

Commission de services
régionaux de Kent



Kent Regional
Service Commission

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

**December 18, 2025
4:00pm
KRSC - Beaurivage**

1. CALL TO ORDER

Aldéo Saulnier opens the meeting at 4:00 p.m. by welcoming everyone.

2. ATTENDANCE

- Aldéo Saulnier, Chair of the KRSC and Mayor of the Town of Grand-Bouctouche
- Arnold Vautour, Mayor of the Town of Beaurivage
- Jean-Charles Daigle, President of the Kent Rural District
- Jimmy Bourque, Mayor of the Village of Nouvelle-Arcadie
- Marc Babineau, Interim Mayor, Town of Champdoré
- Roméo Bourque, Mayor of the Rural Community of Beausoleil
- Tina Beers, Vice-Chair of the KRSC and Mayor of the Municipality of Five-Rivers

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
- Mario Doiron, Food Resiliency and Environment Coordinator - KRSC
- Stéphanie Caissie, Social Inclusion and Community Development Coordinator - KRSC
- Marie-Paul Robichaud, Director of Economic Development and Tourism - KRSC
- André Daigle, Lawyer
- Ronald Fournier, Interpreter

3. CONFLICTS OF INTEREST DECLARATIONS

No conflicts of interest declarations.

4. ADOPTION OF THE AGENDA

2025-120

It is moved by Jimmy Bourque, seconded by Arnold Vautour, that the agenda be adopted as presented.

Motion carried

5. ADOPTION OF THE MINUTES OF THE NOVEMBER 19 AND NOVEMBER 20, 2025 MEETINGS

2025-121

It is moved by Tina Beers, seconded by Arnold Vautour, that the minutes of the Special meeting of November 19, 2025 be adopted as presented.

Motion carried

2025-122

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

Motion carried

6. BUSINESS ARISING FROM THE MINUTES

Nothing to report.

7. PRESENTATION - REXTION RECREATION CENTER ANNUAL REPORT (Marley Burke)

****The presentation is postponed till the KRSC Special meeting in January 2026.***

8. CORRESPONDENCE

No correspondence.

9. COMMITTEE REPORTS

a. Finances – Administration – Human Resources

Paul Lang explains the reason for the motion before proceeding.

Audit and Finance Committees

WHEREAS the Board of Directors of the Kent Regional Service Commission has an Audit Committee as well as a Finance Committee;

WHEREAS the remaining members of the Audit Committee and the Finance Committee are elected for a one-year term;

WHEREAS the Audit Committee and the Finance Committee are composed of a maximum of three members of the Board of Directors;

WHEREAS due to the municipal elections on May 11, 2026, the administration recommends renewing the members of these committees until the date of the election;

WHEREAS the election of the members of these committees will take place at the first meeting of the new Board of Directors of the Kent RSC.

2025-123

Be it therefore resolved that the Board of Directors of the Kent RSC agrees to renew the current members of the Audit Committee and the Finance Committee until May 11, 2026.

Moved by: Jimmy Bourque

Seconded by: Jean-Charles Daigle

Motion carried

Lynn Landry-Caissie provides the necessary explanations before proceeding with the transfer motions.

Tourism Promotion

WHEREAS the Kent RSC received funding in 2024 from Tourism, Heritage and Culture, which was only recorded in 2025;

WHEREAS this amount of \$39,000 had not been included as revenue in the 2025 budget;

WHEREAS certain projects planned in the 2025 budget will only be carried out in 2026.

2025-124

Be it therefore resolved that the Board of Directors of the Kent RSC agrees that the amount of \$55,000 be transferred to the Tourism Promotion operational reserve fund.

Moved by: Arnold Vautour
Seconded by: Jimmy Bourque

Motion carried

Community Development

WHEREAS the development of a regional food resilience strategy is an initiative under the regional strategy of the Kent RSC;

WHEREAS funds had been allocated in the 2024 budget for its development and implementation, but the hiring of a consultant only occurred in 2025;

WHEREAS the amount of \$32,000 was transferred to the Community Development operational reserve fund in 2024 to allow for the hiring of the consultant in 2025.

2025-125

Be it therefore resolved that the Board of Directors of the Kent RSC agrees that the amount of \$32,000 be withdrawn from the Community Development operational reserve fund to cover the consultant hiring costs.

Moved by: Jean-Charles Daigle
Seconded by: Tina Beers

Motion carried

Public Safety Committee

WHEREAS the agreement for the Guns and Gangs grant had not been signed during the 2025 budget period;

WHEREAS the Kent RSC received \$100,000 for the 2025–2026 period for this grant, and only \$25,000 had been included in the budget.

2025-126

Be it therefore resolved that the Board of Directors of the Kent RSC agrees that the amount of \$75,000 be transferred to the Public Safety Committee operational reserve fund in accordance with Section 101 of the Local Governance Act.

Moved by: Arnold Vautour
Seconded by: Tina Beers

Motion carried

Local Planning Services

WHEREAS the local planning service has a general operating reserve fund in accordance with Section 101 of the Local Governance Act and its Regulation 97-145;

WHEREAS any use or withdrawal from this fund must be authorized by a resolution duly adopted by the Board.

2025-127

Be it therefore resolved that the Board of Directors agrees to transfer the amount of \$20,000 into the general operating reserve fund of the local planning service in accordance with Section 101 of the Local Governance Act and Regulation 97-145.

Moved by: Jimmy Bourque

Seconded by: Tina Beers

Motion carried

Community Transportation

WHEREAS the 2025 budget of the Kent RSC was prepared during the summer of 2024; WHEREAS demand for Community Transportation has doubled since that time.

2025-128

Be it resolved that the Board of Directors agrees to withdraw the amount of \$55,000 from the general operating reserve fund of the Community Transportation service pursuant to Section 101 of the Local Governance Act to cover these unforeseen additional costs.

Moved by: Arnold Vautour

Seconded by: Jean-Charles Daigle

Motion carried

Economic Development

WHEREAS the economic development service has a general operating reserve fund in accordance with Section 101 of the Local Governance Act and its Regulation 97-145; WHEREAS any use or withdrawal from this fund must be authorized by a resolution duly adopted by the Board.

2025-129

Be it therefore resolved that the Board of Directors agrees to transfer the amount of \$20,000 into the general operating reserve fund of the Economic Development service in accordance with Section 101 of the Local Governance Act and Regulation 97-145.

Moved by: Jean-Charles Daigle

Seconded by: Jimmy Bourque

Motion carried

Isabelle Godin gives an update on the policy before moving on to the motion.

Workplace Health and Safety Policy

WHEREAS staff regularly reviews the Kent RSC policies and by-laws and makes recommendations to the Board of Directors;

WHEREAS the Workplace Health and Safety Policy was not scheduled for review in 2025, but after attending training sessions with WorkSafeNB, the administration realized that its policy contained outdated clauses and documents;

WHEREAS the staff asked the Joint Health and Safety Committee to review the policy and propose any other necessary changes;

WHEREAS the committee recommends to the Board of Directors of the Kent RSC the adoption of its amended policy;

WHEREAS the policy has been circulated to Board members and the changes are highlighted in yellow.

2025-130

Be it therefore resolved that the Kent RSC Board of Directors adopt Policy 25-04 – Workplace Health and Safety Policy as recommended by the Joint Health and Safety Committee.

Moved by: Arnold Vautour

Seconded by: Tina Beers

Motion carried

b. Audit

No updates on this subject.

c. Health

No updates on this subject.

10. REPORTS ON COLLABORATIVE SERVICES ACTIVITIES

a. Planning

The minutes of the Planning Review Committee meetings held on October 28 and November 25, 2025, and the construction report dated November 30, 2025, were circulated.

b. Solid Waste

The solid waste report for November 2025 has been circulated.

c. Public Safety

The minutes of the Public Safety Committee dated September 11, 2025 were circulated.

d. Economic Development and Tourism

Nothing on this subject.

e. Social Inclusion and Community Development

Paul Lang provides an update before moving on to the motion.

Appointment of Term to the Social Inclusion and Community Development Committee

WHEREAS the Kent RSC has established a Social Inclusion and Community Development Committee composed of elected officials and voting members representing various sectors related to inclusion and community development;

WHEREAS the composition of the Committee provides for one designated member representing the following sector:

- The economic sector or a social enterprise;

WHEREAS this position is currently vacant;

WHEREAS the Board of Directors of the Kent RSC has received one (1) nomination and that nominations from the floor may be accepted if the nominated person is present in the room.

2025-131

It is moved by Tina Beers, seconded by Arnold Vautour, that nominations for the position of representative of the economic sector or a social enterprise on the Social Inclusion and Community Development Committee be opened.

Motion carried

Nomination: Shelley Schantz, owner of L'Hirondelle Farm

The Chair calls for nominations three times.

2025-132

It is moved by Marc Babineau, seconded by Tina Beers, that nominations cease.

Motion carried

2025-133

Be it therefore resolved that **Shelley Schantz** be appointed as the representative of the economic sector or a social enterprise on the **SOCIAL INCLUSION AND COMMUNITY DEVELOPMENT COMMITTEE** for a term of two (2) years.

Moved by: Jean-Charles Daigle

Seconded by: Tina Beers

Motion carried

f. Regional Transportation

Regional Transportation Service Policy

WHEREAS staff regularly reviews the Kent RSC policies and by-laws and makes recommendations to the Board of Directors;

WHEREAS the regional transportation service policy was not scheduled for review in 2025, but needed to be amended to allow for a change in the rate paid by Transport Kent clients;

WHEREAS staff has asked the Regional Transportation Committee to review the policy and propose any other changes necessary in addition to the additions proposed by staff;

WHEREAS the Committee recommends to the Board of Directors of the Kent RSC the adoption of its amended policy;

WHEREAS the policy has been circulated to Board members and the changes are highlighted in yellow;

WHEREAS the new rate in this policy will not come into effect until January 1, 2026.

2025-134

Be it therefore resolved that the Kent RSC Board of Directors adopt Policy 25-05 – Regional Transportation Service Policy and its amendment regarding the serviced territories, as recommended by the Regional Transportation Committee.

Moved by: Jean-Charles Daigle

Seconded by: Roméo Bourque

Motion carried

g. Recreation Planning

The minutes of the Recreation, Sports, and Culture Committee meetings held on June 2 and September 22, 2025, have been circulated.

WHEREAS in accordance with the mandate of the Recreation, Sports, and Culture Committee, an annual review of the Terms of Reference must be conducted;

WHEREAS the committee members conducted the review on December 8;

WHEREAS based on Resolution 2025-019RSC, the Recreation, Sports and Culture Committee recommends adding the word “renewable” to the term of office of members in order to further clarify this section.

2025-135

It is therefore moved by Jimmy Bourque, seconded by Arnold Vautour, that the term of office of the members of the Recreation, Sports and Culture Committee specify the term “renewable.”

Motion carried

11. CHAIR REPORT (NOVEMBER 13 TO DECEMBER 10, 2025)

November 19 – Meeting with Vice-Chair and CEO of the KRSC – Beaurivage

November 19 – Special meeting of the KRSC Board of Directors – Zoom

November 20 – Regular meeting of the KRSC Board of Directors – Zoom

November 26 – Meeting on regional strategy – Beaurivage

November 26 – Stella Maris Hospital Christmas tree lighting – Kent

December 10 – Social Inclusion and Community Development Committee meeting – Zoom

12. EXECUTIVE DIRECTOR REPORT (NOVEMBER 13 TO DECEMBER 10, 2025)

November 17 – Meeting with Stéphane Godin from Vitalité – Grand-Bouctouche

November 18 – Meeting with Opportunity NB regarding land options – Teams

November 19 – Meeting with the Chair and Vice-Chair of the KRSC – Beaurivage

November 19 – Meeting with Mennonites and Department of Agriculture, Aquaculture, and Fisheries – Grand-Bouctouche

November 19 – Presentation of transportation plan to the KRSC Board of Directors – Zoom

November 20 – Meeting with RSC CEOs – Zoom

November 20 – KRSC Board meeting – Zoom

November 24 – Meeting with Fundy RSC regarding transportation

November 25 – Year-end update with Work NB

November 26 – Update on regional strategy with the Board – Beaurivage

November 27 – Provincial Summit on Health and Long-Term Care Workforce in NB – Fredericton

December 2 – Meeting with Beaurivage – Grand-Bouctouche

December 4 – MAC meeting – Teams

December 10 – Participation in the City of Grand-Bouctouche’s 5 à 7 event

13. RESOLUTIONS

a. Cancellation of Board of Directors meeting

2025-136

It is moved by Tina Beers, seconded by Jean-Charles Daigle, that the regular meeting of the KRSC Board of Directors for January 2026 be canceled and, if necessary, a special meeting be held.

Motion carried

14. NEW BUSINESS

a. Judicial review case - Development

2025-137

It is moved by Roméo Bourque, seconded by Jean-Charles Daigle, that the meeting be held in camera pursuant to section 68(1)(f) of the Local Government Act.

Motion carried

2025-138

It is moved by Jimmy Bourque, seconded by Arnold Vautour, that the meeting return to public session.

Motion carried

2025-139

It is moved by Roméo Bourque, seconded by Arnold Vautour, that the Board of the Kent Regional Service Commission directs staff to file a judicial review before the Court of King’s Bench of the Assessment and Planning Appeal Tribunal decision *Richard v Kent RSC* (RC/PA/2024-07) dated November 25, 2025.

Motion carried

15. QUESTIONS FROM THE PUBLIC

No questions from the public.

16. CLOSURE OF THE MEETING

2025-140

It is moved by Jimmy Bourque, that the adjournment be held at 4:55pm.

CHAIR

Executive Director/Clerk