REGULAR COUNCIL MEETING
MINUTES

July 8, 2025, 6:00 PM

Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4

1. Call to Order.

Actual Start Time: 6:00 PM

2. Attendance.

COUNCIL (IN PERSON):	Tina Beers	Mayor
	Billy Flanagan	Councillor / At Large
	Katie Robertson	Councillor / At Large
	Mike Robertson	Councillor / Ward 2
	Elaine Warren	Councillor / Ward 4
COUNCIL (VIRTUAL):	Karen Campbell	Councillor / Ward 1 / Deputy Mayor
COUNCIL (ABSENT):	N/A	
CLERK:	Rob Webber	
STAFF:	Nathalie Elward	Assistant Treasurer
GUESTS:	Barry Glencross	
	Nancy Cail	

3. Approval of Agenda of Regular Meeting on July 8, 2025.

Motion 070825.01

Be it resolved that Council approves the agenda, as submitted by the Clerk, for its regular meeting on July 8, 2025, including the addition of approved consent items.
Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

4. Disclosures of Conflict of Interest.

5. Approval of Minutes of the Regular Meeting on June 10, 2025.

Motion 070825.02

Be it resolved that Council approves the minutes, as submitted by the Clerk, for its regular meeting on June 10, 2025.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

6. Correspondence, Presentations, Petitions.

a) Presentation: Tribute sign for former mayors (Barry Glencross). Referred to Committee of the Whole meeting in September.
b) Request for funding (Elsipogtog Band Council). Referred to August Regular Meeting.
c) Letter: TransAqua (Five Rivers)
d) KRSC – Planning & Permits Report
e) DTI - Provincial-Municipal Highway Partnership – 2027 Road Funding (Vincent Roussel)
f) DTI - Provincial-Municipal Highway Partnership – Reduced Barriers (Vincent Roussel)
g) Covered Bridges Days 2025
h) FASD Day Letter
i) UMNB – Sharing HST Revenue, Housing NB & UMNB Surplus Land Survey
j) UMNB – Board of Directors Nominations & Resolution Guidelines
k) Letter from Premier Holt & Minister Kennedy
l) AMANB: Comfort Centres & Shelters
m) CPAA – Support Rural Post Offices

Motion 070825.31

Be it resolved that Council approves the administration to write a letter to the CPAA in support of rural post offices.
Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

7. Mayor and Councillor Reports.

a. Mayor Tina Beers.
b. Deputy Mayor Karen Campbell.
c. Councillor Billy Flanagan.
d. Councillor Katie Robertson.
e. Councillor Mike Robertson.
f. Councillor Elaine Warren.

8. Committee Reports

a. By-Law and Policy Committee Meeting: June 17, 2025.
b. COTW – Committee of the Whole Meeting: June 24, 2025.

9. Staff & Department Reports.

a. CAO Report.
b. Finance Report.
c. Community Development Report.
d. Recreation Report.
e. Public Works Report.

10. Business Arising from Prior Meeting.

a. PROPOSED BY-LAW C.O2.01: POLICE PROTECTION SERVICES.

Motion 070825.03

Be it resolved that Council approves the second and the third and final reading of proposed By-Law C.02.01: POLICE PROTECTION SERVICES.

The section titles in By-Law C.02.01 are as follows:

1. Authority
2. Purpose
3. Application
4. Definitions
5. Provisions of Services
6. General
7. Validity
8. Effective Date
9. Signature

Moved by: COUNCILLOR M. ROBERTSON | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

b. PROPOSED BY-LAW C.01.01: FIRE PROTECTION AND PREVENTION.

Motion 070825.04

Be it resolved that Council approves the first reading of proposed By-Law C.01.01: FIRE PROTECTION AND PREVENTION.
Moved by: COUNCILLOR FLANAGAN | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

c. DESIGN & INSTALLATION OF MUNICIPAL SIGNAGE. The administration recommends that the design and implementation of signage for Five Rivers be executed in two phases. In the first phase, two large welcome to signs, seven small welcome to signs, and eight main street signs will be designed and installed. In addition, a municipal office sign and a municipal flag will be designed that are graphically consistent with the welcome to signs. In the second phase, Council will consider the development of a tag line and the design and installation of wayfinding signs and point of interest signs.

Motion 070825.05

Be it resolved that Council approves the design and installation of signage for Five Rivers as proposed by the administration.
Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

d. DESIGN OF MUNICIPAL SIGNAGE. The administration has proposed graphic designs for new Five Rivers municipal signage (see Council package for large welcome to sign, small welcome to sign, point of interest sign, and street sign).

Motion 070825.06

Be it resolved that Council approves the designs for new municipal signs as proposed by the administration, understanding that minor modifications may be made.
Moved by: COUNCILLOR FLANAGAN | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

e. LANGUAGE USE ON MUNICIPAL SIGNAGE. The administration recommends that the logo on our signage should be bilingual, that is, that the type of municipality should be presented in English and French ("village of/de") and the name in English ("Five Rivers"). This approach has been taken by our neighbor Beaurivage, as well as Belle-Baie, Campbellton, and Miramichi. In addition, "welcome to" will appear in English, French, and Mi'kmaq.

Motion 070825.07

Be it resolved that Council approves that in municipal signage, the municipality of Five Rivers shall be represented as "Village of/de Five Rivers" and "welcome to" shall be represented in the English, French, and Mi'kmaq languages.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED | VOTE(S) AGAINST: COUNCILLOR K. ROBERTSON.

f. LOCATION OF LARGE WELCOME TO SIGNS. The administration has recommended the placement of two (2) large welcome to signs on Route 11. The large welcome to signs will not include a tagline but, if practicable, will allow for tagline placement in the future.

Motion 070825.08

Be it resolved that Council approves two large welcome to signs to be produced and installed on Route 11 (one entering from Richibucto and one from Grand-Bouctouche).
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

g. LOCATION OF SMALL WELCOME TO SIGNS. The administration has recommended the placement of seven (7) small welcome to signs on Route 126 (2), Route 134 (2), Route 116 (1), Route 505 (1) and Route 495 (1).

Motion 070825.09

Be it resolved that Council approves seven small welcome to signs to be produced and installed at entry points into Five Rivers as proposed by the administration.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

h. LOCATION OF NEW STREET SIGNS. The administration has proposed the placement of eight (8) new street signs, four north of the bridge (on Water, Church, Bonar Law, and North) and four south of the bridge (River, Brait, Centennial E and Centennial W).

TABLED - Proposed Motion 070825.10

Be it resolved that Council approves eight new street signs to be produced and installed on Main Street as proposed by the administration.
DEFERRED TO AUGUST REGULAR MEETING.

i. DESIGN & INSTALLATION OF OFFICE SIGN. The administration has proposed the placement of a new Five Rivers sign in front of the municipal office to replace the current sign, which says, "Welcome to Rexton".

Motion 070825.11

Be it resolved that Council approves the design and installation of a new office sign.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

Motion 070825.32

Be it resolved that Council approves the administration to remove the flagpoles and current sign in front of the Public Works building and to place a new sign on the Public Works building.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

j. DESIGN & INSTALLATION OF MUNICIPAL FLAG. The administration proposes that a new municipal flag be designed that is consistent with the "Welcome to" signs.

Motion 070825.12

Be it resolved that Council approves the design & production of a new municipal flag.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

k. DEVELOPMENT OF STYLE GUIDE AND DOCUMENT TEMPLATES. The administration proposes that the municipality should develop a Style Guide that defines logo use and placement, official fonts and colors, and so on, to ensure that official documents are consistent in format and appearance. In addition, the administration proposes that official templates should be developed for letters, reports, and presentations. The Style Guide will be developed as a policy. The official templates will be used by administration and Council for correspondence.

Motion 070825.13

Be it resolved that Council approves the administration to develop a municipal Style Guide as well as templates for letters, reports, presentations, and email signatures.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

l. NAMING RIGHTS/SPONSORSHIP FOR MUNICIPAL PROPERTIES. Several municipal facilities and properties in Five Rivers have been named in honor of well-known former residents: Carson's Landing, Kenney Park, and Bonar Law Common. However, the Community Hall, Curling Rink, Splash Pad, baseball field, and outdoor rink do not have individual names, though many of these are part of the "*Rexton Recreation Center*". The administration sees this as a sponsorship opportunity that could deliver funds for operations and investment as well as more distinctive branding for advertising and promotion. Under a sponsorship plan, the administration could solicit interest from local organizations and individuals to place their names on these facilities, with terms and conditions (for example, the term of a naming rights agreement) subject to Council approval.

Motion 070825.14

Be it resolved that Council approves the administration to solicit sponsorship or naming rights agreements for municipal properties that do not have an individual or a distinctive name, that is, for the Community Hall, Curling Rink, Splash Pad, baseball field and outdoor rink.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION DEFEATED | VOTE(S) AGAINST: COUNCILLOR M. ROBERTSON, COUNCILLOR FLANAGAN, COUNCILLOR WARREN

m. PROPOSED AGE FRIENDLY COMMUNITY APPROACH.

Motion 070825.15

Be it resolved that Council seeks to engage citizens in making our community a better place for seniors to live, stay active, feel safe, and be engaged in community life. Furthermore, Council is committed to the age-friendly approach and will participate, support, promote, and work to implement age-friendly initiatives to improve the age friendliness of Five Rivers.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

11. New Business.

a. BY-LAW & POLICY REVIEW COMMITTEE MEMBERSHIP. Council to nominate a new member to the By-Law & Policy Review Committee to replace Councillor Pidgeon.

Motion 070825.16

Be it resolved that Council approves Councillor E. Warren to be added as a member of the By-Law & Policy Review Committee.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: COUNCILLOR K. ROBERTSON.
MOTION CARRIED.

b. FINANCE COMMITTEE MEMBERSHIP. Council to nominate a new member to the Finance Committee to replace Councillor Pidgeon.

Motion 070825.17

Be it resolved that Council approves Councillor E. Warren to be added as a member of the Finance Committee.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

c. CIVIC AWARDS. Many municipalities provide civic awards each year to honor the special contributions and accomplishments of residents, for example, youth volunteer of the year. These awards are often combined with service awards for long-serving employees and fire department members. These civic and service awards are often announced by the mayor at an annual awards ceremony.

Motion 070825.18

Be it resolved that Council approves the creation of a civic award for Volunteer-of-the-Year, Youth, to be awarded to a person age 18 or younger that has made a special contribution to Five Rivers through acts of volunteerism.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

Motion 070825.19

Be it resolved that Council approves the creation of a civic award for Volunteer-of-the-Year, Adult, to be awarded to a person age 19 or older that has made a special contribution to Five Rivers through acts of volunteerism.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: COUNCILLOR K. ROBERTSON.
MOTION CARRIED.

Motion 070825.20

Be it resolved that Council approves the creation of a civic award for Community Builder of the Year, to be awarded to an individual or group that has made a special contribution to economic development or social development in Five Rivers.
Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR WARREN.
MOTION CARRIED.

Motion 070825.21

Be it resolved that Council approves the creation of an Order of Five Rivers Award, to become the highest award granted by the municipality, given to an individual who, over their lifetime, has made extraordinary contributions to the civic life of Five Rivers.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

Motion 070825.22

Be it resolved that Council shall develop a municipal policy to define how individuals and groups can be nominated for, and approved to receive, civic awards.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

d. NO PARKING ZONE ON MAIN STREET. The parking lane on Main Street in front of McNarin Park is used by cars and trucks for parking, creating a blind spot for cars turning from Route 116 onto Main Street. To remove this traffic hazard, the administration proposes that the full parking lane in front of MacNarin Street be made a no parking zone.

Motion 070825.23

Be it resolved that Council approves the administration to make the parking lane on Main Street in front of MacNarin Park a no parking zone for all vehicles.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

e. PURCHASE OF RIDE-ON MOWER. At present, the village has two mowers for cutting grass. The first is a commercial grade diesel mower, a 2008 John Deere ZTrak 997. The second is a residential grade gas mower, a 2015 John Deere 540R. This season and last, both machines have had significant downtime due to various failures, resulting in repeated and time-consuming repairs, often performed by staff. To maintain our mowing schedule, and to stop wasting time and money on repairs, the Manager of Public Works has recommended that we purchase a new commercial grade lawn mower at an estimated cost of $12,000 to $15,000. The administration supports the purchase, which we can pay for through our capital funds.

Motion 070825.24

Be it resolved that Council approves the administration to purchase a new commercial mower.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

f. UMNB REPRESENTATIVE. Each municipality in New Brunswick may nominate one person to vote for motions submitted to the Union of Municipalities of New Brunswick (UMNB). At present, Five Rivers does not have a registered voting member with UNMB.

Motion 070825.25

Be it resolved that Council appoints Mayor Beers to serve as the voting representative from Five Rivers for UMNB.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

Motion 070825.33

Be it resolved that Council appoints Deputy Mayor Campbell to serve as the alternate voting representative from Five Rivers for UMNB.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

g. UMNB RESOLUTIONS. Municipalities can forward resolutions to UMNB for their membership to vote on. The following resolutions have been recommended for submission.

Motion 070825.26

Be it resolved that Council agrees to put forward a motion to UMNB to recommend that the province should establish a set of standards to inform and regulate the operational standards of municipal Fire Departments in New Brunswick.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.
MOTION CARRIED.

h. LIVESTREAMING OF COUNCIL MEETINGS. At present, Council meetings are recorded as live meetings in Microsoft Teams and then posted on YouTube the next day (or a few days later). Rather than record and post, some municipalities livestream their meetings on YouTube (with no delay). The benefit of livestreaming is that it replicates the experience of attending the meeting in person for those who attend virtually. The disadvantage is that there is a greater risk that technical difficulties may interrupt or stop the recording. At this time, the administration advises Council to continue to record and post later, until such time as the potential technical difficulties can be more thoroughly diminished.

Motion 070825.27

Be it resolved that Council agrees to continue to record its meetings in Microsoft Teams and post the recordings later.
Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

i. UMNB ZONE DIRECTOR.

Motion 070825.34

Be it resolved that Council recommends Deputy Mayor Campbell to serve as Zone Director for UMNB Zone 1 from July 16, 2025 until October 5, 2025, the date of UMNB's next Annual General Meeting (AGM).
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

Motion 070825.35

Be it resolved that Council recommends Deputy Mayor Campbell to serve as Zone Director for UMNB Zone 1 for the term starting on October 5, 2025.
Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR K. ROBERTSON.
MOTION CARRIED.

j. UTILITY CAPITAL RESERVE FUND TRANSFER.

Motion 070825.36

Be it resolved that Council approves the transfer of $130,000 from the Five Rivers Utility Capital Reserve Fund to the Five Rivers Utility Capital Fund to pay for the balance of Capital Project 12055, the Wastewater System Upgrades Project.
Moved by: COUNCILLOR WARREN | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

12. Closed Session.

Motion 070825.28

To enter closed session.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR M. ROBERTSON.
MOTION CARRIED.

a. Local Governance Act, Section 68(1)(c), information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

b. Local Governance Act, Section 68(1)(j), labour and employment matters, including the negotiation of collective agreements.

Motion 070825.29

To exit closed session and return to open session.
Moved by: COUNCILLOR M. ROBERTSON | Seconded by: COUNCILLOR K. ROBERTSON.
MOTION CARRIED.

Motion 070825.37

Be it resolved that Council approves the administration to send a letter to the President of the Greenwood Lodge to explain the terms and conditions for the provision of capital funding.
Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR K. ROBERTSON.
MOTION CARRIED.

13. Date of Next Meetings.

a. Regular Meeting: August 12, 2025.

14. Adjournment.

Motion 070825.30

To adjourn meeting of Council.
Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.
MOTION CARRIED.

Tina Beers, Mayor

Rob Webber, Clerk