

# Western New Brunswick

## Service Commission

Board of Directors  
**Minutes of the April 17 Board Meeting –Via Zoom**

**In Attendance:**

Chair, Tom Eagles, Mayor, District of Tobique Valley  
Cindy McLaughlin, Mayor, Village of Southern Victoria  
Andrew Harvey, Mayor of Carleton North  
Mayor, Trina Jones  
Lynn Hambrook, Chair, Western Valley Rural District  
Steve Manuel, Supervisor, Lakeland Ridges  
Stewart Fairgrieve, Deputy Mayor, Hartland  
Rob Webber, CAO, Hartland  
Dave McCain and Sarah Brown, Lenehan McCain Chartered Accountants

**Regrets:**

**Absent: Mayor, Tracey DeMerchant**

**Staff In Attendance:**

Katelyn McGrath, CEO  
Andrea Callahan, Director of Operations (Recording Secretary)  
Joan Kennedy, Finance Manager

**Call to Order:**

The Chair, Mayor Tom Eagles called the meeting to order at 6:06 p.m. and welcomed all in attendance.

No conflict of interest was proclaimed by those in attendance.

**Adoption of Agenda:**

**24-0-11**

**Motion:** Resolved, “that the agenda be approved as circulated.”

**Moved:** Supervisor, Steve Manuel

**Seconded:** Mayor, Cindy McLaughlin

**Motion Carried.**

The presentation of the 2023 Draft Audit was given by Dave McCain and Sarah Brown of Lenehan-McCain Chartered Accountants.

**Adoption of Draft Audit:**

**24-0-12**

**Motion:** Resolved that, “the 2023 draft audit be accepted for delivery at the May 22, 2024, AGM of the Western New Brunswick Service Commission.”

**Moved:** Supervisor, Steve Manuel

**Seconded:** Mayor, Trina Jones

**Motion Carried.**

**New Brunswick Building Official Association Request**

Katelyn explained the proposed changes to the act and asked the Board of the WNBCS to approve submitting a letter on behalf of the WNBSC to the Department of Justice and Public Safety asking the Minister to reconsider the consequences of changing the act and the effect that it will have on public safety.

**24-0-13**

**Motion:** Resolved, “that the CEO compose a letter and send it to JPS regarding out opposition to some of the proposed changes to the Act.”

**Moved:** Mayor, Andrew Harvey

**Seconded:** RD Chair, Lynn Hambrook

**Motion Carried.**

**CEO Report:**

Katlynn reported that she has met with the Regional Health Advisory Committee and they have advised that the WNBSC spend some of the money received from the Department of Health to create a video to attract health care professionals to the Western NB Region.

Katelyn also met with Alyssa Long, Executive Director of the New Brunswick Medical Education Foundation to discuss potential scholarship opportunities that our region may wish to sponsor in the future to help keep or bring back area medical students to work in this region.

On May 1<sup>st</sup> and May 6<sup>th</sup>, Katelyn will be attending sessions for seniors that Minister Margaret Johnson is organizing to help inform our seniors what programs are available to them.

We will be attending volunteer/community fairs on April 17<sup>th</sup> in Plaster Rock and May 15<sup>th</sup> in Woodstock.

Katelyn reported that she is on an RSC working group that is working with a consultant to better enhance public communications regarding the RSC model and our function.

Regarding solid waste, it is expected that educating our residents about the new recycling program will fall on the staff of the WNBSC, so Katelyn feels that we should collect some funds for doing the work. Circular Materials will pay the WNBSC approximately \$7000 to carry out this education piece.

**Motion to go In-Camera**

**Moved:** Mayor, Andrew Harvey

**Seconded:** Mayor, Trina Jones

**Motion Carried.**

**Motion to go In Open Session**

**Moved:** Mayor, Andrew Harvey

**Seconded:** Mayor, Cindy McLaughlin

**Motion Carried.**

Mayor Trina Jones asked to have an update on the tourism file at the May 22 meeting, including a summary of any data collected regarding visitors to the Eclipse.

**Motion to Adjourn at 7:04 p.m.**

**Moved:** Mayor, Trina Jones

**Seconded:** Mayor, Cindy McLaughlin

Signed: \_\_\_\_\_  
Chair, Mayor, Tom Eagles

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Secretary, Mayor, Trina Jones