



Southwest New Brunswick Service Commission Board Meeting September 12, 2024 @ 6:00

Commission Members, Guests & Staff Present:

John Craig - Eastern Charlotte
Bonnie Morse - Grand Manan
Ken Stannix- McAdam
Harvey Matthews - Campobello
Hollis Bartlett – CEO

Jim Tubbs - Rural District
Allan MacEachern - St. Stephen
Denny Cogswell - Fundy Shores
Kate Akagi - St. Andrews_
Trisha Dickerson - Executive Assistant

Call to Order & Recording of Member Attendance:

Chair, Bonnie Morse called the meeting to order at 6:02 pm

Declaration of Quorum, Acknowledgement of Visitors:

Quorum declared.

Conflict of Interest Declarations:

There were no conflicts of interest declared.

Adoption of Agenda:

24- 21 It was moved by **J. Craig** and seconded by **H. Mathews** to accept the agenda as presented with the addition of J. Craig presenting a motion to add a member to the Eastern Charlotte Tourism Committee.

-MOTION CARRIED UNANIMOUSLY

Adoption of Minutes:

24- 22 It was moved by **K. Stannix** and seconded by **A. MacEachern** to accept the April 25, 2024; minutes as written.

-MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings:

Having none on the agenda, the board moved to new business.

New Business:

24-23 – It was moved by **J. Craig** and seconded by **H. Mathews** to add Andrea Foster to the Eastern Charlotte tourism committee

-MOTION CARRIED UNANIMOUSLY

Draft Budget Presentation:

Hollis Bartlett reviewed the budget distributed in the September 12, 2024, board package. After some brief discussion, it was decided that during the comment period all expenses would be reviewed for potential savings and discussed at the next committee meeting.

The following motion was moved by **J. Craig** and seconded by **K. Stannix**

24- 24 *"To distribute the 2025 draft budget to local governments and the Minister for review*



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as indicated in 28(1) of the Regional Service Delivery Act, RSNB 2012, c37

Notice of Motion: There shall be a vote to approve the 2025 draft budget at the Board meeting to be held on October 29, 2024

Further, the selected consultant provides a presentation of its findings to the Board before the commencement of the budget planning for the 2025 fiscal year."

Hollis commented that he is available to all counsels for any budget conversations. J. Craig noted we are not passing the budget just distributing it, A. MacEachern noted that this is as is, Hollis commented that this is as is but can change at our next committee.

-MOTION CARRIED UNANIMOUSLY

Committee and Staff Reports:

H. Bartlett reviewed the CEO report circulated with the board package with discussion from the board. No questions arose.

Financial Update:

H. Bartlett reviewed the financial update, no concerns presented. No questions arose.

The following Motion was put forth by **J. Craig** and seconded by **J. Tubbs**

24-25 Transfer \$110,000 from the Regional Economic Development Services Reserve Fund to the Regional Economic Development Services Operating Fund.

-MOTION CARRIED UNANIMOUSLY

Upcoming Meetings:

Committee of the Whole – Thursday, September 26, 2024, at 6:00 pm at 33 Wall Street, St. Stephen, NB

Committee of the Whole – Thursday, October 10, 2024, at 6:00 pm at 33 Wall Street, St. Stephen

Board Meeting - Thursday, October 24, 2024, 6:00 pm at 33 Wall Street, St. Stephen NB

Special Meeting – Tuesday, October 29, 2024, at 6:00 pm. Via Zoom

Questions from the Public:

No questions presented.

Adjournment:

It was moved by **J. Craig** to adjourn the meeting at 7:23 pm.