



Southwest New Brunswick Service Commission Board Meeting August 27, 2026 @ 5:30 pm

Present: (*absent members in orange, virtual in italics*)

Bonnie Morse - Grand Manan
Steve Backman - St. Stephen
Steve Neil – St. Andrews
Harvey Matthews – Campobello

John Craig - Eastern Charlotte
Denny Cogswell– Fundy Shores
Sam Walsh - Rural District
Ken Stannix - McAdam

Hollis Bartlett – CEO
Kris Amos - CFO

Trisha Dickerson – Executive Coordinator

Call to Order & Recording of Member Attendance:

Chair **J. Craig** called the meeting to order at 5:45 pm.

Declaration of Quorum, Acknowledgement of Visitors: No visitors present

Quorum declared.

Conflict of Interest Declarations:

No conflicts of interest were declared.

Adoption of Agenda:

26-15 K. Stannix moved, and A. MacEachern seconded by S. Bachman, to accept the agenda with the amendment to review an addition to new business, for a request of \$75,000.00 increase to the Economic Development Budget for McAdam feasibility study.

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes of Board Meeting, July 23, 2026:

26-16 D. Cogswell moved, and K. Stannix seconded, to accept the meeting minutes as presented.

MOTION CARRIED UNANIMOUSLY

New Business:

Economic Development funding adjustment: K. Stannix discussed with the Board the request to set aside \$75,000.00 in the economic development budget to include a feasibility study for a potential upcoming project in McAdam, NB.

K. Stannix moved the Regional Service Commission Board add \$75,000.00 to the economic development budget to support a feasibility study in McAdam, NB. As there was no seconder for this motion and after further discussion, K. Stannix requested that it be discussed further at another meeting.



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26-17 B. Morse makes a motion to table this until after the full draft budget conversation is complete. Seconded by S. Neil

MOTION CARRIED UNANIMOUSLY

2027 Draft Budget Presentation – H. Bartlett reviewed the 2027 draft budget summary included in the board package and noted that he is available to discuss it with any municipal council upon request. **J. Craig** asked for clarification on the increase to community development. **K. Amos** explained the previous year's surplus and its impact, noting that because there is no surplus in 2027, the amount would result in an increase. **S. Walsh** asked for clarification on regional planning compared with planning permit revenue and costs. **H. Bartlett** explained that these amounts are based on the tax base and that the cost of operating planning and building inspection services is shared across the region. The committee also discussed solid waste costs, and no concerns were noted. B. Morse raised concerns about current member fees and asked how they could be kept closer to a 3% cost-of-living increase. **H. Bartlett** explained that recent cuts to the economic development budget helped reduce member fees. D. Cogswell agreed with B. Morse and said he would like member fee increases to be closer to 3% rather than the current 9.6%. This was the Board of Directors' consensus. Discussions will continue at future meetings.

26-18 It was moved by **S. Walsh** and seconded by **S. Neil** to give notice of the vote on October 22, 2026, to approve the 2027 budget and distribute a copy of the proposed budget to its members that are local governments and to the Minister, in accordance with section 28(1) of the Regional Service Delivery Act

MOTION CARRIED UNANIMOUSLY

Staff Reports:

Copies of the staff/CEO reports, as well as financial reports, were distributed via email and on the website, and paper copies were also made available.

H. Bartlett reviewed all reports, starting with Solid Waste, then moving on to Local and Regional Planning, Regional Economic and Workforce Development, and Regional Community Development, Regional Tourism—lastly, the CEO's Report and the Financial Report.

After reviewing the Economic Development report, a motion was requested:

26-20 It was moved by **K. Stannix** and seconded by **S. Neil** that the Economic Development Advisory Committee membership be approved with the addition of Chris Harlond, Paul Logan, and Jayne Turner.

Mike Thompson – Councillor Eastern Charlotte
Rebecca Smith – President of St. Stephen Chamber
Chris Harlond – President of Eastern Charlotte Chamber
Sheena Young – Business Owner, Deer Island
Anne Laurie – Councillor
Harvey Matthews – Mayor, Campobello Island
Jayne Turner – Business Owner, Grand Manan Island
Darrell Weare – Councillor, Saint Andrews
Don Doherty – Business Owner, McAdam
Paul Logan – President of the Saint Andrews Chamber

MOTION CARRIED UNANIMOUSLY

Once staff reports were complete, Hollis noted that a meeting with the Minister of Public Safety is scheduled for September 03, 2026, at Hemlock Knoll landfill. Hollis will send an email reminder prior to the meeting.



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D. Cogswell noted that Deana Bent should be removed from the community development committee meeting and replaced with the current member, Rachel Clark. D. Cogswell requested R. Clark be invited going forward.

Hollis discussed his availability to review the draft budget with municipalities, as not all municipalities' council meetings are currently booked.

K. Amos reviewed the July income statement and financial reports. No questions were raised.

Q&A with the Public:

No questions presented.

Adjournment of the regular meeting:

B. Morse has moved to adjourn the meeting at 7:17 pm.

Upcoming Meetings:

September 10, 2026:	Committee of the Whole
September 24, 2026:	Board Meeting