

Western New Brunswick

Service Commission

Board of Directors
Minutes of the October 24, 2025
WNBSC Office
3143 Main Street, Centreville, N.B.

Board Members In Attendance:

Chair, Tom Eagles, Mayor, District of Tobique Valley
Andrew Harvey, Mayor of Carleton North
Trina Jones, Mayor, Woodstock
Lynn Hambrook, Chair, Western Valley Rural
Leonard Foster, Mayor, Lakeland Ridges
Tracey DeMerchant, Mayor, Hartland
Sheila Cummings, Councillor for Southern Victoria

Regrets:

Cindy McLaughlin, Mayor of Southern Victoria

Absent:

Staff In Attendance:

Katelyn McGrath, CEO
Andrea Callahan, Director of Operations (Recording Secretary)

Call to Order:

The Chair, Tom Eagles, called the meeting to order at 9:00 a.m.

No conflict of interest was proclaimed by those in attendance.

Motion at approve agenda

2025-0-42

Motion: Trina Jones

Seconded: Tracey DeMerchant

Motion Carried.

Motion to accept minute of September 19 and September 23 minutes as distributed

2025-0-43

Motion: Trina Jones

Seconded: Andrew Harvey

Motion Carried.

Fred Thompson-Brown came in to give a brief update on what else is needed to get the Voyent Public Alert System ready to launch.

Carleton North, Hartland and Lakeland Ridges still need to send the names of their system administrators and then the training will be scheduled.

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Woodstock wishes to add two extra administrators for their town.

FireSmart Canada has hired Transitional Solutions Inc. (TSI) to complete the Regional Wildfire Resiliency Plan to provide a plan with recommendations to reduce the risk of wildfires throughout the region.

All community representatives with the exception of Hartland have had the opportunity to complete the online training.

Fred was thanked for all the information that he provided and left the meeting.

Katelyn has a meeting next week with the facilitator of the AI training that we will off to our member municipal staff as well as the WNBSC staff early in 2026.

Katelyn asked for clarification regarding the previous discussion about creating a Regional Appeals Committee. The Board confirmed that this would only be for Dangerous and Unsightly Bylaws, and the committee should be comprised of individuals with a knowledge and background around the rules, regulations and legislation pertaining to Dangerous and Unsightly Premises/properties.

Tobique Valley, Lakeland Ridges and Hartland would like the RSC staff to explore a couple different models to provide bylaw enforcement as a shred service. Staff will gather some data from the communities regarding the frequency of incidents that need bylaw enforcement.

Fred has emailed a sample of a Public Safety Bylaw to each municipality that they can tweak and discuss with their councils.

Healthcare Discussion

Katelyn presented Emily Clark's report on what has been happening on this portion of her file since last month.

It was reiterated by mayors that as a region, we should work better together and have Emily involved in the meetings that are held regarding healthcare. Mayors will encourage the health committees in their municipalities to invite Emily to their meetings so that she is aware of what is going on in each municipality.

The Board suggested that Emily meet with DM of Health, Eric Bealieu.

Katelyn was asked to follow up with Margaret Melanson, the CEO of Horizon, as Minister Dornan indicated that he would like to meet with the Board and her staff together as soon as can be arranged.

Sheila Cummings reported on the work that the UMNH Health Committee is doing and the upcoming meetings that they have scheduled.

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Motion to go in camera at 10:42 a.m.

2025-0-44

Moved: Trina Jones

Seconded: Tracey DeMerchant

Motion Carried.

Motion to go out of camera at 10:59 a.m.

2025-0-45

Moved: Andrew Harvey

Seconded: Trina Jones

Motion Carried.

Katelyn noted that the RSC is waiting on the decisions of a couple more municipal councils in relation to the proposal by Circular Materials and J.S. Bellis to provide biweekly recycling collection and weekly garbage collection. Woodstock has voted yes to move forward with this schedule.

Lakeland Ridges Mayor, Leonard Foster, reported that his municipality does not wish to sign on for this collection schedule.

Hartland and Carleton North have yet to vote.

Southern Victoria does it's own waste collection and Tobique Valley and the Western Valley Rural District operates under a different service provider.

Next Board meeting is tentatively scheduled November 21 at 9 a.m.

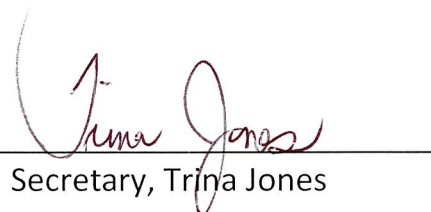
Motion to Adjourn at 11:23 a.m.

Moved: Tracey DeMerchant

Seconded: Sheila Cummings

Signed:


Chair, Tom Eagles


Secretary, Trina Jones