KINGS RSC BOARD MEETING

Wednesday, September 16, 2026

Kings Regional Service Commission, Board Room, 27 Winter Street, Sussex N.B.

Board Members Present:
John Jarvie – Trustee
Randy McKnight – Valley Waters
Carey Beth Gillies – Valley Waters
Sloane Ryan – Kings Rural
Peter Price – Kings Rural
Alan Brown – Butternut Valley
Vicky Gaunce – Butternut Valley
Marc Thorne – Sussex
Tim Wilson – Sussex

Matt Moore – Chief Executive Officer, Kings RSC
Marcia Bunnell – Recording Secretary
James Keirstead – COO Kings RSC

1. **Call To Order**
   Trustee, John Javie Kings RSC – Called the meeting to order at 6:30.
   1.a Record of Attendance
   The record shows all members in attendance in person

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2. 2027 KRSC Draft Financial & Operational Presentation

Trustee John Jarvie gave a quick description of tonight's meeting and what is expected from the board members.
The goal is not to make a final decision or vote. Instead, board members are being given an opportunity to review the first draft of the budget, ask questions, and provide comments so staff can continue working on areas that need more information or adjustment.

The next key meeting is scheduled for October 7. At that meeting, board members will be asked to provide their formal views and feedback on the budget.

The legislation provides a 45-day period for board feedback. There may also be an additional two-week period for adjustments after the 45 days, particularly if new information becomes available.

Staff are waiting for additional information on several issues that could affect the budget. In particular

- The solid waste study may provide information that could affect future costs.
- Information is expected from committees involved in the Regional Facilities decision-making process.
- Some of this information may not be available until the 45-day review period.

The Infrastructure Committee has met twice, and we are hoping to be able to have a meeting before October 7, 2026, to discuss the draft budget and have their input as well.

Staff will present the current budget numbers and explain the information available so far. board members will have an opportunity to provide comments and identify issues or additional information they would like staff to consider.

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The preference is to allow staff to work through the presentation first, since many questions may be answered by the slides. Questions and discussion can then take place after the relevant sections or at the end.

The budget is still a work in progress**.** The board is being given an early opportunity to review the draft, raise concerns, and provide direction before potential adjustments are made.

Matt Moore gave a quick summary of his background and acknowledged that this is a draft budget and is welcoming feedback from the Board members. Matt presented the accent strategies recommendations and gave a quick break down of the 5 themes. Several discussions broke out during the five theme services that were presented.

Tim Wilson, Marc Thorne, Matt Moore discussed tourism, the Balloon Fiesta and how more events would be beneficial to the region.

Marc Thorne invited Matt to the Balloon Fiest debriefing meeting, and shared that the town would welcome Matt to sit in on more council meetings.

Matt turned the remainder of the presentation over to James, who will proceed with the budget overview. The budget overview will be presented in ten sections. Following each section, Board members will have an opportunity to ask questions.

Section 1 – Current financials

James reviewed the YTD financials for each department, a few key points were the Solid Waste reserve funds, Building and Planning, Community Development and Tourisms current surplus.

Marc Thorne – inquired if there was a plan to increase the reserves for Solid Waste.

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Matt – Gemtec has been contracted to conduct a comprehensive study of the Solid Waste program. Once the final report has been received, the Board will be in a better position to assess the capital expenditures and reserve funding requirements necessary to support future needs and priorities.

Tim Wilson – commented that 1 and 10 jobs are created by promoting tourism and he feels KRSC is moving in the right direction.

Section 2 – Corporate Services

John – Corporate allocations are being followed by recommendation given from the external auditors.

Randy – Can we touch on Corporate Allocations a bit more? What happen to the study?

John – The study was circulated to those who requested a copy. I would be pleased to distribute the external auditor's report to anyone who has not yet received a copy.

Peter – Are these aligned with the mandated services

Matt – Yes, they are.

Alan Brown – revisiting Corporate Allocations, would this be adjusting the rules and how everything is allocated to the municipalities?

John – the mandates are affecting the cost share to some degree, I think as we move forward through the presentation you will see the cost associated with each mandate.

Section – 3 Solid Waste

Alan Brown – how much do we receive from circular materials?

James – I don't have a direct number, but we can get that number for you.

Matt – The Solid Waste Director is currently negotiating a new contract with Circular Materials.

Alan – Will butternut Valley be paying for Hampton or has this been resolved, and will Butternut Valley be directly billed their base amount instead of being partially being billed by ELG.

James – Yes, but don't quote me, I will have to investigate this and get back to you.

Section 4 - Building and Planning

Alan – the rural plan fees, the process was already underway is this an additional cost?

Matt – The pre work has been completed; the secondary cost is the full scope. We were able to access 80-90K from RSSF to help offset the fees.

Randy – I am assuming only three members are paying.

James – Yes, the Town of Sussex has their own planning department.

Section 5 – Tourism

Tim, Marc, and James discussed the importance of tourism and the innovative partnership with the Sussex and District Chamber of Commerce.

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Randy – he finds that tourism is doing a great job in Sussex but would like to see more presence in the rural communities such as his. Do the Sussex and Hampton Chambers communicate?

James – defiantly a priority. Yes, the two Chambers do collaborate with each other.

Section 6 - 8 – Economic Development/Community Development and Transportation

James, Tim, Marc, Matt and John, discussed collaborating with other non-for profits as well as government agencies to battle homelessness in the Region.

Matt – gave a little background on his role in event planning, and ideas on how to grow the region.

Section 9 – 10 – Infrastructure and Public Safety

Matt, John and James discussed with the Board members that the numbers in the budget were just place holders since no formal decision has been made on some parts of the infrastructure budget. We are still having meetings with the Infrastructure Committee, hopefully we can bring forward recommendations to the Board concerning the cost presented here today.

John Jarvee – Gave a closing statement, asking the Board to be patient as we work through the budget process, that he wants to make sure that the Board has enough time to review and bring recommendations, concerns or questions forth to the next meeting.

John – is there any other questions before to close the meeting?

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Vicky – What are the next steps?

John - Review the budget that was presented today, send any questions, comments back to Matt, James or me before the next meeting.

Peter – are we just giving guidance about the budget or are we going to be voting?

John – no decision or formal vote will be requested at this stage. The purpose of the meeting is to provide board members with an opportunity to review the draft budget, ask questions, provide feedback, and discuss priorities before any final decisions are made.

Several meetings will be held throughout the budget process, including meetings planned for October 7 and later in November. The objective is to work collaboratively toward a budget that makes the most sense for the organization while reflecting community priorities.

Board members will continue to provide individual feedback as the budget develops. If there is a clear consensus on an issue, that direction will be considered; where opinions remain divided, further discussion may be required before a decision is made. The overall goal is to ensure board members can make informed decisions on behalf of their taxpayers and understand the implications of those decisions.

Alan – Do you have a cost breakdown of corporate cost?

Matt – Operations are lean, but I haven't done the calculations yet.

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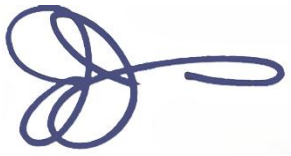
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3. Questions from Public
No questions

Next meeting will be October 7th, 2026 @ 6:30 p.m.

4. Adjournment
Trustee John Jarvie adjourned the meeting at 8:13 p.m.



John Jarvie, Trustee

Marcia Bunnell

Marcia Bunnell, Recording Secretary


Kings
REGIONAL SERVICE COMMISSION