

THE COMMUNITY OF THREE RIVERS  
MINUTES  
March 19, 2025, 6:30PM

**Present**

Mayor	-	Peter Saunders
Councillors	-	Dennis Murphy
	-	Angela Silverthorn
	-	Karen Hall-Middleton
	-	Luke Lymburner
Staff	-	Sandra Kelly, Janice Conley

**Call to Order** Mayor Saunders called the meeting to order at 6:35 pm and asked for any additions to the agenda.

**Agenda** It was moved by Councillor Lymburner that the agenda be approved as presented. Seconded by Councillor Hall-Middleton.

MOTION CARRIED  
43-2025

**Conflict of Interest** Councillor Lymburner called a Conflict of Interest on Item 7G  
Councillor Silverthorn called a Conflict of Interest on Item 6A

**Approval of Minutes of March 5, 2025**

Councillor Hall-Middleton made a motion to approve the minutes of March 5th, 2025, as presented. Seconded by Councillor Silverthorn.

MOTION CARRIED  
44-2025

**Presentations** No Presentations

# Business Arising from The Minutes

**Councillor Silverthorn left the meeting at this time due to conflict.**

## **Elgin Eco Association – Bike Trail Project Funding**

### **Discussion:**

Council received a funding request from the Elgin Eco Association to support the completion of Phase 2 of Elgin Eco Association's trails project. They currently have over 30 km of trails on Crown and private land in the Elgin area that serve multiple recreational purposes, including hiking, biking, running, and snowshoeing, and play a significant role in eco-tourism for the Community of Three Rivers. This is a \$60,000 project, with funding having been secured from the Elgin Eco Association and other Federal/Provincial partners.

### **Request:**

The Elgin Eco Association is seeking \$4,000 from the Council to support Phase 2 of their trail-building project.

Councillor Lymburner made a motion that The Community of Three Rivers supports the Elgin Eco Association's trail project by contributing \$4000 to complete Phase 2. Seconded by Councillor Murphy.

**MOTION CARRIED**  
45-2025

On the Question: Mayor Saunders requested staff investigate if this funding can be secured from the Canada Community Building Fund.

**Councillor Silverthorn returned to the meeting.**

## **New Business**

### **Motion to Transfer Arena Funds**

Background: The Village of Petitcodiac Arena Account was established to deposit funds from the sale of "donation bricks" that are displayed at the entrance of the Petitcodiac Arena. The balance as of January 31, 2025, was \$4,423.17. The following motion proposes the funds be transferred to The Community of Three Rivers General Operating Fund to help pay for the costs of the Petitcodiac Arena 50<sup>th</sup> Anniversary Celebration that was held in February of 2025.

Councillor Murphy made a motion that The Community of Three Rivers transfers all funds from the Village of Petitcodiac Arena Account to the Community of Three Rivers General Operating Fund to help pay costs for the Petitcodiac Arena's 50<sup>th</sup> Anniversary Celebration held in February of 2025. Seconded by Councillor Lymburner.

**MOTION CARRIED**  
46-2025

### **Motion to Close Bank Accounts for the Village of Petitcodiac**

**Whereas** the amalgamation has integrated the Village of Petitcodiac into The Community of Three Rivers;

**And whereas** financial consolidation is necessary to ensure efficiency and proper management of municipal funds;

**Be it resolved that** the Council of The Community of Three Rivers hereby authorizes the closure of the following bank accounts formerly belonging to the Village of Petitcodiac:

- Gas Tax Account
- Sick Leave Account
- Sewer Operating Account
- Arena Fund Account

**Be it further resolved that** any remaining funds within these accounts be transferred to the appropriate accounts under the administration of The Community of Three Rivers.

Moved by: Councillor Murphy

Seconded by: Councillor Hall-Middleton

**MOTION CARRIED**  
47-2025

### **Motion to Enter into Contract - Maritime By-Law Enforcement Services**

Councillor Murphy made a motion that The Community of Three Rivers proceed with entering into an agreement with Maritime Enforcement Services Inc. to secure the services of a by-law enforcement officer to assist in the enforcement of The Community of Three Rivers By-Laws at an annual cost of \$24,000. Seconded by Councillor Karen Hall-Middleton.

**MOTION CARRIED**  
48-2025

### **Motion Outdoor Rink Volunteers**

Councillor Murphy made a motion that The Community of Three Rivers compensate volunteers for general maintenance and upkeep of the Maple Street Park outdoor skating rinks in an amount not to exceed \$1000. Seconded by Councillor Hall-Middleton.

**MOTION CARRIED**  
49-2025

### **Motion to Extend Contract AKA Dance Studios**

Councillor Murphy made a motion that The Community of Three Rivers extend the Lease Agreement with AKA Dance Studio for the rental of the Kodiak Room at the Petitcodiac arena beginning on March 1, 2025, to April 30th, 2026. Seconded by Councillor Lymburner.

MOTION CARRIED  
50-2025

**Zone 2 Meeting March** Council was reminded of the upcoming Zone 2 Meeting being held in Salisbury on March 22, 2025. At the time of the meeting Mayor Saunders will be attending.

### **Motion to Borrow MCBB - Plow Truck Works Department**

Be it resolved that the Community of Three Rivers submit to the Municipal Capital Borrowing Board an application for the authorization to borrow funds in the amount not to exceed Four Hundred and Fifty Thousand Dollars (\$450,000) for a term not to exceed ten (10) years for the purpose of purchasing a Plow Truck and Attachments for the Petitcodiac Works Department

Moved by: Councillor Lymburner  
Seconded by: Councillor Silverthorn

MOTION CARRIED  
51-2025

**Councillor Lymburner left the meeting at this time due to conflict of interest.**

### **Motion to Borrow MCBB - ¾ Ton Truck & Generator Elgin Fire Department**

Be it resolved that the Community of Three Rivers submit to the Municipal Capital Borrowing Board an application for the authorization to borrow funds in the amount not to exceed One Hundred and Fifty Thousand Dollars (\$150,000) for a term not to exceed five (5) years for the purpose of purchasing a ¾ ton Truck and Generator for the Elgin Fire Department.

Moved by: Councillor Silverthorn  
Seconded by: Councillor Murphy

MOTION CARRIED  
52-2025

**Councillor Lymburner returned to the meeting at this time.**

## **Motion to Hire Part Time Employee – Maple Street Park and General Landscaping**

Councillor Hall-Midleton made a motion that The Community of Three Rivers hire a Part Time General Landscaping person for The Maple Street Park and Downtown area for 18 weeks beginning May 19<sup>th</sup> to September 19<sup>th</sup>, 2025. Funding for this position will come from funds specifically earmarked for this position in the 2025 budget. Seconded by Councillor Silverthorn.

**MOTION CARRIED**  
53-2025

## **Correspondence**

No Correspondence

## **In Camera**

No in Camera Session

## **Department Reports**

### **Councillor Hall-Middleton**

#### **Ward 1**

- FGA Church held food drive, and donated proceeds to SPOT

#### **Beautification/Tourism/Promotion**

- Quote and budget are in place to do landscape updates on traffic triangle Main Street
- Contacted Tammy Scott Wallace for information on funding/studies to help boost tourism
- Provided the RSC with information for a tourism portfolio for Three Rivers
- Community Wide Yard Sale is scheduled for May 31<sup>st</sup>, 2025

#### **Maple Street Park**

- Outdoor skating rink officially closed for the season
- Options are being considered for future bike trails
- Community Garden will be in full swing this season
- Looking to hire a part-time maintenance person for the park/downtown
- Maple Street Park Committee meeting scheduled for March 17, 2025

#### **Petitcodiac And Area Garden Club**

- Annual Plan Sale scheduled on May 31, 2025
- Spring meeting coming up, date to be determined

## **Ward 3        Councillor Angela Silverthorn**

### **PSSC Parent School Support Committee**

- Discussed academic results at Petitcodiac Regional School.
- Councillor Silverthorn spoke on the Health Needs assessment.

### **Community Advisory Committee Student Nurses Health Clinic in Elgin and Havelock.**

- Attendance numbers have been low at their clinics due to poor weather. They have received feedback from the people attending the clinic that it is a positive service that should continue in the community.
- Several student nurses have been working with our Recreation Director on an information handbook for the Community of Three Rivers.

### **Library**

Library Board will hold its elections at an upcoming meeting

### **Public Works & Transportation, Sewer    Councillor Lymburner reported:**

- Winter maintenance program will be ending at the end of March 2025
- Crew applied cold patch to potholes while waiting for the asphalt plant to open mid May
- Waiting for nicer weather to begin street sweeping program
- Will be conducting a cleanup of Maple Street Park
- Looking at renting an excavator to facilitate ditch cleaning
- Looking at plans to replace the aging gazebo in Veteran's Park

### **Public Safety**

- An event will take place May 31, 2025, at the Petitcodiac Arena from 10 AM -3 PM to showcase some of the local organizations involved in public safety.
- Sgt. Ricky LeBlond has been temporarily assigned to other duties until the end of May 2025. Sgt Eric Friel will take on his duties during his absence.

### **Recreation    Councillor Murphy reported:**

- Minor Hockey will be finished on March 30, 2025
- Figure Skating Ice Show will be held April 5th, 2025
- All pool staff from 2024 are returning for the 2025 season

**Councillor Lymburner left the meeting at this time.**

**Finance**        Nothing to report at this time.

**Environmental Health**        Nothing to report at this time

### **Community Development**

- Councillor Hall-Middleton reported she contacted Tammy Scott Wallace's office to see if there is any available funding for a feasibility study and had not heard back at the time of the meeting.
- Exploring ideas to replace the gazebo in Veterans Park with a pavilion style structure

**Residential & Industrial Development** Council was updated on several developments in the municipality.

**EMO** Councillor Silverthorn requested Councillor Hall-Middleton and Mayor Saunders take some time to fill out a request for information from the Emergency Measures Organization.

**Library** Discussed earlier in the meeting

**Regional Service Commission** Mayor Saunders reported he attended a meeting at the Regional Service Commission. Some topics discussed: housing issues and trail development projects.

### **General Government**

- Notice was received that funding from RDC was not awarded for lift station improvements. Englobe is investigating other options for funding.

## **Passing of Accounts**

### **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 March 19, 2025, in the amount of \$107,360.45 Seconded by Councillor Silverthorn. MOTION CARRIED  
54-2025

### **Community of Three Rivers Sewer Operating Fund**

Councillor Hall-Middleton made a motion to pay the bills from The Community of Three Rivers Operating Fund up to March 19, 2025, in the amount of \$8199.78. Seconded by Councillor Lymburner. MOTION CARRIED  
55-2025

**Adjournment** Councillor Hall-Middleton made a motion to adjourn the meeting.

---

Mayor Peter Saunders

---

Clerk Janice Conley