THE COMMUNITY OF THREE RIVERS
MINUTES
October 7, 2026

Present

Mayor	-	Peter Saunders
Councillors	-	Andrew Goggin
	-	Danny McCully
	-	Dennis Murphy
	-	Karen Hall-Middleton
Staff	-	Liberty Bschaden, Janice Conley

Call to Order Mayor Saunders called the meeting to order at 6:30 pm and asked for any additions to the agenda.

Agenda It was moved by Councillor Murphy that the agenda be approved as presented. Seconded by Councillor McCully. MOTION CARRIED 160-2026

Conflict of Interest No Conflict of interest was declared.

Approval of Minutes of September 2, 2026

Councillor Murphy made a motion to approve the minutes of September 2, 2026, as presented. Seconded by Councillor Hall-Middleton. MOTION CARRIED 161-2026

Presentations No Presentations

Business Arising from the Minutes

Protective Services Coordinator

Motion to Not Renew Contract – Maritime Enforcement Services

Councillor McCully made a motion that The Community of Three Rivers not renew its contract with Maritime Enforcement Services for By-law enforcement services for 2027 Seconded by Councillor Murphy. MOTION CARRIED 162-2026

Motion to Hire Protective Services Coordinator

Councillor Murphy made a motion that The Community of Three Rivers proceed with hiring a Protective Services Coordinator for The Community of Three Rivers. Seconded by Councillor Goggin. MOTION CARRIED
163-2026

Library Update There were no updates available at the time of the meeting.

Passing of Motions, By-Laws and Resolutions

Motion to Dispose of Surplus Property PID 811752

WHEREAS the property identified as PID 811752 was donated to the municipality by the Saint James Trustees for the purpose of establishing and operating a public library;

AND WHEREAS the building has been assessed and determined to be unsuitable for its intended municipal purpose as a public library;

AND WHEREAS the property has been determined to be surplus, as the financial benefits of disposing of the property outweigh the financial costs associated with retaining and holding the property;

AND WHEREAS the property has been duly listed for sale through a licensed real estate service;

THEREFORE, BE IT RESOLVED that the Council of The Community of Three Rivers authorize the sale of the surplus municipal property located at 22 Price Street, Petitcodiac, further identified as PID 811752, for the purchase price of $95,000 plus HST, subject to the terms and conditions outlined in the sales agreement;

AND FURTHER BE IT RESOLVED that the Mayor and Clerk, or their designates, be authorized to execute all necessary agreements, documents and instruments required to complete the sale of the property;

AND FURTHER BE IT RESOLVED that the sale and transfer of the property be completed in accordance with the requests of the Saint James Trustees in a letter to Council dated January 24, 2025.

Motion by Councillor Murphy
Seconded by Councillor Goggin MOTION CARRIED
164-2026

Motion to Repurpose Elgin Fire Truck

Councillor Goggin motioned that Council authorize the repurposing of the Elgin Fire Department's existing support truck for municipal use, following the Fire Department's acquisition of a new ¾ ton truck, subject to any necessary inspections, modifications, and requirements identified by Administration. Seconded by Councillor McCully.

MOTION CARRIED
165-2026

Motion to Tender Snow Removal – Elgin Firehall

Councillor McCully motioned that the Community of Three Rivers tender and accept bids for a 3-year contract for snow removal at the Elgin Fire Department. Seconded by Councillor Murphy.

MOTION CARRIED
166-2026

Motion to Transfer $10,000 From the General Operating to General Capital for the Ice Plant Reserve

Councillor Hall-Middleton motioned that The Community of Three Rivers transfers $10,000 from the General Operating Fund into the General Capital Reserve Fund for the arena plant upgrade. Seconded by Councillor McCully.

MOTION CARRIED
167-2026

Motion to Transfer $45,000 from Sewer Operating Fund to the General Operating Fund

Councillor Murphy motioned that The Community of Three Rivers transfers $45,000 from the Sewer Operating Fund to the General Operating fund to cover costs of wages for repair and maintenance as well as associated administrative costs of the sewer system. Seconded by Councillor Goggin.

MOTION CARRIED
168-2026

Motion to Transfer $2000 from the Sewer Operating Fund to the Sewer Capital Reserve

Councillor Goggin motioned that The Community of Three Rivers transfers $2000 from the Sewer Operating Fund to the Sewer Capital Reserve Fund as per the Replacement Reserve agreement under the Municipal Rural Infrastructure Improvement Fund for the Lagoon project. Seconded by Councillor Murphy.

MOTION CARRIED
169-2026

Motion to Transfer $1500 from the Sewer Operating Fund to the Sewer Capital Reserve

Councillor Hall-Middleton motioned that The Community of Three Rivers transfer $1500 from the Sewer Operating Fund into the Sewer Capital Reserve Fund as per the Replacement Reserve agreement under the Build Canada Fund for the Lift Station project. Seconded by Councillor McCully.

MOTION CARRIED
170-2026

Motion to Appoint Lindsay Brown as Solicitor for The Community of Three Rivers

Councillor McCully motioned that The Community of Three Rivers appoint Lindsay Brown as Solicitor for 2027. Seconded by Councillor Murphy. MOTION CARRIED 171-2026

Introduction and Consideration of Upcoming Motions, By-Laws and Resolutions

Customer Code of Conduct Council received a draft Customer Code of Conduct Policy for review and consideration. The policy will be placed on the agenda for discussion or a motion of approval at the next regular meeting of Council on October 21, 2026.

Elected Officials and Administration Information Policy Council received a draft Elected Officials and Administration Information Policy for review and consideration. The policy will be placed on the agenda for discussion or a motion of approval at the next regular meeting of Council on October 21, 2026.

New Business

Request for Donation – Elgin ECO

Councillor Murphy made a motion that The Community of Three Rivers donate $200 to the Elgin Eco Association's Annual Elgin Mountain Bike Race. Seconded by Councillor Hall-Middleton. MOTION CARRIED 172-2026

Budget Meetings Council was advised that the deadline for submitting proposals for consideration for the 2027 budget is October 21, 2026. All proposals are to be provided to administration by this date to allow sufficient time for review and consideration. Potential dates for 2027 budget meetings were also discussed.

Team Building – Mayor Saunders sought Council's input regarding the possibility of participating in future team building events with other municipalities. Council expressed support for the idea, with details to be discussed at a later date.

Eco 360 Reuse Mayor Saunders requested Council's opinion on a proposal to hold a Reuse Expo in The Community of Three Rivers. The event would provide an opportunity for residents to pass along items in good working condition that may be suitable for use by others. Council expressed support for the proposal. Mayor Saunders will bring the idea to Eco 30 for consideration.

Rural Area Zoning-Camps In Rural Area Zones

Council reviewed correspondence received from a property owner expressing concern that they are no longer permitted to construct a camp on their property within The Community of Three Rivers, as camps are not listed as a permitted use in the Rural Area zone under the recently updated Rural Plan. Council reviewed examples from other municipalities where camps are permitted subject to setback requirements and discussed whether a similar approach could be considered. Members noted that setback requirements may help balance the interests of camp owners while addressing concerns related to neighbouring properties and property values.

Administration advised that any change would require a formal text amendment to the rural plan, a process that could take up to ten weeks or more to complete and would affect all areas in the municipality zoned as Rural Area. Council acknowledged that the issue extends beyond a single property and may have broader implications for rural development across the municipality.

Council requested that Administration consult further with planning staff and obtain additional information on options for permitting camps in rural zones, including potential setback requirements and other conditions. The matter will be brought back to Council for further consideration at a future meeting. No decision was made.

Maple Street Park Outdoor Rink Mayor Saunders updated Council on potential funding from the Kiwanis Club to support the completion of the board installation at the outdoor rink located in Maple Street Park.

Elgin Fire Truck – Mini Pumper The Elgin Fire Department advised that it would be beneficial for them to have a mini pumper in it's fleet. This item will be considered as part of a future budget discussion.

Communications Nothing to report
Closed Session No closed session

Accounts Payable – General & Utility

Community of Three Rivers General Operating Fund

Councillor Murphy made a motion to pay the bills from The Community of Three Rivers General Operating Fund up to October 2, 2026, in the amount of $85,518.88. Seconded by Councillor Goggin. MOTION CARRIED 173-2026

Community of Three Rivers Sewer Operating Fund

Councillor Murphy made a motion to pay the bills from The Community of Three Rivers Sewer Operating Fund up to August 28, 2026, in the amount of $2,431.05. Seconded by Councillor Hall-Middleton. MOTION CARRIED 174-2026

Adjournment Councillor Murphy made a motion to adjourn the meeting. Seconded by Councillor Goggin.

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Mayor Peter Saunders Clerk Janice Conley