



**Regular Board of Directors meeting
Kent Regional Service Commission**

**April 17, 2025
4:00pm
Bingo Room – Beaurivage Town Hall**

1. CALL TO ORDER

The Vice-Chair, Tina Beers, opens the meeting at 4.05pm and welcomes everyone.

2. ATTENDANCE

- Arnold Vautour, Mayor of the Town of Beaurivage
- Jean-Charles Daigle, President of the Kent Rural District
- Jean-Pierre Richard, Mayor of the Town of Champdoré
- Jimmy Bourque, Mayor of the Village of Nouvelle-Arcadie
- Roméo Bourque, Mayor of the Rural Community of Beausoleil
- Tina Beers, Vice-Chair of the KRSC and Mayor of the Municipality of Five-Rivers

ABSENCE

- Aldéo Saulnier, Chair of the KRSC and Mayor of the Town of Grand-Bouctouche

OTHERS

- Paul Lang, Executive Director – KRSC
- Isabelle Godin, Assistant Executive Director - KRSC
- Francine Arsenault, Administrative Assistant - KRSC (Grand-Bouctouche)
- Lynn Landry Caissie, Finance Director - KRSC
- Jean Goguen, Planning Director - KRSC
- Claudie Ringuette, Community Services Director – KRSC
- Marie-Paul Robichaud, Economic Development and Tourism Director – KRSC
- Odette Gallant, Administrative Assistant – KRSC (Beaurivage)
- Miguel Allain, Community Safety Coordinator - KRSC
- Shelly Kelly, Administrative Assistant – Solid Waste - KRSC
- Stéphanie Caissie, Social Inclusion and Community Development Coordinator - KRSC
- Julie Bernard, Administrative Assistant/Dispatch - KRSC
- Hilaire Kabula, Development Officer/Junior Planner - KRSC
- José Cabrera, Geomatic Analyst - KRSC
- Alexandria Arsenault, Public Relations Coordinator - KRSC
- Monique Boucher, Francophone Immigration Promotion Coordinator - KRSC
- Elmo Bastarache, Development Officer/GIS Technician - KRSC
- Marc Thibert, Driver – Wheelchair accessible van - KRSC
- Nebi Nicholas, First Nation Solid Waste Coordinator - KRSC
- Yolande Chiasson, Interpreter
- Jessica Boutot, Accountant, Bourque, Richard, Boutot, C.P. Inc.
- Roger Doiron, Chair of the Kent Health Committee
- Docile Cormier, Reprepresentative, Kent Rural District
- Members of the public

3. CONFLICT OF INTEREST DECLARATIONS

Nothing to declare.

4. ADOPTION OF THE AGENDA

2025-026

It is moved by Jimmy Bourque, seconded by Arnold Vautour, that the agenda be adopted with the addition to 14 a. In camera.

Motion carried

5. ADOPTION OF THE MINUTES OF THE FEBRUARY 20 AND MARCH 13, 2025 MEETINGS

2025-027

It is moved by Arnold Vautour, seconded by Jean-Charles Daigle, that the minutes of the Regular meeting of February 20, 2025 be adopted as presented.

Motion carried

2025-028

It is moved by Roméo Bourque, seconded by Arnold Vautour, that the minutes of the Special meeting of March 13, 2025 be adopted as presented.

Motion carried

6. BUSINESS ARISING FROM THE MINUTES

Nothing on this subject.

7. PRESENTATION(S)

a. 2024 Annual Report

Reports from each department were presented.

2025-029

It is moved by Jimmy Bourque, seconded by Marc Babineau, that the 2024 Annual Report of the Kent Regional Service Commission be adopted as presented.

Motion carried

b. Acknowledgements

Three employees receive recognition for their years of service with the Kent Regional Service Commission: Odette Gallant and Isabelle Godin for 10 years, and Nebi Nicholas for 5 years. In addition, a special mention goes to Jules Léger for obtaining his Level 3 Building Inspector certificate from the NB Association of Building Officials.

8. CORRESPONDENCE

- March 20, 2025 - Active Communities Grant Program - Jennifer Bent Richard, Director, Tourism, Heritage and Culture;
- March 27, 2025 - Funding Sport Workforce Development Pilot Program - Jennifer Bent Richard, Director - Tourism, Heritage and Culture;
- April 3, 2025 - Letter of Intent PETL Funding - Dany Couillard, Assistant Deputy Minister Immigration NB.

9. COMMITTEE REPORTS

a. Finances – Administration – Human Resources

The Finance Committee met April 17, 2025.

b. Audit

Jessica Boutot presents the audited 2024 financial statements.

WHEREAS the Audit Committee received the presentation of the 2024 financial statements on April 9, 2025.

2025-030

It is moved by Jimmy Bourque, seconded by Jean-Charles Daigle, that the 2024 audited financial statements of the Kent Regional Service Commission for the year 2024 be adopted as presented.

Motion carried

WHEREAS the firm Bourque, Richard, Boutot C.P. Inc has been auditing the accounting of the Kent RSC since 2013;

WHEREAS the administration has an excellent business relationship with this auditing firm;

WHEREAS the Audit Committee recommends appointing the firm Bourque, Richard, Boutot C.P. Inc. to perform the audit for the year 2025.

2025-031

It is moved by Arnold Vautour, seconded by Marc Babineau, that the auditors for the year 2025 be the firm Bourque, Richard, Boutot C.P. Inc.

Motion carried

c. Health

Roger Doiron, Chair of the Kent Health Committee, presents a brief summary of what's been going on with the Stella-Maris-de-Kent Hospital lately.

10. REPORTS ON COLLABORATIVE SERVICES ACTIVITIES

a. Planning

The minutes of the Planning Review and Advisory Committee of January 28 and February 25 2025 as well as the construction reports for March 2025 are circulated.

Appointment of Michael Cormier as Building Inspector

WHEREAS Michael Cormier was hired as a Building Inspector at the KRSC in January, 2025 as a Development Officer and Building Inspector;

WHEREAS the Board of Directors of the Kent Regional Service Commission has the authority, on behalf of the Minister, to appoint a Building Inspector to serve the Rural District of Kent;

WHEREAS this appointment will allow the acquisition of inspection experience and the collection of work hours related to the New Brunswick Building Officials Association levels 1, 2 and 3.

2025-032

Therefore, be it resolved that the Board of Directors of the Kent Regional Service Commission appoints Michael Cormier to the position of Building Inspector.

Moved by : Marc Babineau

Seconded by : Roméo Bourque

Motion carried

Appointment of Marc Charest as Building Inspector

WHEREAS Marc Charest is under contract to the KRSC as Enforcement Officer;
WHEREAS the Board of Directors of the Kent Regional Service Commission has the authority, on behalf of the Minister, to appoint for the contract period, a Building Inspector to serve the Rural District of Kent;
WHEREAS Marc Charest has been with us as an enforcement officer for several years and contracts;
WHEREAS this appointment will provide valuable inspection experience for his enforcement career.

2025-033

Therefore, be it resolved that the Board of Directors of the Kent Regional Service Commission appoints Marc Charest to the position of Building Inspector for the duration of the contract.

Moved by : Jean-Charles Daigle

Seconded by : Jimmy Bourque

Motion carried

Appointment of Samuel LeBlanc as Building Inspector

WHEREAS Samuel LeBlanc is under contract to the KRSC as Enforcement Officer;
WHEREAS the Board of Directors of the Kent Regional Service Commission has the authority, on behalf of the Minister, to appoint for the contract period, a Building Inspector to serve the Rural District of Kent;
WHEREAS Samuel LeBlanc has been with us as an enforcement officer for two previous contracts;
WHEREAS this appointment will provide valuable inspection experience for his enforcement career.

2025-034

Therefore, be it resolved that the Board of Directors of the Kent Regional Service Commission appoints Samuel LeBlanc to the position of Building Inspector for the duration of the contract.

Moved by : Arnold Vautour

Seconded by : Jimmy Bourque

Motion carried

b. Solid Waste

The Solid Waste Report for March 2025 was circulated.

Election—Members of the Solid Waste Management Technical Committee (SWMTC)

WHEREAS members of the Solid Waste Technical Committee are elected for four-year terms;
WHEREAS the Kent Regional Service Commission Board of Directors elected three out of six members of its SWMTC in June 2021;
WHEREAS the outgoing members of the SWMTC have been notified by official correspondence of the end of their mandate;
WHEREAS an invitation to submit nominations to the Committee to fill vacant positions was sent to Board members, municipal councillors, CAOs and members of the Advisory Committee for the Kent Rural District;
WHEREAS the terms of reference of the SWMTC allow members to resubmit their candidacy for more than one term without specifying a limit;
WHEREAS the Board has received three nominations and floor nominations can be accepted if the nominee is in the room.

2025-035

It is moved by Roméo Bourque, seconded by Jean-Charles Daigle, that nominations for the three positions on the Solid Waste Management Technical Committee take place.

Motion carried

Nominations: Barry Spencer (Beaurivage), Achille Bastarache (Grand-Bouctouche), Daniel Bourgeois (Beausoleil)

The Chair of Elections asked 3 times for nominations.

2025-036

It is moved by Marc Babineau, seconded by Jimmy Bourque, that the nominations cease.

Motion carried

2025-037

Be it resolved that **BARRY SPENCER, ACHILLE BASTARACHE and DANIEL BOURGEOIS**, be appointed to the **Solid Waste Management Technical Committee** for a period ending April 2029.

Moved by: Arnold Vautour

Seconded by: Roméo Bourque

Motion carried

c. Public Safety

The minutes of the December 12, 2024 Public Safety Committee were circulated.

d. Economic Development and Tourism

Notes of the Economic Development and Tourism Committee meetings of February 28 and November 6, 2024 were circulated.

e. Community development

The next meeting will be held on April 24.

f. Regional Transportation

The next meeting will take place on May 5.

g. Recreation Planning

The minutes of the Recreation, Sport and Culture Committee meeting of December 3, 2024 were circulated.

11. CHAIR REPORT (FEBRUARY 13 TO APRIL 9, 2025)

February 18 - Meeting with the Honorable Aaron Kennedy - Beaurivage

February 18 - Meeting Chair, Vice-Chair and ED - Beaurivage

February 19 - Economic Development and Tourism Committee meeting - Beaurivage

February 20 - KRSC Board of Directors meeting - Beaurivage

February 20 - Stella-Maris-de-Kent Hospital meeting

March 19 - KRSC Regional Strategy Presentation - Beaurivage

March 31 - Stella-Maris-de-Kent Hospital Master Plan Presentation

April 9 - Audit Committee meeting - Grand-Bouctouche

12. EXECUTIVE DIRECTOR REPORT (FEBRUARY 13 TO APRIL 9, 2025)

February 13 – CAOs of RSCs meeting - Bathurst
February 18 - AMANB Annual Conference Organizing Committee - Zoom
February 18 – ED of the KRSC and Municipal CAOs meeting - Beaurivage
February 18 - KRSC Board of Directors meeting with Hon. Aaron Kennedy - Beaurivage
February 18 - Meeting KRSC Chair, Vice-Chair and CAO - Beaurivage
February 19 - Public announcement of ESIC - Campbellton
February 20 - CAOs of RSCs meeting - Zoom
February 20 - Meeting Assumption Vie/MAC/Goguen Champlain Community Fund - Teams
February 20 - KRSC Board meeting - Beaurivage
February 20 - Meeting KRSC and Stella-Maris-de-Kent Hospital
February 24 - Meeting with Philippe Fontaine, Director, Stella-Maris-de-Kent Hospital - Bouctouche
February 24 - Meeting with NB Health Council - Teams
February 25 - Meeting with Department of Public Safety - Teams
February 25 - Follow-up with Vitalité NB - Teams
February 25 - Meeting with Municipal Advisory Corp - Teams
February 26 - Meeting with KRSC staff - Beaurivage
February 27 - CAOs of RSCs meeting - Zoom
March 13 - CAOs of RSCs meeting - Zoom
March 13 - Interview with Conestoga College Research Project on community safety - Teams
March 14 - Meeting with Conseil économique du NB - Grand- Bouctouche
March 17 - Kent Learning Community - Beaurivage
March 17 - Kent Curling meeting - Five Rivers
March 18 - AMANB Annual Conference Organizing Committee meeting - Zoom
March 19 - AMANB Board of Directors meeting - Zoom
March 19 - Assumption Vie/MAC/Goguen Champlain Community Fund meeting - Teams
March 19 - KRSC Regional Strategy Update meeting - Beaurivage
March 20 - CAOs of RSCs meeting - Zoom
March 20 - UMNb meeting - Zoom
March 21 - ESIC contract renewal - Teams
March 24 - CPSSE AGM
March 25 - CCFSC Governance Committee - Zoom
March 25 - UFSC Conference Committee - Teams
March 26 & 27 - Advocacy Days with UMNb
March 27 - Ministry of Health meeting - Fredericton
March 31 - KRSC and Western Valley RSC community development meeting - Zoom
March 31 - Stella- Maris-de-Kent Hospital Master Plan meeting - Beaurivage
March 31 - Meeting with ESIC - Teams
April 1 - AMANB Annual Conference Organizing Committee meeting - Zoom
April 1 - Discussion of vacant positions at Stella-Maris-de-Kent Hospital - Grand-Bouctouche
April 2 - Meeting - renewable energy projects - Grand-Bouctouche
April 2 - Presentation Mount Allison University - Municipal Finance - Sackville
April 3 - CAOs of RSCs meeting - Zoom
April 3 - AMANB Accreditation Committee meeting - Zoom
April 3 - Meeting Department of Education - Zoom
April 3 - NBBOA Banquet - Grand-Bouctouche
April 4 - MAC meeting – Zoom

April 7 - ELG Tax Reform Task Force meeting - Fredericton
April 8 - CCFSC Conference Committee meeting - Teams

13. RESOLUTIONS

No resolutions.

14. NEW BUSINESS

a. In camera

2025-038

It is moved by Jean-Charles Daigle, seconded by Arnold Vautour, that the Board of Directors go in camera pursuant to Section 68 (1)c) of the Local Governance Act.

Motion carried

2025-039

It is moved by Jimmy Bourque, seconded by Arnold Vautour, that the meeting of the Board of Directors return to open session.

Motion carried

15. QUESTIONS FROM THE PUBLIC

No questions from the public.

16. CLOSURE OF THE MEETING

2025-040

It is moved by Jimmy Bourque, that the adjournment be held at 6:52pm.

VICE-CHAIR

Executive Director/Clerk