THE COMMUNITY OF THREE RIVERS
MINUTES
October 21, 2026

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

Call to Order Mayor Saunders called the meeting to order at 6:33 pm and asked for any additions to the agenda.

Agenda It was moved by Councillor McCully that the agenda be approved as circulated. Seconded by Councillor Hall-Middleton.

MOTION CARRIED
160-2026

Conflict of Interest No Conflict of interest was declared.

Approval of Minutes of October 7, 2026

Councillor Goggin made a motion to approve the minutes of October 7, 2026, as presented. Seconded by Councillor Hall-Middleton. MOTION CARRIED
161-2026

Presentations No Presentations

Business Arising from the Minutes

Budget Meeting Reminders Council was reminded of the upcoming budget meetings.

Library Update Administration reported the library funding application has been submitted to RDC and is currently awaiting review. Council instructed administration to investigate moving forward with opening the library without waiting for the RDC funding decision, using funds currently available from the sale of the church. Council would like to know the minimum work required to open the library, rather than proceeding with the larger proposed renovation.

Arena Update A draft application has been completed for the arena ice plant project. Final comments have been submitted that the focus will be on the ice plant alone. The approximate pricing, including heat recovery, will run from $2.2 to $1.78 million. If this funding is secured, the municipality's portion would be 20%.

Rural Area Zoning

Background
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 discussed the implications of this change and noted concerns regarding how the updated Rural Plan affects long-standing expectations for rural property use.

Council was given examples from two other municipalities where camps are permitted subject to setback requirements and discussed whether a similar approach could be considered locally. Members noted that setback requirements may help balance the interests of camp owners while addressing concerns related to neighboring 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 two months 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.

The matter will be brought back to Council for further consideration at a future meeting. No decision was made.

Update
Councillor Goggin will do more research and come back to council with a recommendation in two weeks' time.

Passing of Motions, By-Laws and Resolutions

Motion to Adopt Customer Code of Conduct

Councillor McCully made a motion that The Community of Three Rivers adopt the Customer Code of Conduct. Seconded by Councillor Hall-Middleton.

MOTION CARRIED
162-2026

Motion to Adopt Elected Officials and Administration Information Policy

Councillor Goggin made a motion that The Community of Three Rivers adopt the Elected Officials and Administration Info Policy. Seconded by Councillor McCully.

MOTION CARRIED
163-2026

Motion to Transfer Funds from Restricted Account to General Operating Fund

BACKGROUND: a motion was made in December of 2023 to transfer insurance proceeds in the amount of $174,410 from the General Operating Fund to a restricted bank account for The Community of Three Rivers. The insurance funds were from the loss of the 2018 Fire Truck in a motor vehicle accident and were held to pay the annual Municipal Capital Borrowing Board Debenture No BR 36-2017 for the duration of the loan up to and including 2027. The funds being transferred in this motion represent the payment for 2026 on the loan secured for the truck replacement.

Councillor McCully made a motion that The Community of Three Rivers transfers $42,366 from the Restricted Bank Account, (containing insurance proceeds from the 2018 Freightliner that was written off in a motor vehicle accident), to the Community of Three Rivers Operating Fund for the 2026 payment to the Municipal Capital Borrowing Board Debenture No BR36-2017 for the Petitcodiac Fire Department's 2018 Freightliner. Seconded by Councillor Goggin.

MOTION CARRIED
164-2026

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

Nothing to Report

New Business

Havelock Homecoming - Request for Donation Council opted not to make a donation to the Havelock Homecoming Event scheduled for 2027.

Crosswalks for Pending Bridge Closure – Old Post Road Due to the upcoming bridge replacement project in 2027, Council discussed the potential location of crosswalks to facilitate pedestrians reach the downtown from Renfrew Street. Administration recommended that Council revisit crosswalk requirements once the DTI report and repair proposal are received.

Office Closure October 23, 2026 – Staff Training Administration will be attending staff training in Moncton on Friday October 23, 2026. Council had no issues with office closure on that day.

Highway Usage Permit – Route 895 An email was received requesting any comments or concerns regarding the application for a Highway Usage Permit within the Community of Three Rivers, specifically for ATV Trail (Route 895) 33-2026-01 HUP map398.

Council agreed that the Community of Three Rivers has no concerns regarding the Highway Usage Permit application.

Request for Sponsorship – MMHF Induction Ceremony

Councillor Hall-Middleton made a motion that The Community of Three Rivers donates $550 to the Maritime Motorsport Hall of Fame to help cover the cost of induction plaques for their 2026 Induction Ceremony. Seconded by Councillor Goggin. MOTION CARRIED 165-2026

Transportation – Shared Services Mayor Saunders briefed Council on the proposed shared transportation service for rural communities that would be facilitated through the Southeast Regional Service Commission.

Road Concerns – Ward 1 Councillor Hall-Middleton discussed some issues concerning road conditions in her ward. Administration will secure past communication regarding these issues and will bring them forward with the DTI.

Communications

Anglophone East School District Annual Report For information purposes only.
Southeast District Leadership Transition For information purposes only.

Closed Session

Motion to go Into Closed Session

Councillor Hall-Middleton made a motion that the meeting go into a closed session. Seconded by Councillor Goggin. MOTION CARRIED 166-2026

Land

Motion to go back into Open Session

Councillor McCully made a motion that the meeting go back to an open session. Seconded by Councillor Hall-Middleton. MOTION CARRIED 167-2026

Mayor & Councillor's Comments

Mayor Saunders The Mayor reported attending the three-day Regional Service Commission meeting in Miramichi, noting valuable networking opportunities and productive discussions on ideas for 2027 and future initiatives to enhance awareness of the Commission's work. The Mayor also attended the UMMB conference in Moncton with Councillor McCully, highlighting several informative sessions and overall value in the weekend's programming. The Mayor participated in the Garden Club anniversary celebration at the Maritime Motorsport Hall and commended Councillor Hall-Middleton for organizing a well-attended event recognizing the Club's contributions to the community. On October 4, the Mayor attended the celebration marking the arrival of the new electric ice-resurfacing machine, noting strong attendance and the long-term benefit of the investment for the Community of Three Rivers and surrounding area. The Mayor advised they look forward to attending the Elgin Fire Hall awards and retirement banquet this weekend, as well as the Dr. Nyack appreciation drop-in on October 18 at the Maritime Motorsport Hall. The Mayor concluded by expressing anticipation for beginning work on the 2027 budget and confidence in Council and staff's ability to prepare a responsible financial plan that ensures wise use of taxpayers' dollars.

Councillor Hall-Middleton

Councillor Hall-Middleton reported attending the Maple Street Park Committee meeting, the Petitcodiac and Area Garden Club's 7th-year fall celebration, and the reveal of the new ice resurfacer. She provided an update on discussions with the local Library Board regarding funding needs for shelving and furnishings following the sale of the church, noting that confirmation on funding has not been secured and that fundraising will not begin until that happens.

Councillor Hall-Middleton shared community feedback regarding trucking on Main Street and requested clarification on Council's discussion with DTI so she may respond to residents. She outlined several outstanding DTI concerns previously submitted on McKinnon Road, sloping along Route 880, and safety issues at the Route 885/Intervale Road intersection, noting limited or delayed responses from DTI.

Additional comments included ongoing monthly articles in *News & Views*, active municipal Facebook engagement, and a desire to expand leisure and recreation programming across all wards, including consideration of a full-time Parks, Leisure and Recreation Coordinator position. Updates were provided on Veterans Park improvements and fall maintenance needs for downtown flower beds.

Financial Report

Council received an updated budget report.

			Sep 26	Jan - Sep 26	% of Budget	Annual Budget
	Expense					
		GENERAL GOVERNMENT	53,088.13	541,083.50	77.46%	698,498.00
		POLICE PROTECTION	59,228.50	533,056.50	73.5%	724,957.00
		FIRE PROTECTION	13,488.21	442,210.06	67.37%	656,380.00
		EMERGENCY MEASURERS	0.00	948.22	7.90%	12,000.00
		OTHER PROTECTION-By Law, Dog	6,079.14	38,041.94	85.34%	44,578.00
		TRANSPORTATION SERVICES	72,065.01	612,214.00	68.37%	895,463.00
		ENVIRONMENTAL HEALTH	33,906.95	304,922.25	73.87%	412,757.00
		ENVIRO & DEVELOPMENT SERVICES	11,569.72	109,646.22	61.17%	179,245.00
		RECREATION SERVICES	19,387.68	327,594.75	70.69%	463,411.00
		FINANCIAL SERVICES	31,492.13	300,452.90	63.29%	474,743.00
	Total Expense		300,305.47	3,210,170.34	70.37%	4,562,032.00

Passing of Accounts

Community of Three Rivers General Operating Fund

Councillor Hall-Middleton made a motion to pay the bills from The Community of Three Rivers General Operating Fund up to October 16, 2026 in the amount of $239,605.66. Seconded by Councillor Goggin. MOTION CARRIED 168-2026

Community of Three Rivers Sewer Operating Fund

Councillor Hall-Middleton made a motion to pay the bills from The Community of Three Rivers Sewer Operating Fund up to October 16, 2026 in the amount of $1599.70 Seconded by Councillor McCully. MOTION CARRIED 169-2026

Adjournment Councillor Hall-Middleton made a motion to adjourn the meeting. Seconded by Councillor McCully.

Mayor Peter Saunders

Clerk Janice Conley