

Chaleur RSC Board of Directors
Regular Meeting
Minutes

Wednesday, January 21, 2026
6:30 pm
Chaleur RSC Board Room
702 Main Street, suite 2
Petit-Rocher

Recording of attendance
and verification of
quorum

Michael Willett, Bathurst
Darryl Branch, Bathurst
Lilianne Carmichael, Belledune
Cynthia Robinson, Belledune
Nathalie Paulin, Rural District

Member Absent:

Daniel Guitard, Belle-Baie
Charles Doucet, Belle-Baie
Paul Arseneault, Belledune
Kim Chamberlain, Bathurst

Staff Present

Jocelyne Hachey, Executive Director
Dayna Anderson, Director of Solid Waste Management
Shirley DeSilva, Economic and Tourism Development Director
André Frenette, Director of Planning
Thomas Lizotte, Director of Communication

1. Call to Order and Opening Statement

The meeting was called to order by the Chair, Mr. Michael Willett, at 6:30 p.m.

2. Attendance and Quorum

The Chair declared that quorum was reached.

3. Adoption of Agenda

Moved by: Lilianne Carmichael

Seconded by: Laura McNulty

THAT the agenda be adopted as presented.

MOTION CARRIED

4. Conflict of Interest Declarations

None

5. Minutes

Moved by Cynthia Robinson and seconded by Laura McNulty :

That the minutes of September 10, 2025, September 17, 2025, October 15, 2025, November 5, 2025, November 19, 2025, and November 26, 2025, be adopted as presented.

MOTION CARRIED

5.1.1 Business arising from the minutes of November 26, 2025

None

6. Correspondence

None

7. Presentation

- 7.1 Keyana Strzechowski, from the consulting firm Portfolio, presented the 3-year plan proposed by the Labour Market Partnership Forum (LMPF)

8. Corporate and Collaborative

- 8.1 Thomas Lizotte, Director of Communications, presents the new CRSC website.

8.2 Joyce Basque, Director of Finance, presents the estimated financial results on December 31, 2025.

9. Solid Waste Management

9.1 Resolution – Roof replacement – Recycling Building

Whereas the roof replacement at the Recycling Building was approved in the 2025 Capital Budget;

Whereas the recommended bid by the consultant meets all the requirements as drafted in the RFP document;

Whereas the proposed amount is within the amount budgeted for 2025;

Moved by: Darryl Branch
Seconded by: Nathalie Paulin

THAT the Chaleur Regional Service Commission awards the RFP for the roof replacement at the recycling building to the lowest bidder MFA Construction Inc. for the amount of \$82,500 plus taxes.

MOTION CARRIED

9.2 Resolution – Engineering Services

Whereas the Chaleur RSC board of directors was presented the 2026 Capital Budget, which includes engineering fees for the 2026 infrastructure work;

Whereas the sum is within the amount budgeted for 2026;

Moved by: Darry Branch
Seconded by: Laura McNulty

THAT the Chaleur Regional Service Commission retains the services of Roy Consultants for the amount of \$340,000 plus applicable taxes, to begin the design and implementation of the civil infrastructure work planned for 2026.

MOTION CARRIED

9.3 Resolution – Notice of borrowing to the Municipal Capital Borrowing Board

Proposed by : Cynthia Robinson

Seconded by : Darryl Branch

That the CSRC be authorized to send a notice to its community members in regard to a capital purchase:

Purpose: Environmental Health Services

	Amount \$	Terms
Cell	1,500,000	3 years
Wood clearing	10,000	3 years
Engineering	<u>462,000</u>	3 years
Total	1,972,000 \$	

10. Planning Services

10.1 Overview of activities for 2024-2025

Mr. André Frenette introduced himself as the new Director of the Urban Planning Department at the CSRC. Mr. Frenette mentioned that the number of construction permits issued in 2025 stands at 305, which is 12 fewer permits than in 2024. However, in terms of value, the year 2025 saw an increase of \$3.6 million.

Forecasts for 2026, following the incentives received by Belle-Baie through the Housing Accelerator Fund, valued at \$4.6 million, indicate that discussions are already underway in Belle-Baie regarding multifamily housing projects.

With respect to the department's succession plan, a new junior inspector will be starting shortly. This individual will need to receive training to become certified. Furthermore, in anticipation of the retirement of the Level 3 inspector, active steps will be taken in 2026 to recruit a new inspector at this level. This is essential to maintaining stability within the department.

10.2 Update on the municipal and rural plans for Belle-Baie, Belledune and the Chaleur Rural District.

Mr. Frenette noted that, with regard to the review of Belle-Baie's municipal plan and zoning by-laws, these are scheduled for adoption at second and third readings on February 3, 2026. Department staff have also been working on drafting the subdivision by-laws.

As for the rural plan for Belledune, the consultant has already prepared a draft; however, it will only be adopted by the village after the municipal elections on May 11, 2026.

Finally, the rural plan for the Chaleur Rural District will be fully revised by Mr. Frenette and then validated by the working committee this spring.

11. Economic Development and Tourism

Shirley DeSilva, Director of Economic and Tourism Development, presented the 2025 tourism data for the Chaleur region provided by Explore NB.

12. Community Development

12.1 Amendment to Shared Infrastructure Committee Mandate

Proposed by: Laura McNulty

Seconded by: Cynthia Robinson

THAT the modifications to the mandate of the Shared Infrastructure Committee be adopted as presented.

MOTION CARRIED

12.2 Appointment of Chair – Shared Infrastructure Committee

The appointment of a chairperson of the Shared Infrastructure Committee has been postponed to a future meeting.

12.3 Update – Public transport services update

The director of service gives an update on the service.

13. Unfinished Business – None

14. New Business – None

15. In Camera Session – None

16. Adjournment

The meeting is adjourned at 8:21 p.m.