



Southwest New Brunswick Service Commission Board Meeting October 23, 2025 @ 5:30 pm

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

Bonnie Morse – Grand Manan
Allan MacEachern - St. Stephen
Kate Agaki – St. Andrews
Harvey Matthews – Campobello

John Craig - Eastern Charlotte
Denny Cogswell– Fundy Shores
Jim Tubbs - Rural District
Ken Stannix - McAdam

Hollis Bartlett – CEO
Mark Porter – Financial Officer

Trisha Dickerson – Executive Coordinator

Call to Order & Recording of Member Attendance:

Vice Chair **J. Craig** called the meeting to order at 5:30 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:

25-41 It was moved by **D. Cogswell** and seconded by **J. Tubbs** to accept the agenda as presented.

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes of Board Meeting, September 25, 2025:

25-42 It was moved by **H. Mathews** and seconded by **D. Cogswell** to accept the meeting minutes as presented.

MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings:

25-43 – It was moved by **D. Cogswell** and seconded by **H. Matthews** that:

The Board of the Southwest New Brunswick Service Commission RESOLVES that the total operating budget for the Regional Service Commission for the 2026 calendar year would consist of total revenue of \$ 8,366,380 and total expenditures of \$ 8,366,380, and that the capital budget would consist of total expenditures of \$ 1,157,000, as presented on August 28, 2025

MOTION CARRIED UNANIMOUSLY

New Business:

Hollis discussed the conflict with the committee of the whole date in November and how it would be affected by the provincial meetings for the RSC Chairs and CEOs. It was decided by consensus to move the COTW meeting to November 6, 2025



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25-44 J. Tubbs moves that the SNBSC move the Committee of the Whole meeting to November 6, 2025, seconded by **H. Matthews**

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 read all reports, starting with Solid Waste, then Local and Regional Planning, Regional Economic and Workforce Development, Regional Community Development, Tourism, and finally the CEO's Report and Financial Report.

Q&A with the Public:

No questions presented.

Adjournment of the regular meeting:

A MacEachern moved to adjourn the meeting at 6:02 pm.

Upcoming Meetings:

November 06 Committee-of-the-whole
November 27: Board Meeting
December 11: Board Meeting