

## REGULAR COUNCIL MEETING

## AGENDA

February 10, 2026, 6:00 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:

Presenters:

**3. Approval of Agenda of Regular Meeting on February 10, 2026.**

**Motion 021026.01**

Be it resolved that Council approves the agenda, as submitted by the Clerk, for its regular meeting on February 10, 2026.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**4. Disclosures of Conflict of Interest.**

**5. Presentations. (N/A).**

**6. Approval of Minutes.**

a. Approval of Minutes of the Regular Meeting on Jan 13, 2026.

**Motion 021026.02**

Be it resolved that Council approves the minutes, as submitted by the Clerk, for its regular meeting on January 13, 2026.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**7. Correspondence.**

- a. KRSC – December Waste Report
- b. KRSC – January Building and Planning Permit Report
- c. NBSPCA Report – Oct 2025 - Jan 2026
- d. Horizon Health – Report to Our Communities
- e. Municipal Grant Recipient - Thank You Card
- f. GNB – Initiative to update Municipal Financial Report Manual

**REGULAR COUNCIL MEETING  
AGENDA**

**February 10, 2026, 6:00 PM**  
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



**8. 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.

**9. Committee Reports.**

- a. Minutes of Rural Plan Committee: Oct 16, 2025.
- b. Minutes of Rural Plan Committee Meeting: Nov 6, 2025.
- c. Minutes of Rural Plan Committee Meeting: Nov 18, 2025.
- d. Minutes of Rural Plan Committee Meeting: Nov 26, 2025.
- e. Minutes of Rural Plan Committee Meeting: Dec 16, 2025.
- f. Minutes of Rural Plan Committee Meeting: Jan 8, 2026.
- g. Minutes of By-Law and Policy Committee Meeting: Jan 7, 2025.

**10. Staff & Department Reports.**

- a. CAO Report.
- b. Finance Report.
- c. Recreation Report.
- d. Public Works Report.

**11. Consent Agenda.**

- a. Ratification of Kubota tractor and accessories purchased totalling \$166,297.
- b. Support Black History Month (Feb)
- c. Support Suicide prevention day – Kent County (Feb 6, 2026)
- d. Support Random Act of Kindness Day (Feb 17, 2026)
- e. Support Pink Shirt Day (Feb 25, 2026)
- f. Support National Nutrition Month (March)
- g. Support National Impaired Driving Prevention Week: MADD (Mar 16-20)

**REGULAR COUNCIL MEETING  
AGENDA**

**February 10, 2026, 6:00 PM**  
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



- h. Support International Day for the Elimination of Racial Discrimination (Mar 21)
- i. Support International Purple Day for Epilepsy (Mar 26)

**Motion 021026.03**

Be it resolved that Council approves the consent agenda items as presented.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**12. Business Arising from Prior Meeting.**

- a. PROPOSED BY-LAW A.01.03: PROCEEDINGS OF COUNCIL.

A minor amendment was made to By-Law A.01.02 to further clarify the definition of "consent agenda."

**Proposed Motion 021026.04**

Be it resolved that Council approves the first reading of proposed

By-Law A.01.03: Proceedings of Council.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**Proposed Motion 021026.05**

Be it resolved that Council approves the second reading of proposed

By-Law A.01.03: Proceedings of Council.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**13. New Business.**

- a. PROPOSED POLICY P.03.01: COUNCIL EXPENSES. Policy P.03.01 establishes the rules and procedures for council expenses, including mileage reimbursement and hotel accommodations, in accordance with provincial guidelines.

**Proposed Motion 021026.06**

Be it resolved that Council approves the first and final reading to enact proposed

Policy P.03.01: Council Expenses.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

- b. PROPOSED BY-LAW B.06.01: SOLID WASTE COLLECTION AND DISPOSAL SERVICES. By-Law B.06.01 has been developed to specify the regulations that pertain to waste collection and disposal within Five Rivers.

**Proposed Motion 021026.07**

Be it resolved that Council approves the first reading of proposed

By-Law B.05.01: Solid Waste Collection and Disposal Services.

## REGULAR COUNCIL MEETING

## AGENDA

February 10, 2026, 6:00 PM

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



Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

- c. CAPITAL RENEWAL PLAN. The administration has prepared a Capital Renewal Plan for the four-year period from 2026 to 2029. The Capital Renewal Funding program was introduced by the Government of New Brunswick in late 2025 to help municipalities pay for the renewal of their assets and infrastructure.

### Proposed Motion 021026.08

Be it resolved that Council approves the document entitled **Five Rivers 2026-2029 Capital Renewal Plan (CRP)** for the capital renewal funding (CRF) allocation be adopted.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

### 14. Closed Session.

#### Motion 021026.09

To exit open session and go into closed session.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

- 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)(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.
- c. 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.
- d. 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.
- e. 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.

#### Motion 021026.10

To exit closed session and return to open session.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

**REGULAR COUNCIL MEETING  
AGENDA**

**February 10, 2026, 6:00 PM**  
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



- 15. Motions Airing from Closed Meeting.**
- 16. Date of Next Meetings.**
  - a. COTW Meeting of Council: Feb 24, 2026.
  - b. Regular Meeting of Council: Mar 10, 2026.
- 17. Adjournment.**

Time: \_\_\_\_\_

**Motion 021026.11**

To adjourn meeting of Council.

Moved by \_\_\_\_\_ | Seconded by \_\_\_\_\_.

# REGULAR COUNCIL MEETING MINUTES

January 13, 2026, 6:00 PM

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



## 1. Call to Order.

The mayor opened the meeting at 6:00pm.

## 2. Attendance.

<u>COUNCIL (IN PERSON):</u>	Tina Beers	Mayor
	Karen Campbell	Councillor / Ward 1 / Deputy Mayor
	Billy Flanagan	Councillor / At Large
	Katie Robertson	Councillor / At Large (entered meeting at 6:06 pm)
	Mike Robertson	Councillor / Ward 2
	Elaine Warren	Councillor / Ward 4

COUNCIL (VIRTUAL): N/A

COUNCIL (ABSENT): N/A

CLERK: Rob Webber

STAFF: Tiffany Cail Assistant Clerk  
Nathalie Elward Assistant Treasurer

GUESTS: N/A

## 3. Approval of Agenda of Regular Meeting on January 13, 2026.

### **Resolution 011326.01**

Be it resolved that Council approves the agenda, as submitted by the Clerk, for its regular meeting on January 13, 2026.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR FLANAGAN.  
MOTION CARRIED, with amendments.

## 4. Disclosures of Conflict of Interest.

No conflict of interest was declared.

## 5. Approval of Minutes of the Regular Meeting on December 9, 2025.

### **Resolution 011326.02**

Be it resolved that Council approves the minutes, as submitted by the Clerk, for its regular meeting on December 9, 2025.

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

**6. Approval of Minutes of the Special Meeting on December 23, 2025.**

**Resolution 011326.03**

Be it resolved that Council approves the minutes, as submitted by the Clerk, for its special meeting on December 23, 2025.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR M. ROBERTSON.  
MOTION CARRIED.

**7. Correspondence, Presentations, Petitions.**

- a) Letter: Five Rivers Mayor to Minister of Transportation (Chuck Chaisson)
- b) Letter: St. John Mayor (Donna Noade Reardon) to Premier of NB (Susan Holt)
- c) Letter: Resident (Wayne Carpenter) Re: 2026 Budget
- d) GNB – 2026 Local Government Kilometrage Reports and Maps
- e) KRSC – November 2025 Waste Report
- f) KRSC – November & December 2025 Building Permit Reports
- g) Letter of Appreciation: Sistema to Five Rivers Mayor

**8. 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.

**9. Committee Reports**

- a. By-Law and Policy Committee Meeting: December 2, 2025.

**10. Staff & Department Reports.**

- a. CAO Report.
- b. Finance Report.
- c. Recreation Report.
- d. Public Works Report.

**11. Business Arising from Prior Meeting.**

a. PROPOSED BY-LAW B.04.01: RESPECTING MOBILE VENDORS AND PEDDLERS. By-Law B.04.01 has been developed to specify the regulations that pertain to mobile vendors and peddlers who operate in Five Rivers.

**Resolution 011326.04**

Be it resolved that Council approves the second reading by title of proposed By-Law B.04.01: Respecting Mobile Vendors and Peddlers.

1. Authority
2. Purpose
3. Definitions
4. License requirements and payment
5. Other rules and operating parameters
6. Fines
7. Repeal of prior by-law
8. Effective date
9. Signatures

Moved by: DEPUTY CAMPBELL | Seconded by: COUNILLOR K. ROBERTSON.  
MOTION CARRIED.

**Resolution 011326.05**

Be it resolved that Council approves the third and final reading to enact proposed By-Law B.04.01: Respecting Mobile Vendors and Peddlers.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.  
MOTION CARRIED.

b. PROPOSED BY-LAW A.01.02: RESPECTING THE PROCEEDINGS OF COUNCIL.  
By-Law A.01.01 has been amended to update information pertaining to the proceedings of Council.

**Resolution 011326.06**

Be it resolved that Council approves the second reading by title of proposed By-Law A.01.02: Respecting the Proceedings of Council

1. Contents
2. General Information
  - 2.1. Authority
  - 2.2. Purpose
  - 2.3. Application
  - 2.4. Definitions
  - 2.5. Repeal of prior by-law
3. Proceedings of Council
  - 3.1. Acts and decisions of council
  - 3.2. Quorum

- 3.3. Agendas
- 3.4. Public Notices
- 3.5. Minutes
- 3.6. Meeting duration
- 3.7. Motions
- 3.8. Voting
- 3.9. Rules of Order
- 3.10. Documentation
- 3.11. Bylaw enactment and amendment
- 3.12. Policy enactment and amendment
- 3.13. Conflict of interest
- 3.14. Right of public to attend meetings and present to council
- 3.15. Recording
- 4. Meetings
  - 4.1. First meeting of newly elected council
  - 4.2. Election of deputy mayor
  - 4.3. Regular meetings
  - 4.4. Committee-of-the-whole meetings
  - 4.5. Special meetings
  - 4.6. Emergency meetings
  - 4.7. Electronic meetings
  - 4.8. Closed meetings
- 5. Committees
  - 5.1. Committee types
  - 5.2. Committee mandates
  - 5.3. Committee meetings
  - 5.4. Standing committee
  - 5.5. Ad hoc committee
- 6. Role of elected officials
  - 6.1. Role of mayor
  - 6.2. Role of deputy mayor
  - 6.3. Role of councillor
  - 6.4. Role of chair
  - 6.5. Role of clerk
  - 6.6. Role of assistant clerk
- 7. Effective Date
- 8. Signatures

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR K. ROBERTSON.  
MOTION CARRIED.

**Resolution 011326.07**

Be it resolved that Council approves the third and final reading to enact proposed

By-Law A.01.02: Respecting the Proceedings of Council.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR FLANAGAN.

MOTION CARRIED.

- c. ORGANIZATION CHART & ROLES.

**Resolution 011326.08**

Be it resolved that the Council of Five Rivers approves the policy HR-01-02 - Organization Chart & Roles.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR K. ROBERTSON.

MOTION CARRIED.

- d. KENT CURLING CLUB ANNUAL REPORT (2024)

**Resolution 011326.09**

Be it resolved that the Council of Five Rivers ratifies the 2024 Kent Curling Annual Report, as presented.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR M. ROBERTSON.

MOTION CARRIED.

**12. New Business.**

- a. ELECTION OF DEPUTY MAYOR

**Resolution 011326.10**

Be it resolved that the floor be opened for nominations for the position of Deputy Mayor.

Moved by: COUNCILLOR FLANAGAN | Seconded by: COUNCILLOR WARREN.

MOTION CARRIED.

Councillor Karen Campbell nominated herself. No other nominations were declared.

**Resolution 011326.11**

Be it resolved to close the nominations for the position of Deputy Mayor.

Moved by: COUNCILLOR K. ROBERTSON | Seconded by: COUNCILLOR FLANAGAN.

MOTION CARRIED.

**Motion 011326.12 (Nullified)**

In accordance with By-Law A.01.02, Councillor Karen Campbell is elected by acclamation as Deputy Mayor for a term that starts effective immediately and ends in May 2026.

b. YEAR IN REVIEW

**Resolution 011326.16**

Be it resolved that council approved to post the CAO report “2025 Year in Review” to municipal website.

Moved by: COUNCILLOR FLANAGAN | Seconded by: DEPUTY MAYOR CAMPBELL.  
MOTION CARRIED.

c. REXTON BY-LAW #15-01 CONTROL OF DOGS

**Resolution 011326.17**

Be it resolved that council approves a variance to the Village of Rexton By-Law #15-01 – Relating to Establishing Control of Dogs, to allow for 4 dogs per dwelling.

Moved by: COUNCILLOR K. ROBERTSON | Seconded by: DEPUTY MAYOR CAMPBELL.  
MOTION CARRIED.

**13. Closed Session.**

**Resolution 011326.13**

To exit open session and go into closed session.

Moved by: DEPUTY MAYOR CAMPBELL | 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)(d), the proposed or pending acquisition or disposition of land.
- c. Local Governance Act, Section 68(1)(g), litigation or potential litigation affecting the local government, or any corporation referred to in subsection 8(1) of the Act, the local government's agencies, boards, or commissions including a matter before an administrative tribunal.
- d. 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.

**Resolution 011326.14**

To exit closed session and return to open session.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR FLANAGAN.  
MOTION CARRIED.

**Resolution 011326.18**

Be it resolved that council approves to accept the land development proposal from 767534 Inc. for PID 25140823.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR FLANAGAN.  
MOTION CARRIED.

**14. Date of Next Meetings.**

- a. Regular Meeting of Council: February 10, 2026.
- b. COTW Meeting of Council: February 24, 2026.

**15. Adjournment.**

**Resolution 011326.15**

To adjourn meeting of Council.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR M. ROBERTSON.

MOTION CARRIED.

\_\_\_\_\_  
Tina Beers, Mayor

\_\_\_\_\_  
Rob Webber, Clerk

Kent Waste Report/Rapport de déchets pour Kent For 2025/Pour 2025																			
non optimized communities/Communautés non optimisé		Jan	Fév	Mars	Avril	Mai	Juin	Juillet	Aout	Sept	Oct	Nov	Dec	Dec-24	YTD/CAJ	YTD/CAJ	YTD/CAJ	%	
		Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov	Dec	Dec-24	2024	2025	Difference	%	
Elsipogtog First Nation Band		26.13	20.95	27.17	25.82	30.11	29.62	22.88	22.21	28.07	31.69	28.20	26.84	29.25	343.43	319.69	-23.74	-6.91%	
Municipality of St-Antoine		25.66	16.08	20.63	23.24	36.84	40.15	25.68	19.85	23.04	25.81	31.40	9.57	14.82	307.15	297.95	-9.20	-3.00%	
Indian Island First Nation Band		5.59	6.47	3.80	3.05	3.96	0.00	6.39	5.87	0.00	6.90	6.07	4.48	10.10	70.25	52.58	-17.67	-25.15%	
Subtotal/Sous-total		57.38	43.50	51.60	52.11	70.91	69.77	54.95	47.93	51.11	64.40	65.67	40.89	54.17	720.83	670.22	-50.61	-7.02%	
Optimized collection/Collecte optimisée																			
K1 (Fero)		163.45	123.63	126.40	149.82	174.65	196.27	225.56	185.83	186.59	187.78	165.61	166.32	158.21	1909.76	2051.91	142.15	7.44%	
Gladeside/Dundas/St-Damien/Pelerin																			
Haut St-Antoine/St-Antoine Nord/McKees Mill																			
St-Joseph-de-Kent/St-Grégoire/Bouctouche-Sud																			
Dixon-Point/St-Thomas-de-Kent/Cocagne																			
Renauds Mills/St-Antoine-Sud/Notre-Dame																			
Grande-Digue																			
K2 (Fero)		84.02	74.89	76.43	77.39	98.57	102.16	130.12	98.66	95.64	109.69	90.11	107.51	92.39	1220.17	1145.19	-74.98	-6.15%	
Ste-Marie-de-Kent/Balla Philip																			
Bouctouche, St-Edouard/Ste-Anne-de-Kent																			
Bouctouche Cove/Buctouche First Nation/St-Maurice																			
McIntosh Hill/Baie de Bouctouche																			
K3 (Fero)		82.00	60.59	63.12	86.71	83.56	95.99	93.05	90.58	84.60	75.38	76.79	94.93	94.15	1125.79	987.30	-138.49	-12.30%	
South Branch/Richibouctou-Village/Galloway/East Branch																			
Jardineville/Mundleville/Childs Creek/Upper Rexton																			
Bass River/Targetville/Main River/Saint-Norbert																			
Municipality of Rexton/Municipality of Richibucto																			
K4 (McAction)		65.33	56.35	47.76	61.95	49.58	50.74	79.71	67.27	66.02	62.40	54.55	83.61	79.46	853.23	745.27	-107.96	-12.65%	
Murray Settlement/Collette/Rosaireville																			
Rogersville-Est/Rogersville-Ouest/Acadieville																			
Acadie Siding/Noinville/Kent Junction/Harcourt																			
Cails Mills/Smith's Corner/Fords Mills/Browns Yard																			
Municipality of Rogersville/St-Paul/Hébert																			
Coal Branch/Adamsville/Clairville/Beersville																			
K5 (Fero)		111.98	86.12	93.79	111.50	106.19	124.65	135.93	112.10	124.42	121.64	106.24	126.87	94.48	1105.44	1361.43	255.99	23.16%	
St-Charles/St-Ignace/St-Louis/Aldouane																			
Kouchibouguac/Laketon/Pointe-Sapin																			
Escuminac/Hardwicke/Baie-Sainte-Anne																			
K6 - Bulky (Fero)		11.72	9.69	8.81	36.93	72.55	61.94	75.40	35.80	64.77	56.42	40.25	13.18	23.82	515.11	487.46	-27.65	-5.37%	
All optimized regions																			
Subtotal optimized collection/Sous-total collecte optimisée		518.50	411.27	416.31	524.30	585.10	631.75	739.77	590.24	622.04	613.31	533.55	592.42	542.51	6729.50	6778.56	49.06	0.73%	
Total Residential Waste/Déchets résidentiels total		575.88	454.77	467.91	576.41	656.01	701.52	794.72	638.17	673.15	677.71	599.22	633.31	596.68	7450.33	7448.78	-1.55	-0.02%	
ICL Waste/Déchets ICI		246.83	210.12	270.99	382.38	424.18	402.92	337.75	305.64	327.38	332.08	347.98	269.05	229.97	3697.02	3857.30	160.28	4.34%	
CD Waste/Déchets CD		0.00	0.00	0.00	17.30	0.00	5.90	0.00	9.06	9.56	2.66	13.61	9.91	0.00	51.03	68.00	16.97	33.25%	
Grand Total		822.71	664.89	738.90	976.09	1080.19	1110.34	1132.47	952.87	1010.09	1012.45	960.81	912.27	826.65	11198.38	11374.08	175.70	1.57%	
Eco-Depot tonnage/Tonnage éco-dépôt		NA	14.11	NA	NA	NA	NA	55.87	NA	NA	36.16	NA	37.98	NA	64.19	134.20	144.12	9.92	7%
# of vehicles at the Eco-Depots/# de véhicules aux éco-d		NA	137	NA	NA	NA	NA	580	NA	NA	270	NA	410	NA	536	1235	1397	162	13%

Janv.2026		Permis				
No. Permis	No de reçu	Nom du propriétaire	Localité	Catégorie	Valeur	Taux
<b>RÉSIDENTIEL</b>						
KRSC-2026-015	7364755	ROBICHAUD, Cody & Megan	230 Wrights Point, Mundleville	Add bedroom and Bathroom 26 x 19	40,000.00 \$	225.00 \$
<b>INDUSTRIEL</b>						
<b>RÉCRÉATIONNEL</b>						
				<b>SOUS-TOTAL</b>	40,000.00 \$	225.00 \$
<b>PERMIS ÉMIS</b>						
		1	JANVIER	40,000.00 \$	225.00 \$	
			FÉVRIER	0.00 \$	0.00 \$	
			MARS	0.00 \$	0.00 \$	
			AVRIL	0.00 \$	0.00 \$	
			MAI	0.00 \$	0.00 \$	
			JUIN	0.00 \$	0.00 \$	
			JUILLET	0.00 \$	0.00 \$	
			AOÛT	0.00 \$	0.00 \$	
			SEPTEMBRE	0.00 \$	0.00 \$	
			OCTOBRE	0.00 \$	0.00 \$	
			NOVEMBRE	0.00 \$	0.00 \$	
			DÉCEMBRE	\$0.00	\$0.00	
		1	<b>TOTAL:</b>	40,000.00 \$	225.00 \$	

Rapport Five Rivers -PA

Janv.2026		Five Rivers -PA				
Permit No.	No de reçu	Owner's Name	Locality	Category	Value	Rate
				RESIDENTIAL		
				COMMERCIAL		
				INSTITUTIONAL		
				DEMOLITION		
				SUB-TOTAL	0.00 \$	0.00 \$
				PERMITS ISSUSED		
			0	JANUARY	0.00 \$	0.00 \$
				FEBRUARY		
				MARCH		
				APRIL		
				MAY		
				JUNE		
				JULY		
				AUGUST		
				SEPTEMBER		
				OCTOBER		
				NOVEMBER		
				DECEMBER		
			0	TOTAL:	0.00 \$	0.00 \$



Dear Village of Five Rivers,

We are so pleased to share the latest edition of Horizon's quarterly *Report to Our Communities*, reflecting our commitment to transparency and measurable progress

under our bold 2025-2030 Strategic Plan, *Transforming Health Care Through Innovation*.

Health care is evolving faster than ever, and we're proud to be at the forefront of many new and exciting digital, clinical, and operational initiatives that expand access to care for New Brunswickers. Here are just a few highlights from this quarter's report:

- Cutting-edge clinical tools are helping care teams diagnose and treat patients faster, reducing wait times and improving outcomes.
- A team-based primary care approach is expanding access across New Brunswick, with thousands now attached to multidisciplinary family health teams.
- 179 Allied Health Professionals have been recruited, landing us at 103% to target — and these efforts continue.

However, some significant challenges remain. Horizon's hospitals continue to operate well over capacity with up to 40% of acute care beds occupied by medically discharged patients, most waiting for long-term care. The impact of this can be seen in emergency department overcrowding, pressure on surgery access, and patient care in non-clinical spaces. We remain committed to working with our teams and partners to identify meaningful and sustainable solutions.



*Click the report above to explore our January 2026 Report to Our Communities.*

We're proud of the important progress we're making. We invite you to read the new edition of Report to Our Communities to learn more about the significant advancements being made by our incredible physicians, staff, volunteers, and partners to ensure all New Brunswickers have access to quality, safe patient care.

Sincerely,



Margaret Melanson

Susan Harley

Margaret Melanson

Susan Harley

President and CEO

Board Chair



Bonjour Village of Five Rivers,

Nous avons le plaisir de vous présenter le plus récent numéro du rapport trimestriel d'Horizon, *Rapport à nos collectivités*, qui témoignent de notre engagement en faveur de la transparence et des progrès mesurables réalisés dans le cadre de notre nouveau Plan stratégique 2025-2030, *Transformer les soins de santé grâce à l'innovation*.

Les soins de santé évoluent plus rapidement que jamais, et nous sommes fiers d'être à l'avant-plan de nombreuses nouvelles initiatives numériques, cliniques et

opérationnelles qui viennent améliorer l'accès aux soins pour les Néo-Brunswickois. Voici quelques points saillants du rapport trimestriel :

- Des outils cliniques de pointe qui permettent aux équipes soignantes de diagnostiquer et de traiter les patients plus rapidement, ce qui vient réduire les temps d'attente et améliorer les résultats.
- Des soins de santé primaires axés sur le travail d'équipe améliorent l'accès aux soins au Nouveau-Brunswick, permettant ainsi de jumeler des milliers de patients à des équipes de santé familiale multidisciplinaires.
- Quelque 179 professionnels paramédicaux recrutés, chiffre qui équivaut à 103 % de la cible annuelle, et nous recrutons toujours!

Toutefois, de grands défis persistent. Les hôpitaux d'Horizon continuent de fonctionner à plus de 100 % de leur capacité et jusqu'à 40 % des lits de soins de courte durée sont occupés par des patients qui ont reçu leur congé de l'hôpital, mais qui attendent un placement dans un établissement de soins de longue durée. Les répercussions de cette forte occupation se font sentir un peu partout : nos urgences débordent, l'accès aux services chirurgicaux est lent et certains patients se voient prodiguer des soins dans des milieux non cliniques. Nous demeurons engagés à travailler avec nos équipes et nos partenaires pour établir des solutions significatives et durables.



*Cliquez sur l'image du rapport ci-dessus pour consulter le Rapport à nos collectivités de janvier 2026.*

Nous sommes fiers des progrès importants que nous réalisons. Nous vous invitons à lire le nouveau numéro du Rapport à nos collectivités pour en savoir plus sur les avancées considérables réalisées par nos incroyables médecins, membres du personnel, bénévoles et partenaires pour veiller à ce que les gens du Nouveau-Brunswick aient accès à des soins de santé sûrs et de qualité.

Veuillez agréer l'expression de nos sentiments les meilleurs.



*Margaret Melanson*

Margaret Melanson

Présidente-directrice générale

*Susan Harley*

Susan Harley

Présidente du conseil  
d'administration



This email was sent to [info@5-rivers.ca](mailto:info@5-rivers.ca) as a valued partner or stakeholder of Horizon Health Network.

[View Email in Browser](#) | [Unsubscribe](#)

**Horizon Health Network**

180 Woodbridge Street, Fredericton, NB, E3B 4R3



# New Brunswick SPCA

## Dog Patrol Summary

For Oct 01 2025 to Jan 25 2026

Contract: Five Rivers

Printed by: New Brunswick SPCA  
Printed on: January 25 2026 9:08 pm

---

**Total # of DCO Investigations:** 4

**Total # of DCO Patrols:** 10

**# of Investigations by Animal Class:**

Dog 4

**# of Investigations by Investigation Type:**

Dog at large 4

**# of Investigations by Validity Type:**

Founded 3

Unsubstantiated 1

**# of Investigations by File Disposition:**

Educated 1

Unsubstantiated 2

Warn-Verbal 1

**# of Closed Investigations:** 3

**# of Investigations by Important Date Category:**

**Total Animals by Species:**

	Number	Removed	Returned	Surrendered	Abandon	Euthanized
Dog	4	0	0	0	0	0
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# New Brunswick SPCA

## Dog Patrol Summary

For Oct 01 2025 to Jan 25 2026

Contract: Five Rivers

Printed by: New Brunswick SPCA  
Printed on: January 25 2026 9:08 pm

### Investigation# 2025-3836

County:	Kent	Zone:	Zone 4
Date Received:	Oct 13 2025	Time Received:	2:06 pm
Complainant:	2025-3836, Macicj	Phone (Work):	Phone (Home):
Address of Incident:	979 Richard Rd	City/Province:	Saint Norbert, NB Phone (Mobile): (780) 812-6329 Postal Code:
Investigation Type:	Dog at large	Report Date:	Oct 14 2025 Report Time:
Incident Synopsis:	Officer unable to contact complainant to obtain details of the incident		

### Investigation# 2025-4382

County:	Kent	Zone:	Zone 4
Date Received:	Nov 23 2025	Time Received:	12:55 pm Received by: Berube, Gilles
Complainant:	WRONG, Jason	Phone (Work):	Phone (Home): (647) 220-1096
Address of Incident:	James Ct At Nevers Rd	City/Province:	Upper Rexton, NB Phone (Mobile): Postal Code:
Investigation Type:	Dog at large	Report Date:	Nov 23 2025 Report Time:
Incident Synopsis:	dog spotted at large but not secured - no longer visible		

### Investigation# 2025-4686

County:	Kent	Zone:	Zone 4
Date Received:	Dec 18 2025	Time Received:	12:36 pm Received by: Pees, Mike
Complainant:	LABRECQUE-CORMIER, Emma	Phone (Work):	Phone (Home): (506) 874-2217
Address of Incident:	Pirogue Rd At Indian Island Rd	City/Province:	Indian Island, NB Phone (Mobile): Postal Code:
Investigation Type:	Dog at large	Report Date:	Dec 18 2025 Report Time:
Incident Synopsis:	Dog at large, owner unknown, not contained therefore nothing could be done.		



## New Brunswick SPCA Dog Patrol Summary

For Oct 01 2025 to Jan 25 2026

Contract: Five Rivers

Printed by: New Brunswick SPCA  
Printed on: January 25 2026 9:08 pm

### Investigation# 2026-0094

<b>County:</b>	Kent	<b>Zone:</b>	Zone 4
<b>Date Received:</b>	Jan 12 2026	<b>Time Received:</b>	2:33 pm
<b>Received by:</b>	Massé, Kyle		
<b>Vehicle:</b>	JNP-071, 2016 Mazda 3, Silver	<b>Phone (Work):</b>	<b>Phone (Home):</b>
			<b>Phone (Mobile):</b>
<b>Address of Incident:</b>	122 Route 465 Hy	<b>City/Province:</b>	Coal Branch, NB
			<b>Postal Code:</b>
<b>Complainant:</b>	BRISKOL, Jason	<b>Phone (Work):</b>	<b>Phone (Home):</b>
			<b>Phone (Mobile):</b> (506) 232-8740
<b>Address of Incident:</b>	122 Route 465 Hy	<b>City/Province:</b>	Coal Branch, NB
			<b>Postal Code:</b>
<b>Subject of Complaint:</b>	MARANDA, Justin	<b>Phone (Work):</b>	<b>Phone (Home):</b>
			<b>Phone (Mobile):</b>
<b>Address of Incident:</b>	122 Route 465 Hy	<b>City/Province:</b>	Coal Branch, NB
			<b>Postal Code:</b>
<b>Investigation Type:</b>	Dog at large	<b>Report Date:</b>	Jan 16 2026
			<b>Report Time:</b> 4:30 pm

**Incident Synopsis:** Call received regarding a dog consistently on complainants property. Officer attended the owners residence and provided an education on the requirements to control his dog and ensure it does not run at large under the by-law.

Dear Five Rivers Scholarship Committee,

Thank you very much for your generous \$500 scholarship in support of my studies at Olds College of Agriculture & Technology. Having completed my first semester, I truly appreciate how your support helps students like me stay focused on school by easing some of the financial burden. Thank you for making a positive difference in my education.

Sincerely,

Hailey Cai

Veterinary Technology Student

**Date :** February 5th, 2026 / Le 5 février 2026

**To / Dest.:** Local Government CAOs / Regional Service Commission CEOs / Clerks and Treasurers - Directeurs(trices) municipaux / Premiers(ères) dirigeants(tes) des Commissions de services régionaux / Greffiers(ères) et Trésoriers(ères) des gouvernements locaux

**From / Exp.:** Grace Lee Cutler, Senior Director Community Finance Branch / Directrice principale de la Direction des finances communautaires - Environment and Local Government / Environnement et Gouvernements locaux

**Copy / Copies:** Dan Murphy, Executive Director / Directeur général, Union of the Municipalities of New Brunswick / l'Union des municipalités du Nouveau-Brunswick. Pascal Reboul, Executive Director / Directeur général, l'Association francophone des municipalités du Nouveau-Brunswick Isabelle Theriault, Executive Director / Directrice générale, Association of Municipal Administrators of New Brunswick / l'Association des administrateurs municipaux du Nouveau-Brunswick. Jennifer Wilkins, Assistant Deputy Minister / Sous-ministre adjointe, Local Government / Gouvernements locaux, Charbel Awad, Deputy Minister / Sous-ministre

**Subject / Objet:** **Initiative to Update the Municipal Financial Report Manual – Partnership with Local Governments / Initiative de mise à jour du Manuel de rapports financiers municipaux – Partenariat avec les gouvernements locaux.**

---

Local governments (LGs) in New Brunswick follow the Municipal Financial Reporting Manual (MFRM) to prepare their financial statements. The last iteration of this manual was published in 2011. Since then, significant changes have occurred, including updates to legislation and the introduction of new Public Sector Accounting Standards (PSAS). These changes require LGs to adapt their practices to ensure compliance with financial reporting requirements.

Les gouvernements locaux (GL) du Nouveau-Brunswick suivent le Manuel de présentation des états financiers municipaux (MPEFM) pour préparer leurs états financiers. La dernière version de ce manuel a été publiée en 2011. Depuis, des changements importants sont survenus, notamment des mises à jour législatives et l'introduction de nouvelles normes du Conseil sur la comptabilité dans le secteur public (CCSP). Ces changements exigent que les GL adaptent leurs pratiques afin de respecter les exigences en matière de présentation des états financiers.

To ensure the review of the manual considers the diverse perspectives of LGs, the Department of Environment and Local Government (ELG) has established a working group to guide this initiative.

In November 2025, the municipal associations were asked to identify representatives to participate in the working group to collaborate on an important initiative: updating the [2011 - Municipal Financial Reporting Manual \(MFRM\)](#) to align with the new Public Sector Accounting Board (PSAB) requirements. These requirements are expected to take effect in the **2028 fiscal year**.

The members of the working group represent various types of LGs and one Regional Service Commission to ensure that the new manual will be useful and beneficial for LGs of all sizes and capacities. An external consultant supports the group to guide the process and propose changes.

This collaborative effort aims to ensure that the manual reflects current GNB policies, complies with new PSAB standards, and provides recommendations for potential improvements that will benefit local governments.

The Department of ELG and the working group will focus on creating updates that are clear, practical, and easy to implement. Our goal is to ensure the revised manual supports strong financial management and provides useful

Afin que la révision du manuel tienne compte du point de vue des GL, le ministère de l'Environnement et des gouvernements locaux a mis sur pied un groupe de travail pour guider cette initiative.

En novembre 2025, les associations municipales ont identifié des représentants pour participer à un groupe de travail qui aura pour but de collaborer à une initiative importante : la mise à jour du [Manuel de rapports financiers municipaux \(MRFM\) - 2011](#) afin de l'harmoniser avec les nouvelles exigences du Conseil sur la comptabilité dans le secteur public (CCSP), qui entreront en vigueur pour les gouvernements locaux pour **l'exercice 2028**.

Les membres de ce groupe représentent les différents types de gouvernements locaux et une Commissions de services régionaux pour assurer que le nouveau manuel soit utile et bénéfique pour les GL de toutes les tailles et capacités. Un consultant externe appuiera le groupe pour accompagner le processus et de proposer des changements.

Cet effort collaboratif vise à s'assurer que le manuel reflète les politiques internes actuelles du GNB, soit conforme aux nouvelles normes du CCSP, et propose des recommandations pour des améliorations potentielles qui bénéficieront aux gouvernements locaux.

Le ministère de l'EGL et le groupe de travail se concentreront sur la création de mises à jour claires, pratiques et faciles à mettre en œuvre. Notre objectif est de veiller à ce que le manuel révisé soutienne une gestion

guidance for local governments in their day-to-day operations.

Engagement opportunities will be provided to all local governments throughout the project, in both English and French. These opportunities will allow partners to review progress, share feedback, and help ensure alignment before final recommendations are made. A session is planned for the spring, and details will be shared at a later time.

Should you have questions or require further information, please contact a member of the Local Government Community Finance Team at [Communityfinances-financescommunautaires@GNB.CA](mailto:Communityfinances-financescommunautaires@GNB.CA). We are here to support you and your teams and provide guidance.

Thank you for your collaboration.

financière solide et fournit des conseils utiles aux gouvernements locaux dans leurs opérations quotidiennes.

Des occasions d'engagement seront offertes à tous les gouvernements locaux pendant la durée du projet, en anglais et en français. Ces occasions permettront aux parties prenantes de prendre connaissance des progrès réalisés, de formuler des commentaires et de s'assurer de l'alignement avant l'élaboration des recommandations finales. Une session est prévue au printemps, et les détails seront communiqués ultérieurement.

Si vous avez des questions ou si vous avez besoin d'éclaircissements supplémentaires, veuillez communiquer avec un membre de l'équipe des Finances communautaires des gouvernements locaux à l'adresse suivante : [Communityfinances-financescommunautaires@GNB.CA](mailto:Communityfinances-financescommunautaires@GNB.CA). Nous sommes là pour vous soutenir, vous et vos équipes, et pour vous offrir des conseils.

Merci pour votre collaboration.

*(Original signed by/Original signé par)*

Grace Lee Cutler  
Senior Director, Community Finance Branch  
Environment and Local Government / Environnement et Gouvernements locaux



## **Mayor's Report**

### **January 2026**

- January 5 – Five Rivers meeting with CAO
- January 6 – Five Rivers By-law and Policy Committee
- January 8 – Five Rivers Rural Plan Advisory Committee
- January 13 – Five Rivers Regular Council meeting
- January 15 – Five Rivers Rural Plan Advisory Committee
- January 21 – Five Rivers By-law and Policy Committee
- January 21 – KRSC meeting with CEO and Chair
- January 21 – KRSC Community Development Committee
- January 22 – KRSC Special meeting with Economic and Social Inclusion Corporation introduction to the new Overcoming Poverty Together plan
- January 29 – Five Rivers office - grant presentation to Sistema and photo
- January 29 – KRSC Finance Committee

# Five Rivers Rural Plan Review Committee

Date: November 6/2025

Time: 5:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: Policies and Proposals

Attendees: Serge Boucher, Tina Beers, Karen Campbell, Janet Plume-Petley, Alexandria Arsenault, Jan Manger, Rob Webber, Shane Thomson.

Absent: N/A

ITEM	MOTION PROPOSED	MOTION SECONDED	DISCUSSION	ACTION
1. Opening of the meeting			Alexandria opened the meeting	
2. Adoption of the agenda	Tina	Karen		adopted
3. Adoption of the minutes	Shane	Tina	Discussion to review policies and proposals document and compare to SWAT	<u>Each member to review/compare prior to next meeting Nov. 18/25</u>
4. Indigenous Land Acknowledgement (update and/or adoption)			No update from Rob	<u>Pushed to next meeting Nov 18/25</u>
5. Policies and proposals			Each read, reviewed wording and clarifications, discussed recommendation of revisions, edits and implications.	<u>1. Each member may review and bring forth any revisions at next meeting.</u> <u>2. Rob will edit particular wording within the document identified by the committee. Forward to Shane for review,</u>

				<u><a href="#">forward to Serge for final review. Changes to be presented at next meeting.</a></u>
6. Other topics			None Added	
7. Date of next meeting				<b>November 18/25 6 pm.</b>
8. Adjournment of the meeting	Karen	Janet		Meeting Adjourned.

---

Tina Beers, Maire

---

Rob Webber, Greffier

## Five Rivers Rural Plan Review Committee

Date: October 16/2025

Time: 6:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: First Meeting and Introductions

Attendees: Serge Boucher, Tina Beers, Karen Campbell, Janet Plume-Petley, Alexandria Arsenault, Jan Manger, Rob Webber, Shane Thomson.

Absent: N/A

Topic	Discussion	Action
Opening of the meeting	Tina opened the meeting with a welcome and introducing Serge.	Serge gave brief explanation of his role and of the committees goal regarding the establishment of a Rural Plan for Five Rivers.
Adoption of the agenda	Discussion included: format of meetings, necessity of attendance, time sensitivity. Documents to be forwarded prior to meetings.	Committee Approved the agenda. <b>Serge to forward documents prior to meetings</b>
Introduction of the committee Members		Each member introduced themselves giving a brief bio.
Selection of the president, vice president and secretary	Discussion concerning perception of titles and roles and expectations.	Committee agreed to title changes: President to Chair, Vice President to Vice Chair and Secretary. Nominations and acceptances: Chair: Alexandria Arsenault Vice Chair: Jan Manger Secretary: Janet Plume-Petley
Meeting schedule, confirmation of dates and times	Review of meeting times and locations, attending through teamsters an option if needed.	<b>Change to November 6/2025 Meeting time: From 6:00 pm to 5:00 pm</b>

Indigenous Land acknowledgement	Alexandria read the provided acknowledgement. Committee agreed to the necessity of including the acknowledgement. Discussion concerning particular wording and the need to look at other municipalities acknowledgements.	<b>Rob to research other municipalities' acknowledgements to find two alternatives to bring to future meetings for review, consideration and vote before adopting into the plan.</b>
Let's talk about 5 Rivers: Exercise SWTO	Activity introduced by Serge, each member shared their opinions, lots of discussions. Serge encouraged members to speak to individuals that may have building/business "Project ideas" for the area, as now is the time to consider such plans when looking at land usage and zoning. Providing the opportunity on the Five Rivers website such that residents may share these goals with the Committee, was suggested and agreed upon.	<b>Janet to type up results.</b>  <b>Rob to look at having this request to share "project ideas" added to Five Rivers website.</b>
Complete preliminary study for Five Rivers	Document quickly introduced	<b>Committee to review documentations on their own time.</b>
Other topics		No action
Date of next meeting	November 6/2025 at 5:00 pm	<b>Karen to join via teamsters.</b>
Adjournment of the meeting		Chair Adjourned the meeting

---

Tina Beers, Maire

---

Rob Webber, Greffier



## Five Rivers Rural Plan Review Committee

Date: November 18/2025

Time: 6:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: Residential and commercial zoning

Attendees: Serge Boucher, Tina Beers, Karen Campbell, Janet Plume-Petley, Alexandria Arsenault, Jan Manger, Rob Webber, Shane Thomson.

Absent: N/A

ITEM	MOTION PROPOSED	MOTION SECONDED	DISCUSSION	ACTION
1. Opening of the meeting			Alexandria called the meeting to order	
2. Adoption of the agenda	Tina	Karen		<b>Agenda Adopted</b>
3. Adoption of the minutes	Tina	Karen		<b>Minutes adopted</b>
4. Indigenous Land Acknowledgement (update and/or adoption)			Rob presented his findings of other municipalities' acknowledgements.	<b>Rob to send a few options to the committee. Final version will need to go to Counsel for approval.</b>
5. Policies and proposals(update and/or adoption)	Karen	Tina	Rob completed changes to the document. - Rob shared he wrote an additional Policy concerning biosolids processing industry that Committee discussed as necessary.  - Discussion to have policy concerning renewable Energy added  - Policy 2.2.1 addition of "route 116 section located at Bass River" Motion to accept with modification	<b>Serge will review the changes and forward to the committee for review.</b>  <b>Serge to draft and bring to committee</b>  <b>Motion carried. Serge to make modification</b>
6. Residential and			Serge presented the document and each category	<b>Serge to bring</b>

Commercial uses			was discussed.	<b>definitions/examples of family dwellings to next meeting</b>
<u>Residential:</u> - One Family Residential	Karen	Janet	Discussion it was redundant-motioned to remove	<b>Motion carried. Serge to remove</b>
- Professional Home Occupations (a)	Karen	Tina	Correct "Seamstress engineer". Accept with modification	<b>Motion carried. Serge to correct.</b>
- (b)	Karen	Tina	Add "Cattery" accept with modification.	<b>Motion carried. Serge to add.</b>
<u>Commercial:</u> - Central	Karen	Tina	Accepted	<b>Motion carried</b>
- Tourism	Karen	Tina	Accepted	<b>Motion carried</b>
- Rural	Karen	Tina	Accepted	<b>Motion carried</b>
7. Other topics				
8. Date of next meeting				<b>November 26/25 6 pm</b>
9. Adjournment of the meeting	Karen	Janet	Accepted	<b>Motion carried</b>

---

Tina Beers, Maire

---

Rob Webber, Greffier

## Five Rivers Rural Plan Review Committee

Date: November 26/2025

Time: 6:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: Adoption of previous matters and finishing residential topic

Attendees: Serge Boucher, Tina Beers, Karen Campbell, Janet Plume-Petley, Jan Manger, Rob Webber, Shane Thomson.

Absent: Alexandria Arsenault,

ITEM	MOTION PROPOSED	MOTION SECONDED	DISCUSSION	ACTION
1. Opening of the meeting			Tina opened the meeting advising Alexandria requested to step down as chair.	New chair to be elected
2. Adoption of the agenda	Karen	Jan	Two amendments to the agenda 3. election of a new chair 8. under other topics and honorarium approved for committee members by counsel.	Updated agenda adopted
3. Election of new chair	Tina	Karen	Tina nominated herself	Motion carried - change adopted.
4. Adoption of the minutes	Karen	Shane		adopted
5. Indigenous Land Acknowledgement (update and/or adoption)			Reviewed/compared original text with Tina's revised text. Committee accepted Tina's text with a couple of changes.	<b>Revised Acknowledgement to be taken to Counsel for adoption.</b>
6. Policies and proposals(update and/or adoption)			Revisions and additions to original text reviewed. Majority of original text to be maintained other than those identified.	<b>Tina to update document and sent to Serge.</b>  <b>2.1 Serge to review and clarify if language needs to remain the same.</b> <b>2.10 Serge to look at wording that</b>

				<p>may need to be retained.</p> <p><b>2.10.1 Serge to look at (b) to see if wording is necessary</b></p> <p><b><u>Committee agreed upon the following changes:</u></b></p> <p>2.1.2 remove “in both central and Rural areas”</p> <p>2.2.1 Addition of Bass River</p> <p>2.6.1 Revised text</p> <p>2.6.1(B) Addition</p> <p>2.6.2 Revised text</p> <p>2.6.2(B) revised text addition</p> <p><b>Under 2.6.6</b> revised text addition</p> <p>2.8.3 Revised text</p> <p>2.8.5 Revised text with “water table” added</p> <p>2.10.1 revised text additions</p> <p>2.10.5 revised text additions</p> <p>2.10.7 revised text additions</p>
7. Residential Section (Part 2)	Karen	Shane	Reviewed/Discussed. Document accepted as is except for (c) i & ii	Adopted <b>(c) i &amp; ii carried over.</b>
8. Other topics			Honorarium for members approved by counsel	
9. Date of next meeting			<p><b>Subsequent meetings as follows:</b></p> <p><b>December 11/25 6 pm</b></p> <p><b>December 16/25 6pm</b></p> <p><b>January 8/26 6 pm</b></p> <p><b>January 15/26 6pm</b></p>	<b>December 4/25 6 pm</b>
10. Adjournment of the meeting	Tina	Karen		<b>Meeting adjourned.</b>

---

Tina Beers, Maire

---

Rob Webber, Greffier

## Five Rivers Rural Plan Review Committee

Date: December 16/2025

Time: 6:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: continuation of the residential and commercial topics

Attendees: Serge Boucher, Tina Beers, Janet Plume-Petley,  
Jan Manger, Rob Webber, Shane Thomson., Alexandria Arsenault,  
Online: Karen Campbell

Absent:

ITEM	MOTION PROPOSED	MOTION SECONDED	DISCUSSION	ACTION
1. Opening of the meeting				Tina opened the meeting
2. Adoption of the agenda	Ali	Jan	Added Residential Section (part 2) that was incomplete at previous meeting	Agenda Adopted
3. Adoption of the minutes	Janet	Shane		Minutes adopted
4. Policies and proposals (adoption)	Ali	Janet		Policy and Proposals adopted
5. Residential Section (Part 2)	Ali	Jan	Discussion concerning Containers used as accessory buildings.  Residential definitions pictures & diagrams reviewed  chicken coop discussion	Committee agreed to allow, with guidelines on appearance. <b>Serge to bring other municipality's guidelines to next meeting.</b>  <b>Definitions adopted with removal of word "detached" from garage suite definition.</b>  <b>Serge to look at other regions guidelines for next meeting.</b>
6. Residential Section (Part 3)			Shipping containers as a residence reviewed & discussed. Shane shared what he found as examples of guidelines. Document "standards for	<b>Serge to share with building inspectors for insight.</b>  <b>Parked:</b>

			livable/seasonal/movable vehicles” reviewed.	<b>Karen to obtain Salisbury guidelines Serge to obtain other community guidelines.</b>
7. Commercial (Section Part 2)			Review started of document “professional Home Occupations”.  Discussion concerning sizes of structures, specifically “Garage Suite”	Need to revisit the information of garage sizes in previous document.  <b>Serge to get feedback for next meeting.</b>
8. Other topics			Shane shared he is now a licensed Realtor, committee agreed no conflict.	
9. Date of next meeting				<b>January 8<sup>th</sup> and 15th</b>
10. Adjournment of the meeting	Karen	Jan		Meeting adjourned

---

Tina Beers, Maire

---

Rob Webber, Greffier

## Five Rivers Rural Plan Review Committee

Date: January 8/2026

Time: 6:00 pm

Location: Five Rivers Municipal building

Objective of Meeting: Finish up the residential & commercial topics

Attendees: Serge Boucher, Jan Manger, Rob Webber, Alexandria Arsenault,

Online: Karen Campbell, Janet Plume-Petley, Tina Beers

Absent: Shane Thomson

ITEM	MOTION PROPOSED	MOTION SECONDED	DISCUSSION	ACTION
1. Opening of the meeting				Tina opened the meeting
2. Adoption of the agenda	Karen	Jan		Adopted
3. Adoption of the minutes	Karen	Janet		Adopted
4. Residential Section (Part 3)	Karen	Janet	<p>1. Garage Suite: Discussion returned to the size of the garage and garage suite.</p> <p>2. <u>Standards of livable/seasonal/movable vehicles</u> section discussed. Reviewed Salisbury bi-laws, Serge share other communities bi-laws regarding this section. Discussed town vs rural implications. Serge also shared feedback from building inspectors concerning use of shipping containers.</p> <p>3. <u>Micro dwellings 131 (3)</u></p> <p>4. <u>Commercial containers and trailers as accessory structures. 133 (1)</u> Discussion concerning allowance/usage in</p>	<p><b>Committee agreed to return to original max. sizes indicated in the document (1000 ft2 for a garage and 800 ft2 for a suite.)</b></p> <p><b>Changes:</b>  <b>Maintain from: 131 (1) (d),</b>  <b>Remove (c), (e) and (j)</b>  <b>Remove (R1) and (RM) from (i)</b>  <b>Serge to adjust document</b>  <b>Motion Adopted</b></p> <p><b>Committee agree distinction required to indicate the following:</b>  <b>Installed (Tiny House)</b>  <b>Uninstalled (on wheels)</b></p> <p><b>Remove: (R2), (R3) zone.</b>  <b>Include requirement of exterior finishing so that container is</b></p>

	Karen	Jan	<p>commercial zone within Rexton, exterior finishes being/becoming unsightly.</p> <p>5. <u>Green Energy</u> reviewed and accepted as written</p> <p>6. <u>Hobby Farm: Definition</u>  <u>Hobby Farm and Urban Agriculture</u>  both documents reviewed simultaneously.  The need for two separate sections (Rural and Urban) discussed.</p>	<p><b>not/does not become unsightly long-term.</b></p> <p><b>Motion Adopted.</b></p> <p><b>Motion Adopted</b></p> <p><b>Committee agreed:</b>  <b>Hobby Farm definition (a-g) acceptable for rural area.</b>  <b>Hobby farm and Urban Agriculture - (a-e) acceptable for Urban (Rexton core).</b>  <b>- remainder of doc acceptable with change of word from “chickens to Hens”</b>  <b>Add “agriculture zone”</b></p> <p><b>Motion adopted</b></p>
5. Commercial (Section Part 3)				<b>Carried over</b>
6. Other topics			Tina advised with the current timeline it is not feasible to have the Plan completed before the municipal elections in May.	
7. Date of next meeting				<b>January 15th/2026</b> <b>February 17/2026</b> <b>February 25/2026</b>
8. Adjournment of the meeting	Karen	Jan		Meeting adjourned

# BY-LAW & POLICY REVIEW COMMITTEE MEETING

## MINUTES

January 7, 2025, 11:00 AM  
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



### 1. Call to Order.

The mayor called the meeting to order at 11:06 a.m.

### 2. Attendance.

IN PERSON:     Elaine Warren, Councillor / Ward 4  
                          Rob Webber, Clerk  
                          Tiffany Cail, Assistant Clerk

VIRTUAL:     Tina Beers, Mayor  
                          Karen Campbell, Deputy Mayor / Ward 1

### 3. Approval of Agenda of Committee Meeting on January 7, 2026.

#### **Motion 010726.01**

Be it resolved that the By-Law & Policy Review Committee approves the agenda, as submitted by the Clerk, for its committee meeting on January 7, 2026.

Moved by : DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.  
MOTION CARRIED.

### 4. Approval of Minutes of By-Law Committee Meeting on December 2, 2025.

#### **Motion 010726.02**

Be it resolved that the By-Law & Policy Review Committee approves the minutes, as submitted by the Clerk, for its committee meeting on December 2, 2025.

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.  
MOTION CARRIED.

### 5. Disclosures of Conflict of Interest.

No disclosures were declared.

### 6. Business Arising from Prior Meeting.

- a. By-Law Review: B.04.01 – Mobile Vendors & Peddlers  
(Send to next council meeting – January 13, 2026)
- b. By-Law Review: By-Law No. xxx – Relating to solid waste collection and disposal (KRSC)  
(Send to February council meeting – February 10, 2026)
- c. By-Law Review: A.01.01 – Proceedings of Council  
(Send to next council meeting – January 13, 2026)

# BY-LAW & POLICY REVIEW COMMITTEE MEETING

## MINUTES

January 7, 2025, 11:00 AM  
Municipal Office, 82 Main Street, Rexton, NB, E4W 5N4



- d. By-Law Review: 03-22 – Code of Conduct for the Council of Five Rivers  
(Differed to future meeting)
- e. Policy Review: 24-02 – Employee Handbook  
(Continue review at next committee meeting)
- f. Policy Review: P.15.01 – Fire Department Administration  
(Continue review at next committee meeting)

### 7. New Business.

- a. Policy Review: P.01.01 – Administrative Standards  
(Review at next committee meeting)

### 8. Adjournment.

#### **Motion 010726.03**

Moved by: DEPUTY MAYOR CAMPBELL | Seconded by: COUNCILLOR WARREN.  
MOTION CARRIED.

---

Tina Beers, Mayor

---

Rob Webber, Clerk



# CAO Report

February 2026

---

ID	TASK	DESCRIPTION
1	Rural Plan Committee	The next meeting of the Committee is scheduled for Tuesday, Feb 17.
2	2026 Operating Budgets	The 2026 operating budgets have been posted on our website.
3	By-Law & Policy Development	Administration continues to update and develop by-laws and policies at direction of By-Law Committee. Currently working on: Proceedings of Council (adjustment to definition of consent agenda), HR Manual.
4	Payment for Fire Truck	Administration paid the balance of Rexton Fire Dept truck in mid-January.
5	Municipal Signage	We have received two large highway signs but will need new posts. We are working with the company that produced the signs to get the posts and to produce the other signs (in front of office, in front of works building, welcome to signs in Rexton will change to: "Welcome to Rexton, a community of Five Rivers".
6	Legal Counsel	At present, Five Rivers is using two law firms. We use Stewart McKelvey (Fredericton) for HR matters and Cox & Palmer (Fredericton) for land sale transactions. Our relationship with Cox & Palmer is under review.
7	Contact with Glenn Group	Administration reached out to Daniel Glenn of the Glenn Group, an engineering firm based in Fredericton that specializes in designing and implementing special infrastructure projects for municipalities to promote local tourism and culture. The Glenn Group works across the Maritimes and is very well known to funding agencies at GNB. It has completed major



ID	TASK	DESCRIPTION
		projects for Hopewell Rocks, St. Andrews, Nackawic, Saint Jahn, Campbellton, and many others. Daniel Glenn, its founder, has family ties to Harcourt. Daniel is preparing a proposal for us to conduct a one-day workshop with local movers and shakers to generate ideas of what could be done (built, added, etc.) to attract people to our community. We will receive his proposal later this month.
8	Staffing	We have posted three positions on our website, Facebook, the Job Bank, and Indeed: Community Development Specialist, Accounting Clerk, and Public Works Laborer. They will remain posted until Feb 20. We have also hired Lisette Gallant as a Senior Planner on a temporary, part-time basis for three months and for 5 to 10 hours per week. The role will help us fill the gap left by Emily's resignation. The administration will ask Council to approve this role as a permanent, part-time position. Lisette is retiring from the RCMP and is building a home in Rexton. She will be focused on EMO Planning, Asset Management and Capital Planning, and procurement.
9	Beersville Outdoor Rink Project	The rink build is 95% complete and usable as is. The reason the rink was not flooded is bad pipe from the onsite well to the rink, which was not in our scope of work. We are holding 10% of payment to Gaudet Landscaping to ensure they finish the work in the spring.
10	Purchase & Sales Agreement for Industrial Park Property	Administration is in the final stages of completing a Developer's Agreement and a Purchase and Sales Agreement (PSA) to sell PID 25141375 in the industrial park to Randy Warman. Expected proceeds from sale = \$55k. The agreement will include a buy-back clause to protect against future sales and transfers. We are still waiting for templates from Cox & Palmer.  <b>NOTE:</b> All agreements need to be signed by this Council in April or March or they will carry over to the new Council. The administration is aware of this and is working to get these to Council in March.



ID	TASK	DESCRIPTION
11	Developer Agreement for Shoreway Development on PID 25125626.	In December, Alex Mason of GNB's Regional Development Corporation (RDC) informed us that the RDC has tentatively approved our grant application to cover up to 83% of the cost of public infrastructure (street & sewer) for the Shoreway housing project on PID 25125626 (off Main Street) under the Canada Housing and Infrastructure Fund (CHIF). The RDC's approval is tied to a federal contribution that still needs to be approved, but in most cases, if the RDC approves, the fed follows. Our original application, prepared by Gemtec, was based on a total estimated cost of \$1.8M. However, Shoreway is now planning to build only four duplexes in 2026, so we plan to reduce our funding request, perhaps by 50%. We will be meeting with Gemtec and Shoreway next week to right-size the application based on Shoreway's revised build plan.
12	Municipal Property Sale in Industrial Park (South Lot)	Last year, Council awarded the South Lot (about half of PID 25140823) to Manuel Development Group Inc. (MDG) for just over \$80k. Five Rivers has issued a Developer's Agreement to MDG. Once it is signed, we will issue a Purchase and Sale Agreement (PSA) to conclude this sale. MDG is anxious to get the agreement in place so they can start sitework in the spring.
13	Municipal Property Sale in Industrial Park (North Lot)	We are in contact with Pivot Housing to secure a Developer's Agreement and a Purchase and Sale Agreement for the North Lot (about half of PID 25140823) in the Industrial Park.
14	New Developer's Agreement for municipal property sold earlier this year	We are working with Flagpoint Construction to create a Developer's Agreement with a buy-back clause and other protections for the municipality.
15	Bonar Law Operations Repairs	The Department of Tourism, Heritage, and Culture (THC) at GNB plans to repair the BLC house this spring, which should enable us to open this summer.



ID	TASK	DESCRIPTION
16	Response to TransAqua Proposal	As of Feb 5, we have not sent a response letter to TransAqua.
17	EMO Plan Update	The administration is working with provincial advisors to update our EMO plan.
18	MOUs with Local Groups	After completing the 2025-2026 agreement with Kent Curling, we plan to draft MOUs for the Historical Society, Lion's Club, baseball leagues, Ju-Jitsu Club, and Upriver Country Market.
19	CN Rail Payment for Fires	The municipality has submitted applications to CN to recover costs related to last year's railway fires. We have not received a response from them.
20	E6	Last week, we had our first meeting with Christien Leblanc of E6, the consulting firm that is reviewing our financial management practices. E6 is expected to work with us for 6 to 8 weeks and will provide us with a final report on the status of our financial system and management. We will pay E6 two payments of \$3750 for a total of \$7500.
21	2025 Audit	We plan to contact our auditor to start our financial audit in March.
22	Route 116-134 Intersection	Administration has engaged GNB regarding the intersection of Route 116 and 134. GNB has reported that it will be our responsibility to pay for a traffic study.
23	Roadwork Priorities	Administration needs to provide a priority list to DTI regarding secondary roads (non-PMHP) in Five Rivers.
24	Bridge Replacement on Richibucto River	DTI has announced a plan to replace Richibucto River Bridge #2 next year. This bridge, built in 1914, connects Main River Creek Road across the Richibucto River at Graham Point. Admin was made aware of this by a relative of a local resident who is due to have land appropriated by GNB to support the new bridge. The resident also has asked for more



ID	TASK	DESCRIPTION
		information about the design of the new bridge and how it might affect traffic. Admin will follow up with DTI to find out more about the new bridge.
25	JDI Forestry Plan	At the UMNB conference, JDI presented an option for municipalities to identify forest land to be protected and forest land to be used by JDI. Admin will review the proposition and may bring the matter to Council.
26	EV Charging System	Earlier this year, Five Rivers received a proposal from LED Hubs Inc. to install EV charging stations. LED Hubs has worked with municipalities across Canada. We plan to revisit their proposal in 2026.
27	Intellectual Property, Financial & Security Data	Administration continues to consolidate, organize, and secure its intellectual property, focusing on financial IP (bank accounts, funds, etc.) and security IP (door keys, security codes, system/online user IDs and passwords, etc.).
28	Record & File Management	Admin is collecting, sorting, and organizing paper files stored in town hall. In addition, we continue to consolidate soft files into MS SharePoint. We also plan to create a new library of key documents and records for the public at our reception desk.
29	Municipal Insurance Comparison	Later this year, administration plans to compare the insurance offering from Canoe to our current insurance plan.
30	Age Friendly Committee	Administration is coordinating and participating in Age Friendly Committee meetings.
31	Climate Adaptation Cohort Project	Admin coordinating the participation of Councillors in the Climate Adaptation Cohort Project.
32	Renewable Energy Project	WPD-Canada, a renewable energy company with headquarters in Toronto, is exploring a potential renewable energy project (a solar project) in Five Rivers.



ID	TASK	DESCRIPTION
33	Greenwood Lodge Project	No further updates or communication since the last meeting.



# Communications & Community Development Report

February 2026

ID	TASK	DESCRIPTION
1	Mail Out of Mayor's Message	Working with the Mayor, the administration has prepared a Mayor's Message that reflects accomplishments in 2025. The file will be mailed to homes in Five Rivers this month.
2	New Post on Rexton Mayors & Councillors	We have posted profiles of former Rexton Mayors on the website as well as a list for former councillors of Rexton.
3	Notice on Municipal Election	We have posted an FAQ on the upcoming municipal election on our website for voters and potential candidates.
4	Mail Out on Election	Administration is preparing a public notice about the municipal election to be mailed to homes in Five Rivers this month.
5	Spring Newsletter	Administration is preparing the spring newsletter. We plan to send it out in mid-to-late March.
6	Video Editing Software	We have downloaded and installed DaVinci Resolve to edit our council videos.
7	2025 Annual Report	We should be able to quickly produce our 2025 Annual Report as soon as our Audit is completed.
8	Notice on Affordable Housing	We have posted a notice that explains how to register with GNB to request affordable housing.
9	2025 Year in Review	We have posted the 2025 year in review on our website.



ID	TASK	DESCRIPTION
10	Frost Fest	Frosty Fest, which begins on Friday, February 19, has been advertised on our website and Facebook.



**RECREATION**

## **MONTHLY REPORT**

---

**February 3, 2026**

**FIVE RIVERS**

**Authored by:**

**MARLEY BURKE - Recreation**



# January 2026

## RECREATION REPORT

### Rexton Sports & Recreation Centre

- **Kent Curling**
  - **Curling Tournaments**
  - STURLING Cashpiel – January 9
  - Bonspiel – January 30 – February 1
  - Learn to Curl – January 16 (public), January 26 (Ecole Blanche Bourgeois)

### **Kent Curling – Learn to Curl for Newcomers**

- The Five Rivers Recreation and Events Coordinator, in collaboration with Nena Van de Wouwer from the Rural Settlement Network, is organizing a Learn to Curl event for newcomers to the area. This initiative will provide newcomers with the opportunity to experience a Canadian sport while also supporting potential membership growth for the Kent Curling Club. Please see “Frosty Fest” for more information.
- **Programs**
  - Youth Fitness** – Flyers will be distributed to the residents of Five Rivers and Beaurivage to advertise the Youth Fitness Program. The expenses for these flyers will be covered by the Active Communities Grant.
  - Schedule – Tuesday 4:15pm & 5:15pm, Thursday 6:00pm, Saturday 9:45am (registration required)
  - March Break Camp** – Creating Wonders Daycare is inquiring about having a day camp during March break at the Recreation Centre.
- **Event Schedules** – Schedules for Five Rivers, Kent Curling and other local events are now being displayed on the TV at the Recreation Centre.

### **Splash Pad**

- **CLOSED FOR THE SEASON**
  - Working on creating a sign for the splash pad.

### **Carson's Landing**

- **CLOSED FOR THE SEASON**

### **Bonar Law Common**

- **Funding** – Actively searching for funding for repairs.

---

## Rexton Ball Field

- **CLOSED FOR THE SEASON**
- Spoke with Mike Beers twice in January about the future of the Ballfield. Will be planning a meeting in February to discuss further.

## Winter Season

- **Frosty Fest – (Appendix A)**
  - Each event will be separately posted on Facebook.

### **Friday, February 13**

- Learn to Curl 5pm-7pm. Working with Rural Settlement Network to encourage newcomers to try curling. Everyone will be entered for the chance to win a door prize! Free hot chocolate and cookies.
- Family Skate Night – We now have lights around the rink which will be on, music playing and free hot chocolate and cookies.

### **Saturday, February 14**

- Clairville/Beersville Winter Festival 9:30am – 5:00pm
- A Valentine's Day Variety Show – Saint Andrew's Church in Rexton 7pm-9pm. This is a family event, organized by the Richibucto River Historical Society and the Small Town Players. Baked goods will be for sale on site. Some of the proceeds will be donated to local non-profit organizations.

### **Sunday, February 15**

- Family Fun Day will take place at the Rexton Sports and Recreation Centre from 12pm-4pm! Enjoy a full afternoon of winter fun with sliding, skating, snowman building, and snow painting. Goguen & Sons Maple Taffy Sugar Camp will be on site, and everyone who attends will receive a free maple lollipop. Llama-zing Adventures will also be there with their animals for you to meet. Inside the Recreation Centre, Tito's Café and Dad's Bakery will be offering food and drinks for purchase. Craft stations and games will be set up indoors as well, giving everyone a chance to warm up and keep the fun going.

### **Monday, February 16**

- Family Game Day – 12pm-2pm at the Rexton Sports & Recreation Centre. Cheyenne Joseph will join us from Tinkerdome! She will bring her games with her and organize a wonderful afternoon of afternoon fun!
- Family Day BINGO – Rexton Lion's Hall – Five Rivers will contribute a door prize.
- **Rexton Outdoor Rink**
  - Had Warman's Welding fix the hockey nets that we currently have. Ordered new nets for next year and will paint the frames this summer.
  - Good turn out this year, daily activity.

**Craft and game nights** – looking at weekly or biweekly activities at the Rec Centre.

---

## Other

- **Actively searching for funding opportunities for recreational purposes.**
- Applied for Canada Summer Job Grant for summer of 2026.
- Applied for Celebrate Canada funding for July 2026.
- Applied for SEED Summer Grant for summer of 2026.
- Ordered yellow T-shirts for staff for Suicide Awareness Day-Kent – Friday, Feb 6
- Working on putting together a Swag package for outgoing and incoming Mayor and Council.

- **Attended**

**Thursday, January 8**

- Funding opportunities with Clairville/Beersville Recreation Council and Philippe Savoie-Vienneau from Sports and Recreation (GNB)

**Friday, January 9**

- Meeting with Ashley Francis from Creating Wonders Daycare to discuss potential March Break Camp at the Rexton Sports & Recreation Centre

**Tuesday, January 13**

- Meeting at Kent Regional Service Commission - Regional Partners Table (Physical Activity)

**Tuesday, January 20**

- Day 1 - Destination SouthEast Forum & AGM – Champdoré

**Wednesday, January 21**

- Day 2 – Destination SouthEast Forum & AGM – Champdoré

**Thursday, January 22**

- Cost Share meeting at Kent Regional Service Commission in Richibucto to present the Kent Curling Annual Report for 2024

**Friday, January 23**

- Delivered Winter Newsletters to Rexton and Harcourt Post Offices to be distributed.

**Thursday, January 29**

- Meeting with Public Works to discuss repairs of the Lion's Club building.

**Friday, January 30**

- Regional Cultural Policy Meeting
- Day 1 – Kent Curling Bonspiel

## Communication

- Winter newsletter distributed to Rexton and Harcourt post offices for distribution.
- Daily Facebook posts for Municipal Grants, Community News, Events and Activities.

# Appendix A

# Frosty Fest

February 13-16

**Friday Saturday Sunday Monday**

<b>Rexton Recreation &amp; Sports Centre</b> 49 Centennial W Ave, Rexton  <b>Learn to Curl 5pm-7pm</b> Door prizes Cookies & Hot Chocolate  <b>Family Skate 7pm-9pm</b> Music Free Hot Chocolate!	<b>Clairville/Beersville Winter Festival 9am-5pm</b> 5 on 5 hockey Milk jug curling Touch a Firetruck &more!  <b>Saint Andrew's Church-Rexton Valentine's Variety Show 7pm-9pm</b> A show of skits and music for all ages! Baked goods for sale.	<b>Rexton Recreation &amp; Sports Centre</b> <b>49 Centennial W Ave</b> <b>12pm-4pm</b>  Llama-zing Adventures! Free Skate Snowman building Tito's Cafe Dad's Bakery Maple Taffy Sugar Camp Sliding Hill Indoor activities!	<b>Rexton Recreation &amp; Sports Centre</b> <b>49 Centennial W Ave</b>  <b>Family Game Time 12pm-2pm</b> Bring your friends and family and play some board games!  <b>Lion's Club BINGO</b> <b>Doors open at 5pm</b> Door prizes!
--	---	--	--

# 2026 FROSTY FEST

February 13

**FREE!**

**Learn to Curl**  
5:00pm - 7:00pm

**EVERYONE IS WELCOME**

**NEW TO CANADA?**  
Learn to Curl and experience a classic Canadian sport!  
Meet new people, stay active, and have fun on the ice.

**Door prizes**  
Hot Chocolate & Cookies  
ALL AGES WELCOME!



**FIVE RIVERS**  
**KENT CURLING**  
**Rural Settlement Network**  
**CONSEIL MULTICULTUREL DU NOUVEAU-BRUNSWICK**

# 2026 FROSTY FEST

February 13

**FREE!**

**Family Skate Night**  
7:00pm - 9:00pm



**MUSIC**  
Hot Chocolate & Cookies!

**SATURDAY FEBRUARY 14, 2026**

Where: Clairville Rink 1063 Rte 465

**EVERYONE WELCOME!**

**9 to 3:30pm** **FAMILY FUN HOCKEY TOURNAMENT**  
 Team of 5  
 2 Adults, 3 Kids (under 14)  
 Cost is \$60 per Team  
 Pre-register by Feb 6 by emailing nataliefillmore@gmail.com

**ALL DAY FUN**

**12 to 1:30pm** **SEDDING AND OUTDOOR GAMES**

**CANTEEN** (cash only). Chili, hotdogs, drinks and treats

**TOUCH A FIRE TRUCK** by Beersville Fire Dept.

**MAPLE SYRUP** in the snow

**MILK JUG CURLING**

**TOONIE TOSS** \$2 per toss, must be 19 & over to play

**CHICKEN POOP BINGO** 50/50 \$5 per square

**OPEN SKATE & POUTINE FOR SALE** (fries, cheese & gravy)

Made with PosterMyWall.com

**FOR MORE INFORMATION** CLAIRVILLE-BEERSVILLE RECREATIONAL COUNCIL FACEBOOK PAGE

Richibucto River Historical Society & Small Town Players present:

## A Valentine's Day Variety Show

An evening of music and skits for the whole family

**February 14 7pm-9pm**

Saint Andrew's United Church Rexton

Doors open at 6:00pm

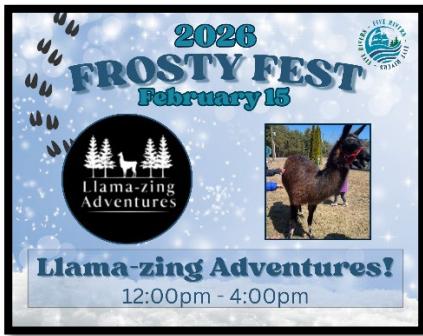
Baked goods available for sale

Tickets Available at:  
 Mr. Hairdresser Salon & Five Rivers Municipal Office

General: \$16.00  
 Children: \$5.00

In collaboration with FIVE RIVERS FROSTY FEST

For more information call 506-523-9485





**Public Works**

## **MONTHLY REPORT**

---

**January, 2026**

---

**FIVE RIVERS**

**Authored by:**

**Joshua Gallant – Public Works**



---

# January 2026

## **Public Works REPORT**

### **Rexton Sports & Recreation Centre**

- Curling open
- Check ice plant daily
- Maintaining ice surface for the outdoor rink
- Curling rink plant broke down - a patch repair was done, we will need a new compressor motor price 12,590\$ plus tax installed will also need Refrigerant at 5,415\$
- Outdoor skating rink hut; somebody turn of the heater in the building, which caused pipe to freeze, we repaired it immediately with an extra heater in building

### **Splash Pad**

- Closed for the season
- Check daily

### **Carson's Landing**

- Closed for the season
- Check daily

### **Bonar Law Common**

- Closed for the season
- Check daily

### **Community Garden**

- Close for the season

### **Current Projects**

- Lagoon - had a meeting with CBCL to discuss the lagoon assessment, next step is to get lagoon sludge surveyor, currently waiting on costs from CBCL
- Had a meeting to discuss next repair needed at the Rexton Lions Club

### **Parks/Walking Trails**

- Regular maintenance
- Regular daily checks

---

## Other

- Removed Christmas light
- Cross walk light in front of municipal office repaired
- Kubota tractor should be delivered February 13
- Generator at the Rexton fire hall - block heater replace
- Generator at the Rexton lions club - full lift pump failed waiting for parts
- Created daily, weekly and monthly check list to help with organisation and to keep track of what needs to be done

## Maintenance

### Trackless mt5

- installed rebuilt hydrostatic pump
- Installed rebuilt radiator
- Replace 1 hydraulic line
- Repaired pick up salter



# Communications & Community Development Report

February 2026

ID	TASK	DESCRIPTION
1	Mail Out of Mayor's Message	Working with the Mayor, the administration has prepared a Mayor's Message that reflects accomplishments in 2025. The file will be mailed to homes in Five Rivers this month.
2	New Post on Rexton Mayors & Councillors	We have posted profiles of former Rexton Mayors on the website as well as a list for former councillors of Rexton.
3	Notice on Municipal Election	We have posted an FAQ on the upcoming municipal election on our website for voters and potential candidates.
4	Mail Out on Election	Administration is preparing a public notice about the municipal election to be mailed to homes in Five Rivers this month.
5	Spring Newsletter	Administration is preparing the spring newsletter. We plan to send it out in mid-to-late March.
6	Video Editing Software	We have downloaded and installed DaVinci Resolve to edit our council videos.
7	2025 Annual Report	We should be able to quickly produce our 2025 Annual Report as soon as our Audit is completed.
8	Notice on Affordable Housing	We have posted a notice that explains how to register with GNB to request affordable housing.
9	2025 Year in Review	We have posted the 2025 year in review on our website.



ID	TASK	DESCRIPTION
10	Frost Fest	Frosty Fest, which begins on Friday, February 19, has been advertised on our website and Facebook.



## Municipality of Five Rivers

### By-Law A.01.03

Respecting the Proceedings of Council

#### 1 CONTENTS

<b>2 GENERAL INFORMATION</b>	<b>2</b>
2.1 AUTHORITY	2
2.2 PURPOSE	2
2.3 APPLICATION	2
2.4 DEFINITIONS	3
2.5 REPEAL OF PRIOR BY-LAW	4
<b>3 PROCEEDINGS OF COUNCIL</b>	<b>4</b>
3.1 ACTS AND DECISIONS OF COUNCIL	4
3.2 QUORUM	4
3.3 AGENDAS	4
3.4 PUBLIC NOTICES	5
3.5 MINUTES	5
3.6 MEETING DURATION	5
3.7 MOTIONS	6
3.8 VOTING	6
3.9 RULES OF ORDER	6
3.10 DOCUMENTATION	7
3.11 BYLAW ENACTMENT AND AMENDMENT	7
3.12 POLICY ENACTMENT AND AMENDMENT	8
3.13 CONFLICT OF INTEREST	8
3.14 RIGHT OF PUBLIC TO ATTEND MEETINGS AND PRESENT TO COUNCIL	9
3.15 RECORDING	9
<b>4 MEETINGS</b>	<b>9</b>
4.1 FIRST MEETING OF NEWLY ELECTED COUNCIL	9
4.2 ELECTION OF DEPUTY MAYOR	10
4.3 REGULAR MEETINGS	10

4.4	COMMITTEE-OF-THE-WHOLE MEETINGS	11
4.5	SPECIAL MEETINGS	11
4.6	EMERGENCY MEETINGS	12
4.7	ELECTRONIC MEETINGS	12
4.8	CLOSED MEETINGS	13
<b>5</b>	<b>COMMITTEES</b>	<b>14</b>
5.1	COMMITTEE TYPES	14
5.2	COMMITTEE MANDATES	14
5.3	COMMITTEE MEETINGS	14
5.4	STANDING COMMITTEES	15
5.5	AD HOC COMMITTEES	15
<b>6</b>	<b>ROLE OF ELECTED OFFICIALS</b>	<b>16</b>
6.1	ROLE OF MAYOR	16
6.2	ROLE OF DEPUTY MAYOR	16
6.3	ROLE OF COUNCILLOR	16
6.4	ROLE OF CHAIR	17
6.5	ROLE OF CLERK	17
6.6	ROLE OF ASSISTANT CLERK	17
<b>7</b>	<b>EFFECTIVE DATE.</b>	<b>18</b>
<b>8</b>	<b>SIGNATURES.</b>	<b>18</b>

## **2 GENERAL INFORMATION**

### **2.1 AUTHORITY**

2.1.1 Pursuant to the authority granted by the Local Governance Act, 20-17, c 18, paragraph 10(2)(a), the council of Five Rivers enacts this by-law to govern the proceedings of council.

### **2.2 PURPOSE**

2.2.1 This by-law shall be used for the order and dispatch of business in the meetings of council and committees of council.

### **2.3 APPLICATION**

2.3.1 The rules and regulations in this by-law shall apply to (a) all members of council, including the mayor, the deputy mayor, and all other councillors, (b) all members of staff required or requested to attend council meetings, and (c) any members of the public appearing at council meetings.

**2.4 DEFINITIONS**

2.4.1 "Act" means the Local Governance Act of New Brunswick, 2017, c 18.

2.4.2 "By-Law" refers to a local law made by a municipal government to regulate matters within its jurisdiction such as zoning, fire protection, and animal control. A municipality's authority to make by-laws is specified under the Local Governance Act.

2.4.3 "CAO" means the Chief Administrative Officer of Five Rivers.

2.4.4 "Clerk" means the clerk of Five Rivers as appointed under Section 71 of the Act or someone designated by council to serve as clerk.

2.4.5 "Chair" means the member of council presiding over a meeting of council.

2.4.6 "Closed meeting" means a meeting of council that is not open to the public, convened in accordance with Section 68 of the Act, 2017, c 18.

2.4.7 "Committee-of-the-whole" means a meeting of all members of council wherein the entire membership of council meets to deliberate but not vote on one or more subjects.

2.4.8 "Consent agenda" means routine items considered by council including, but not limited to: proclamations of support for special events, groups, and causes; minor and non-substantive corrections to previously approved documents; routine and budgeted contract renewals; ratification of expenditures that contravened procurement policy or budgetary limits; ratification of small donations made by the administration; acknowledgement of reports from advisory committees and external organizations; and ratifications of grant awards.

2.4.9 "Correspondence" refers to written communications that have been included in the agenda for a regular meeting of council.

2.4.10 "Council" means the mayor and councillors of Five Rivers.

2.4.11 "Emergency meeting" is a special meeting of council that may be called by the mayor on short notice to discuss a matter of serious and immediate impact on the public.

2.4.12 "Ex-officio member" is a member of a body (such as a committee) by virtue of holding a particular office (such as mayor).

2.4.13 "From the floor" refers to a motion from a member of council to amend the wording of a resolution, a policy, or a by-law during a meeting of council.

2.4.14 "Member," "council member," or "member of council" means any person elected to Council.

2.4.15 "Policy" refers to a document that directs decision-making, operations, and/or service delivery in a local government, for example, a procurement policy. A policy document can apply to Council or staff and must be adopted, amended, or repealed through a resolution of Council.

2.4.16 "Municipality" refers to the municipality of Five Rivers, which is comprised of the former village of Rexton, parts of the former Local Service Districts (LSDs) Harcourt and Weldford, and all of the former LSD Richibucto Parish.

2.4.17 "Municipal website" refers to the official website of Five Rivers: [www.5-rivers.ca](http://www.5-rivers.ca).

2.4.18 "Point of information" refers to a request directed to the chair, or through the chair to another member, for information relevant to the matter at hand.

2.4.19 "Point of order" refers to the mechanism by which a member may rise to proclaim that this by-law or other procedural legislation has been infringed.

- 2.4.20 "Point of privilege" refers to the mechanism by which a member may rise to (a) address an issue that affects their ability to perform their duties or (b) clarify points made about them personally. For example, by using a point of privilege, a member can ask for the meeting conditions to be changed, for the record to be changed, or to be excused from the meeting for personal reasons.
- 2.4.21 "Presentations" refers to presentations, petitions, and other submissions made by individuals, groups, or organizations to the council.
- 2.4.22 "Out of order" refers to an action, behavior, or comment that takes place in a meeting of council that is in violation of this by-law. Examples include a breach of decorum, an inappropriate comment, or a non-member participating in council discussion.
- 2.4.23 "Regular item" refers to any matter that was included in a meeting agenda that was distributed to council prior to the established deadline for distribution.

## **2.5 REPEAL OF PRIOR BY-LAW**

- 2.5.1 This By-Law A.01.01 repeals By-Law 23-01, enacted by the Five Rivers in 2023.

# **3 PROCEEDINGS OF COUNCIL**

## **3.1 ACTS AND DECISIONS OF COUNCIL**

- 3.1.1 As per section 64(1) of the Act, all decisions of council shall be made in a regular meeting or a special meeting of council and adopted by a by-law or a resolution of council.
- 3.1.2 As per section 64(2) of the Act, no act or decision of council is valid unless it is authorized or adopted by a by-law or resolution at a council meeting.

## **3.2 QUORUM**

- 3.2.1 A quorum shall be present at all meetings of council.
- 3.2.2 As per section 65(3) of the Act, where Five Rivers has seven members of Council, quorum requires four members to be present.
- 3.2.3 If quorum is not present after one-half (1/2) hour, the clerk shall record the names of the members present and the meeting shall stand adjourned.
- 3.2.4 Members participating in a meeting by electronic means shall be deemed to be present for the purpose of establishing quorum.

## **3.3 AGENDAS**

- 3.3.1 The mayor and the clerk shall establish the meeting agenda based on requests and submissions from council, staff, and the public.
- 3.3.2 No matter shall be added to the published agenda for a regular or a special meeting unless the clerk receives a request no later than 12:00 pm (noon) on the Monday prior to the meeting.
- 3.3.3 To add an item to the published agenda during a council meeting, the item shall be of an urgent nature and council shall vote unanimously to add it to the agenda. The chair shall call a separate vote for each item to be added.
- 3.3.4 The clerk shall distribute the meeting agenda to Council through email no earlier than 5:00 pm on the Tuesday prior to the meeting or no later than 5:00 pm on the Friday prior to the meeting.

3.3.5 The number of presentations at one meeting of council may be limited to a maximum of three at the discretion of the mayor and clerk.

#### **3.4 PUBLIC NOTICES**

3.4.1 As per section 70(1) of the Act, any notice given by Five Rivers shall be given by:

- (a) publishing the notice in a newspaper published or having general circulation in Five Rivers,
- (b) broadcasting the notice on a radio or television station that broadcasts in Five Rivers, or
- (c) posting the notice on the official website of Five Rivers.

3.4.2 Public notices for regular meetings, special meetings, and committee-of-the-whole meetings shall be published to the municipal website at least 48 (hours) before the meeting and may also be published to social media websites as prescribed under section 70(2) of the Act. Such notice shall include the agenda and may include related files.

3.4.3 As per section 70(3) of the act, public notices shall be available for examination by the public for the required period of time in the office of the clerk during regular office hours.

3.4.4 Public notices for emergency meetings of council shall be made as soon as practicable by the best means of communication available at the time the meeting is called. Such notice shall endeavor to ensure that all members are aware of the meeting and receive a copy of the agenda and any related reference files.

#### **3.5 MINUTES**

3.5.1 The minutes of all meetings shall record, without note or comment, the following:

- (a) the date and actual start time of the meeting,
- (b) the name of the chair (i.e., the presiding officer)
- (c) the names of the members present and absent
- (d) the names of any member attending by electronic means
- (e) the names of staff members in attendance,
- (f) the reading, correction, and adoption of minutes of prior meetings,
- (g) all resolutions, decisions, and proceedings of the meeting, and
- (h) the time of adjournment.

3.5.2 The minutes of any preceding meeting need not be read during a meeting of council.

3.5.3 Before being approved by council, the clerk shall review the minutes, and a draft watermark shall be added to the minutes to indicate that they are pending approval.

3.5.4 After being approved by council, the minutes shall be posted within seven days to the municipal website by the clerk.

3.5.5 Approved minutes shall be signed by the mayor and the clerk or their designate and sealed by the clerk.

3.5.6 If a member arrives late to a meeting, the minutes shall record the time that they arrived.

3.5.7 If a member leaves before a meeting has been adjourned, the minutes shall record the time that they left.

#### **3.6 MEETING DURATION**

3.6.1 The duration of any regular meeting, special meeting, or committee-of-the-whole meeting shall not exceed 120 minutes in length.

3.6.2 Once the regular meeting, special meeting, or committee-of-the-whole meeting has reached 120 minutes in length, a majority vote of the councillors present is required for the meeting to continue. If council does

not vote to continue the meeting, the meeting shall stand adjourned, and any unfinished business shall carry over to a special meeting to be held within five business days of the adjournment.

### **3.7 MOTIONS**

- 3.7.1 When practicable, motions shall be in writing, except motions to refer any matter to a committee, or to adjourn, which may be made verbally.
- 3.7.2 When it is not practicable for a motion to be in writing, a member may propose a verbal motion. After the verbal motion has been proposed, it shall be put in writing and restated by the clerk for clarification and confirmation. After the motion has been confirmed by the clerk, the member may move it.
- 3.7.3 After a motion has been moved and seconded, it may be read or stated by the chair and then debated.
- 3.7.4 If the chair proposes a motion, they shall step down in favor of the vice-chair (or in favor of a councillor if the vice-chair is not present) and shall not resume chairing until the motion has been resolved.
- 3.7.5 The mover of the motion shall have the privilege of speaking first in the debate. The seconder of the motion shall have the privilege of speaking second in the debate.
- 3.7.6 No member, without the consent of the chair, shall speak to the same motion for longer than ten minutes.
- 3.7.7 At any time during debate, a member may request that the question, motion, or matter under discussion be clarified or restated.
- 3.7.8 After a motion has been read or stated, it may, with the unanimous consent of council, be withdrawn prior to amendment or final vote.
- 3.7.9 The chair may close debate on a motion at any time prior to the final vote.

### **3.8 VOTING**

- 3.8.1 After each member speaks to the motion, the mayor may speak to the motion and then shall close debate with the calling of a vote.
- 3.8.2 As per section 66(1) of the Act, unless disqualified to vote because of conflict of interest, each member present at a meeting shall announce their vote openly and individually, and the clerk shall record it, and no vote shall be taken by ballot or by any other method of secret voting, and every vote taken in that manner is of no effect.
- 3.8.3 The mayor shall also vote as permitted under section 66(2) of the Act.
- 3.8.4 Any member who does not vote nay (that is, against) a motion shall be recorded as voting for the motion.
- 3.8.5 The names of members who vote nay shall be entered in the minutes.

### **3.9 RULES OF ORDER**

- 3.9.1 Every member who intends to speak to a question, motion, or matter shall raise their hand to indicate their intention and shall, when called upon by the chair, address themselves only to the chair.
- 3.9.2 A member shall speak for a second time on a matter only to introduce added information or a point of view not already expressed in the debate.
- 3.9.3 When the mayor or a member is speaking, no other member shall interrupt them except to raise a point of order.
- 3.9.4 When the mayor is putting a question or motion, no councillor shall leave their seat or make any noise or disturbance.

- 3.9.5 No member shall speak disrespectfully of the council, another member, a staff person, or a member of the public, or use offensive or profane language.
- 3.9.6 A member may require the question or motion under discussion to be read at any time during the debate but not to interrupt another member who is speaking.
- 3.9.7 The chair has the same right as any other member to participate in discussion but shall not move or second a motion unless he or she steps out of the chair.
- 3.9.8 A member may, at any time, rise to a point of order. At such times, all debate shall cease, the member shall clearly state the matter, and if applicable, the chair will rule on the point of order.
- 3.9.9 When called upon to decide a point of order, the chair shall state the question without unnecessary comment and then announce their decision, citing the rule or authority that they deem applicable.
- 3.9.10 When a member raises a point of order or when a member is called to order from the chair, the member speaking shall yield until the chair states and decides the point of order, and then, on that question, shall address the chair only for the purpose of appealing to council from the ruling of the chair.
- 3.9.11 When council receives an appeal under subsection 3.9.10, it shall decide the matter by a major vote of the councillors present. When there is no appeal under subsection 3.9.10, the decision of the chair is final.
- 3.9.12 Where a member refuses to obey the rules of council or disobeys the decision of the chair on a question of order, the chair may order them to leave their seat for that meeting. If the member apologizes for their breach of order, they may on a majority vote of council resume their seat.
- 3.9.13 No person other than members and staff having duties to perform shall be allowed to sit at the table of the council chambers while council is in session.
- 3.9.14 In response to a point made or question raised by a presenter, a Councillor may rise on a point of information or a point of privilege but otherwise shall defer their response to a future meeting of council and until such time as they can fully review the matter.
- 3.9.15 Matters of procedure that arise during a meeting of the council that are not otherwise provided for in the Act or the procedural by-law shall be governed by Robert's Rules of Order.

### **3.10 DOCUMENTATION**

- 3.10.1 As per section 75(1) of the Act, the following documents shall be available for examination by members of the public in the office of the clerk during normal office hours: (1) the adopted minutes of council meetings, (2) the register of certified copies of the by-laws of the local government, (3) the audited financial statements of the local government, and (4) any other document prescribed by regulation.
- 3.10.2 As per section 75(1) of the Act, the minutes of any meeting or portion of a meeting of council or a committee of council that was closed to the public shall not be open for inspection or examination by members of the public.

### **3.11 BYLAW ENACTMENT AND AMENDMENT**

- 3.11.1 To be effective, a by-law shall (a) be sealed with the corporate seal of the local government; (b) be signed by the clerk and the mayor or, in the mayor's absence, the presiding officer of the council who presided at the meeting at which it was made; and (c) contain a statement that it is made by the council of the local government.
- 3.11.2 To be effective, a by-law shall be read (a) three times by title, and (b) in its entirety in a regular meeting of council or a special meeting of council at least once before third reading by title.

- 3.11.3 Instead of being read in its entirety, a new by-law or a by-law amendment may be read by section title if (a) a public notice has been given that describes the by-law by title and generally by subject matter, (b) the public notice states that the by-law is available for public examination at the municipal office, (c) the by-law has been posted to the municipal website for a period of 14 days, and (d) no member of council objects.
- 3.11.4 When a new by-law or by-law amendment is posted to the municipal website, a draft watermark shall be added to the file to indicate that it is pending approval.
- 3.11.5 Unless all the members present declare by resolution that an emergency exists, not more than two of the three readings by title may take place at one meeting of council.
- 3.11.6 A new by-law or by-law amendment may be amended prior to the third reading if the changes do not alter the fundamental intent of the by-law. If the changes alter fundamental intent, the by-law shall be introduced as a new by-law that requires a new first reading.
- 3.11.7 A by-law may be amended from the floor through a resolution of Council.
- 3.11.8 When a by-law is given the required three readings, it shall be deemed to be passed and enacted and shall then be: (a) signed by the clerk and by the mayor, or by the other presiding officer at the meeting at which it received third reading by title, and (b) sealed with the corporate seal of the municipality.
- 3.11.9 Notwithstanding this section 3.11, any proposed by-law or by-law amendment that requires provincial approval shall only come into effect once the municipality receives provincial approval.
- 3.11.10 After a new by-law or a by-law amendment is approved by council, it shall be posted to the municipal website by the clerk and made available for public examination at the municipal office.

### **3.12 POLICY ENACTMENT AND AMENDMENT**

- 3.12.1 To be effective, a policy shall (a) be sealed with the corporate seal of the local government; (b) be signed by the clerk and the mayor or, in the mayor's absence, the presiding officer of the council who presided at the meeting at which it was made; and (c) contain a statement that it is made by the council of the local government.
- 3.12.2 To be effective, a policy shall be passed by a resolution at council in a regular meeting of council or a special meeting of council.
- 3.12.3 Before a proposed policy may be approved by Council, it shall be posted to the municipal website for a period of 14 days.
- 3.12.4 When a proposed policy is posted to the municipal website, a draft watermark shall be added to the file to indicate that it is pending approval.
- 3.12.5 A policy may be amended or repealed by a resolution at council in a regular meeting of council or a special meeting of council.
- 3.12.6 A policy may be amended from the floor through a resolution of Council.
- 3.12.7 After a policy is approved by council, it shall be posted to the municipal website by the clerk and made available for public examination at the municipal office.

### **3.13 CONFLICT OF INTEREST**

- 3.13.1 Conflicts of interest shall be governed by the provisions in part 8 of the Act.

3.13.2 Members who declare a conflict shall submit a disclosure of interest form to the clerk in advance of related motions and shall be excluded from the related discussion, debate, and vote. To exclude themselves, the member in conflict shall vacate the chambers until council addresses the matter.

3.13.3 One member cannot declare that another member has a conflict of interest. It is each member's responsibility to identify and declare their conflicts of interest.

### **3.14 RIGHT OF PUBLIC TO ATTEND MEETINGS AND PRESENT TO COUNCIL**

3.14.1 As per section 67(a) of the Act, the public may attend all regular meetings and special meetings of council.

3.14.2 As per section 67(b) of the Act, the public may attend all meetings of a committee of council.

3.14.3 Upon receipt of a written request to address council, the clerk shall confer with the mayor and confirm with the requester if their request has been accepted. If accepted, the clerk shall confirm the date, time, and place at which the presentation shall be made.

3.14.4 If the written request was not received by the clerk at least eight (8) days before the date of the next meeting of council, it shall be referred to the next meeting of council after that.

3.14.5 If a request to present is approved by the mayor and scheduled by the clerk, the presenter(s) may take up to ten (10) minutes to address the council on the subject. The mayor may extend this time limit with the unanimous consent of the council.

3.14.6 Individuals, groups, or organizations cannot make more than one presentation to council on the same topic without the consent of 2/3 (two-thirds) of the councillors.

3.14.7 Council shall have the right to refuse any presentation, but such refusal shall require the consent of 2/3 (two-thirds) of the councillors.

3.14.8 At the discretion of the chair, a member of the public may be required to leave the meeting if they behave in a disorderly manner, issue threats, or use profane language during the meeting.

3.14.9 Members of the public shall not display signs or placards in a council meeting.

### **3.15 RECORDING**

3.15.1 At the start of each meeting of Council, the Chair shall announce that the meeting will be recorded.

3.15.2 All meetings of council shall be recorded in a format that can be played with video and audio on a website.

3.15.3 The clerk shall post the recordings of meetings of council to the municipal website within seven (7) days of the date of the meeting.

## **4 MEETINGS**

### **4.1 FIRST MEETING OF NEWLY ELECTED COUNCIL**

4.1.1 As per section 63 of the Act, a newly elected council shall hold its first regular meeting.

4.1.2 A newly elected council shall not transact business at its first meeting until the oaths of office are taken by the people present who have been elected to office.

4.1.3 The clerk shall assign each councillor a seat at the council chamber table, which they shall thereafter be entitled to occupy at all council meetings.

**4.2 ELECTION OF DEPUTY MAYOR**

- 4.2.1 In its first meeting after an election, or at its first regular meeting in January in a non-election year, council shall elect a deputy mayor from among the councillors to serve a term of one year.
- 4.2.2 The mayor shall take nominations for deputy mayor from the councillors, and council shall elect the deputy mayor through a majority vote and by a show of hands.
- 4.2.3 Any councillor may refuse to be nominated as deputy mayor.
- 4.2.4 Council may, with a 2/3 (two-thirds) majority vote of the whole council, remove the deputy mayor.

**4.3 REGULAR MEETINGS**

- 4.3.1 As per section 67(a) of the Act, all regular meetings of council shall be open to the public.
- 4.3.2 Council shall hold its regular meetings on the second Tuesday of the month at 6:00 pm in council chambers at the municipal office or at such other places as the clerk may establish.
- 4.3.3 When any such Tuesday falls on a statutory holiday, the regular meeting shall be held on the next weekday, which is not a holiday or on a date decided by a motion of council.
- 4.3.4 Council may waive a regular meeting or change the date of the meeting when, by resolution made at least two (2) weeks prior thereto, the council deems it appropriate.
- 4.3.5 The order of business of a regular meeting shall be as follows:
  - (1) Call to Order
  - (2) Attendance
  - (3) Approval of Agenda
  - (4) Disclosures of Conflict of Interest
  - (5) Presentations
  - (6) Approval of Minutes from Prior Meeting(s)
  - (7) Correspondence
  - (8) Councillor Reports
  - (9) Committee of Council Reports
  - (10) Staff Reports
  - (11) Consent Agenda
  - (12) Business Arising from Prior Meeting(s)
  - (13) New Business
  - (14) Closed Meeting
  - (15) Motions Arising from Closed Meeting
  - (16) Date of Next Meeting(s)
  - (17) Adjournment
- 4.3.6 Councillors may ask questions or seek clarification from the chair regarding any item in Correspondence or Presentations.
- 4.3.7 Councillor reports shall not exceed five minutes in length, shall confirm attendance at meetings of council and other meetings of public interest, and may be given orally during the meeting or in writing prior to the meeting.
- 4.3.8 All directions to the CAO or clerk shall be made by motion of council.

**4.4 COMMITTEE-OF-THE-WHOLE MEETINGS**

4.4.1 As per section 67(a) of the Act, all committee-of-the-whole meetings shall be open to the public.

4.4.2 Council shall hold eight scheduled committee-of-the-whole meetings at 6:00 pm on the fourth Tuesday in the months of February, March, April, May, June, September, October, and November in the council chambers at municipal office.

4.4.3 Council may hold additional committee-of-the-whole meetings as required.

4.4.4 Committee-of-the-whole meetings shall address issues pertaining to the operation of the municipality or any matter of public interest.

4.4.5 The order of business of a committee-of-the-whole meeting shall be as follows:

- (1) Call to Order
- (2) Attendance
- (3) Approval of Agenda
- (4) Presentations
- (5) Disclosures of Conflict of Interest
- (6) Approval of Minutes from Prior Meeting(s)
- (7) Staff Reports
- (8) Business Arising from Prior Meeting(s)
- (9) New Business
- (10) Closed Meeting
- (11) Recommendations for Motion from Closed Meeting
- (12) Date of Next Meeting(s)
- (13) Adjournment

4.4.6 In a committee-of-the-whole meeting, a councillor may propose to the chair a recommendation for motion. After the motion has been stated by the chair, it may be moved and seconded by council. After the motion has been seconded, it shall be open for debate by council. Once the chair closes debate on the motion, it shall be voted upon. If a majority of council vote for the motion, the recommendation shall be forwarded to the next open meeting of council.

4.4.7 When the subject of a petition or a communication is not within the purview of a standing committee, the clerk may refer it to the committee-of-the-whole.

**4.5 SPECIAL MEETINGS**

4.5.1 As per section 67(a) of the Act, all special meetings of council shall be open to the public.

4.5.2 A special meeting of council may be called at any time to deal with extraordinary circumstances that cannot wait for a regular meeting.

4.5.3 The mayor may call a special meeting of council.

4.5.4 The clerk may summon a special meeting of council to declare that the office of mayor has become vacant.

4.5.5 The clerk may call a special meeting upon receiving a written petition to call a special meeting by four councillors, for the purpose mentioned in the petition at a time to be determined by the clerk.

4.5.6 As per section 64(3) of the Act, council may not transact any business at a special meeting other than the business specified in the notice of the special meeting unless all members of the council present at the special meeting agree unanimously.

4.5.7 The order of business of a special meeting shall be as follows:

- (1) Call to Order
- (2) Attendance
- (3) Approval of Agenda
- (4) Disclosures of Conflict of Interest
- (5) Business Arising from Prior Meeting(s)
- (6) New Business
- (7) Closed Meeting
- (8) Motions Arising from Closed Meeting
- (9) Date of Next Meeting(s)
- (10) Adjournment

#### **4.6 EMERGENCY MEETINGS**

4.6.1 The mayor may call an emergency meeting of council to act on a matter of great urgency that does not allow council to abide the notice requirements of a special meeting.

4.6.2 Any business transacted at an emergency meeting shall be introduced for ratification at the next regular meeting of council.

4.6.3 The order of business of an emergency meeting shall be as follows:

- (1) Call to Order
- (2) Attendance
- (3) Approval of Agenda
- (4) Disclosures of Conflict of Interest
- (5) Emergency Business
- (6) Closed Meeting
- (7) Motions Arising from Closed Meeting
- (8) Date of Next Meeting(s)
- (9) Adjournment

#### **4.7 ELECTRONIC MEETINGS**

4.7.1 As per section 69(1) of the Act, electronic means of communication may be used in a council meeting if such means allow members to hear and speak to each other and, in the case of a meeting that is open to the public, allow the public to hear the members.

4.7.2 Following the intent of section 69(4) of the Act, a councillor who plans to attend a meeting by means of electronic communication shall (a) advise the clerk at least 60 minutes prior to the start time of the meeting and (b) log onto meeting at least 15 minutes prior to the start time of the meeting.

4.7.3 As per section 69(5) of the Act, a councillor who participates in a meeting by means of electronic communication shall, at the beginning of the meeting, confirm that they are alone. For further clarity, the councillor shall be in a room that is not occupied by another person.

4.7.4 A councillor who participates in a meeting by means of electronic communication shall be (a) in a room where no other audio or video is being played, (b) asked to state their vote only after all the other members physically present at the meeting have cast their votes, and (c) recorded as a virtual attendee in the minutes.

4.7.5 A councillor who attends a meeting by means of electronic communication that cannot be heard for a period of five minutes shall be expelled from the meeting, after which they shall not return. The clerk shall record the time that the councillor left the meeting in the minutes.

**4.8 CLOSED MEETINGS**

4.8.1 As per section 68(1) of the Act, a closed meeting of council shall be closed to the public.

4.8.2 The agenda for a closed meeting of council shall cite, and only cite, the applicable provision under section 68(1) of the Act that applies to each agenda item, where those provisions are as follows:

- (a) information of which confidentiality is protected by law,
- (b) personal information as defined in the Right to Information and Protection of Privacy Act,
- (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,
- (d) the proposed or pending acquisition or disposition of land,
- (e) information that could violate the confidentiality of information obtained from the Government of Canada or from the government of a province or territory,
- (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,
- (g) litigation or potential litigation affecting the local government, or any corporation referred to in subsection 8(1) of the Act, the local government's agencies, boards, or commissions including a matter before an administrative tribunal,
- (h) the access to or security of buildings and other structures occupied or used by the local government or access to or security of systems of the local government, including computer or communication systems,
- (i) information gathered by the police, including the Royal Canadian Mounted Police, while investigating any illegal activity or suspected illegal activity, or the source of that information,
- (j) labour and employment matters, including the negotiation of collective agreements.

4.8.3 As per section 68(2) of the Act, no decision shall be made in a closed meeting except for decisions related to (a) procedural matters, (b) directions to an officer or employee of the local government, or (c) directions to a solicitor for the local government.

4.8.4 As per section 68(3) of the Act, the record of a closed meeting shall contain only (a) the type of matter that was discussed during the meeting and (b) the date of the meeting.

4.8.5 Council shall not consider any business in a closed meeting except matters specified in the agenda for the closed meeting.

4.8.6 If a closed meeting immediately follows a regular meeting or a special meeting, Council shall take a motion to adjourn the regular meeting or special meeting.

4.8.7 At the end of a closed meeting, Council shall take a motion to adjourn the closed meeting, after which they may return to a regular meeting or a special meeting.

4.8.8 In a closed meeting, a councillor may not propose a motion to the chair. Instead, a councillor may propose a recommendation for motion to the chair, which shall then be moved, seconded, and discussed.

If a majority of members votes to recommend, the motion shall be forwarded to a regular meeting or a special meeting under “Motions Arising from Closed Meeting.”

4.8.9 Closed meetings of council shall not be recorded.

## 5 COMMITTEES

### 5.1 COMMITTEE TYPES

5.1.1 Committees of council may be standing or ad hoc.

5.1.2 Standing committees shall address regular, ongoing matters such as finance, by-laws and policies, recreation and culture, and protective services.

5.1.3 Standing committees shall be approved once per election term.

5.1.4 Ad hoc committees shall address specific matters having a limited scope and duration that does not extend beyond the life of the matter, for example, the end of a project.

### 5.2 COMMITTEE MANDATES

5.2.1 Council shall approve the mandate of all committees.

5.2.2 All committees shall have a defined mandate that specifies the following: (a) type (standing or ad hoc), (b) term, (c) membership, (d) purpose, and (e) scope of responsibility.

### 5.3 COMMITTEE MEETINGS

5.3.1 As per section 67(a) of the Act, all meetings of a committee of council shall be open to the public.

5.3.2 Quorum shall be constituted by the attendance of the (a) chair and vice-chair, (b) the chair and one member, or (c) the vice-chair and one member.

5.3.3 The clerk shall send a notice of a committee meeting to each councillor through email at least 72 hours before the time of the meeting.

5.3.4 The clerk shall post a public notice on the municipal website to announce a committee meeting at least 48 hours before the time of the meeting.

5.3.5 The clerk shall record the minutes of all committee meetings.

5.3.6 The order of business of a committee meeting shall be as follows:

- (1) Call to Order
- (2) Attendance
- (3) Approval of Agenda
- (4) Disclosures of Conflict of Interest
- (5) Approval of Minutes from Prior Meeting(s)
- (6) Business Arising from Prior Meeting(s)
- (7) New Business
- (8) Date of Next Meeting(s)
- (9) Adjournment

5.3.7 All committee meetings of council shall be open to the public.

5.3.8 No member of the public shall be excluded from a committee meeting of council except for improper conduct or closed meetings of council, pursuant to the Act.

5.3.9 The minutes of committee meetings shall be: (a) distributed to all members; (b) provided to the clerk within seven days of their approval; (c) distributed by the clerk to all members; and (d) posted to the municipal website within 14 days of their approval.

#### **5.4 STANDING COMMITTEES**

5.4.1 The membership of each standing committee shall be comprised of a chair and at least two other Members, all of whom shall be councillors.

5.4.2 The CAO shall be a non-voting member of all standing committees.

5.4.3 The CAO, and only the CAO, may appoint municipal staff members (employees) to serve on a committee.

5.4.4 Municipal staff on committees shall serve as non-voting advisors.

5.4.5 A standing committee may include other people as voting members if they are a qualified voter of Five Rivers and have been appointed with the unanimous consent of council.

5.4.6 A standing committee may include other people as non-voting advisors if they are not qualified voters of the local government but have been appointed by the unanimous consent of council.

5.4.7 A committee member, who is an advisor, shall not move or second any motion, nor shall they vote on any matter before the committee.

5.4.8 The mayor shall be an ex-officio member of all standing committees and, as such, shall be included in the membership to constitute quorum.

5.4.9 The mayor shall have voting privileges on motions of recommendation to council before standing committees.

5.4.10 The business before the standing committee shall be taken up in regular order unless otherwise determined by the vote of the members present.

5.4.11 A councillor who is not a member of a standing committee may attend a meeting to observe deliberations and address the committee.

5.4.12 Each standing committee shall perform the duties as defined in its mandate and other duties as may be referred to the standing committee by the council.

5.4.13 When a petition or a communication is received concerning a subject within the purview of any standing committee, the clerk may refer it to such standing committee.

#### **5.5 AD HOC COMMITTEES**

5.5.1 The membership of each ad hoc committee shall be comprised of a chair and at least two other members, all of whom shall be councillors.

5.5.2 The CAO shall be a non-voting member of all ad hoc committees.

5.5.3 The CAO, and only the CAO, may appoint municipal staff members (employees) to serve on a committee.

5.5.4 Municipal staff on committees shall serve as non-voting advisors.

5.5.5 Ad hoc committees shall be approved by council each year.

5.5.6 Council may appoint one or more qualified voters of the local government to ad hoc committees by resolution.

5.5.7 A councillor who is not a member of an ad hoc committee may attend a meeting to observe deliberations and address the committee.

## 6 ROLE OF ELECTED OFFICIALS AND CLERK

### 6.1 ROLE OF MAYOR

- 6.1.1 As per section 48(1) of the Act, the mayor shall (a) preside as the chair at all meetings of council, (b) provide leadership to council, (c) communicate information and recommend actions to council for the improvement of the local government's finances, administration, and government, (d) speak on issues of concern to the local government on behalf of council, and (e) perform any other duties conferred on the mayor by the Act or by council.
- 6.1.2 The mayor, along with the clerk or their designate, shall sign all agreements, contracts, instruments, and other documents to which the local government is a party.
- 6.1.3 The mayor, with input from the clerk, shall prepare the meeting agenda for all council meetings (regular, committee-of-the-whole, special, and emergency).

### 6.2 ROLE OF DEPUTY MAYOR

- 6.2.1 As per section 48(4) of the Act, 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 possesses the powers and shall perform the duties of the mayor.

### 6.3 ROLE OF COUNCILLOR

- 6.3.1 As per section 48(5) of the Act, in the absence of the mayor and deputy mayor, or the inability of the mayor and deputy mayor to act, council shall appoint a councillor to act in the place of the mayor, and while so acting, the councillor appointed possesses the powers and shall perform the duties of the mayor.
- 6.3.2 As per section 48(6) of the Act, a councillor shall consider the welfare and interests of the entire local government when making decisions.
- 6.3.3 As per section 48(6) of the Act, a councillor shall bring to the attention of council matters that may promote the welfare or interests of the local government.
- 6.3.4 As per section 48(6) of the Act, a councillor shall participate in developing and evaluating the policies and programs of the local government.
- 6.3.5 As per section 48(6) of the Act, a councillor shall participate in meetings of council, council committees, and any other body to which council appoints the councillor. If a councillor cannot attend a meeting of council, the councillor shall notify the clerk at first opportunity, either in person, through email, or if email is not possible, through a mobile text or a phone call. If a councillor cannot be physically present at a meeting of council, that is, if a councillor cannot attend a meeting of council in person, the councillor may join the meeting from a remote location by using a form of electronic communication such as video conferencing software.
- 6.3.6 As per section 48(6) of the Act, a councillor shall perform any other duties conferred on the councillor by the Act or by council.
- 6.3.7 No Councillor shall disobey the final decision of council on a question of order or procedure. If any member disobeys a final decision, the chair may order the member to vacate their seat for the rest of the meeting; however, upon apologizing, they may, by vote of council, be permitted to return to their seat.

**6.4 ROLE OF CHAIR**

- 6.4.1 The chair shall preserve order and decorum in meetings of council.
- 6.4.2 The chair shall put to a vote all motions that are moved and seconded.
- 6.4.3 The chair shall announce the results of all votes.
- 6.4.4 The chair shall announce when a member is absent from a meeting of council.
- 6.4.5 The chair shall announce the name of each member attending by means of electronic communication.
- 6.4.6 The chair shall ask each member attending by means of electronic communication to confirm that they are alone and in an isolated space.

**6.5 ROLE OF CLERK**

- 6.5.1 As per section 74(1)(a) of the Act, the clerk shall attend all council meetings and shall record in a book or electronically (a) the names of the members present at each meeting of council and (b) all resolutions, decisions, and proceedings of the council, without note or comment.
- 6.5.2 As per section 74(1)(b) of the Act, the clerk shall, if required by any member of council present, record the name and vote of every member voting on a question. In addition, the clerk shall record the nay votes of members on each motion.
- 6.5.3 As per section 74(1)(c) of the Act, the clerk shall keep the books, documents, and records of the council, including meeting minutes.
- 6.5.4 As per section 74(1)(d) of the Act, the clerk shall maintain an indexed register of certified copies of all by-laws of the local government.
- 6.5.5 As per section 74(1)(e) of the Act, the clerk shall be the custodian of the corporate seal of the local government.
- 6.5.6 As per section 74(1)(f) of the Act, the clerk shall, if the mayor and deputy mayor are absent, or if the office of mayor is vacant, call a meeting of council to select a councillor to function as the presiding officer of the council.
- 6.5.7 As per section 74(1)(g) of the Act, the clerk, along with the mayor, shall sign all agreements, contracts, instruments, and other documents to which the local government is a party.
- 6.5.8 As per sections 74(1)(h) and 74(1)(i) of the Act, the clerk shall notify all members of all council meetings and perform any other duties that the council assigns to them.

**6.6 ROLE OF ASSISTANT CLERK**

- 6.6.1 As per sections 74(2) of the Act, the assistant clerk shall be subject to the directions of the clerk and, in the absence or disability of the clerk or when there is no clerk, shall possess all the powers and duties of the clerk.

**7 EFFECTIVE DATE.**

December 9, 2025

FIRST READING

---

January 13, 2026

SECOND READING

---

January 13, 2026

THIRD READING AND ENACTMENT

---

**8 SIGNATURES.**

MAYOR

Tina Beers

---

---

CLERK

Rob Webber

---

---



## Municipality of Five Rivers

### Policy P.03.01

#### Council Expenses

1. PURPOSE. The purpose of this policy is to define the eligible expenses for the Mayor and Councillors of Five Rivers, pursuant to section 81 of the *Local Governance Act, SNB 2017, c18*.
2. APPLICATION.
  - 2.1. The Council of Five Rivers will follow the [Travel Expenses Policy \(AD-2801\)](#) of the Government of New Brunswick. This policy covers: accommodations, meals, mileage, air travel, surface travel (public transportation, hotel/airport shuttles, taxi charges, parking charges, etc.), rental vehicles, and other eligible expenses.
3. EXEMPTIONS.
  - 3.1. MILEAGE. Members of Council may not claim mileage for the first 100 kilometers of travel they incur each month to attend meetings or other functions that relate directly to their official duties.
  - 3.2. LODGING. Members of Council may, at their own discretion, expense accommodations to attend meetings or other functions outside Five Rivers that relate directly to their official duties.
4. TELECOMMUNICATIONS. Members of Council shall receive a monthly stipend of \$100 for telecommunication costs.
5. REPEAL OF PRIOR POLICY. This policy P.03.01 repeals Policy No. 23-02, enacted by the Five Rivers in 2023.

6. EFFECTIVE DATE.

DATE OF READING

7. SIGNATURES.

MAYOR

Tina Beers

CLERK

Rob Webber



## Municipality of Five Rivers

### By-Law B.06.01

#### Solid Waste Collection and Disposal Services

1. AUTHORITY. The Council of Five Rivers, under the authority vested in it by section 81 of the *Local Governance Act*, enacts this by-law to regulate the use of the sewer system in Five Rivers.
2. DEFINITIONS.
  - 2.1. **"Ashes"** means the residue, including soot, of any fuel or waste after it has been consumed by fire.
  - 2.2. **"Bulky waste"** means a weighty or large article as referred to in Schedule E.
  - 2.3. **"By-law enforcement officer"** means a person appointed and designated as a by-law enforcement officer or development officer by the municipal council.
  - 2.4. **"Collection"** means weekly and bi-weekly regular pickup for residential recyclables, organics and garbage.
  - 2.5. **"Collection day"** means the day of the week on which waste is collected.
  - 2.6. **"Dwellings"** means all or part of a building occupied or capable of being occupied as a home or residence by one or more persons and containing one or more dwelling units but shall not include a hotel, a motel, apartment hotel, hostel, or buildings containing professional, industrial, commercial or institutional use.
  - 2.7. **"Garbage"** means household waste material that is not recyclable, compostable, hazardous or otherwise non-collectable, as set out in Schedule C.
  - 2.8. **"Household hazardous waste"** means hazardous waste as set out in Schedule D.
  - 2.9. **"KRSC"** means the Kent Regional Service Commission, the entity responsible for solid waste collection in the territory of Five Rivers.
  - 2.10. **"Non-collectable waste"** means waste as set out in Schedule F.
  - 2.11. **"Organics"** means compostable and organic waste as set out in Schedule A.
  - 2.12. **"Recyclables"** means recyclable waste material as set out in Schedule B.

- 2.13. **"Municipality"** refers to the municipality of Five Rivers, which is comprised of the former village of Rexton, parts of the former Local Service Districts (LSDs) Harcourt and Weldford, and all of the former LSD Richibucto Parish.
- 2.14. **"Waste"** includes any garbage recyclables, compostables material, ashes, bulky waste, household hazardous waste, non-collectable waste and yard waste, including, but not limited to, all items listed in Schedules A, B, C, D, E and F.
- 2.15. **"Yard waste"** means grass clippings including thatch, leaves, and bundled brush, and branches and tree limbs having a diameter not greater than 2.54 centimeters (1 inch), hedge trimmings, and all woody plants including vines, rose bushes and the like.

### 3. THREE-STREAM COLLECTION SERVICE.

- 3.1. The Kent Regional Service Commission shall provide, on behalf of Five Rivers three-stream "Organics", "Recyclables" and "Garbage" collection service for all dwellings.

### 4. SEPARATED WASTE.

- 4.1. A person who disposes of waste through the waste collection and disposal service shall ensure that waste that is placed for collection at curbside or roadside is properly separated into "Organics", "Recyclables", and "Garbage" according to the lists set out in Schedules A, B, and C, and placed into separate bags or in a receptacle or container, as provided for herein.

### 5. ORGANICS DISPOSAL.

- 5.1. A person who disposes of organics through the waste collection and disposal service provided by the KRSC shall ensure that organics are properly sorted according to Schedule A and drained of liquids before being placed in:
  - a. a green transparent bag no less than 51 cm (20 in) wide and 56 cm (22 in) long and at no time weighs more than 22 kilograms (50 lb.), or
  - b. a transparent BPI®, BNQ AND Compost Council of Canada certified compostable bag clearly marked with the BPI® and Compost Council of Canada Compostable logos (as shown in Schedule A) and no less than 51 cm (20 in) wide and 56 cm (22 in) long and at no time weighs more than 22 kg (50 lb.), or
  - c. a receptacle or container, provided such organics are placed in a bag as described in paragraphs (a) and (b), and such receptacle or container does not measure more than 110 cm in height (44 in).

- 5.2. A person disposing of yard waste through the waste collection and disposal service provided by the KRSC shall ensure that such yard waste be packaged:
  - a. in plastic bags or receptacles or containers as described in subsection (1), or
  - b. in any green or clear transparent plastic bags, or in clearly identified paper bags no less than 51 cm (20 in) wide and 56 cm (22 in) long and at no time weighs more than 22 kilograms (50 lb.).

**6. RECYCLABLES DISPOSAL.**

- 6.1. A person who disposes of recyclables through the waste collection and disposal service provided by the KRSC shall ensure that such waste is properly sorted according to Schedule B and contained in:
  - a. a blue transparent bag no less than 512 cm (20 in) wide and 56 cm (22 in) long and at no time weighs more than 22 kilograms (50 lb.), or
  - b. a receptacle or container provided such waste is placed in a plastic bag as described in paragraph (a) and such receptacle or container measures no more than 110 cm in height (44 in).
- 6.2. A person disposing of cardboard through the recyclable waste collection and disposal service provided by the KRSC shall ensure that such cardboard be flattened and tied together in a bundle no larger than 1.2 m x 0.6 m x 0.6 m (4 x 2 x 2 ft.).

**7. GARBAGE DISPOSAL.**

- 7.1. A person who disposes of garbage through the waste collection and disposal service provided by the KRSC shall ensure that such waste is properly sorted according to Schedule C and contained in:
  - a. a clear transparent bag no less than 51 cm (20 in) wide and 56 cm (22 in) long and at no time weighs more than 22 kilograms (50 lb.), or
  - b. a receptacle or container provided such waste is placed in a plastic bag as described in paragraph (a) and such receptacle or container measures no more than 110 cm in height (44 in).
- 7.2. A person who disposes of broken glass through the waste collection and disposal service provided by the KRSC shall ensure that such glass is placed in an identified rigid container (cardboard or plastic) before being placed in a clear transparent bag.
- 7.3. A person who disposes of pet or animal feces through the waste collection and disposal service provided by the KRSC shall ensure that such waste is drained of liquids and placed in bags as described in section 7.1.

**8. BULKY WASTE DISPOSAL.**

- 8.1. A person who disposes of bulky waste through the waste collection and disposal service provided by the KRSC shall ensure that such waste is put curbside or roadside as is or according to Schedule E while respecting the limit of six items per collection.
- 8.2. A person who disposes of bulky waste through the waste collection and disposal service provided by the KRSC shall register by phone or online before placing the items curbside or roadside in order to respect the collection date.
- 8.3. A person who prefers not to wait for the set collection date of bulky waste can also take advantage of the Mobile Eco-Depot, a waste disposal service provided by the KRSC. They shall transport such waste to the designated site during service operating hours and respect the limit of a half-ton load.

9. HOUSEHOLD HAZARDOUS WASTE DISPOSAL.

9.1. A person who disposes of household hazardous waste through the waste disposal service provided by the KRSC shall ensure to report to a Mobile Eco-depot. They shall transport such waste to the designated site during service operating hours and respect the limit of a half-ton load.

10. PLACEMENT OF WASTE AT CURB.

10.1. Every person who disposes of waste through the waste collection and disposal service provided by the KRSC shall ensure that such waste is placed at curbside or roadside immediately in front of their property and:

- a. if they use a receptacle or container, it must be positioned so as to ensure visibility, preferably to the left of the driveway, and that the bags deposited in such receptacle or container be well divided by bag color as to ensure quick and easy access to the bags that need collected.
- b. bags, containers and bulky waste are visible, safely accessible and no more than 3 m (10 ft.) from the curb.

10.2. Every person who disposes of recyclables, organics and garbage through the waste collection and disposal service provided by the KRSC shall ensure that such waste is placed no earlier than 7:00 p.m. on the day preceding collection and no later than 4:00 a.m. on the collection day and in such a location as to not impede or obstruct pedestrian or vehicular traffic

10.3. Every person who disposes of bulky waste through the waste collection and disposal service provided by the KRSC shall ensure that such waste is placed no earlier than 48 hours before the set collection date and no later than 4:00 a.m. on the set collection date.

11. SNOW AND ICE.

11.1. Every person who disposes of waste through the waste collection and disposal service provided by the KRSC shall ensure that waste set out for collection is not located on top of any snowbank or in an area not cleared of snow and ice.

12. WASTE NOT COLLECTED AND RECEPTACLES.

12.1. Every person who disposes of waste through the waste collection and disposal service provided by the KRSC shall ensure that all waste that has not been collected, and all containers and receptacles storing waste that has not been collected, are removed from the collection area prior to 7:00 p.m. on the collection day.

12.2. Any waste stored on a property shall be stored in an enclosed, clean and safe bin in a manner to prevent tampering by individuals or animals and to prevent leakage and odors.

13. HOURS OF WASTE COLLECTION.

13.1. Waste collection will occur between the hours of 4:00 a.m. and 4 p.m. on the collection day or such other days as may be necessary to accommodate emergency situations or exceptional circumstances.

14. HOLIDAYS.

14.1. When a collection day falls on New Year's Day or Christmas Day, the collection will be carried out on the following Friday. Notice will be published through the collection calendar, the "Kent Services" mobile application, social media and any other means of communication deemed appropriate.

15. PROGRAMS.

15.1. Five Rivers or the KRSC may introduce programs to collect waste other than organics, recyclables, and garbage at such times and under such conditions as the Municipality or the KRSC may deem advisable. Notice of such programs, the terms and conditions and collection time shall be announced via mailout, social media, radio announcements, on the Municipality or KSRC website or by any other means of communication deemed appropriate.

16. REFUSAL TO COLLECT.

16.1. Five Rivers or the KRSC may refuse to accept an item for disposal if it is not sorted, packaged or placed for collection in accordance with the provisions of this by-law, if it is deemed unsafe or if it is non-collectable waste.

17. ENFORCEMENT OFFICER.

17.1. Any By-law enforcement officer or development officer is hereby authorized to take such action or issue tickets as they may deem necessary to enforce any provision of this by-law.

18. PROHIBITION.

18.1. No person shall place for collection any waste except as provided herein.

19. VALIDITY.

19.1. The invalidity of any section, clause, sentence, or provision of this by-law shall not affect the validity of any other part of this by-law, which can be given effect without such invalid part or parts.

## 20. EFFECTIVE DATE.

FIRST READING

---

SECOND READING

---

THIRD READING AND ENACTMENT

---

## 21. SIGNATURES.

MAYOR

Tina Beers

---

---

CLERK

Rob Webber

---

---

## SCHEDULE A – ORGANICS

All organic and compostable waste only. Food and yard waste, never glass or plastic. Organics include but are not limited to the following list of materials and must be placed in a green transparent plastic bag or certified compostable transparent bag for collection curbside. All containers and packaging (plastics, metals, glass, Styrofoam, cardboard and paper) must be separated or emptied and removed; their contents only belong in organics.

Food	Yard Waste	Other
Apple Cores	Grass Clippings	Paper Towels, Tissues, Napkins (except if exposed to cleaning products or other chemicals)
Bones	Leaves	Sawdust & Wood Shavings
Bread	Plants & Flowers	Tobacco
Butter	Sawdust & Wood Chips	
Cereals	Soil	
Cheese	Twigs	
Coffee Filters, Grounds & Tea Bags	Weeds	
Cooking Grease & Oil		Pet Waste: is preferred as garbage but may go in with organics if there is no plastic attached.
Eggs, Egg Shells		
Expired Food		
Fat		
Fish & Shellfish		
Flour		
Food Scraps		
Fruit & Vegetable Peelings		
Gum		
Leftovers		
Meats		
Oats		
Pumpkins		
Rice		
Rotten or Moldy Food		
Seeds		
Yogurt		

## SCHEDULE B – RECYCLABLES

Recyclables refers to paper, cardboard, metal, hard plastics, milk & juice cartons, small electronics and Styrofoam. Only material that is recyclable. Recyclables include but are not limited to the following listed items and materials and must be placed in a transparent blue bag for bi-weekly collection curbside. All recyclables should be emptied, rinsed, scraped or wiped clean before going into the blue bag for collection. It is essential that recyclables are not dripping or sooping with food or other organics.

Metals	Paper	Cardboard	Plastics	Other
Aluminum (pie plates, foil, etc.)	Books Cards Catalogues Drink trays Egg cartons Envelopes Fast Food Bags File folders Flyers Index cards Magazines Newspaper Paper Bags Plates & cups Posters Phone books Sticky notes Tissue Paper Wrapping paper	Boxboard Boxes Cardboard Cereal Boxes Coffee Cups Fast Food Boxes Frozen Juice Containers Pizza Boxes	Bottles (caps off) Containers (covers off) Cups & Dishes Hard Plastic Packaging Jugs Medicine bottles (empty) Milk & juice jugs Plastic cutlery Plastic Film (grocery bags, plastic wrap, bubble wrap, soft plastic packaging, etc.)	Glass Bottles Glass Containers Glass Cups Lids, covers Meat trays Milk Cartons Juice Cartons Styrofoam (cups, plates, trays, etc.) Wrappers (candy, chip, bags, granola)
Bottles				
Cans				
Containers				
Cutlery				
Foil pouches & packets				
Jewelry				
Paper clips				
Steel wool				
Staples				
Tin cans				
Utensils				
Wire				
			*ALL Hard Plastics numbered 1, 2, 3, 4, 5, and 7.	

## SCHEDULE C – GARBAGE

Garbage refers to all household waste that is not recyclable, compostable, hazardous, or otherwise non-collectable. Garbage includes but is not limited to the following listed items and materials and must be placed in clear transparent bags for bi-weekly curbside collection.

<b>Kitchen</b>	<b>Bathroom</b>	<b>Household</b>		
Absorbent Pads (from meat tray)	Baby Wipes	Balloons	Furnace Filters	Sports Equipment
Ceramics	Bandages & Gauze	Binders	Gloves, Scarves,	Stickers
China	Combs	Board Games	Hats	String
Cork	Colostomy & Tube & Feeding	Brushes	Leather	Tape
Dish Cloths	Cotton Balls	Calculators (no batteries)	Light Bulbs (Not CFLs)	Towels
K-Cups & Single-Use Coffee Packets	Cotton Swabs	Candles	Linens, Sheets	Vacuum Bags
Parchment Paper	Condoms	Carbon Paper	Lysol Wipes	Vases
Rags	Cosmetics	Chalk	Markers	Yarn
Rubber Gloves	Cosmetic Wipes	Cigarette Butts	Mirrors	Pet Waste (cat litter, dog poop, etc.) - is preferred as garbage
Scouring Pads	Dental Floss	Clothes	Nylons	but may go in with organics, if there is no plastic attached.
Sponges	Disposable Razors	Computer Disks	Pencils/Pens	
Straws	Feminine Hygiene Products	Crayons	Photos	
Utensils	Toothpaste Tubes	Curtains	Picture Frames	
Toothpicks	Towels	Dirt & Dust	Pillows/Pillowcases	
Twist Ties		Dishware	Pottery	
Water Softener Salt	Diapers - is preferred as garbage but may go in with organics on weeks garbage is not collected.	Dryer Lint & Sheets	Pyrex	
Water Filters		Elastic Bands	Rubber	
Waxed Paper		Electronic parts & games	Rubber Gloves	
		Fabric	Sandpaper	
		Feathers	Sheets/Tablecloths	
		Footwear	Silica Gel Packs	
			Small Electronics	

## SCHEDULE D – HOUSEHOLD HAZARDOUS WASTE

Household Hazardous Waste (HHW) refers to anything dangerous, poisonous, or corrosive. Household Hazardous Waste includes but is not limited to the items and materials listed below. Never put HHW in with your organics, recyclables or garbage. FREE drop-off at the Southeast Eco 360's Hazardous Waste Depot located at 100 Enviro Drive in Berry Mills, NB. The Kent Regional Service Commission also operates a Mobile Eco-depot service that visits the region four (4) times each year. For directions and hours of operation please consult [www.krsc.ca/solid-waste/](http://www.krsc.ca/solid-waste/) or call 506-743-1490.

Acids	Cleaning products	Herbicides & Fungicides	Needles
Aerosol cans (with contents)	Computer Monitors	Insecticides	Oven cleaner
Adhesives	Cooking Oil	Kerosene	Paints
Antifreeze and coolants	Diesel fuel	Lighters	Pesticides
Batteries (car & household)	Driveway sealant	Medications/Prescriptions	Pool chemicals
Bleach	Ethanol	Mercury (thermometers & thermostats)	Propane Tanks & Cylinders
Butane cartridges	Fertilizer	Metal Polish	Razor blades
Car care products	Flea powder	Methanol	Rubbing alcohol
Caulking	Floor polish & wax	Mineral spirits	Rust remover
CFL Light bulbs	Fluorescent light bulbs	Motor oil & filters	Solvents
Chemicals	Gasoline	Nail polish & remover	Stains & varnishes
	Glue & Contact cement		

## SCHEDULE E – BULKY WASTE

Below is a non-extensive list of acceptable bulky waste.

1. Appliances (“white goods and metal”):
  - 1.1. Stove
  - 1.2. Refrigerator
  - 1.3. Freezer
  - 1.4. Dish washer
  - 1.5. Washer
  - 1.6. Dryer
2. Small household appliances.
  - 2.1. Microwave
  - 2.2. Toaster oven
  - 2.3. Dehumidifier
  - 2.4. Air conditioner
  - 2.5. Coffee machine
  - 2.6. Kettle
3. Garden waste (branches and shrubs) in bundles or bags, not exceeding:  
4 ft x 2 ft x 2 ft not exceeding 50 lb. OR 1.2 m x 0.6m x 0.6m not exceeding 23 kg
4. Oversized item: mattress, couch, area rug, table, chairs, toilets, bathtubs, sinks and plumbing accessories.
5. Some construction and demolition waste in bundles or boxes, not exceeding:  
4 ft x 2 ft x 2 ft not exceeding 50 lb. OR 1.2 m x 0.6 m x 0.6 m not exceeding 23 kg.  
This includes wood, asphalt shingles, and house siding.
6. Big electronic waste (e-waste).
  - 6.1. Computer
  - 6.2. Laptop
  - 6.3. Printer
  - 6.4. Television
  - 6.5. DVD/Blu-ray player/VHS
7. Some items in bags, including clear transparent and blue bags. Bags will be the last collected if the residents have gone over the maximum of six (6) items per household per collection.

## SCHEDULE F – NON-COLLECTABLE WASTE

The following items are not acceptable as residential/household waste and will not be collected if deposited curbside or in a clear, transparent blue or green bag. If you wish to dispose of any of the following items, please consult the Southeast Regional Service Commission at (506) 877-1040 or [www.nbse.ca/solidwaste](http://www.nbse.ca/solidwaste) for safe and proper disposal instructions.

1. Explosive or highly combustible materials such as a celluloid cutting, moving picture film, or oil-soaked or gasoline-soaked rags and the like.
2. Plaster, drywall, fiberglass insulation, lumber, concrete, a boulder or other waste residue resulting from construction, building renovation or a demolition operation.
3. Tree limbs, firewood, stumps, trunks, and branches larger than 2.5 cm diameter.
4. Swill, liquid waste, or organic matter which has not been drained and wrapped in accordance with the provisions of this By-Law.
5. A syringe, blade, lancet, needle, clinical glass, dressing, bandage, gauze, swab, pipet, cast, speculum, urine, enema bag, an intravenous bag, a catheter or other tubing, dentures, an alginate impression or like material, a stool sample, flesh or tissue from any animal or human, bodily fluid-stained material infectious or otherwise including clothing and bedding, an incontinence or feminine hygiene product known to be infectious, a piece of surgical clothing including a gown, mask, glove, patient bib, gown or sheet and the like, a liquid or solid medicine including a pill or vaccine, a container or vial from which a pill or vaccine is extracted that contains any amount of such pill or vaccine, petri-dish, test tube, surgical equipment, microscope slide, scope, electrode and the like, any of which is generated from a clinic, hospital, surgery, an office of a physician, surgeon, dentist, veterinarian or the like.
6. A syringe from a household.
7. An animal carcass, other part or any portion thereof, of any dog, cat, fowl or any other creature with the exception of bona fide kitchen or food waste.
8. All Household Hazardous Waste as included in Schedule D.
9. Organics or recyclables which have not been prepared or packaged for collection in accordance with the provisions of this By-Law.
10. A tire, car battery, gas or oil tank, automotive part or body.
11. Any material which is frozen or stuck to the waste receptacle or container and cannot be removed by shaking manually.
12. Any material or substance which may cause damage to the natural environment.
13. Any septic tank pumping, raw sewage, sewage sludge or industrial process sludge.
14. Any radioactive material.
15. Any ash or ashes defined as the residue, including soot, of any fuel or waste after it has been consumed by fire.



# Capital Renewal Plan

February 2026

---

Last October, the Government of New Brunswick launched a new capital funding program called **Capital Renewal Funding (CRF)**.

The CRF program provides capital to municipalities each year to replace existing assets and infrastructure. It does not allow municipalities to add assets and infrastructure that they do not already have.

The CRF program will be provided in addition to the Canada Community Building Fund (CCBF) and Fiscal Capacity Funding.

## **How much will Five Rivers receive?**

\$113,300 in 2026, \$130,000 in 2027, \$150,000 in 2028, and \$170,000 for 2029, for a total of **\$563,300** over the four-year period.

## **What do we have to do to receive the funds?**

To receive the funds, we must fill in a template that lists the assets we plan to renew by year and cost, while specifying what the municipality plans to contribute and the funds that we will receive from other sources (for example, from the CCBF, from grant programs, etc.). The template is similar to the one we fill in to receive CCBF funding. Once the template is filled in with the assets we plan to renew, council must pass a motion to accept the plan.

## **Can the plan be changed later?**

Yes. Like the CCBF plan, the CRF plan can be updated and re-approved by council.

## **What assets and investments are eligible for CRF funding?**

The following list of examples is provided in the CRF template:

- Capacity building: asset management plan, infrastructure renewal plan, renewal management software, training.
- Common services: municipal garage, fleet vehicle, pickup truck, heavy equipment, plow.



- Cultural: community center, library, museum, furniture, historic site and building.
- Emergency measures: building, generator, emergency management system, vehicles, warming center, cooling center.
- Wastewater: treatment plan, pipe, lift stations.
- Fire protection: fire station, fire truck, protective gear (must be capital), emergency vehicles.
- General administrative: office equipment, furniture, municipal building, parking lot.
- Recreation & sport: sports & recreation facilities, pool, arena, trail, dog park, marina, boat launch, splash pads.
- Road transport: asphalt, ditch, pipe, pickup, plows, streetlights, traffic light, traffic signage, salt/sand dome, sidewalk, curb, gutter.
- Tourism and beautification: wharf, park, building, welcome sign.

#### **What approach is the administration taking to asset management planning as it relates to CCBF and CRF funding?**

The following list summarizes the process we are following to do asset management planning:

1. Identify **all existing assets and infrastructure**: properties, buildings, roads and streets, vehicles, heavy machines, equipment, wastewater.
2. Assess their **condition**.
3. Assess their **useful life** remaining.
4. Assess their **risk** (what would happen if we did not have them).
5. Assess their **value** (how valued are they users and stakeholders).
6. Estimate their **replacement cost**.



7. Identify **new assets and infrastructure** that we need or want (for example, the mini-tractor, a changing room at the splash pad).
8. Create a list of **asset replacement or development projects**.
9. For each project, identify **potential and available funding sources** (other than our own capital reserves and borrowing from the MCCB): CIF, CCBF, CRF, CHIF, other grants, other RDC programs).
10. Estimate a **net cost** per project after external funding.
11. To align projects for CCBF and CRF, choose projects that:
  - a. qualify under each program
  - b. benefit the wider community (Rexton, Harcourt, Weldford, etc.)
  - c. alleviate our need to borrow
  - d. move spend from operating budgets to capital plans (for example, washer and dryer for Rexton fire department)
  - e. will be easy to claim (fewer projects is also generally better)
  - f. we definitely need (save elective projects for your own funds)

#### **Can CRF be used in combination with other funds for a project?**

Yes. CRF funds can be combined with CCBF funds, capital reserves, grants, borrowing, and other funds.

#### **What projects were identified as the best fit for CRF funding?**

We identified the following projects as good candidates to receive CRF funding:

1. Municipal signage in 2026.
2. Harcourt window replacement in 2026.



3. Rexton Fire Department washer and dryer in 2026.
4. Municipal office upgrades (foundation, roof, parking lot, doors/access systems) in 2026 and 2027.
5. Wastewater system upgrades in 2026, 2027, 2028, and 2029.
6. Beersville fire truck replacement in 2028.
7. Pick-up truck replacement in 2029.

**Why include a spend that was already in our 2026 general operating budget?**

By paying for the Rexton washer and dryer with CRF funds (\$18,000), we give ourselves more room and flexibility in our general operating budget.

**Why include the Harcourt windows?**

We pay very high heating costs for the Harcourt station. The windows are needed and will lower our heating costs.

**Why should we use CRF funds for the wastewater system, which primarily benefits residents of Rexton?**

Over the 4-year period, the proposed plan will allocate roughly 45% of total funds to the sewer project, which is estimated to cost about \$4.4M. However, even with these funds, and if the province pays up to 75% of the cost, Five Rivers will still need to borrow \$800,000 or more, or a little more than we borrowed for the first \$3.1M wastewater project. Assuming a 20-year loan, that would result in a rate increase per year per use of about \$150, which would increase our rate to \$600 to \$650. As well, though most residents live outside Rexton, these rates will be applied to local businesses and other organizations. At the end of the day, there are two sure things. One, the lagoon pipe is broken and needs to be replaced (estimated at \$750k) and two, the lagoon has too much sludge and needs to be dredged (\$3M+) for the first time in 50 years. Though this work can be distributed over a period of years, it should start this year, and it will be a very large expenditure for Five Rivers. The funds allocated for 2026 (\$50,000) will help us cover the most cost of assessment by CBCL and not much more.

**What other projects did you consider for CRF funding?**

We considered the following projects for CRF funding:

1. Asset Management
2. Park & Pavillon Upgrades
3. Community Center (Lion's Club) – Exterior Siding



4. Community Center (Lion's Club) – Kitchen Upgrade
5. Community Center (Lion's Club) – Roof Repair
6. Rexton Fire Dept - Breathing Air Compressor
7. Beersville Fire Station – Roof Repair
8. Rexton Fire Dept - SCBA (Self Contained Breathing Apparatus)
9. Rexton Rec Center - Foundation Repair
10. Rexton Rec Center - Refrigeration System Motor
11. Paving & Sidewalks - Brait St
12. Paving & Sidewalks - Queen St
13. Paving & Sidewalks - River St
14. Paving & Sidewalks - School St
15. Paving & Sidewalks - York Street
16. Paving & Sidewalks - Church St
17. Paving & Sidewalks - North St
18. Paving & Sidewalks - Water Street
19. Heater – Harcourt Fire Station
20. Maple Street Lift Station - Roof Repair

**Notes on projects that were not selected**

- Some projects made sense for CRF (e.g., roof repair at Beersville Station), but after allocating funds for the wastewater project, there were inadequate funds left for these.
- We chose not to align roadwork (paving, sidewalks, curbs, etc.) with CRF, although roadwork does need to be addressed in our capital plans.



- We didn't allocate funding to asset management resources (staff, consultants) or software because I believed we could do this with current resources and tools (CAO, Senior Planner, MS Excel).

**How do these projects look over the four-year period (allocation vs spend)?**

	2026	2027	2028	2029	Total
GNB Allocation	\$113,300	\$130,000	\$150,000	\$170,000	\$563,300

PROJECT LIST	2026	2027	2028	2029	Total
Municipal Signage Updates	\$20,000	\$0	\$0	\$0	\$20,000
Municipal Office Restoration	\$15,000	\$25,000	\$0	\$0	\$40,000
Lagoon Restoration & Upgrades	\$50,000	\$105,000	\$55,000	\$50,000	\$260,000
Replace Truck - Beersville Fire Department	\$0	\$0	\$95,000	\$0	\$95,000
Replace Windows - Harcourt Fire Station	\$10,300	\$0	\$0	\$0	\$10,300
Replace Washer/Dryer - Rexton Fire Department	\$18,000	\$0	\$0	\$0	\$18,000
Replace Works Truck	\$0	\$0	\$0	\$120,000	\$120,000
<b>Total</b>	<b>\$113,300</b>	<b>\$130,000</b>	<b>\$150,000</b>	<b>\$170,000</b>	<b>\$563,300</b>