Study, Finding the 'niche', Training the decision-makers):

- Information sessions and recordings  
- Tracadie, October 28, 2015



# AMANB

## Education Committee Report

- Miramichi, November 9, 2015
- Fredericton, November 20, 2015
- Caraquet, January 19-20, 2016
- Brainstorming Sessions
  - Saint Andrews, June 19, 2015; report presentation October 22, 2015
- Situational Studies
  - In progress: McAdam, Tracadie, RSC10, CSRPA

### **Training Partnerships**

I would like to acknowledge the assistance of our partners allowing us to offer the following trainings to our members:

#### **1. Provincial Archives NB**

- **Records Management for Municipal Employees** (in French) - Trainer: Patrick Jeune  
- Bathurst, March 21-22, 2016 (postponed to April 13-14, 2016)

#### **2. UMNb - Pre-conference workshop**

- **Natural Gas 101, Be informed!** (simultaneous interpretation) - Atlantica Centre for Energy and UNB Saint John, Speakers: Colleen Mitchell, President, Craig Arbeau, P.Eng.  
- Fredericton, October 2, 2015

#### **3. NB Planning Directors and DELG (Planning Branch)**

- **Development Officers Learning Event** - property law/approval process (in English and French)  
- Fredericton, March 30-31, 2016

#### **4. International Association for Public Participation (AIP2), Atlantic regional chapter; City of Dieppe; RSC Kent; and Institute of Public Administration, Moncton regional group**

- **Certificate in Public Participation** (in French)  
- Dieppe, November 4-6, 2015 and February 1-2, 2016

I would also like to acknowledge the active participation of our main education partners, the University of New Brunswick, the Université de Moncton and Dalhousie University who are ex-officio members of the Education Committee. These institutions provide the basic study program of our professional certification.

Special thanks to Nancy Shaw of Florenceville-Bristol who retired in December 2015. Nancy has served on the Education Committee, the Review of the Professional Certification Committee and on the Steering Committee of the CAMA Partnership Communication Project. Happy retirement and keep up your social involvement.

### **Other committee activities:**

- Conference and orientation

The Education Committee provided assistance with the training offered during our annual conference and the Municipal Orientation Session on June 17-18, 2016 presented by the Government of New Brunswick.

- Municipal training by other municipal associations

- Education Committee representatives met with leaders of the Association of Municipal Administrators of Nova Scotia to assess the possibilities of sharing training modules.

- The Education Committee works with the Association of Francophone Municipalities of New Brunswick (AFMNB) to develop targeted training for elected officials and municipal administrators.

As you all know, training and professional developments constitute the basic mandate of the Association and the Professional Certification Program is our measure of success. Since 1990, a total of 119 professional certifications were granted by the AMANB. This year the Professional Certification Committee considered three members' requests for certification at various levels. I encourage members of the Association to always continue to improve in our professional field and achieve the Association's highest levels of certification. Our Association website provides a section where members can find all the information on the training offered by AMANB, on post-secondary programs and commercial courses. As well, our discussion group is a very popular tool to provide members with information on professional development and to share ideas. In addition, we hope to finalize in 2016-2017 the revision of our criteria and levels as well as update the professional certification program.

Finally, I would like to thank our Executive Director for her excellent work and generous collaboration. Thank you Danielle for being there to assist us!

Sincerely,

Denis Poirier  
Chair, AMANB Education Committee

# AMANB

## *Region 1 Report*

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### REGION 1 ANNUAL REPORT (2015-2016)

Region 1 members, as probably all administrators in the province, have been very busy during the past year. We are working at this time to welcome our new municipal councils. Municipalities in our regions are also working on several large projects, for example sharing of services between municipalities, additions of new infrastructure, possibilities of new amalgamation of municipalities, and many others.

It is very pleasant to work with AMANB Board Members. Their advice and wisdom on all the issues we face are priceless and the committee shows a great team spirit. Also, thank you to Danielle for her work to make the Association move forward. It is impressive to see all the work accomplished so that our Association is at the forefront.

Congratulations to two members of our region:

- Suzanne Coulombe, who already has 20 years of service to the municipality of Saint-Quentin, and
- Nicole Michaud, who has been working for 35 years in the municipality of Clair.

We are delighted that Shippagan is hosting the 40th annual conference. According to the agenda, the meeting will be busy, informative and entertaining. Bravo to the organizing committee.

Have a good conference!

Annie Gagné  
CAO  
Drummond

# AMANB

## Region 2 Report

### REGION 2 ANNUAL REPORT (2015-2016)

Wow, 2015-2016 has passed quickly. Our Region has been a bustle of activities, the growth of Woodstock's Recreation and Leisure Services, with the opening of the AYR Motor Centre, the Thompson Learning Centre and the McCain Theatre, Plaster Rock's Annual Pond Hockey Tournament, Florenceville Bristol's improvements to the Outdoor Pool and installation of new Playground Equipment, Perth Andover's Get Involved Campaign and the completion of Centreville's Splash & Community Park Project. These activities and so many more have kept our local Administrators very busy.

Over the course of the year we have welcomed Lana Sharpe as Administrator for Meductic and Sarah Pacey as CAO/Clerk for Florenceville Bristol to our group. Lana is almost ready to celebrate her 1st full year on the job. Congratulations to Lana and Sarah on your new positions and to Nancy Shaw on her retirement in December 2015.

Hartland hosted the first of the two regional meetings for the year in April. During our meeting we decided that future meetings will be moved around to other municipalities in our region that wish to showcase certain products or procedures they use to improve their productivity as Administrators. Dan Dionne of Perth-Andover has agreed to host us in the fall to show the paperless Council solution used by his municipality.

On behalf of Region 2, thank you to Melanie MacDonald, President of AMANB, Past President Peter Michaud, Vice President Shelley Morton and Executive Director Danielle Charron for keeping us up to date on the current issues effecting municipalities throughout the Province. Your work on arranging education opportunities, promoting the importance of Municipal Administrators and hosting informative meetings have helped to improve our working environment. THANK YOU!

Another important thank you goes to the Conference Organizing Committee this year for all their hard work and countless hours contributed into arranging this conference. "From yesterday to today, 40 years of dedication to our communities' well-being," will surely be a conference to remember.

In closing I want to express my personal thanks to the Board of Directors for appointing me Director of Region 2 in December, to hold down the fort in Nancy's absence, until the Annual General Meeting. It has been a great professional and personal growth opportunity for me to meet and work with the other Regional Directors and Administrators. You have been a wealth of knowledge and support during my few months on the Board and I have appreciated every moment of it.

Respectfully Submitted

Linda Brown  
CAO/Clerk – Treasurer  
Town of Hartland

# AMANB

## *Region 3 Report*

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### AMANB Region 3 Report

It is my pleasure to submit a 2016 report as representative for Region 3 AMANB. The AMANB Board Meetings continue to be educational and assist municipal administrators throughout our province. Although Region 3 did not meet this year, we maintained contact with municipalities via email to keep members up to date on important issues and new challenges.

AMANB continues to play an important role in leadership and to ensure our members are informed of important matters. The 2016 municipal election, future updates to the Municipalities and Community Planning Acts and many other issues continue to keep all of us busy! 2016 is, and will be an exciting and educational year for municipal staff.

On behalf of Region 3, I would again like to express our appreciation for the dedication of our Executive Director, Danielle Charron. She continues to provide us with invaluable information and keeps open a line of communication with our members. I would also like to recognize the efforts of our Executive Committee and President, Melanie MacDonald. It is a privilege to work with such delightful and knowledgeable associates that I also call friends.

In closing I want to extend thanks to the members of Region 7 and the Regional Municipality of Tracadie for hosting the 2016 Annual Conference. I am sure that the 40th Anniversary of our Association will be one to remember.

I would like to thank all the municipalities in Region 3 for accepting me as your representative. I look forward to seeing you at the Conference!

Respectfully submitted

Amber Binney  
Clerk  
Village of Harvey

# AMANB

## *Region 4 Report*

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### REGION 4 ANNUAL REPORT (2015-2016)

In the last year, our zone members have been very dynamic. Nothing stays the same long in this business, and that is usually a good thing.

We have seen a few of our colleagues move on to other opportunities, including Mike Brennan (retired), Pat Woods (retired) and Jamie Carr (moved to the Roosevelt Park) and we wish them all the best in the future.

Thanks to federal and provincial infrastructure funding, many municipalities have been working on maintaining and upgrading our aging infrastructure. Many of us are working on water and wastewater projects, as well as wharfs and bridges. This very critical work is being balanced with investing in assets such as skate parks, arenas, parks, trails and amphitheaters.

On the development front, there has been a lot happening. St. Stephen has had a full year of operation of the Garcelon Civic Center; this has been a great stimulus for further development in the community. The town of Hampton purchased the old Kings County Courthouse from the Province and is in the process of converting that historic structure into their new Town Office. Housing has been a priority for some areas and in an effort to meet the needs of aging residents; both the Town of Saint Andrews and the Village of Blacks Harbour are working on senior's housing developments.

And as many hockey fans will know, the Town of Quispamsis did a fabulous job hosting the TELUS cup in April of 2016, with kudos on the event from across the country. And just for good measure, the Saint John Vito's placed second out of 158 teams! As the Province continues to "encourage" more cooperation between municipalities and LSDs, 2016 has potential to see communities coming together under new structures such as rural and regional communities. This will undoubtedly see new people joining the association, as well as experienced members assuming new roles.

As many of us have just gone through the process of swearing in our new Councils, I'm sure the next four years, will bring renewed focus and fresh energy to leading our communities.

Heather Chase  
CAO/Clerk/Treasurer  
Village of Blacks Harbour

# AMANB

## *Region 5 Report*

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### REGION 5 ANNUAL REPORT (2015-2016)

This year, I have had the opportunity to attend AMANB Board meetings, either in person or via teleconference. My perfect attendance for board meetings was ruined as I had to miss one teleconference meeting due to laryngitis – stop laughing.

I had the opportunity to represent AMANB at January 12, 2016 Provincial-Municipal Council Meeting. This meeting was attended by all Associations and provides a forum for the Associations and the Minister to come together to discuss issues.

I was elected by AMANB's Board of Directors to replace Nancy Shaw on CAMA Provincial/Territorial Association Communications Project Steering Committee. As well, I was appointed to be one of the AMANB representatives on this year Provincial Council Orientation to be held June 17 & 18, 2016 in Fredericton.

On behalf of the Region 5 membership, I would like to acknowledge the continued dedication and excellent work of Executive Director Danielle Charron.

It has been a continued pleasure to serve on the AMANB Board, as both Vice-President and Region 5 Rep.

Shelley M. Morton  
Assistant City Clerk  
City of Moncton

# AMANB

## *Region 6 Report*

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### REGION 6 ANNUAL REPORT (2015-2016)

The large geographical area of our zone includes the communities of Upper Miramichi, Doaktown, Blackville and Miramichi and we are keeping in touch and updated through e-mails.

The City of Miramichi hosted a procurement session for the region and local RSC last fall. Upper Miramichi continues to be busy with ongoing expansion of their Community Park project and new splash pad. All municipalities in Region 6 have seen the implementation of a Blue Bin program.

Blackville saw the retirement of longtime Clerk Kurt Marks in December.

Darlene O'Shea  
Treasurer  
City of Miramichi

# AMANB

## *Region 7 Report*

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### ANNUAL REPORT – REGION 7 2015-2016

As Regional Director on the Board of Directors and president of the administrators of Region 7, it's my pleasure to submit the annual report of our group.

During the last year, Region 7 held three (3) region meetings and ten(10) meetings of the organizing committee for the 2016 AMANB annual meeting. The organizing committee worked very hard with our executive director, Danielle Charron, to come up with a very interesting annual conference.

In conclusion, I would like to mention that I am very proud of the participation but above all, of the support of my colleagues to our meetings and activities.

Ms. President, this is my 2015-2016 annual report for Region 7 of AMANB.

Sincerely yours,

Henri Battah, president, Region 7  
Director Administration and Finances  
Municipalité Régionale de Grand Tracadie-Sheila



# AMANB

## *Region 8 Report*

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### RAPPORT REGION 8 REPORT 2015-2016

2015-2016 was a year that saw significant investments in our region. Whether in the provincial roads or Building Canada projects, several major projects have emerged.

This being said, the new highway funding program is still weak and will be subject to increased monitoring to ensure that the distribution of funds is done fairly to small municipalities that do not necessarily have the ways to invest additional funds.

The new federal infrastructure funding is certainly good news but we must wait to see whether the allocation of funds will be done by sharing one third, one third, one third, or if a better deal can be negotiated for the benefit of municipalities.

Unfortunately I was not able to organize a meeting of the directors of our region to establish a regional structure. This is a project that I believe valid but takes a little more time to put together.

This is my last year of my term as representative of region 8 and I will leave the Board of AMANB after the AGM. I encourage those interested in working with the Board to submit their name in order to represent region 8.

In closing, I would like on behalf of region 8, to thank and congratulate the Town of Shippagan and this year's Annual Conference Organizing Committee who did an outstanding job!

Michael Roy  
Municipal Administrator  
Municipality of Petit-Rocher

# AMANB

## *Region 9 Report*

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### REGION 9 ANNUAL REPORT (2015-2016)

The last year was fairly quiet at the level of the regional meetings. It was not however the case for the employees in the offices.

The municipal elections now over, the members of the Region 9 challenge themselves to be able to meet to discuss various files which are a concern to some members.

Within our municipalities, changes also took place in 2015. On one hand, Mr. Denny Richard joined us as General Manager of the Town of Bouctouche. We are pleased to continue working with Denny, who joins us with an experience of over 10 years in various sectors in the Town of Bouctouche. On the other hand, Mr. André Cormier decided to retire and thus will not be with us at the A.M.A.N.B. We want to wish him a happy retirement.

Hopefully you will take completely advantage of this 40th AGM and annual conference to exchange and fraternize between colleagues; take advantage of these discussions between friends.

The members of the Region 9 thank the organizing committee for this conference. We are certain that the atmosphere and the hospitality which characterize well the people of the Acadian Peninsula will reflect on us all.

Pam Robichaud  
Acting Representative of Region 9



ASSOCIATION OF MUNICIPAL ADMINISTRATORS OF N.B.  
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### Nominating Committee Report 2016

Members of the Nominating Committee for 2016 are: Peter Michaud (Past President), Grand Falls, Ann Marie Voutour, Woodstock, and Lise Ouellette, Grand Falls.

Board members where there will be no elections are:

	Term
President Melanie MacDonald	2015-2017
Vice President Shelley Morton	2015-2017
Past President Peter Michaud	2015-2017
Region # 1 Annie Gagné	2015-2018
Region # 4 Heather Chase	2015-2018
Region # 6 Darlene O'Shea	2015-2018
Region # 7 Henri Battah	2015-2018

The Nominating Committee would make the following recommendations and would like to submit the following nominations for the Board of Directors.

	Term
Region # 3 Amber Binney	2016-2019 second term
Region # 5 Shelley Morton	2016-2019 second term
Region # 2 Linda Brown	2016-2019
Region # 8 Jamie Degrace	2016-2019
Region # 9 Pamela Robichaud	2016-2019

The Nominating Committee would like to nominate Heather Chase from Blacks Harbour for the position of Secretary of the Board of Directors for the 2016-2018.

The Nominating Committee would like to nominate Annie Gagné from Drummond for the position of Treasurer of the Board of Directors for the 2016-2018.

This would be our report for the 2016 40th Anniversary AMANB Annual Meeting.

Thank you,

Peter Michaud, Past President