



MINUTES

Sunbury-York South Rural Community Municipal Council

COMMITTEE OF THE WHOLE MEETING

August 6, 2026

Location: Rusagonis Recreation Centre, 1609 Post Road, Rusagonis

Meeting Start Time: 6:30 pm

1. Call to Order:

Deputy Mayor Hartwick called the meeting to order at 6:35 pm.

2. Roll Call:

Interim Clerk White took roll call.

Present: Deputy Mayor Hartwick, Councillor Bobarnac, Councillor Corbett-Hysop, Councillor Gillis, Councillor Waddingham, Councillor Angers.

Absent: Mayor Allen, Councillor Warren. A quorum was achieved.

3. Approval of Agenda:

"Moved by Councillor Waddingham and Seconded by Councillor Corbett-Hysop to accept the agenda as amended by Councillor Gillis:"

- Amend item 10 to include an update from the Office Committee
- Amend item 11 to include an update from Administration on adding council contact information to the website.

Motion Carried

4. Approval of the Minutes – Committee of the Whole July 2, 2026

"Moved by Councillor Gillis and Seconded by Councillor Waddingham to approve the July 2, 2026 Minutes as amended by Deputy Mayor Hartwick:"

- Item 5 – removal of the second "with the" in the first paragraph

Motion Carried

5. Conflict of Interest

There were none

6. Public Input/Inquiries

None received

7. Presentations, Petitions, or Delegations

None received

8. Correspondence

Elections NB – The deadline to declare a vacancy in council and notify Elections NB is Aug 28, 2026. This vacancy motion will result in a By-Election for our community. The next By-Election is scheduled for October 19, 2026. We currently have no vacancies.

SYSRC Community Profile – Ignite created a draft profile on our community.

Deputy Mayor Hartwick would like to see it amended to include the Hanson Nature Reserve, which is in our community.

Councillor Gillis mentioned the Hanson boat launch that is for public use.

Deputy Mayor Hartwick commented that Ignite has posted on their FB page a nice clip done by the Fredericton Capital Region of our community and would like to have the clip shared to SYSRC's FB page.

9. Statements by Members of Council

There were none

10. Reports and Recommendations from Committees

Office Committee – Councillor Corbett-Hysop reported the biggest interest is in the work trailer. On Aug 12 & 13, the committee will be viewing properties outside the community. One in Oromocto and one in Fredericton. A verbal report will be provided to council on the Aug 18th meeting.

Councillor Gillis - The original resolution was to look at properties on Allison Blvd and that the report from the real estate broker did not mention any in that area.

Interim Clerk White- The broker was instructed to look in that area, however the broker did look in that area but felt there was not anything that would fit the needs of what we were looking for.

Deputy Mayor Hartwick – Asked if the office trailer option would include all costs, including the transportation, hydro, heat and electrical costs to hook it up?

Councillor Corbett-Hysop – Advised that one time costs were discussed during the committee meetings but could not remember what the cost would be or what it would cover. He did know there was a discussion on hooking up the electrical, installing the accessibility ramp and Wi-Fi connections. As for transportation, he stated he was not sure if that was discussed as a one-time cost.

Councillor Corbett-Hysop asked the Deputy Mayor if she was looking for these costs to be included in the committee report.

Deputy Mayor Hartwick responded that it was important to be fully transparent not only on the monthly costs but on the full cost.

Interim Clerk White – Advised that the quote from the company supplying the trailer also includes a delivery and set up charge plus a tear down and removal charge, which is due when they bring the trailer to the site. All costs were detailed on the quote received.

Deputy Mayor Hartwick – Stated that the previous minutes set out indicated the committee would provide a written report on August 18, 2026, not a verbal report. If a written report could be provided, it would be appreciated.

Councillor Gillis – Not totally opposed to the trailer, but has that option been discussed with both staff members? Only concerns are winter and having to go outside to reach a washroom and the cost to heat and are they warm.

Interim Clerk White– It was discussed with the current staff members and will be discussed with the new staff member on Friday. He has spent a significant amount of time in office trailers and shared that they are not like a sauna or as good as a building, but he was never cold. The new trailers have heat pumps.

Councillor Angers – Do some of the trailers have washrooms built in them? Could this be an option when considering renting?

Interim Clerk White – When getting into trailers large enough to have a washroom, they are more expensive. A washroom trailer is an option but again the expense is more.

11. Reports and Recommendations from Administration

Update on Council information on the webpage - Interim Clerk White reported he tried to update the webpage himself, however, Archer Designs, the company that looks after our webpage, will need to do the update. He advised he will contact the company and have it updated hopefully by next week.

12. By-Laws

None to discuss

13. Unfinished Business

Motion regarding Strategic Plan – Councillor Bobarnac brought back to council for consideration, the creation of a strategic plan committee, to organize a series of public hearings to discuss topics and collect information to be used by council to create the plan. The motion is to only create the meetings and organize the meetings with the residents. It is not to replace the work of a proper consultant.

Councillor Gillis – Her position remains the same. She would like to see a professional consultant be engaged from the beginning. Concerned how the information would be collected and stored if done by individual council members. There could be privacy concerns. Concerns with the committee drafting a budget for the public engagements as any costs would be included in the fee from the consultant. Believes the consultant should be collecting the information then the correct information would be collected and in the right format.

Councillor Bobarnac – Not opposed to her concerns but believed he had included in his motion the verbiage that council may retain a consultant. Believes the wording for a budget remain in conjunction with the consultant or not.

Councillor Gillis – The motion gives the committee discretionary authority to retain a consultant by the word “may retain” Not comfortable with the word “may”.

Deputy Mayor Hartwick – It is very common to retain a consultant to prepare a strategic plan than for a council to take the initiative themselves. Consideration to these comments should taken if bringing a motion before council at the next meeting regarding this matter.

14. New Business

Oromocto Recreation Agreement – Interim Clerk White – The 2026 recreation agreement is from January 1 – December 31, 2026. This agreement covers the 2026/2027 ice sport season. Essentially the same agreement as 2025 except for the ice sports registration increasing to \$400 per registrant from \$300 in 2025. The summer field sports remain at \$38 per registrant.

Councillor Gillis – Why does the 2025 agreement require renewal negotiations by June 30th, 2025, but the 2026 agreement states renewal negotiations by September 30th, 2026? When do we typically get the renewal agreements?

Interim Clerk White – The notice of the increase was received in May but not the actual renewal. When it did come in, it was initially planned to be put on the August agenda. He was not aware that registrations would start before August. He will contact the Oromocto Recreation Director regarding the different negotiation deadlines.

Deputy Mayor Hartwick – This agreement is very important to members of the community either by subsidizing their child’s registration or participating in other programs the Town of Oromocto offers. If the agreement is not renewed, the registrant will have to pay the additional \$400 for ice sports and the \$38 for field sports.

Deputy Mayor Hartwick – Noted that in the 2026 budget under Recreation, line 2.7.5.1.1, Contributions to RSC/Other Local Government, has a total of \$175,730, and asked staff if we are within budget with the \$100 per registrant increase?

Treasurer Ogden – Advised she will investigate it and let council know the figures for the Aug 18th meeting.

2027 Budget – Interim Clerk White – Wanted to make council aware of the timelines for the preparation of and submission of the 2027 Budget. It is not too soon to be engaging with the public or inquiring what the public would like to see their community do, if anything. The budget is due to Community Finance by Nov 15th therefore the budget will need to be approved at a regular council meeting before Nov 15th or at a special meeting in order meet the deadline.

Deputy Mayor Hartwick noted that in previous minutes it was suggested to create a finance committee related to the budget and that staff have been very forthcoming to provide council monthly financial reports, which is very appreciated. She inquired

if the treasurer has anything planned to come forward to council on the 2027 budget.

Treasurer Ogden – Advised that to date, we have not received any 2027 budget numbers. They should begin coming in late August or early September. We do not receive the budget numbers from CRSC until they approve their budget.

Deputy Mayor Hartwick suggested it be noted to have a discussion on the 2027 budget at the Committee of the Whole meeting in September. She also noted that the last Council meeting for November is November 17 therefore expects we may need to have a special meeting to deal with approving the budget.

15. Closed Session

There was no closed session

16. Date, Time and Location of Next Meeting

September 3, 2026, at 6:30pm, Rusagonis Rec Centre, 1609 Post Road, Rusagonis

Before the meeting adjourned, Interim Clerk White announced that it was his last council meeting and wanted to wish council and the community well. He enjoyed his time as Interim Clerk for SYSRC.

Deputy Mayor Hartwick officially thanked Robert on behalf of council for stepping in as the Interim Clerk and appreciate his help in the transition after the election and keeping them on track as well as preparing the new Clerk for her new role.

17. Adjournment:

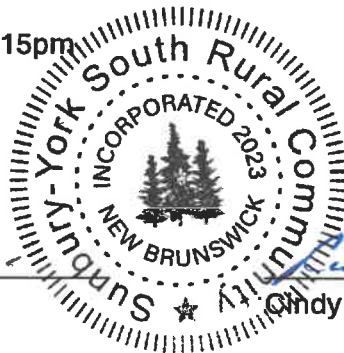
"Moved by Councillor Angers and Seconded by Councillor Waddingham to adjourn the meeting."

Motion Carried

Meeting adjourned at 7:15pm



Deputy Mayor Hartwick



Andy Ogden, Assistant Clerk

