

Western New Brunswick

Service Commission

Board of Directors
Minutes of the September 23, 2025
WNBSC Office
3143 Main Street, Centreville, N.B.

Board Members In Attendance:

Chair, Tom Eagles, Mayor, District of Tobique Valley
Andrew Harvey, Mayor of Carleton North
Trina Jones, Mayor, Woodstock
Lynn Hambrook, Chair, Western Valley Rural
Leonard Foster, Mayor, Lakeland Ridges
Tracey DeMerchant, Mayor, Hartland

Regrets:

Cindy McLaughlin, Mayor of Southern Victoria

Absent:

Staff In Attendance:

Katelyn McGrath, CEO
Andrea Callahan, Director of Operations (Recording Secretary)

Call to Order:

The Chair, Tom Eagles, called the meeting to order at 12:16 p.m.

No conflict of interest was proclaimed by those in attendance.

The WNBSC staff reported on their mandates and reports were later circulated to each mayor to pass along to their councils and staff.

Solid Waste

Fred Thompson-Brown reported that our recycling diversion rates have decreased significantly (down to 4.83% from approximately 10%)

He reported that calendars are being worked on but with potential changes for mid 2026, it is difficult to create long-term calendars until final decisions on changes are made.

Household Hazardous Waste collections will be happening on the weekend of September 27 and 28 at four locations throughout the region.

Only eight schools have signed up to be recipients of the Environmental Trust Fund grant funding.

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Organics collections are supposed to begin in 2028.

Waste has increased by over 1000 metric tons since this time last year.

Public Safety

The Public Safety booklet is on the website and Fre encourages all municipalities to add it to their websites, as well.

The Western New Brunswick Service Commission has been granted \$250,000 to conduct the Fire Smart plans for each municipality in the region.

The Voyent Alert System will be implemented in the region as soon as possible. Staff is working on this now.

ISO 100 training is taking place on October 1. The Board agrees that this training should become mandatory for all municipal staff so that there is a continuing succession plan.

Fred has drafted a Public Safety Bylaw that will be sent to each municipality to tweak and adopt. Each municipality should have a similar bylaw in place for ease of execution when an emergency arises.

Housing

Christie Dickinson gave the Board members a handout and reported on the meetings and training that she has attended and will be attending in the near future.

Recreation and Sport Development

Griffin Herrington reported that he has been working closely with the Western Valley Rec Association since joining the Commission in July.

He has attended several meetings as well as the Regional Games and the Regional Seniors' Games.

Griffin noted that he is working closely with Kelcy Kuhn from the Sport and Rec branch of the Department of Tourism, Heritage and Culture on the Physical Activity Action Plan for the region.

Provincial Sport & Rec meetings are taking place in Fredericton on October 3 and 4.

A regional stakeholders' meeting is taking place tomorrow to gather feedback on what needs to change in the Western Valley.

At the last Pro Kids fundraiser in Plaster Rock, the Western Valley Rec Association raised \$15,000 for the regional chapter.

Griffin has also been in conversations to help advocate for PL Day Pilot Project day-camps and activities.

Griffin is also working on updating the Recreation Master Plan for the region, which will also include sport tourism.

Community Development

Wendy Marr presented a handout to the Board that explained the initiatives that she has been working on since the last presentation.

Wendy reported on the positive feedback regarding the Community Fun Boxes that were created and delivered to communities throughout the region.

Wendy is looking at ways to incentivize volunteer drivers to obtain more volunteers to in-turn, grow the offerings of Urban Rural Rides.

Economic Development and Health Collaboration

Emily Clark gave the Board a one-pager on each of her mandates and discussed what she has been working on with governmental and business partners.

She has attended and facilitated several workshops and information sessions throughout the region.

Emily is working closely with NBCC Woodstock to help their students with potential employment opportunities.

Within the healthcare sector, Emily has been working to help recruiters for healthcare professionals. She has also helped organize and facilitate healthcare professional information sessions and job fairs for students so that they are aware of the opportunities that await. Them.

Emily has also facilitated collaboration and meet and greets with the medical students when they were visiting the region.

Emily has met with Horizon staff, as well as some physicians to see how we can help overcome some of the struggles that they are facing.

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Tourism

Ashlie Brown handed out her report on what she has been working on within the Regional Tourism portfolio. Much of her time has been dedicated to the websites and now that they both are live, she continues to work on the co-investment plans with the provincial department.

Draft 2026 Budget

\$41,200 in the 2026 budget has been earmarked for the New Brunswick Medical Education Foundation for four scholarships for our regions med students to apply for.

Motion to sign agreement with the NB Medical Education Foundation to administer scholarships on behalf of the Western NB Service Commission

25-0-40

Motion: Tracey DeMerchant

Seconded: Andrew Harvey

Motion Carried.

Katelyn went through the recommended changes that had been made to the budget since the Board last viewed it.

Motion to release the Draft 2026 Budget for a period of 45 days

25-0-41

Moved: Trina Jones

Seconded: Andrew Harvey

Motion Carried.

Next Board meeting is scheduled October 24 at 9 a.m.

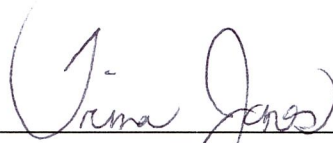
Motion to Adjourn at 2:55 p.m.

Moved: Andrew Harvey

Seconded: Trina Jones

Signed:


Chair, Tom Eagles


Secretary, Trina Jones

The Board moved on to the meeting with the Minister of Public Safety that immediately followed the special Board meeting.