

THE COMMUNITY OF THREE RIVERS
MINUTES
June 3, 2026

Present

Mayor	-	Peter Saunders
Councillors	-	Dennis Murphy
	-	Andrew Goggin
	-	Danny McCully
	-	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 McCully that the agenda be approved with one addition. Seconded by Councillor Hall-Middleton.

MOTION CARRIED
85-2026

Addition: Arena Ice Rental Rates

Conflict of Interest Councillor Murphy declared a conflict with item 8b: Motion to Award Tender – Works Department Plow Truck.

Approval of Minutes of May 6, 2026

Councillor Murphy made a motion to approve the minutes of May 6, 2026, as presented.
Seconded by Councillor Hall-Middleton.

MOTION CARRIED
86-2026

Presentations No Presentations

Election of Deputy Mayor and Appointments to Boards & Committees

Election of Deputy Mayor Councillor McCully nominated Councillor Dennis Murphy for the position of Deputy Mayor at which point he accepted the nomination. Under the procedural by-law, this is a one-year position that is re-elected annually. Mayor Saunders then called for any further nominations. None were put forward.

Motion to Cease Nominations

Councillor McCully made a motion that the nominations cease. Seconded by Councillor Goggin.
MOTION CARRIED
87-2026

Election of the Deputy Mayor for The Community of Three Rivers

Councillor Dennis

Murphy was the only member nominated for the position of Deputy Mayor and confirmed his willingness to serve. As there were no further nominations, Councillor Murphy was appointed Deputy Mayor of The Community of Three Rivers for a one-year term.

Councillor Appointments to Boards and Committees

Regional Service Commission	Mayor Saunders Deputy Mayor Murphy
Library	Councillor Hall-Middleton
Community of Three Rivers Business Liaison	Councillor Hall-Middleton
Maritime Motorsport Hall of Fame	Councillor Goggin
Maple Street Park	Councillor McCully
B & G Club	Councillor Murphy
Elgin Eco Association	Councillor Goggin
SPOT	Mayor Saunders
Westmorland County Agricultural Fair	Councillor McCully
Three Rivers Area Patrol	Mayor Saunders
Parent School Support Committee	Councillor Goggin
Little Bend Housing	Mayor Saunders
Jordon Life Centre	Councillor Goggin
Kodiac Place	Councillor Murphy

Business Arising from the Minutes

Maple Street Park

Masterplan Viridis Design Studio provided an overview of its proposal for planning services and the preparation of a Master Plan for Maple Street Park. Two pricing options were presented, reflecting different scopes of work. Council agreed to postpone a decision on the proposal until it can be considered within the context of the municipality's broader planning priorities.

Control of Vehicle Access Due to unauthorized vehicles entering the park, staff was directed to have locks placed on the gate at the main entrance and block access from the snowmobile trail with cement barriers.

Orientation Session Saint John June 12-13, 2026 Council received information on the upcoming municipal orientation being held in Saint John on June 12-13, 2026

Passing of Motions, By-Laws and Resolutions

Motion to Award Tender – Elgin Fire Department ¾ Ton

Councillor Murphy motioned that the Council of The Community of Three Rivers authorize the purchase of one(1) 2026 4x4 ¾ ton Ford Crew Cab Truck for the Elgin Fire Department from Taylor Ford Sales Ltd, in accordance with Tender Notice COTR2026-01 at a purchase price of \$75,171.50 plus applicable HST, as outlined in the submitted bid proposal and as recommended by administration. Funding for this purchase has been secured through the Municipal Capital Borrowing Board. Seconded by Councillor Goggin.

**MOTION CARRIED
88-2026**

Councillor Murphy left the meeting at this time citing a Conflict of Interest - 7:32 pm.

Motion to Award Tender – Works Department Plow Truck

Councillor Goggin motioned that the Council of The Community of Three Rivers authorize the purchase of one(1) 2027 International Plow-Salt Truck with Attachments (plow and wing assembly, sand/salt spreader system) from ECI Trucks in accordance with Tender Notice COTR2026-02 at a purchase price of \$348,136.78 plus applicable HST, as outlined in the submitted bid proposal and as recommended by administration. Funding for this purchase has been secured through the Municipal Capital Borrowing Board. Seconded by Councillor Hall-Middleton.

MOTION CARRIED
89-2026

A nay vote was recorded for Councillor McCully.

Councillor Murphy returned to the meeting at this time.

Motion to Appoint Assistant Clerk

Councillor Hall-Middleton motioned that as per Section 74(2) of the Local Governance Act, which provides that an assistant clerk shall have all the powers and duties of the clerk in the absence or disability of the clerk, the Community of Three Rivers appoints Liberty Bscheiden as Assistant Clerk for the Community of Three Rivers, effective June 3, 2026. Seconded by Councillor Goggin.

MOTION CARRIED
90-2026

Motion to Appoint By-law Enforcement Officer(s) – Maritime Enforcement Services Inc.

APPOINTMENT OF BY-LAW ENFORCEMENT OFFICER(S) FOR THE COMMUNITY OF THREE RIVERS

WHEREAS in accordance with Section 72 of the *Local Governance Act, SNB 2017, c 18*, Council may appoint By-Law Enforcement Officers for the Local Government and determine their mandates.

BE IT RESOLVED that the following persons continue to be individually appointed as a By-Law Enforcement Officer for the Local Government:

- 1) Jordon Cyr
- 2) Colleen Quigg

And that the following additional person be individually appointed as a By-Law Enforcement Officer for the Local Government:

- 3) Zachary Wolter

BE IT FURTHER RESOLVED THAT the By-Law Enforcement Officer (Officer) is employed for the preservation and maintenance of public peace.

AND THAT the duties, powers, authorities, and immunities of the Officer are as follows:

- a) The Officer has the powers as defined by Section 14(3) of the *Police Act, SNB 1977, c P-9.2*.
- b) The Officer has the duty to enforce all the By-Laws of the Local Government.
- c) The Officer has the lawful authority to investigate violations, perform inspections, enter lands, buildings, and other structures, issue tickets, lay information, serve documents, issue demands, orders and perform all other duties and tasks, in accordance with all the applicable Sections and Regulations of the *Local Governance Act, SNB 2017, c 18* and as established by By-Law.
- d) The Officer is authorized to exercise discretion in the course of their duties.
- e) The Officer is an officer acting under the law and is protected in accordance with the *Protection of Persons Acting Under Statute Act, RSNB 2011, c 210*.

BE IT FURTHER RESOLVED THAT the above-mentioned appointments continue as long as the Officer is employed or retained by the Local Government.

Motioned by Councillor Murphy
Seconded by Councillor McCully

Motion Carried, this 3rd day of the Month of June 2026.

91-2026

Motion to Release Funding for Westmorland County Fair

Councillor Hall-Middleton made a motion that The Community of Three Rivers approve an annual financial contribution in the amount of \$4000 to the Westmorland County Agricultural Fair to support its ongoing programs. Seconded by Councillor Goggin.

MOTION CARRIED
92-2026

Motion to Award Tender for Old Post Road Resurfacing

Councillor McCully motioned that The Community of Three Rivers award the contract to resurface a portion of Old Post Road, under the Provincial-Municipal Highway Partnership Program, to the lowest bidder, MacDonald Paving and Construction Ltd, for the total bid price of \$315,399 plus HST as recommended by Englobe Corp. Seconded by Councillor Murphy.

MOTION CARRIED
93-2026

Motion to Recess:

Councillor Hall-Middleton motioned for a 5-minute recess. Seconded by Councillor Goggin

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

Code of Conduct By-Law Council received a draft Code of Conduct By-Law for review and consideration.

Procedural By-Law Due to the need to update the existing Procedural By-Law, Council was asked to review the current by-law.

Closure Policy Council received an Emergency Closure Policy for municipal operations within The Community of Three Rivers for review and consideration. The policy will be brought forward for discussion and/or approval at the next regular meeting of Council.

Attendance Management Policy Council received an Attendance Management Policy for municipal operations within The Community of Three Rivers for review and consideration. The policy will be brought forward for discussion and/or approval at the next regular meeting of Council.

New Business

Request for Sidewalk Seating Council received a request from a Main Street business owner seeking permission to establish an outdoor café on the sidewalk in front of their business. Following discussion, Mayor Saunders will meet with the business owner to discuss Council's concerns and explore options to determine the most appropriate path forward.

Next Council Meeting Date The following dates were confirmed for the upcoming meetings of Council:

Regular meeting of Council - June 17th and July 15th, 2026

Special Planning Meeting - July 14th, 2026

Arena Ice Rental Rates Councillor Murphy brought forward a request for Council to consider increasing the ice rental rates at the Petitecodiac Arena. Council agreed to postpone a decision on the matter pending the collection and review of comparative ice rental rate information from neighboring communities that provide similar services.

Communications

Vegetation Control Program, NB Power Transmission Council received correspondence from NB Power regarding their upcoming vegetation control program. No action required, no action taken.

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 Murphy.

MOTION CARRIED
94-2026

Land

Land

Motion to go back into Open Session

Councillor Murphy made a motion that the meeting go back to an open session. Seconded by Councillor Hall-Middleton.

MOTION CARRIED
95-2026

Administration

CAO Liberty Bsbaden reported:

Parks and Recreation

Parks and Recreation services have been combined and consists of one regular staff member, one summer student, and one part-time employee who will be serving Wards 1, 2, and 3. The team is focused on coordinating beautification projects and recreational programming throughout all three wards.

Public Works

The crew have completed most of the street sweeping and are now focusing on ditching operations and preparation of the outdoor pool for upcoming summer swim programs.

Pool

Registration for the summer swim program is now open with pool staff scheduled to begin on June 22, 2026.

Baseball

Due to increased registration, two additional teams have been added to the association this season. Field lighting is being upgraded with brighter bulbs to improve visibility for players and spectators.

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 June 3, 2026, in the amount of \$79,124.43. Seconded by Councillor Goggin.

MOTION CARRIED
96-2026

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 June 3, 2026, in the amount of \$5520.00. Seconded by Councillor Goggin.

MOTION CARRIED
97-2026

Adjournment Councillor Murphy made a motion to adjourn the meeting.

Mayor Peter Saunders

Clerk Janice Conley