

SPECIAL COUNCIL MEETING AGENDA

June 10, 2026, 7:00 PM
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



1. Call to Order.

Actual Start Time: _____

2. Attendance.

Chair:
Council (In Person):
Council (Virtual):
Council (Absent):
Clerk:
Staff:
Others:

3. Approval of Agenda of the Special Meeting on June 10, 2026.

Motion 061026.01

Be it resolved that the council of Five Rivers approves the agenda, as submitted by the clerk, for its special meeting of council on Wednesday, June 10, 2026.

Moved by _____ | Seconded by _____.

4. Disclosures of Conflict of Interest.

5. Approval of Minutes from Prior Meeting(s).

- a. Approval of Minutes of the Special Meeting on May 7, 2026.

Motion 061026.02

Be it resolved that the council of Five Rivers approves the minutes, as submitted by the clerk, for its special meeting of council on Thursday, May 7, 2026.

Moved by: _____ | Seconded by: _____.

6. Business Arising from Prior Meeting.

Not Applicable.

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7. New Business.

a. NOMINATION OF DEPUTY MAYOR.

As per section 63 of the *Local Governance Act* (the “Act”), and section 4.1 of Five Rivers by-law A.01.03, “*Respecting the Proceedings of Council*”, in its first meeting after an election, council shall elect a deputy mayor from among the councillors to serve a term of one-year.

As per section 4.2 of by-law A.01.03, the mayor shall take nominations for deputy mayor from the councillors, and council shall elect the mayor through a majority vote and by a show of hands. The vote and the subsequent motion to elect shall be done in the open meeting.

As per section 6.2 of by-law A.01.03, “*in the absence of the mayor or the inability of the mayor to act, or if the office of mayor is vacant, the deputy mayor shall act in the place of the mayor, and while acting so, the deputy mayor shall possess the powers of the mayor and perform the duties of the mayor.*”

Examples of the duties of the mayor are as follows:

- (a) presiding as the chair at meetings of council;
- (b) providing leadership to council;
- (c) serving as the spokesperson for council; and
- (d) serving as the signing authority for Five Rivers on agreements, contracts, and financial instruments.

Motion 061026.03

Be it resolved that the council of Five Rivers elects council member [First Name, Last Name] to become the deputy mayor of Five Rivers for a term of one year, effective immediately.
Moved by _____ | Seconded by _____.

b. APPOINTMENT OF SIGNING AUTHORITIES.

As per the *Local Governance Act* of New Brunswick, municipalities shall designate officials to serve as signing authorities for the purpose of signing agreements, contracts, instruments, or other documents as well as all cheques and payment authorizations.

Motion 061026.04

WHEREAS no agreement, contract, instrument or other document to which a local government is a party has any force or effect unless signed by the mayor and the clerk, as per section 4 of the *Local Governance Act*; and

WHEREAS a by-law shall be signed by the clerk and the mayor to be effective, as per section 15 of the *Local Governance Act*; and

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WHEREAS the mayor or any other person that the council appoints shall jointly with the treasurer sign all cheques and payment authorizations issued by Five Rivers, as per section 77 of the *Local Governance Act*; and

WHEREAS the mayor and the clerk shall sign all agreements, contracts, instruments, and other documents to which Five Rivers is a party, as per section 6.1 of Five Rivers by-law A.01.03, "*Respecting the Proceedings of Council*"; and

WHEREAS the mayor and the treasurer are authorized to approve and sign off on expenses and expenditures for Five Rivers as per section 3.8 of policy P.02.02, "*Procurement*"; and

WHEREAS the mayor shall approve all payments by Electronic Fund Transfer (EFT) as per section 6.7 of the policy P.02.02; and

WHEREAS, in the absence of the mayor or the inability of the mayor to act, or if the office of mayor is vacant, the deputy mayor shall act in the place of the mayor, as per section 6.2 of by-law A.01.03; and

WHEREAS the assistant clerk, in the absence or disability of the clerk or when there is no clerk, shall possess all the powers and duties of the clerk, as per section 6.6 of by-law A.01.03; and

WHEREAS when the treasurer is unable to sign off on an expense or expenditure, the assistant treasurer, with the treasurer's express permission, may do so, as per section 3.8 of policy P.02.02;

BE IT RESOLVED that the council of Five Rivers appoints the following individuals as signing officers for Five Rivers, effective immediately.

Kevin Scully, mayor of Five Rivers;
[First Name, Last Name], deputy mayor of Five Rivers;
Rob Webber, clerk and treasurer of Five Rivers;
Nathalie Elward, assistant treasurer of Five Rivers; and
Tiffany Cail, assistant clerk of Five Rivers.

BE IT FURTHER RESOLVED that all appointments of signing authorities for Five Rivers made in prior meetings of council are hereby rescinded.

Moved by _____ | Seconded by _____.

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8. Closed Meeting.

- a. HR MATTER. Local Governance Act, section 68(1)(j), labour and employment matters, including the negotiation of collective agreements.
- b. LEGAL MATTER. Local Governance Act, section 68(1)(f), information concerning legal opinions or advice provided to the local government by its solicitor or privileged communications between solicitor and client in a matter of local government business.

9. Motions Arising from Closed Meeting.

- a. **Motion 061026.05.**

10. Date of Next Meeting

- a. Committee-of-the-Whole Meeting: June 23, 2026 @ 6:00 PM.
- b. Regular Meeting of Council: July 14, 2026 @ 6:00 PM.

11. Adjournment.

Time: _____

Motion 061026.06

To adjourn meeting of Council.

Moved by _____ | Seconded by _____.