



Southwest New Brunswick Service Commission Board Meeting November 27, 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

Trisha Dickerson – Executive Coordinator

Call to Order & Recording of Member Attendance:

Chair **B. Morse** 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:

25-45 It was moved by **J. Craig** and seconded by **K. Agaki** to accept the agenda as presented.
MOTION CARRIED UNANIMOUSLY

Adoption of Minutes of Board Meeting, October 23, 2025:

25-46 It was moved by **J. Tubbs** and seconded by **D. Cogswell** to accept the meeting minutes as presented.
MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings: H. Bartlett updated the board on the status of the Wildfire Resiliency Plan, noting that ground viewing and ride-along are complete, and that the following steps will be virtual interviews with stakeholders and staff. H. Bartlett will reach out to the CAO for contact information. B. Morse requested a presentation once this report is complete. H. Bartlett will ensure this is the plan. He will keep the board updated as it progresses.

New Business:

H. Bartlett reviewed the consultant meetings scheduled for December 9th and the expectations for those meetings. H. Bartlett discussed the timeline with the Board to see which works best for the members. H. Bartlett will forward the invitation to all Board members.

B. Morse updated the board on the November provincial meetings and shared highlights from the discussions. H. Bartlett reviewed the state of the transportation funding and the upcoming potential financial motions for the December meeting. The committee discussed options for the transportation seed money. The Board agrees to leave it as it is and, if needed, move this to a reserve fund during the December meeting. H. Bartlett discussed other transfers that will take place, noting a surplus of solid waste from the compactor purchase and from different areas. These will be presented for motions at the December 11, 2025, meeting.



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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. No major questions or concerns were noted.

Q&A with the Public:

No questions presented.

Adjournment of the regular meeting:

J. Craig moved to adjourn the meeting at 6:28 pm.

Upcoming Meetings:

December 11: Board Meeting (Dominion Hill)