

THE COMMUNITY OF THREE RIVERS
MINUTES
March 18, 2026

Present

Mayor	-	Peter Saunders
Deputy Mayor	-	Dennis Murphy
Councillors	-	Angela Silverthorn
	-	Karen Hall-Middleton
	-	Luke Lymburner
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 Lymburner that the agenda be approved as presented.
Seconded by Councillor Murphy.

MOTION CARRIED
44-2026

Conflict of Interest No conflict of interest was declared.

Approval of Minutes of March 4, 2026

Councillor Hall-Middleton made a motion to approve the minutes of March 4, 2026, as presented. Seconded by Councillor Silverthorn.

MOTION CARRIED
45-2026

Presentations No Presentations

Business Arising from The Minutes

Motion Outdoor Rink Volunteers

Councillor Hall-Middleton 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 Murphy.

MOTION CARRIED
46-2026

Approval of Job Description CAO

Councillor Lymburner made a motion that The Community of Three Rivers approve the job description for Chief Administrative Officer as presented. Seconded by Councillor Silverthorn.

MOTION CARRIED
47-2026

Approval of Job Description Treasurer

Councillor Murphy made a motion that The Community of Three Rivers approve the job description for Treasurer as presented. Seconded by Councillor Lymburner.

MOTION CARRIED
48-2026

Approval of Job Description Municipal Clerk Tabled

Motion to Approve Application for Entry Warrant

WHEREAS Council of The Community of Three Rivers believes the building located at 16 River Road, Petitcodiac, PID 70298708 is in violation of the Municipality's By-Law 2025-08 Dangerous or Unsightly Premises in The Community of Three Rivers.

AND WHEREAS it is necessary to conduct a comprehensive inspection of the property to determine compliance with the by-law and assess any potential safety or structural concerns;

BE IT RESOLVED that Council authorize Maritime Enforcement Services to proceed with the necessary steps to obtain an Entry Warrant through the appropriate legal authority to permit access to the property for the purpose of inspection under the Dangerous or Unsightly Premises By-Law;

BE IT FURTHER RESOLVED that the inspection team may include a Structural Engineer, RCMP, Fire Chief, and the Municipal Bylaw Enforcement Officer, in order to properly assess structural, safety, and by-law compliance issues associated with the property.

Moved By Councillor Lymburner
Seconded by Councillor Murphy

MOTION CARRIED
49-2026

Correspondence

Restrictions of Outgoing Council Council received information from the Department of Local Government outlining the limitations on the powers of an outgoing Council in advance of the upcoming election scheduled for May 11, 2026.

In Camera Session

No In Camera Session

Department Reports

Ward 1 Councill Hall-Middleton provided her report. Items discussed:

Ward 1

- Update on Welcome Signs Ward 1

Beautification

- Flower box cleanup for highway signs
- Veterans Memorial Park improvements
- Portage Monument Cleanup
- Three season maintenance program for flower beds will start in May 2026

Tourism

- Working on self-guided tour and points of interest
- Music events Veterans Park
- Community wide yard sale will be on May 30, 2026
- Whose Ur Mudder scheduled for June 13, 2026

Maple Street Park

- Requested Council consider having a Master Plan created for Maple Street Park
- New storage shed installed
- Bridge repairs are in progress
- Community garden taking registrations for upcoming growing season

Garden Club

- Greenhouse will be completed when weather allows
- Annual plant sale will be May 30, 2026

Ward 3 Councillor Silverthorn reported:

- The Elgin Winter Bike Race was successfully held
- The Elgin Eco Association is currently working toward the development of an accessible trail within their park

Public Works & Transportation, Sewer

Councillor Lymburner Reported:

- The crew has been busy with winter maintenance operations including snow removal, salting and sanding. They have also been addressing ongoing mechanical issues with equipment
- Staff are currently working with Englobe to obtain up-to-date information on the condition of the existing storm water and sanitary sewer infrastructure
- The Team continues to respond to sewer calls as required

Public Safety Mayor Saunders reported he is looking for a status update on the Three Rivers Area Patrol group and would like to see a meeting called to discuss the group's plans and direction moving forward.

Recreation Councillor Murphy reported:

Arena

- U 11 B provincials will be hosted at the end of the month
- Ice plant -he attended a meeting with CIMCO to discuss the CRIS grant study
- The “no school” and “March break” skate programs were well received

Recreational Programs

- Pickleball is held Thursday nights at Petitcodiac Regional School
- Soccer registration will begin in March
- Pool staffing and scheduling is underway
- An application has been submitted for a ParticipACTION grant to support the purchase of aquatic exercise equipment
- The Salisbury Petitcodiac Minor Baseball Association has reached stage two in the Jays Care Grant Program
- Ball hockey will run their spring program at the Petitcodiac Arena

Finance Nothing to Report at this time

Environmental Health Nothing to report at this time

Community Development Discussed earlier under the Ward 1 report.

Residential & Industrial Development The clerk gave a brief update on recent housing and other developments in the municipality.

EMO Councillor Hall-Middleton reported she and Councillor Silverthorn met with EMO to review the emergency measures handbook and identify outstanding items required to complete the plan. The goal is to present the plan to Council for review in April 2026.

Library Mayor Saunders reported that signage is being developed to be installed at 50 Main Street identifying the building as the future home of the library for The Community of Three Rivers.

Regional Service Commission Nothing to report at this time.

General Government The Clerk reported:

- As part of the Municipal Infrastructure Capital Master Plan, a survey was released on social media as well as in paper form.
- MC Advisory is currently working on a leave management policy and onboarding for new employees. Future projects will include long term leave, an employee handbook and employee agreements.
- Work is being done on a new Code of Conduct By-Law for Council and will be presented for review once a draft is completed.

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 18, 2026, in the amount of \$152,419.71. Seconded by Councillor Hall-Middleton. MOTION CARRIED 50-2026

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 March 18, 2026, in the amount of \$5421.68. Seconded by Councillor Hall-Middleton. MOTION CARRIED 51-2026

Adjournment Councillor Murphy made a motion to adjourn the meeting.

Mayor Peter Saunders

Clerk Janice Conley