KINGS RSC BOARD MEETING

Wednesday, October 7, 2026

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

Board Members Present:
John Jarvie – Trustee
Jennifer McDonald – Valley Waters (Alternate)
Carey Beth Gillis – Valley Waters
Sloane Ryan – Kings Rural
Peter Price – Kings Rural
Allan Brown – Butternut Valley
Vicky Gaunce – Butternut Valley
Marc Thorne – Sussex
Tim Wilson – Sussex

Absent:
Randy McKnight

Staff Present:
Matt Moore – Chief Executive Officer, Kings RSC
James Keirstead – Chief Operating Officer, Kings RSC
Katie Burpee – Director of Solid Waste
Marcia Bunnell – Recording Secretary

2. Call to Order and Adoption of Agenda
Trustee John Jarvie called the meeting to order. The agenda was presented for approval.
Board Member Tim Wilson moved to adopt the agenda.
Seconded**:** Peter Price
All In Favour: 8-0
Motion Carried: Trustee John Jarvie

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3. Approval of Special Meeting Minutes September 16, 2026

Board Member Tim Wilson moved to approve special meeting minutes from September 16, 2026.
Seconded: Carey Beth Gillis
All in Favour: 8-0
Motion Carried: Trustee John Jarvie

4. New Business

a) **Budget Memo** – We are waiting for a report from the MRSB consultant, as yet no recommendations have been given from the infrastructure Committee concerning the library and NCC. Suggest the budget be circulated as presented to the CAO's and Councils. After the 45-day comment period we would give a two-week period for further reviews. We would like to schedule meetings with each CAO and the Council members to review the budget with them an to answer questions as best as we can.

Board Member Marc Thorne moved to approve budget as presented to be sent to the CAO's and Councils.
Seconded: Tim Wilson
All in Favour: 8-0
Motion Carried: Trustee John Jarvie

b) Circular Material Memo

Matt Moore shared the request from Circular Material for an extension on the current contract and maintaining the status quo until May 31, 2027.

Marc Thorne asked for a summary how it works and what the arrangements were?
What is the degree of compliance on the blue bag, are audits being done and is there any educational training on sorting?

Kaitlin Burpee: explained that Circular Materials owns the blue-bag program. Communities that opt in have no direct program cost at scale. Two rates apply: one for bringing material in and another for removing it. Greater negotiating leverage may be available in June if all commissions work together.

Members discussed compliance, audits, education, contamination, sorting requirements, soft plastics, Styrofoam, mixed loads, and current collection practices. Katie advised that the sorting list changed under Circular Materials and that discussions are underway to improve compliance. She also noted that public education must be coordinated with Circular Materials.

Carey Beth Gillis asked for the rate per tonne

Katie will provide the figure.

Board Member Tim Wilson moved to approve request extension on Circular Material Contract.
Seconded: Alan Brown
All in Favour: 8-0
Motion Carried: Trustee John Jarvie

c) Reinstatement Criteria Memo

Trustee Jarvie shared observations regarding progress toward the Minister's criteria for Board reinstatement. Further discussion will occur with the CAO and councillors.

Carey Gillis asked why CEO Matt Moore has a vote on the Infrastructure Committee.

Trustee Jarvie explained that the arrangement is permitted by legislation and that the CEO serves on the Trustee's behalf to help interpret and communicate the direction of community members.

Carey Gillis asked if anyone reviewed the strategic plan NCC completed four years ago.

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Matt, James, John all stated no, John is expecting NCC to raise some capital.

Board Member Vicky Gaunce moved to approve Reinstatement Criteria Memo
Seconded: Tim Wilson
All in Favour: 8-0
Motion Carried: Trustee John Jarvie

d) Corporate Service Report

Matt reviewed the Corporate Service Report.

Carey Gillis – requested a year-to-date financial report so that can see income to expenses for each line item.

Matt – we can make that adjustment

Board Member Sloane Ryan moved to approve Corporate Service Report review
Seconded: Peter Price
All in Favour: 8-0
Motion Carried: John Jarvie

e) Mandated Services Reports

- Tourism – Reviewed by James
- Economic Development – Reviewed by James

Carey Gillis – How are the smaller towns being promoted outside of Sussex
James – Communication needs to be improved, currently working with multiple groups and need to have more advertising.

- Community Development – Reviewed by James

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- Solid Waste – Reviewed by Matt & Kaitlin
  Kaitlin gave an update on the Gemtec review, tonnage received at the Transfer Station, higher cost especially in fuel prices. Flyers were emailed to CAO's concerning the next ECO Depot Day, posted on community boards, if members had other area's they would like to see the posters posted please send them to Kaitlin. We are always looking for new venues to host ECO Depots.
  Sloan – What are the criteria's for hosting an ECO Depot
  Kaitlin – Will send you the information
  Alan – Are they not ending the funding for ECO Depot days
  Kaitlin – EFT will end eventually, but we still can access funding through RSSF funds, we bring in a lot of waste during the ECO Depot days which helps keep the dump sites down.
  Carey Gillis – Can be get a breakdown of ICI by municipality.
  Kaitlin – We do not track traffic entering the Transfer Station; our records only account for the businesses that use the facility.
  Carey Beth Gillis – Any information on the Clean Farms project?
  Kaitlin – I met with Lindsey, and we are currently exploring the possibility of implementing a pilot project at the Transfer Station to begin accepting silage wrap.

- Building and Planning – James reviewed
  Carey Gillis – Are the building permit numbers correct for Valley Waters
  James – Will verify and give update – the actual building permit numbers for Valley Waters should have stated – 6 Issued – Estimated cost of Work $606,804.00. Information has been corrected on the report.

f) Solid Waste Base Amount Contract Discussion

Matt and John discussed with the Board the base amount can be calculated using a three-year rolling average for 2027 and will determine the appropriate calculation for each member's share. They also discussed amending the current arrangement to incorporate direct billing by the Commission, effective January of 2027. Does anyone have any objections or comments?

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Marc – Is the tax based used to calculate the ICI Rate?

John – Yes, the tax base numbers for the current year are not yet available. John requested a motion be tabled to invoice base fees to individual municipalities in 2027.

Board Member Tim Wilson moved to approve motion for base fee invoicing to take effect in 2027.
Seconded: Alan Brown
All in Favour: 8-0
Motion Carried: John Jarvee

5. Questions from the Public

Thomas stated that the budget as discussed was a considerable increase from the current year and he hoped it could be reduced

Vicky Gaunce – Can the communications be sent to the alternates as well?

John - Yes

6. Next Meeting

Wednesday October 28, 2026, 6:30 pm - Kings Regional Service Commission, Boardroom, 27 Winter Street, Sussex, NB.

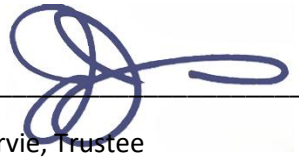
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7. Adjournment

Trustee John Jarvie adjourned the meeting at 7:54 p.m.



John Jarvie, Trustee

Marcia Bunnell

Marcia Bunnell, Recording Secretary