

THE COMMUNITY OF THREE RIVERS  
MINUTES  
May 6, 2026

|                |              |   |                                                |
|----------------|--------------|---|------------------------------------------------|
| <b>Present</b> | Mayor        | - | Peter Saunders                                 |
|                | Deputy Mayor | - | Dennis Murphy                                  |
|                | Councillors  | - | Angela Silverthorn                             |
|                |              | - | Karen Hall-Middleton                           |
|                | Staff        | - | Liberty Bscheiden, Janice Conley, Sandra Kelly |
|                | Absent       | - | Luke Lymburner                                 |

**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 with one addition. Seconded by Councillor Hall-Middleton.

MOTION CARRIED  
75-2026

Addition: Motion to sign agreement for RDC Funding – Elgin fire hall generator.

**Conflict of Interest** There was no Conflict of Interest declared.

**Approval of Minutes of April 15, 2026**

Councillor Hall-Middleton made a motion to approve the minutes of April 15, 2026, as presented. Seconded by Councillor Murphy.

MOTION CARRIED  
76-2026

## **Business Arising from The Minutes**

No business arising from the minutes.

## **New Business**

### **Motion to Award Lawn Mowing Contract**

Councillor Murphy made a motion that The Community of Three Rivers authorize the execution of a contract with McCully Landscaping for the provision of lawn mowing services for The Community of Three Rivers for the 2026 season, at a cost of \$13,100, plus applicable taxes, subject to the terms and conditions satisfactory to the Municipality. Seconded by Councillor Silverthorn.

MOTION CARRIED  
77-2026

**Tender for Works Department Plow Truck**

CAO Liberty Bschaden reported to Council that the tender for a 2026 plow-salt truck and attachments (including the plow and wing assembly and the sand/salt spreader system) is complete and will be published.

**Tender for Elgin Fire Department ¾ Ton Truck**

CAO Liberty Bschaden reported to Council that the tender for the supply and delivery of one 2026 4x4 ¾-ton crew cab truck for the Elgin Fire Department is complete and will be published.

**Codiac Classics Car Show July 26, 2026**

Councillor Hall-Middleton made a motion that The Community of Three Rivers support the Codiac Classics Car show being held July 26, 2026 by allowing them to use the downtown area, and by providing washroom facilities, barricades and trash containers. Seconded by Councillor Silverthorn.

MOTION CARRIED  
78-2026

**Motion To Approve Audited Statements 2025**

Councillor Murphy made a motion to approve the 2025 audited financial statements as prepared and presented by Buckley Corporation, Sussex NB. These statements include all accounts of The Community of Three Rivers, NB and Capital Assets. Seconded by Councillor Hall-Middleton.

MOTION CARRIED  
79-2026

**SERSC Approved Resolution – Sport, Recreation and Cultural Infrastructure Cost Sharing**

Council received correspondence that the Board of Directors of the Southeast Regional Service Commission approved the Sport, Recreation, and Cultural Infrastructure – Collaboration Framework Policy.

**Fire Services Standard Operating Guidelines**

CAO Liberty Bschaden reported that Standard Operating Guidelines for The Community of Three Rivers Fire Departments- Elgin and Pettocodiac-have been developed and reviewed by both departments. The finalized guidelines will be distributed to all members of each department.

**Library Update**

Staff reported that the potential funding stream for this project is not accepting applications; however, it is being monitored so that an application can be submitted once intake opens for submissions.

**Arena Update**

Councillor Murphy reported arena staff are currently painting and completing seasonal clean up activities following the end of ice season. Staff will be transitioning to duties within the Works Department and Parks and Recreation maintenance. Councillor Murphy further reported that funding opportunities continue to be explored for the replacement of the arena ice plant.

## **Parks and Recreation – Facility Maintenance**

CAO Liberty Bscheiden reported that a summer student position has been posted for an employee to assist with Parks and Recreation facility maintenance, including duties at the arena.

## **Motion to Enter into Agreement with the Regional Development Corporation**

### **Background**

At a meeting of Council held February 4, 2026, Council made a motion to adopt The Community of Three Rivers Capital Renewal Plan 2026-2029 as a prerequisite to receive funding under the Capital Renewal Project funding program.

In the Capital Renewal Plan, a backup generator for the Elgin Fire Hall was listed as a 2026 project. The generator will ensure continuous operation during power outages, to support emergency response and improve the municipality's ability to maintain essential emergency services and strengthen response capacity during extreme events. In addition, the Fire Hall can serve as a temporary warming centre during prolonged power outages. Funding was proposed to be shared between the Regional Development Corporation and the Capital Renewal Project Funding Program 2026-2029.

## **Motion to Enter into Agreement with the Regional Development Corporation**

Councillor Murphy moved that the Community of Three Rivers agree to the terms and conditions outlined in the agreement provided by the Regional Development Corporation to receive funding in the amount of \$62,275 for the installation of a backup generator for the Elgin Fire Department. The funding will cover a portion of the estimated \$155,688 cost of the generator with the remainder being funded under The Community of Three Rivers Capital Renewal Project funding program 2026-2029. Seconded by Councillor Silverthorn.

MOTION CARRIED  
80-2026

## **Correspondence**

**UMNB Quarterly Report** Council received a report from the Union of Municipalities of New Brunswick. For information purposes only; no action required.

## **In Camera Session**

### **Motion to go In Camera**

Councillor Murphy made a motion that the meeting go into an in-camera session.  
Seconded by Councillor Silverthorn.

MOTION CARRIED  
81-2026

Legal/Land

### **Motion to go back to Regular Session**

Councillor Hall-Middleton made a motion that the meeting go back to a regular session.

Seconded by Councillor Silverthorn.

MOTION CARRIED

82-2026

## **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 May 6, 2026, in the amount of \$72,597.96. Seconded by Councillor Hall-Middleton.

MOTION CARRIED

83-2026

### **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 May 6, 2026, in the amount of \$7,449.26. Seconded by Councillor Silverthorn.

MOTION CARRIED

84-2026

### **Adjournment**

Councillor Murphy made a motion to adjourn the meeting.

---

Mayor Peter Saunders

---

Clerk Janice Conley