CAO Report

October 2026

ID	TASK	DESCRIPTION
1	PMHP Project - Bonar Law Avenue	After obtaining four quotes, the engineering firm Englobe has awarded the work on Bonar Law Avenue to Modern Construction, a company from Stilesville outside Moncton. The scope of work includes curb & gutter work on a 0.4 km stretch of Bonar Law Avenue, starting at the intersection with route 116. As voted on by council, the scope will include repairs to approximately 110 meters of sidewalk.
2	Operating Budgets	Administrators are developing drafts of the 2027 general operating and utility operating budgets. Tax rates will need to be set in light of GNB's new property tax stabilizer. Ideally, the budgets would be passed at council's regular meeting on Nov 10 or at a special meeting before Nov 15 (the due date for submission). A preliminary schedule of meetings: - Beersville FD: Wed, Oct 14 - Rexton FD: Thu, Oct 15 - COTW: Tue, Oct 20 (first draft) - Finance Committee Meeting: Oct 27 to 28 - COTW Meeting: Nov 3 to 5 - Regular Meeting: Nov 10 - Special Meeting: Nov 11 to 13 In conjunction with the operating budgets, council should settle on the capital projects it will approve for 2027.
3	Performance Reviews	Staff performance reviews are taking place between Oct 5 and 16.

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4	Asset Management Plan	The administration is working with Gemtec to complete the scope of work awarded to Gemtec earlier this year. This includes an update of our asset master list and the development of an Asset Management Policy.
5	Rural Plan	Senior Planner Serge Boucher of the KRSC has distributed a first draft of the Rural Plan to Rural Plan Committee members. The members plan to meet on Oct 29 to review and approve the text. After that, the Rural Plan will be presented to council and can be made available to the public (e.g., posted on our website).
6	Bonar Law Proposal	On Monday, Oct 28, the Mayor, CAO, and Community Development Manager met with officials from the Tourism, Heritage, and Culture (THC) at GNB to discuss the future of Bonar Law Common park. The officials invited Five Rivers to submit a proposal to acquire or lease the park. The administration plans to start work on this proposal this month.
7	Industrial Park Agreement	In 2009, the former villages of Rexton and Richibucto agreed to provide municipal sewer and water services to one another's lots in the industrial park. In 2018, that 10-year term of that agreement expired, even though both municipalities continued to provide services to one another for several years. In late 2022, the former villages discussed updating the agreement, and council members of Richibucto voted to resign the agreement in November of that year. However, due to amalgamation in 2023, the agreement was not resigned. After the recent denial of water for our development projects, the Mayor and CAO are discussing the state of the agreement with their counterparts in Beaurivage.
8	Lagoon Work	The municipality is meeting with CBCL as they prepare a report on the municipality's options to dredge the lagoon.

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9	Development of PID 25140823 (South Lot)	On Sep 24, the CAO met with representatives from two development groups to discuss how they might share/divide the south lot. The two groups agreed to share their plans with one another and to meet again to continue discussions.
10	RFP for Industrial Park Properties	At a prior meeting, council agreed to create an RFP for unsold properties (PIDs 25401431 and 25486853) in the industrial park. Since that meeting, one local developer has reached out to the municipality with an offer for the properties. The municipality will discuss the RFP and the offer in closed session.

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11	Signage	M Burke is working with a digital design class at Bonar Law Memorial High School to create new Rexton signs (5 in total). Marley is working with a design firm (Codiac) to design and produce new entry point signs. Public Works is consulting with DTI to locate and install the posts for the entry point signs before winter (before the ground freezes). Public Works has also measured and inspected the Rexton sign posts in preparation to replace the signs.
12	EMO	Now that Five Rivers has updated its EMO Plan, the EMO committee is meeting to update other key elements of Emergency Management.
13	E6 Consultation	Meetings with the financial consulting firm E6 are set to resume this month.
14	Kent Curling MOU	The MOU between Kent Curling and the Municipality has been completed. It will have a 1-year term and cover the 2026-2027 season.
15	Lion's Club	The municipality has replaced the roof at the Lion's Club. Part of the cost of this repair will be covered through CCBF Top-Up funding. The balance will be paid out of general operating funds for now but could be covered by reserve funds.
16	Speed Warning Signs	T Cail is working with DTI to identify options for speed signs on Main Street (route 134).
17	Snow Clearing – Fire Stations	The municipality is working to extend current contracts for 2026 snow clearing at our Fire Stations to 2027 (rather than issuing public tenders).
18	Curling Rink Start-Up	This month, Cimco completed the annual start-up process for the refrigeration plant at the Recreation Center. While doing so, Cimco had to completed about $2600 of repairs to refrigeration plant components.

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19	Paging Systems for Rexton FD	The Rexton FD has taken steps to transition from their current paging system to the paging system used by the Beersville FD and almost all FDs in New Brunswick.
20	Other MOU's	The administration has held meetings with the Historical Society and the Lion's Club to start work on MOUs for the Museum and the Lion's Club, respectively. The MOUs will detail the rights and responsibilities of each party to cover operating and capital costs and to operate and maintain the properties. The MOUs will also seek to clarify ownership of building contents.
21	Outdoor Rink Repairs	The lights at the outdoor rink will need to be replaced this season. Options and prices have not been identified yet.
22	By-Law & Policy Development	The municipality plans to update a few older by-laws and policies after the budget season. Target by-laws include animal control and public nuisance. Target policies include a communications policy and a public engagement policy.
23	Crosswalk	M Burke plans to investigate options to implement a crosswalk in Five Rivers to recognize special groups.
24	GNB Letter	The administration is working on a letter to GNB officials regarding the Fiscal Capacity and the Capital Renewal programs.
25	WPD Solar Project	In 2025, officials from the private company WPD contacted the municipality to share information about their plan to develop a solar farm in rural Five Rivers (in the Clairville area). The municipality reached out to these officials for an update on the plan.
26	Hutchinson Street Playground	The equipment at the Hutchinson Street Playground is unsafe and needs to be removed. Public Works is planning to do this before winter.

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27	Peddler's Fees	Council should review current peddler's fees and consider updating them for 2027.
28	Strategic Plan	After the budgeting season, likely in Q1 2027, administration and council will consider holding Strategic Planning sessions with representatives from the community.
29	Trunk or Treat / Haunted Trail	M Burke will be hosting Halloween events on Saturday, Oct 24 at BLC. Proceeds from the Haunted Trail will be donated to 2027 graduating class at Bonar Law Memorial High School.
30	Dart Club	The Five Rivers Dart League will host its first event on Tuesday, Oct 13 at the Recreation Center.
31	Carson's Landing	Removing docks after Oct 18.
32	Road Assessment	In support of the PMHP Plan, Public Works assessed and scored the condition of designated highways in Five Rivers.