

Chaleur RSC Board of Directors

Special meeting

Minutes

Wednesday, November 26, 2025

6:30 pm

Chaleur RSC Board Room

702 Main Street, suite 2

Petit-Rocher

Recording of attendance Kim Chamberlain, Bathurst
and verification of
quorum

Cynthia Robinson, Belledune
Laura McNulty, Rural District
Nathalie Paulin, Rural District
Michael Willett, Bathurst
Liliane Carmicheal, Belledune

Member Absent: Charles Doucet, Belle-Baie
Paul Arseneault, Belledune
Marie Lariviere, Belle- Baie

Staff Present Jocelyne Hachey, Executive Director
Dayna Anderson, Solid Waste Management Director
Joyce Basque, Director of Finance
Jennifer Pitre, Community Development Manager

1. Call to order and opening statements

Meeting called to order by the meeting Chairperson, Mr. Micheal Willett, at 6:30 p.m.

2. Recording of attendance and verification of quorum

The meeting chairperson declares that quorum is met.

3. Adoption of agenda

Moved By: Kim Chamberlain

Seconded By: Liliane Carmicheal

THAT the agenda be approved as presented.

MOTION CARRIED

4. Conflict of interest declarations

None

5. Community Development

5.1 Resolution Awarding the contract – Modular Bridge Housing Development

Moved By: Kim Chamberlain

Seconded By: Liliane Carmicheal

Whereas the results of the evaluation of the bids received for the acquisition of modular bridge housing units were reviewed by the evaluation committee on November 20th, 2025;

Whereas the total cost amount proposed does not exceed the amount allocated to the project by the New Brunswick Housing Corporation;

Whereas the bid recommended by the committee meets all the requirements outlined in the call for tender documents;

THAT the Chaleur Regional Service Commission awards the contract to Elevation Enterprises Inc. for \$ 816,500, taxes included, for the acquisition of 8 housing units, 1 bathroom unit, 1 kitchen and bathroom unit and 1 administrative unit.

MOTION CARRIED

6. Finances

6.1 Resolution - Transfer of surplus funds from the 2025 budget to the reserve fund

Moved By: Laura McNulty

Seconded By: Cynthia Robinson

Contributions and Transfer to the Capital Reserve Fund – Generation Facility

THAT a contribution and transfer of \$125,000 be made from the Generation Facility Account to the Capital Reserve Fund as approved in the 2025 Generation Facility Operating Budget.

MOTION CARRIED

Moved By: Nathalie Paulin

Seconded By: Laura McNulty

2025 Year End Surplus

THAT an expected surplus, of \$285,000 for the period ending December 31, 2025, for Solid Waste Management, be transferred from the General Operating Account to the following accounts:

Capital Reserve Fund. - \$200,000
Operating Reserve Fund -\$85,000

MOTION CARRIED

Moved By: Cynthia Robinson

Seconded By: Kim Chamberlain

THAT an expected surplus, of \$50,000 for the period ending December 31, 2025, for Generation Facility, be transferred from the Generation Facility Operating Account to the Capital Reserve Fund.

MOTION CARRIED

Moved By: Laura McNulty

Seconded By: Nathalie Paulin

2025 Year End Surplus – Local Planning Services

THAT an expected surplus, of \$ 30,000 for the period ending December 31, 2025, for Local Planning Services, be transferred from the General Operating Account to the following account:

Local Planning Operating Reserve Fund: \$ 30,000

MOTION CARRIED

Moved By: Kim Chamberlain

Seconded By: Liliane Carmicheal

THAT an expected surplus, of 50,000 \$ for the period ending December 31, 2025, for Corporate Services, be transferred from the General Operating Account to the following account:

Corporate Operating Reserve Fund: \$ 50,000

MOTION CARRIED

7. **Presentation**

8. **New business**

None

9. In Camera Session

None

10. Adjournment

The meeting is adjourned at 6:52 p.m.