Commission de services régionaux
Chaleur
Regional Service Commission

BOARD OF DIRECTORS' SPECIAL MEETING - MINUTES

Thursday, June 25, 2026 at 6:30 pm

(Chaleur RSC Conference Room - 702 Principale Street, suite 2, Petit-Rocher)

1. CALL TO ORDER AND OPENING STATEMENTS

The Chair, Mr. Michael Willett, calls the meeting to order at 6:37 pm.

2. RECORDING OF ATTENDANCE AND VERIFICATION OF QUORUM

Attendance is noted, including the Mayor of Belle-Baie joining via TEAMS. Quorum is reached.

NAME OF ELECTED OFFICIALS	REPRESENTATION	EXECUTIVE	PRESENT = ✓ ABSENT = X
Michael Willett	Bathurst – Councilor	Chair	✓
Kim Chamberlain	Bathurst – Mayor	Vice-Chair	✓
Mario Lapointe	Belledune – Mayor		X
Cynthia Robinson	Belledune – Councilor		✓
Laura McNulty	Chaleur Rural District	Director	✓
Donald Duclos	Chaleur Rural District		✓
Rachel Boudreau	Belle-Baie – Mayor		✓
Joël Oliver	Belle-Baie – Councilor		✓
EMPLOYÉS (ES)			
Jocelyne Hachey	Chief Executive Officer		✓
Dayna Anderson	Director – Solid Waste		✓
Joyce Basque	Director – Finance		✓
Shirley DeSilva	Director – Economic and Tourism Development		✓
Thomas Lizotte	Director – Communications		✓
André Frenette	Director – Urban Planning		X
Donna Landry-Haché	Chief of Operations and Secretary of the Board		✓

3. ADOPTION OF THE AGENDA

Resolution : 2026-173-01	**Proposed by: Laura McNulty** **Seconded by: Kim Chamberlain**
THAT the agenda be adopted as amended: - Addition of Item 12.1 Orientation Session for Board of Directors. - Addition of Item 12.2 Service Contract at the Bathurst Regional Airport.	
For: 6 Against: 0	**RESOLUTION CARRIED**

4. DECLARATIONS OF CONFLICTS OF INTEREST

None to report.

5. CORRESPONDENCE

5.1 Renewal of Regional Strategies

The CEO advises the Board Members that she received a letter from Honorable Aaron Kenny, Minister of Local Governance. It includes possible changes regarding all RSCs.
Overall, there is a possibility that funds be distributed to each RSC ($25,000.00 possible) regarding the annual revision of strategic plans.
Furthermore, there will no changes in 2027 (status quo).

6. ELECTIONS

6.1 Election of the Executive Members

6.1.1 Resolution - Nomination of an Election President

Resolution : 2026-173-02	**Proposed by: Laura McNulty** **Seconded by: Cynthia Robinson**
THAT the Chief of Operations, Donna Landry-Haché, act as President of the elections.	
For: 6 Against: 0	**RESOLUTION CARRIED**

The President hands the meeting over to the President of Elections.

The President of Elections reads the procedures. Then, proceeds to nominations in the order that follows in Item 6.1.2.

6.1.2 Call for nominations

a) Chairperson: <u>Mr. Michael Willett</u> is re-elected President.
(Nomination by Laura McNulty. No other nominations.)

b) Vice-Chairperson: <u>Mrs. Laura McNulty</u> is elected Vice-Chair.
(Nomination by Cynthia Robinson. No other nominations.)

c) 3rd Director: <u>Mr. Joël Olivier</u> is elected 3rd Director.
(Nomination by Rachel Boudreau. Another nomination came from Donald Duclos in favor of Kim Chamberlain. However, Mrs. Chamberlain refused the nomination because she said she was so happy to have Belle-Baie back at the table that she felt it was important to have a representative from Belle-Baie on the Executive.)

The President of Elections congratulates the new members of the Executive who will be active immediately following the meeting. She then returns control of the meeting back to the President.

7. CORPORATE AND COLLABORATIVE

7.1 Resolution – Northern Energy Alliance

Authorization to enter into an Intercommunity agreement:

Resolution : 2026-173-03	**Proposed by: Joël Olivier** **Seconded by: Kim Chamberlain**

WHEREAS, from a perspective of sustainable and concerted development, the Chaleur Regional Service Commission, the Acadian Peninsula Regional Service Commission, the Restigouche Regional Service Commission, the Eel River Bar First Nation and the Pabineau First Nation (collectively, the "Local Authorities") have agreed to coordinate their individual actions and join their efforts to operate, together with other partners, in renewable energy projects located within the territory of one or more of the Local Authorities, for the purpose of advancing the Northern Energy Alliance (the "Alliance");

WHEREAS, the Local Authorities wish to formalize the principles, terms and conditions, and governance rules that will apply among them until the constitution of Alliance in such legal form as may be selected by the Local Authorities, pursuant to an intercommunity agreement to be dated IN SPRING 2026 among the Local Authorities (the "Intercommunity Agreement");

WHEREAS, the member municipalities of the Chaleur RSC have provided resolutions authorizing the RSC to enter into such agreement;

BE IT RESOLVED

THAT the RSC is authorized to enter into, execute and deliver the Intercommunity Agreement, a draft of which has been submitted to the member municipalities and of the RSC and the Chaleur Rural District;

THAT the RSC's entry into, execution and delivery of all ancillary or related agreements, documents and instruments to give effect to, or otherwise relating to, the transactions contemplated by the Intercommunity Agreement (the "Ancillary Documents"), the execution and delivery of the Ancillary Documents, and the taking of all actions necessary or advisable in connection with the Ancillary Documents be, and hereby are, authorized, approved and ratified.

THAT the "Authorized Signatories" are authorized and directed to negotiate, finalize, execute and deliver, on behalf of the RSC, the Intercommunity Agreement and the Ancillary Documents, with such additions, deletions, or other modifications as such Authorized Signatories may approve, such approval to be conclusively evidenced by the execution and delivery of the Intercommunity Agreement and the Ancillary Documents by such Authorized Signatories.

THAT the Authorized Signatories be, and hereby are, authorized and directed to negotiate, finalize, execute and deliver, on behalf of the RSC, any and all documents, agreements, authorizations, certificates or other instruments, and to take any and all actions, as such Authorized Signatories may deem necessary or advisable to carry out the transactions contemplated by this resolution, such approval to be conclusively evidenced by the execution and delivery by such Authorized Signatories of any Ancillary Document and by the taking of any such actions.

THAT any agreements, instruments or other documents executed and delivered, and all actions taken by the representatives of the RSC on or prior to the date hereof, which such representatives have deemed necessary or desirable to carry out the transactions contemplated by this resolution, be, and hereby are, ratified, approved and confirmed in all respects.

THAT this extract from the minutes may be executed in counterparts and delivered by any electronic means, including facsimile, PDF, DocuSign, or any other electronic means, each such

counterpart, when so executed and delivered, shall be deemed an original, and all such counterparts together shall constitute one and the same instrument.	
For: 6 Against: 0	**RESOLUTION CARRIED**

Following a discussion regarding the responsibilities of members to sit on the Northern Energy Alliance committee, Laura McNulty and Donald Duclos request that someone from a Rural District be active on this committee as Rural Districts are not yet able to receive profits from such projects.

As all members are in agreement to maintain this balance, Item 7.3 will be voted on prior to voting on Item 7.2. This will allow at least one representative member to be from a Rural District. Furthermore, Item 7.3 will be voted on in two phases: 7.3.a) and 7.3.b).

7.2 Resolution – Signing Authorities for the Northern Energy Alliance

*SEE ITEM 7.3.a) AND 7.3 b) BEFORE ITEM 7.2

7.3.a) Resolution – Northern Energy Alliance Committee
Chaleur RSC member that represents a Rural District:

Resolution : 2026-173-04	**Proposed by: Kim Chamberlain** **Seconded by: Laura McNulty**
THAT Donald Duclos, representative of a Rural District, represent the Chaleur RSC on the Northern Energy Alliance committee.	
For: 6 Against: 0	**RESOLUTION CARRIED**

7.3.b) Resolution – Northern Energy Alliance Committee
Chaleur RSC member that is also on the Executive of the Chaleur RSC:

Resolution : 2026-173-05	**Proposed by: Kim Chamberlain** **Seconded by: Joël Olivier**
THAT President, Michael Willett, represent the Chaleur RSC on the Northern Energy Alliance committee.	
For: 6 Against: 0	**RESOLUTION CARRIED**

*ITEM 7.2 CAN NOW BE VOTED ON

7.2 Resolution – Signing Authorities for the Northern Energy Alliance

Resolution : 2026-173-06	Proposed by: Kim Chamberlain Seconded by: Cynthia Robinson
THAT President, Michael Willett, and CEO, Jocelyne Hachey, have signing authority for the Northern Energy Alliance agreement.	
For: 6 Against: 0	**RESOLUTION CARRIED**

7.4 Notice – Amendment to the Local Governance Act
See document.

8. PLANNING SERVICES

8.1 Resolution – Appointment of Mr. Patrick Mallet to the Regional Planning Advisory Committee

Resolution : 2026-173-07	Proposed by: Joël Olivier Seconded by: Donald Duclos
WHEREAS a position has become vacant on the Regional Planning Advisory Committee (RPAC) to represent Belle-Baie; **WHEREAS** Belle-Baie adopted a resolution on May 5, 2026 to nominate Mr. Patrick Mallet as one of its four representatives on the RPAC of the CRSC. **THAT** the Board of Directors appoints Mr. Patrick Mallet on the RPAC as a representative of the Belle-Baie.	
For: 6 Against: 0	**RESOLUTION CARRIED**

9. SOLID WASTE MANAGEMENT

9.1 Resolution – Purchase of a Skid Steer

Resolution : 2026-173-08	Proposed by: Laura McNulty Seconded by: Joël Olivier
Whereas the existing Skid Steer has exceeded its useful life; **Whereas** the use of this equipment is essential for our recycling operations; **Whereas** the Chaleur RSC Board of Directors were presented with the 2026 Capital Budget which included the purchase of a Skid Steer; **Whereas** the lowest bidder has offered a trade in amount of **$15,000** on our 2014-252B Skid Steer which will be put towards the balance owing to the new machine; **Whereas** the capital reserve fund will pay in full the amount of this purchase; **THAT** the Chaleur Regional Service Commission accepts the tender from **Paul Equipment,** for an amount of **$78 206.10** tax included for the purchase of a Bobcat Skid Steer, model S650 T4.	
For: 6 Against: 0	**RESOLUTION CARRIED**

A clarification is requested regarding the brand of the item as well as its life expectancy.

- The Director of the Solid Waste Management, Mrs. Dayna Anderson, explains that the brand is Caterpillar. It's a small machine. Also, the old machine lasted twelve (12) years and was only expected to last seven (7) years.

10. COMMUNITY DEVELOPMENT

10.1 Report (verbal)/Updates

The Chief of Operations, Mrs. Donna Landry-Haché, presents a verbal report on behalf of the Community Development Department.

- Harbour of Hope:
  - The site now has a full team of employees.
  - All units are currently full.
  - An excellent regional collaboration is in place. She thanks the RSC members for their contribution.
  - Presently, everything is very positive since we've had Mrs. Sonya Levesque as Manager of the site.
- Human Resources:
  - On Wednesday, June 17, 2026 interviews were held for the Director of Community Development position. We expect to have the results within the next week.
- Eat Fresh:
  - Certain changes are expected by August, as indicated in the package distributed to the Board. A plan has been developed with the assistance of the Director of Communications, Thomas Lizotte, and the Program Coordinator, Heidi LeBlanc, in order to announce these changes well in advance.
- Review of our community development resources:
  - We are reviewing our resources with the support of the current Coordinator, Pascalle Roy, who continues to expand her network of regional partners.

11. FINANCE

11.1 Resolution – Authorization for Credit Card

Resolution : 2026-173-09	**Proposed by: Donald Duclos** **Seconded by: Kim Chamberlain**
WHEREAS the Chief of Operations of the Chaleur Regional Service Commission (CRSC) is responsible for managing expenditures related to all departments of the CRSC; **BE IT RESOLVED THAT** a credit card with a **$10,000 limit** be issued for the Chief of Operations; **BE IT FURTHER RESOLVED THAT** the Chief Executive Officer (CEO) or the Director of Finance of the CRSC be authorized to take the necessary steps with the financial institution to implement this change.	
For: 6 Against: 0	**RESOLUTION CARRIED**

12. NEW BUSINESS

12.1 Orientation Session for Board of Directors

The Chief Executive Officer, Jocelyne Hachey, would like to obtain feedback from Board members regarding the dates of the orientation session.

She proposes Thursday, August 27 and Friday, August 28, 2026. She explains some of the content of these sessions: a 5 to 7 event with all council members from the region, including a presentation of the Chaleur RSC employees, the mandate of the Board, orientation and explanation of services, by-laws and procedures, and ethics (code of conduct).

The members agree with the dates. However, for some members, Saturday would be preferable due to work obligations.

Mrs. Hachey will move forward with the organization of sessions based on the feedback received from the Board members. She will inform the Board once planning has progressed.

In the meantime, members are asked to reserve the following dates:
- August 27 and 28 2026 (Thursday and Friday)
- August 28 and 29 2026 (Friday and Saturday)

12.2 Service Contract at the Bathurst Regional Airport
The President, Michael Willett, asks to bring this discussion into the closed session.

*ITEM 12.2 WILL BE DISCUSSED AS A SECOND SUBJECT IN THE CLOSE SESSION UNDER ITEM 13

13. COMPLAINT – ETHICS

13.1 Closed Session

13.1.1 Resolution – Closed Session

Resolution : 2026-173-10	**Proposed by: Kim Chamberlain** **Seconded by: Joël Olivier**
THAT this item be discussed in a close session following Article 68 (1) g) of the "Local Governance Act".	
For: 6 Against: 0	**RESOLUTION CARRIED**

A Closed Session is held where Board Members are provided with further context for two items: 12.2 and 13.

13.1.2 Resolution – Lifting of the Closed Session

Resolution : 2026-173-11	**Proposed by: Kim Chamberlain** **Seconded by: Joël Olivier**
THAT the Closed Session be lifted.	
For: 6 Against: 0	**RESOLUTION CARRIED**

14. ADJOURNMENT

The meeting is adjourned at 8:09 pm.

Minutes recorded and prepared by:
Donna Landry-Haché
Chief of Operations & Secretary of the Board