

# Western New Brunswick

## Service Commission

Board of Directors  
**Minutes of the May 9, 2025**  
**WNBSC Office**  
**3143 Main Street, Centreville, N.B.**

### **Board Members In Attendance:**

Chair, Tom Eagles, Mayor, District of Tobique Valley  
Sheila Cummings, Councillor, 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:**

Cindy McLaughlin, Mayor Southern Vitoria

### **Absent:**

### **Staff In Attendance:**

Katelyn McGrath, CEO  
Andrea Callahan, Director of Operations (Recording Secretary)  
Joan Kennedy, Finance Manager

### **Call to Order:**

The Chair, Tom Eagles, called the meeting to order at 9:02 a.m.

No conflict of interest was proclaimed by those in attendance.

### **Motion to Accept Agenda as amended with addition of Ambulance NB Presentation** **25-0-14**

**Moved: Andrew Harvey**

**Seconded: Tracey DeMerchant**

**Motion Carried.**

### **Motion to approve March 21, 2025, minutes** **25-0-15**

**Moved: Tracey DeMerchant**

**Seconded: Trina Jones**

**Motion Carried.**

### **Presentation of 2024 Audit**

Dave McCain presented the 2024 draft financial statements to the Board of Directors and

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answered any questions that the members presented.

The Western New Brunswick Service Commission will create a document indicating the procedure to use when transferring investments to ensure that the Commission has motions of the Board to match each transfer transaction.

Dave McCain completed his presentation and then left the meeting at 9:49 a.m. Discussion regarding the appointment of the 2025 financial auditor took place resulting in the following motion of the Board:

### **Reappointment of Lenehan McCain as the Financial Auditor for 2025**

**25-0-16**

**Motion:** Resolved that, "Lenehan-McCain be reappointed as the auditors for the 2025 fiscal year for the Western Valley Regional Service Commission."

**Moved: Andrew Harvey**

**Seconded: Trina Jones**

**Motion Carried.**

**Joe Trevor, Operations Director for the Perth-Andover detachment of Ambulance New Brunswick, joined the meeting at 10:05 a.m.**

Joe gave a detailed synopsis of the operations and delivery of their services in our region. Most municipalities in the region have 24-hour ambulance service and 12-hour patient transfer service.

Joe reported that there are currently 8 full-time and 9 part-time or casual vacancies in his jurisdiction throughout the three levels of ambulance services which are:

Advanced Care Paramedics, Primary Care Paramedics, and EMT's (patient transfers, etc.)

Medavie has been advocating the provincial government to upgrade the scopes of the allowable services performed by EMT's to help alleviate some of the stress affecting the functionality of the ambulance service in New Brunswick.

Generally, every 10% increase in call volume should constitute the hiring of another EMT for that station. This has not been the case, however.

The service not only needs more staff (human resources) but also more trucks.

Bilingualism is the province of New Brunswick's requirement, not Medavie's.

Dynamic deployment doesn't work so well any longer.

In this area, we average 500 hours per month that there are no ambulances available in some communities.

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Joe's wish list:

1. More trucks – transfer units work 7 days per week – we need another truck in Tobique Valley to allow for 20-hour service instead of 12-hour service that exists now.
2. A transfer truck for Southern Victoria would help solve the problem of not having an ambulance available when the existing truck is out of service due to transferring patients.
3. Community based paramedicine
4. More supervisors – more medics hired means that more support is necessary, and paramedics should be working within the collaborative clinic model. As well/
5. Local training opportunities for paramedics would be a very helpful initiative – 15 moth satellite courses with return to service contracts could help address staffing issues immensely.

Joe reiterated that their union is advocating the provincial government for more infrastructure as the ANB bases in our region have met the metrics for more trucks, but we have never received the extra trucks from the province.

Joe will gather some specific data and metrics for Katelyn so that she can draft the letter to be sent on behalf of the member municipalities to the Minister of Health.

**Recreation Coordinator Position** – advertise as a full-time position

**Motion to appoint Carter Edgar and to reappoint Trevor Welch and Lee Patterson to the PRAC Committee**

**25-0-17**

**Motion:** Resolved that, “the Board of Directors of the West NB Service Commission appoint new member, Carter Edgar, to the Planning Review and Adjustment Committee and reappoint Trevor Welch and Lee Patterson to the PRAC Committee for the duration of their terms as indicated in the WWRSC PRAC Bylaw-2022.”

**Moved: Andrew Harvey**

**Seconded: Tracey DeMerchant**

**Motion Carried.**

Katelyn mentioned to the Board that the provincial government is hiring an outside firm to do an independent study of the RSC model over the next year.

Mayor, Trina Jones spoke to the Board regarding the Regional Health Authority and conversations that took place with the Minister of Health and other mayors during Advocacy Days in Fredericton a couple weeks ago.

Mayor Jones wishes the Board's blessing to collaborate with Mayor Kate Rogers of Fredericton (Capital Region) to advocate for better delivery model as there seems to be no emphasis on the operations of any hospital except for the Doctor Everett Chalmers Hospital in Fredericton. Mayor Rogers realizes that this is overwhelming the DECH while underutilizing the potential of



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Upper River Valley Hospital in Waterville.

Everyone wants hospitals to function appropriately, but the provincial government is unwilling to share their long-term goals and plans.

Katelyn McGrath or Emily Clark will attend Mayor Trina Jones.

Next meeting is the May 23 working meeting.

### **Motion to Adjourn at 11:58 a.m.**

**Moved:** Andrew Harvey

**Seconded:** Tracey DeMerchant

Signed: \_\_\_\_\_

  
Chair, Tom Eagles

  
Secretary, Trina Jones