

Western New Brunswick

Service Commission

Board of Directors
Minutes of the May 23, 2025
Working Meeting at WNBSC Office
3143 Main Street, Centreville, N.B.

Board Members In Attendance:

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

Regrets:

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 9:03 a.m.

No conflict of interest was proclaimed by those in attendance.

Motion to Accept Agenda

25-0-18

Moved: Tracey DeMerchant

Seconded: Trina Jones

Motion Carried.

Voyent Alert Notification System

Mayor, Trina Jones explained that the Voyent Alert app is a smart multi-purpose notification and communication system service that enables users to receive critical events and general day-to-day communications. It has been suggested that the RSC look at the pricing model that would allow for the entire region to be covered with each individual municipality being capable of administering day-to-day communications within their individual communities.

RSC staff will investigate and report back in June.

Recreation Coordinator Position - an individual has been hired and will be joining the staff of the RSC in early July.

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Motion to Rescind Motion 24-0-50

25-0-19

Resolved that, “motion 24-0-50 of the Western Valley Regional Service Commission be rescinded.”

Motion to rescind motion 24-0-50

Moved: Tracey DeMerchant

Seconded: Cindy McLaughlin

Motion Carried.

Motion to Reserve \$60,000 for Regional Transportation in 2024.

25-0-20

Resolved that, “The Western Valley Regional Service Commission approve the reserve for each department with the correction to the Regional Transportation Reserve fund for 2024.”

Moved: Tracey DeMerchant

Seconded: Cindy McLaughlin

Motion Carried.

Department/Fund	Anticipated Surplus	Funds to be Reserved	Details
Local Planning	\$175,963	\$23,563	RSSF contributed \$58,500, spent approx \$34,936. Balance to be reserved as the funds were granted for a specific purpose
Solid Waste	\$232,836		No Reserve proposed - Funds will carry forward into the 2026 budget as a 2nd previous year surplus.
Reg Sport, Rec & Cultural		\$125,000	Figure reflects funds rec'd from ELG \$100 for Trail Strategy & \$25,000 for Rec Needs Assessment
			Funds will be placed in a short term investment.
Public Safety	\$30,675	\$25,000	These funds are being reserved for the public safety booklet, funds will be placed in a short term investment.
Reg.Transportation	\$40,669	\$60,000	Funds represent ESIC grants funds that cover 2024-2025 calendar year therefore must be reserved to be brought in in 2026.
Ec Dev	\$218,904	\$90,904	Not to be invested. As PETL is expected to reduce funding for 2026 by a corresponding amount, we can bring it into 2026.
		\$100,000	To be reserved for one-year - optg reserve fund & brought back in in 2026. No different than letting it go surplus, except it will be invested.
			Balance will go as a 2nd previous years surplus in 2026
Community Dev			No Reserve proposed - Any surplus funds will carry forward into the 2026 budget as a 2nd previous year surplus.
Com Health Recruitment	\$128,619.76	\$128,619.76	Exact money as there is no budget for it to send a surplus forward to
			Funds will be split into 2 Investments - 1 Short & 1 Long
Tourism	\$84,692	\$50,000	Regional Tourism Marketing - This value reflects the \$50,000 received from the RSSF fund which was unspent - short term investment.

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Motion to rescind Motion 24-0-04

25-0-21

Resolved that, "Motion 24-0-04 of the Western Valley Regional Service Commission be rescinded."

Moved: Trina Jones

Seconded: Andrew Harvey

Motion Carried.

Motion to Transfer from Transportation Reserve Fund to Transportation Operations Fund

25-0-22

Resolved that, "The Western Valley Regional Service Commission transfer \$45,194.22 from the Regional Transportation Reserve Fund to the Regional Transportation Operating Fund to be used to be used toward the cost of regional transportation provided by Urban Rural Rides.

Motion: Trina Jones

Seconded: Andrew Harvey

Motion Carried.

Update on Housing:

Christie gave a brief update on the meetings and education that she has been working on since March. She is making some connections and will be having more meetings to help share the information that she has thus far.

Presentation: Stepane LeClair and Helene Hebert from ESIC

Stephane and Helene reported to the Board of Directors OPT 4- Overcoming Poverty Together 4, their new 5-year plan 2025-2030.

Stephane recapped what the process of gathering information looked like and explained the

updated pillars.

Wendy will share all related documents with the Board members to pass on to their respective councils.

The staff of the RSC will coordinate a meeting with ESIC and our Mayors and CAOs in the ear future.

Presentation: We6 Update on Regional Trails Strategy

Tracey Wade, Sam Murphy, and Jane McCullough, three of the consultants working on the Trails Strategy joined us to report on their findings and their work on the plan, thus far.

They reported on their visit to the region to visit the trails and stakeholders.

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NRED NB is going to pass on their assessment of trail conditions as soon as they have it completed.

NRED & THC are renegotiating their agreements with Quad NB and Snowmobile NB.

What They Have Heard:

There are tons of opportunities and lots of storytelling that could be incorporated throughout our trails.

The question of trail governance has been broached and the idea of how a shared management model could work will be considered.

The public stakeholders will have a chance to engage in September.

DCN will share their sample bylaw.

Signage will help build collaboration and help build more positive relationships and respect between user groups.

There will be toolkits for each municipality.

The Board likes the idea of a regional approach for trail signage.

The Board will need to advocate for more public safety officers.

Solid Waste Update:

Fred Thompson-Brown gave an update on solid waste and recycling. Diversion rates in our region are not trending favorably.

There will be four locations for Hazardous Waste Days. Each site will receive HW for a half day period.

SV and TV – September 27

DCN and Woodstock – September 28

Fred has worked to get the disposal of paint and bulbs to be paid for so that the RSC does not have to incur that extra cost associated with the disposal of these items.

Fred has secured an Environmental Trust Fund grant for Hazardous Waste Days and for School education initiatives.

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Public Safety Update

Each municipality should try to host the Public Safety Booklet on their websites.

Fred is assisting some municipalities in applying for Fire Smart Funding.

The Public Safety Committee is working on a regional fire strategy and EMO plan.

Katelyn reported that we have a summer student working at the RSC that was hired and paid for by the McKenna Institute. He will be working with Emily Clark, Director of Economic Development and Heath Collaboration to introduce digital literacy to regional businesses and individuals.

Motion to transfer funds from Trails Fund

25-0-23

Resolved that, "the Western Valley Regional Service Commission transfer the amount of \$28, 780.59 to the Recreation Operating Fund. This amount is the excess that remained after the resurfacing project that took place from 2017-2019."

Moved: Trina Jones

Seconded: Tracey DeMerchant

Motion carried.

Motion to transfer \$125, 970.89 from Recreation Reserve to Recreation Operating fund

25-0-24

Resolved that, "The Western Valley Regional Service Commission transfer \$125,970.89 from the Recreation Reserve to the Recreation Operating Fund."

Moved: Andrew Harvey

Seconded: Trina Jones

Motion Carried.

The June meeting will be a pre-budget and regional strategy discussion.
Before this Board meeting, Katelyn will email a one-page update on all mandates of the RSC to facilitate better/easier discussion.

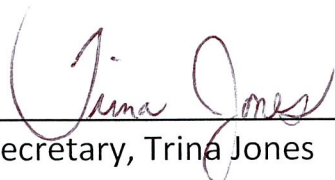
Next meeting is scheduled for June 13, 2025, at 9:00 a.m.

Motion to Adjourn at 11:39 a.m.

Moved: Andrew Harvey

Seconded: Tracey DeMerchant

Signed: 
Chair, Tom Eagles


Secretary, Trina Jones

Health Collaboration Update

The Carleton North Medical Collaborative Clinic official grand opening took place on Friday, May 17.

Andrew Harvey spoke about the social evening at the Covered Bridge Golf Club that was held for the medical students that are currently working in the area and suggested that Emily Clark, Director of Economic Development and Health Collaboration, contacts the medical students as a follow-up strategy and to keep the connection with them.

It was suggested that Emily collect some swag from each municipality to give to the visiting health care professionals that visit our region for potential employment opportunities.

Trina Jones asked if the Board is still interested in supporting medical students from the region by creating Western Valley Region scholarships (through the New Brunswick Medical Foundation) to enhance the possibility that these doctors would return to the region to practice once they have completed their studies. Katelyn will email the mayors and CAOs with the amount that each municipality would have to commit to paying in their 2026 budget if the RSC were to give \$40,000 (4 students X \$10,000 each).

Cindy McLaughlin suggested that we try and find out if there is a scholarship program for nurse practitioners as it seems that the trend is that it is more likely that our region will be able to attract more nurse practitioners than physicians. RSC staff will investigate and try to find this information for the Board.

The meeting ended at 12:03 p.m.