

THE COMMUNITY OF THREE RIVERS
MINUTES
August 19, 2026

Present

Mayor	-	Peter Saunders
Councillors	-	Dennis Murphy
	-	Andrew Goggin
	-	Danny McCully
	-	Karen Hall-Middleton
Staff	-	Liberty Bschaten, 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 Hall-Middleton that the agenda be approved as circulated. Seconded by Councillor Goggin.

MOTION CARRIED
124-2026

Conflict of Interest No Conflict of interest was declared.

Approval of Minutes of July 14th & 15th, 2026

Councillor Murphy made a motion to approve the minutes of July 14th, 2026, as presented.
Seconded by Councillor Hall-Middleton.

MOTION CARRIED
125-2026

Councillor Murphy made a motion to approve the minutes of July 15th, 2026, with one correction. Seconded by Councillor Goggin.

MOTION CARRIED
126-2026

Presentations No Presentations

Business Arising from the Minutes

Procedural By-Law Update Council reviewed the updated procedural by-law; a by-law respecting the proceedings of the Council of The Community of Three Rivers. Council requested additional time to review and consider the by-law before it is brought forward for first and second reading at a future meeting of Council.

Library Update Council was made aware that the funding stream has opened for applications to support the renovation of 50 Main Street, Petitcodiac, into a public library for The Community of Three Rivers. Englobe will submit the application on behalf of the municipality.

ATV By-Law Update A public meeting will be held September 1, 2026, from 6:30 to 8:00 p.m. at the Maritime Motorsport Hall of Fame to provide information and receive feedback on a proposed ATV By-Law for The Community of Three Rivers.

Passing of Motions, By-Laws and Resolutions

Nothing to report

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

Nothing to Report

New Business

Request for Donation - Petitcodiac Valley Golf and Country Club Tournament

Councillor McCully made a motion that The Community of Three Rivers donates \$200 to the 2026 Petitcodiac Valley Golf and Country Club Tournament. Seconded by Councillor Hall-Middleton.
MOTION CARRIED
127-2026

Request for Donation – Maritime Motorsport Hall of Fame Golf Tournament

Councillor Murphy made a motion that The Community of Three Rivers donates \$200 to the 2026 Maritime Motorsport Hall of Fame Golf Tournament. Seconded by Councillor McCully.
MOTION CARRIED
128-2026

Mileage Reimbursement

Councillor Goggin made motion that The Community of Three Rivers increase its travel reimbursement rate to \$0.58 a kilometer to better reflect the costs associated with the use of personal vehicles for municipal business. Seconded by Councillor Hall-Middleton.
MOTION CARRIED
129-2026

Circular Materials Contract

Councillor Hall-Middleton made a motion that The Community of Three Rivers agree to the amendment of the Curbside Collection Services Master Services Agreement and Statement of Work between The Community of Three Rivers and Circular Materials resulting in an extension of one year to Dec. 31, 2027. Seconded by Councillor Goggin.
MOTION CARRIED
130-2026

Cimco Update – Ice Plant Arena

Councillor Murphy made a motion that The Community of Three Rivers move forward to allow Cimco to pursue funding through a grant application to assist with the replacement of the aging ice plant at the Petitcodiac Arena. Seconded by Councillor McCully. MOTION CARRIED
131-2026

By-Law Enforcement In preparation for upcoming budget consideration, Maritime Enforcement Services reached out to inform The Community of Three Rivers that beginning in 2027 they will no longer offer the 8 hour per week service model. The minimum service level will now be 16 hours per week to adequately respond to the volume of files and requests from municipalities. Effective January 1, 2027 the contract rate will be adjusted from the current rate of \$28,245 annually to \$61,000 annually plus HST which also includes an 8% rate increase. Council was asked to consider the creation of a full-time in-house position that would be responsible for By-law Enforcement and Protective Services functions, including Fire and Emergency Measures Operations and related duties. Additional information regarding the proposed position will be provided to Council for review and consideration.

Disposal of Surplus Provincial Properties Council received a letter from the Department of Transportation and Infrastructure regarding the disposal of surplus land identified as PID 00605568 and 00811000. Council unanimously consented that this land was of no value to the municipality and instructed a letter be sent in response to inform them of Council's decision not to purchase the properties.

Amendments to the Controlled Access Regulations of the Highway Act. Council received correspondence informing them that the New Brunswick Department of Transportation and Infrastructure is considering amendments to the Controlled Access Regulations of the Highway Act. The proposed amendments will be posted at a later date. Comments will be collected and considered at that time.

Provincial Municipal Highway Partnership Program – Three-Year Plan

Council discussed potential qualifying projects for the 2029-2031 Provincial-Municipal Highway Partnership Program. Projects will be forwarded to Englobe Engineering for cost analysis and subsequent submission on behalf of The Community of Three Rivers.

AKA Dance Studio Lease Agreement Renewal

Councillor McCully made a motion that The Community of Three Rivers renew its lease agreement with AKA Dance Studio for the use of the Kodiak Room at the Petitcodiac Arena, with the rental term commencing September 1, 2026 and ending August 31, 2027, with no changes to the terms and conditions of the previous lease, and that the Mayor and Clerk be authorized to execute the necessary lease documents on behalf of the municipality. Seconded by Councillor Goggin. MOTION CARRIED
132-2026

Councillor Murphy made a motion for a 3-minute recess. Seconded by Councillor Hall-Middleton.

Canada Housing Infrastructure Fund Council discussed details of this funding stream and potential projects that would be covered by this program. Eligible projects would be drinking water, wastewater, stormwater and solid waste infrastructure projects that accelerate the construction and upgrade of housing development.

Request for Filming and Location Assistance – Pickled Penguin Films A request was received from a New Brunswick based television series that celebrates the people and communities that make NB unique. They are looking for a location to build two small temporary walls where contestants will attempt to create a mural. They are looking for a space in The Community of Three Rivers where they could set up and film the challenge. Council was in favor of moving forward with this request.

Welcome Signs Ward 1 Councillor Hall-Middleton requested Council's input on the design of the community signs proposed for installation in Ward 1. She advised that most of the agreements with the landowners have been signed. However, she will review the Department of Transportation and Infrastructure guidelines and determine whether any recent or proposed changes may impact the installation of the signs. Administration will also check with Plan 360 for the requirement of permits.

Request for Donation – Friends of the Jordon Annual Golf Tournament

Councillor Murphy made a motion that The Community of Three Rivers donate \$200 to the Friends of the Jordon Annual Golf Tournament held September 19, 2026. Seconded by Councillor McCully.

MOTION CARRIED
133-2026

Date for Next Planning Workshop Council will have their next planning workshop on October 6, 2026 at 6:30 pm at the Municipal Office.

Communications

Maritime Motorsport Hall of Fame August Newsletter – For information purposes only; no action required

Minutes from Regional Service Commission June 30, 2026 – For information purposes only; no action required

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 McCully.

MOTION CARRIED

134-2026

Land
Land
Land
Legal

Motion to go back into Open Session

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

MOTION CARRIED

135-2026

Motion to Defer Multi Unit Dwelling Incentive Program

Councillor Murphy moved that The Community of Three Rivers defer the commencement of the Housing Development Incentive Program for Multiple Unit Residential Development on a development in The Community of Three Rivers until 2027, as the 2026 assessment was completed prior to the development being fully constructed and, therefore, does not reflect the full assessed value of the completed development. An agreement must be signed by both parties outlining details of the deferral. Seconded by Councillor Goggin.

MOTION CARRIED

136-2026

Administration Report Council was briefed on a number of ongoing projects, programs, and operational matters, including updates on recreational facilities, staffing and recreational programming. Additional updates were provided on Seniors and Tots programming, the McKenna Institute Summer Student Program, Maple Street Park, the status of outstanding receivables, Little Bend Housing, the Fire Departments, and ongoing Public Works and infrastructure projects.

Mayor & Councillor's Comments

Mayor Saunders Mayor Saunders reported that SPOT's 40th anniversary will be celebrated on October 3, 2026, at the Petitcodiac Baptist Church from 6:30 to 8:30 p.m.. UMNb will be hosting its annual conference in Moncton, NB, from October 1-4, 2026. Work is underway on a new sign for the Municipal Office. Mayor Saunders reminded Council that, commencing in September, there will be two Council meetings per month.

Councillor Hall-Middleton Councillor Hall-Middleton reported that she attended the Farmers' Market, the Westmorland County Fair, and the Classic Car show in Petitcodiac. She also met with the local Library Board to discuss the reopening of the library and assisted in organizing the first Rhythm & Roots Music event, held on July 24, 2026, at Veteran's Park. She also provided updates on Maple Street

Park and work on the Welcome Signs for Ward 1. She continues work on updating the municipal Facebook page and sending in articles for the Local News & Views paper. Upcoming opportunities include forming a committee to move forward with the Points of Interest project and she asked that Council consider replacing the stamped sidewalk in the downtown area.

Financial Report

Council received an updated budget report.

Expense		Jul 26	Jan - Jul 26	% of Budget	Annual Budget
	GENERAL GOVERNMENT	40,579.31	437,272.06	62.60%	698,498.00
	POLICE PROTECTION	59,228.50	414,599.50	57.19%	724,957.00
	FIRE PROTECTION	24,109.87	397,539.98	60.57%	656,380.00
	EMERGENCY MEASURERS	0.00	948.22	7.90%	12,000.00
	OTHER PROTECTION-By Law, Dog	64.82	26,806.76	60.13%	44,578.00
	TRANSPORTATION SERVICES	44,633.46	436,227.67	49.55%	880,463.00
	ENVIRONMENTAL HEALTH	34,352.63	243,805.72	57.13%	426,757.00
	ENVIRO & DEVELOPMENT SERVICES	12,030.12	86,107.72	47.77%	180,245.00
	RECREATION SERVICES	27,689.41	256,802.31	55.42%	463,411.00
	FINANCIAL SERVICES	-7,318.55	145,616.88	30.67%	474,743.00
Total Expense		235,369.57	2,445,726.82	53.61%	4,562,032.00

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 August 19, 2026, in the amount of \$70,879.94. Seconded by Councillor Goggin.

MOTION CARRIED
137-2026

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 August 19, 2026, in the amount of \$1,180.82. Seconded by Councillor McCully.

MOTION CARRIED
138-2026

Adjournment

Councillor Goggin made a motion to adjourn the meeting. Seconded by Councillor Murphy.

Mayor Peter Saunders

Clerk Janice Conley