



Southwest New Brunswick Service Commission Board Meeting January 22, 2026 @ 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 5:38 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:

26-01 It was moved by **J. Craig** and seconded by **K. Stannix** to accept the agenda as presented.

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes of Board Meeting, December 11, 2025:

26-02 It was moved by **J. Tubbs** and seconded by **K. Stannix** to accept the meeting minutes as presented.

MOTION CARRIED UNANIMOUSLY

Business arising from previous meetings

Update on Community Wildfire Resiliency Plan – H. Bartlett discussed the ongoing research for this plan; to date, there has been no major progress, but the project is ongoing.

New Business:

Airport Study Survey - H. Bartlett discussed the current survey on the Gidden Memorial Airport. The purpose of this survey is to gather public feedback on the airport and gauge the general public's opinion of it. He noted he has reached out to the current CAOs and will follow up with the Board on the details of this study with better information at a future meeting

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.



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B. Morse requested a breakdown of the planning report (building permits) by community. H. Bartlett noted this was possible and would report this going forward.

H. Bartlett asked whether the board members would like our on-staff grant writer to reach out to each community and help with municipal funding requests, if needed. A. MacEachern suggested a group meeting for the grant writer to discuss options. H. Bartlett will discuss this with the grant writer and get back to the board. In the meantime, H. Bartlett will ask the grant writer to reach out individually.

H. Bartlett noted that if any member would like a more detailed version of the financial breakdown, he can provide it.

Q&A with the Public:

No questions presented.

Adjournment of the regular meeting:

J. Craig moved to adjourn the meeting at 6:19 pm.

Upcoming Meetings:

February 12, 2026 – Committee of the Whole

February 26, 2026 – Regular Board Meeting