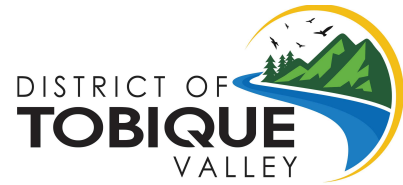


Minutes



Regular Meeting

DATE OF MEETING

July 20th, 2026

TIME

7:00 PM

MEETING CALLED TO ORDER BY

Mayor Jones

IN ATTENDANCE

Mayor Aaron Jones, Deputy Mayor Laurie Barry-Kinney, Councillor Tony Wright, Councillor Kevin Thompson, Councillor James Parish, Councillor Jogn Sharkey, Councillor William Eagles

Staff: Patty St. Peter, CAO/Clerk, Raeleta Ruff

LAND ACKNOWLEDGEMENT STATEMENT

Mayor Jones stated, “We begin today by acknowledging that the land on which we gather is the traditional unceded territory of the Wolastoquey. These territories are covered by treaties of peace and friendship of the Wolastoquey people first signed with the British Crown in 1725.”

OPENING PRAYER

Mayor Jones stated, “After careful consideration, the Council of the District of Tobique Valley, in consultation with our legal counsel, has decided that we will no longer recite the Lord’s Prayer at the opening of Council meetings. This decision has been made to ensure compliance with the Supreme Court of Canada’s decision in *Mouvement laïque Québécois v Saguenay (City)* which found that the recitation of prayers at the opening of municipal council meetings breaches a municipality’s duty of religious neutrality and infringes upon the freedom of conscience and religion guaranteed under the Canadian Charter of Rights & Freedoms.”

AGENDA

To accept the agenda as presented

Moved by: Councillor Eagles

Seconded by: Deputy Mayor Barry-Kinney

Motion Carried 202607-05

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DECLARATION OF CONFLICTS OF INTEREST

None

ADOPTION OF MINUTES

To adopt Regular Meeting Minutes of June 15th, 2026.

Moved by: Deputy Mayor Barry-Kinney

Seconded by: Councillor Wright

Motion Carried 202607-06

To adopt Special Meeting Minutes of June 15th, 2026.

Moved by: Councillor Wright

Seconded by: Councillor Sharkey

Motion Carried 202607-07

PRESENTATIONS

Deputy Mayor Barry-Kinney introduced the Glenn Group. Presentation was given by Harvey Sawler and Dan Glenn.

7:19 – Outburst from an attendee concerning Pond Hockey.

Deputy Mayor thanked the Glenn Group for coming and giving their presentation. Barry-Kinney referenced how good to get an outside view of what we have as we see it all the time and to get their view.

Councillor Eagles stated, “A great presentation, however he was concerned about the lack of representation for Ward 3 concerning the river access, etc. Most of the presentation was for Plaster Rock versus the District of Tobique Valley. There are several access points which could be developed between Plaster Rock and Nictau.”

CORRESPONDENCE

A) Jennifer Wilkins letter

BUSINESS ARISING FROM THE MINUTES

A) Tobique Valley High School requesting donation of \$5,000.00 for playground project

MOTION: To give \$1,000.00 to Tobique Valley High School playground project

RESOLUTION: The District to give \$1,000.00 to Tobique Valley High School playground project, Jason Green.

Moved by: Councillor Eagles

Seconded by: Councillor Sharkey

Motion Carried 202607-08

- B) James Melanson – Approval for Community Communication through community display program
Deputy Mayor stated discussion could be made concerning costing during budget time.

No changes to be made, motion not needed.

- C) Angela Michaud requesting the District consider a donation of \$2,500.00 to help fund the Thirsty Thursday & activities program at Arthurette Legion.

MOTION: To give \$2,500.00 to Angela Michaud of Arthurette Legion for Thirsty Thursday & activities program.

RESOLUTION: The District to give \$2,500.00 to Angela Michaud of Arthurette Legion for Thirsty Thursday & activities program.

Moved by: Councillor Wright
Seconded by: Deputy Mayor Barry-Kinney

Motion Carried 202607-09

- D) Communication Draft Policy

MOTION: Move to adopt the Communication Policy which streamlines the timelines for staff, volunteers and all individuals responsible for communicating on behalf of the District.

RESOLUTION: For the District to adopt the Communication Policy for staff, volunteers, and all individuals responsible for communicating on behalf of the District.

Moved by: Deputy Mayor Barry-Kinney
Seconded by: Councillor Wright

Motion Carried 202607-10

- E) Amendment to the Procedural By-Law for Council of District of Tobique Valley no. 2023-05-A1. Third reading by title, however due to recent changes, Council to rescind the first & second reading by title of the amendment to the Procedural By-Law for Council of the District of Tobique Valley no. 2023-05-A1 for restart.

MOTION: To rescind the first two readings and build a new policy from scratch

RESOLUTION: For the District of Tobique Valley to rescind the Procedural By-law no. 202305-A1 and rebuild a new one.

Moved by: Deputy Mayor Barry-Kinney
Seconded by: Councillor Wright

Motion Carried 202607-11

- F) Residential Rental Housing Development Grant Policy draft – the purpose is to recognize the inadequate supply of quality rental housing which is essential to attract and entertain residents to support economic growth and meeting the housing need in the community.

MOTION: To move on with the Residential Rental Housing Development Grant Policy.

RESOLUTION: For the District to accept the Residential Rental Housing Development Grant Policy

Moved by: Councillor Wright
Seconded by: Councillor Parish

Motion Carried 202607-12

RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE

Councillor John Sharkey added a few things for Community Development:

- A) Canada Day – amazing effort by Community Development director and all involved. It was a successful day.
- B) Sports Hall of Fame on Aug. 8 recognizing Robert Paget & the 1985 Alpine Team. Event will be held at the Pavilion at 12 p.m.

NEW BUSINESS

- A) Riley Brook Rec. Council asking for support for their annual Bottle Cap Raffle fundraiser during the Labor Day celebration event

MOTION: To give \$1,000.00 to Riley Brook Rec. Council for their annual Bottle Cap Raffle fundraiser.

RESOLUTION: For the District to give \$1,000.00 for the Riley Brook Bottle Cap Raffle fundraiser.

Moved by: Councillor Eagles
Seconded by: Councillor Wright

Motion Carried 202607-13

- B) RFP (Request for Proposal) for Municipal Audit services

MOTION: To go back to current provider to see if they will render service.

RESOLUTION: For the District to contact current provider to see if they will continue to render services.

Motion Carried 202607-14

- C) Sandra Green and Mark Glass Family Foundation proposed:
- 1) They provide a grant of up to \$1,500.00, including HST, to engage resources to advise council of the best way to achieve a quality presentation. HST would be reimbursed at a rate of 50%.
 - 2) After receiving a cost assessment of required resources from the DTV, we would discuss a further grant of up to \$10,000.00, including HST. HST would be reimbursed at a rate of 50%.

MOTION: To sit down with Mark & Sandy and plan.

RESOLUTION: For the District to move forward and talk with Mark & Sandy.

Moved by: Deputy Mayor Barry-Kinney

Seconded by: Councillor Wright

Motion Carried 202607-15

- D) Joy Briggs advising several things on the “wish list” at the Phil Sharkey Memorial Centre Fitness Centre. It has been an integral part of her weekly routine.
- 1) Imperative that the walking track surface be changed to a “joint friendly” covering. The track is a vital part of daily exercise that is recommended for all, but especially for seniors. Many use this facility as their only option the winter, to avoid the possibility of debilitating fall. Joints – knees and hips – feel the brunt of the cement walkway after just a few laps.
 - 2) A large television system equipped with a DVD system where workouts could be streamed, would be an addition to the center.
 - 3) A large wall mirror, much like that in the main room, for the back room to maintain correct form and minimize injuries would allow for adjustment to one’s workout. Without a trainer hired by the district, we have to rely on our peers to help modify form and eliminate possible injuries.

No changes to be made, no motion needed.

NOTICE OF MOTION

None

COUNCILLOR STATEMENTS/INQUIRIES

Deputy Mayor Barry-Kinney – replaced Mayor Jones on a tour at the Hotel Dieu Hospital in Perth-Andover, talking about services being worked on, brought in, number of people serviced each day, and talking with department heads to see what the flow was like there. Another tour will be held in Waterville this fall for Mayors to work together on. Mayor Jones & Deputy Mayor Barry-Kinney visited the Community Health Centre and met with Jennifer Eagan concerning the things she is working on. There are some great things coming to the centre.

The Tourism project is exciting and has a lot for Council to sit down and decide what to do to move forward.

Councillor Tony Wright – Facility report:

- Regular lawn maintenance
- Pool preparation for season
- Park maintenance and preparation for season
- Bunkies have been moved down back by the lake and chair shed moved back to Pavilion
- Ball and Soccer fields are finished and in seasonal use

Fire Department report:

The last month has been an exceptionally busy month. We have had several MVAs in the past month, 1 involving a fatality. These types of calls affect everyone involved in different ways. The following was a message sent to the CAO after that call.

Hi Tim,

I received a phone call from Ricky Nicholson from the Coroner's Office, and he asked me to extend his appreciation to you and the department for a job well done on June 21.

He wanted to recognize the professionalism and excellent work demonstrated by everyone involved. Please pass along his thanks to the members.

Call Report:

- June 17 Vehicle vs Dirtbike
- June 21 Motor Vehicle Accident
- June 26 Off Road Rescue for Motor Vehicle Accident
- June 27 Motor Vehicle Accident
- June 30 Transport Truck Rollover
- July 2 Medical Call (Ambulance 55 min away)
- July 4 Tree on Power Lines
- July 4 Tree on Fire due to fireworks
- July 5 Motor Vehicle Accident
- July 13 Residential Fire Alarm
- July 18 Commercial Fire Alarm
- July 18 Motor Vehicle Accident

On June 11th – 13th, I was down to St. John to Councillor Orientation meetings. June 16th, I was down to New Maryland in Fredericton to Regional Meetings.

Councillor Wright stated, “At this moment here, I also want to take this opportunity to formally and publicly register my deep disapproval of the decision to discontinue the Lord’s Prayer at the beginning of our Council meetings. A decision driven by a distant judicial mandate from the Supreme Court of Canada and pushed locally by a few individuals within our own district. I am highly disappointed with the Supreme Court of Canada for failing to recognize the value of local history and the spiritual anchors that have grounded rural communities like ours for generations. What the court views as a sterile legal issue, our community views as a treasured tradition. Equally disappointing is the reality that a few individuals right here in our own district chose to push for this change, discarding a tradition that has brought comfort and guidance to our community for many years. This issue was voted on in council also, with 5 in favour to keep the

Lord's Prayer and 1 against. When we strip away these traditions in the name of progress, we just don't lose a habit – we lose a piece of our identity and our connection to the community we serve. I believe eliminating this tradition is a mistake, and I do not support it!"

2 members of the gallery vacated the meeting abruptly @ 8:30pm.

Councillor James Parish – On June 17th, met with Jennifer Eagan at the Community Health Centre. We have been losing services for years and Jennifer has been working hard and has some exciting news; a doctor's assistant and nurse practitioner will be coming soon, as well as some other services. Services will be shared with the Perth-Andover clinic. People hopefully will take advantage of the Health clinic and the services.

Councillor Sharkey –
Community Development report:

- We were proud to participate in this year's ParticipACTION Community Challenge. Community spirit was incredible, and we saw outstanding participation throughout the month.
- Our Walking Club welcomed special guest speaker Kelly Beveridge Occupational Therapist from TVCHC, who shared valuable information on proper footwear, walking safety, and practical tips for maintaining a healthy, active lifestyle. Participants also enjoyed a few fun games, making it an informative and an enjoyable morning.
- **What an Incredible Canada Day!** ❤️💙
It was wonderful to see so many families, friends, and visitors enjoying everything our community had to offer. From sharing Canada Day cake, playing games, swimming, and riding **Little Obie**, to enjoying all the activities throughout the day, there were smiles everywhere we looked!
- Unfortunately, due to the weather forecast, we made the difficult decision to cancel this year's Annual Car Show. We are currently exploring alternative dates and hope to reschedule the event later this season.
- Our Bike Rodeo was a tremendous success! Many children participated and went home with great prizes. A sincere thank you to the Fire Department for organizing this event, as well as to all our volunteers. We also extend our appreciation to Canadian Tire and Riverside Home Hardware for their generous donations and continued community support.
- National Strawberry Shortcake was a huge success, with nearly 90 people enjoying strawberry shortcake. Our National Day celebrations continue to grow in popularity, and we're excited to host National Lasagna Day later this month. Based on increasing attendance, we are planning to prepare enough to serve at least 120 people.
- Participants had an excellent time learning valuable outdoor skills during our Bushcraft Basics event. Instructor Wayne Russell demonstrated useful knots, shelter building techniques, and fire-starting methods. The session was both educational and engaging, and we hope to welcome Wayne back this winter to teach additional cold weather survival skills.
- All pool and park summer students have now been hired and are hard at work. The pool has already been very busy, with swim lessons beginning immediately.

A member of the gallery vacated the meeting @ 8:34pm.

Library report:

- Melinda Harrington was hired as our Student Clerk. Her 8-week position started on June 25th.
- Tara from Talk with Me will be offering 1 more session of Songs & Rhymes for ages 0-5yrs at 10:30 on Tuesday, July 7th. She will return for a special 1-time program in August.
- Lego Club, Book Club & Rug Hooking will be on pause for July & August; they will return until September.
- The group from CVCVB will take a break from their July monthly craft session with Stephanie. They will be back in August.
- Spice Club's spice/seasoning pick up was ready for pick up on Friday, July 3rd. The spice for July is Dill.
- The library's board will meet again in September. They will also be taking a break during July & August.
- Free passes for the NB Provincial Parks are available from May 15 – October 11. Passes can be redeemed during their summer season (same dates). Once issued passes are only good for 3 days, so patrons must plan accordingly.
- Free passes for Albert Country Museum in Hopewell Cape, will be available from June 26-July 7. Passes can be redeemed during July 1 – July 7.
- Summer Reading Club pre-readers (0 to 5yrs) will meet on Wednesdays at 10:30 and readers (6 to 12yrs) will meet on Thursdays at 2:00.
- A new feature of this years Summer Reading Club is a Story Walk. Thank you to the District of Tobique Valley for allowing us to place our story signs around Sadler's Nature Trail. Families can follow the story of Colette: The Solitary Bee as they stroll around the nature trail. Signs will remain around the trail during July & August. Library staff will set up and take down the signs and check them periodically throughout the summer. We have asked in our social media post, that if anyone sees a damaged sign to report it to the library.
- July will have 2 craft nights. The first will be for teens on July 16th at 6:30 and the second will be for adults on July 30 at 6:00. Amanda G. Wright, a local artist, will be facilitating the adult craft night.
- We will be having the occasional evening Story Time on Thursdays at 6:15. Children are welcome to wear their pj's and join us for a bedtime story & snack. The first will be July 9th. Stay tuned to our Facebook and Instagram page for more dates.

Councillor Eagles –

Public Works Report:

- Installed new cross culvert and catch basin on Mac Wright St.
- Had AVL do tree trimming on Main Street
- Dredging was completed at the Everett lagoon
- Work was completed at the ball diamond which included, 5 loads infield soil, 3 loads of topsoil, 9 pallets of sod
- Picnic area at Arbuckle landing pressure washed and the shelters stained
- Septic system repair project completed at 115 Main St.
- 10 water samples all acceptable results

Councillor Eagles mentioned the plow truck was down for a week this summer. Replacement of the plow truck needs to be considered in the near future. This week patching on Centennial and Bridgeview will be completed along with a few potholes filled.

EMO report:

- Heat Wave – July 1-3 – Most municipalities had cooling centers on standby if needed to save on volunteer hours –
 - Riley Brook opened July 2nd – no visitors
 - Arthurette opened July 3rd - had 5 adults and 3 children visit
- Met with Regional EMO, Public Health and local municipalities on July 2 & 10
 - Public Health would like to try to revamp “Cooling Centers” for bigger attendance. There is funding for a few centers to try to rebrand cooling centers into something fun.
- Cooling Center Municipal Operations Protocol attached in preparations of another heatwave.

MUNICIPAL COOLING CENTRE ACTIVATION PROTOCOL

Heat Alert and Response System (HARS)

Policy Number: To Be Assigned

Department: Emergency Management / Community Services

Approved By: Council or Chief Administrative Officer

Effective Date: _____

Review Date: _____

Supersedes: New Policy

1. Purpose

The purpose of this protocol is to establish a standardized process for activating, operating, and deactivating Municipal Cooling Centres during periods of extreme heat in response to Heat Alert and Response System (HARS) notifications.

This protocol is intended to reduce the risk of heat-related illness and death by providing residents with access to safe, air-conditioned public spaces during periods of excessive heat.

2. Scope

This protocol applies to:

- Emergency Management
- Community Services
- Parks and Recreation

- Public Works
- Communications
- Partner agencies and volunteers supporting cooling centre operations

3. Authority

This protocol is developed under the authority of:

- Provincial Emergency Management legislation
- Occupational Health and Safety legislation
- Municipal Emergency Management Program
- Municipal Heat Alert and Response Plan
- Local Public Health Authority guidance

4. Definitions

Cooling Centre

A municipally designated, air-conditioned public facility that provides temporary relief from extreme heat.

Heat Alert and Response System (HARS)

A coordinated notification system issued by Environmental and Local Government identifying conditions that present an elevated risk of heat-related illness.

Heat Alert

Notification issued when forecast weather reaches established local heat-health thresholds.

Heat Warning

Notification indicating prolonged or severe heat conditions requiring enhanced municipal response.

5. Objectives

The Municipality will:

- Protect residents from heat-related illness.
- Provide accessible cooling facilities.
- Coordinate municipal departments during heat events.
- Communicate timely information to the public.
- Prioritize assistance for vulnerable populations.

6. Cooling Centre Activation Criteria

Cooling Centres shall be activated when one or more of the following conditions occur:

Level 1 – Heat Alert

Issued by ELG under HARS.

Actions include:

- Monitor weather forecasts.
- Notify departmental supervisors.
- Prepare designated facilities.
- Confirm staffing availability.
- Inspect cooling equipment.
- Prepare public messaging.

Cooling Centres may remain on standby unless operational needs indicate otherwise.

Level 2 – Heat Warning

Cooling Centres shall be opened when ELG issues a HARS Heat Warning and one or more of the following applies:

- Heat conditions are expected to continue for two or more consecutive days.
- Overnight temperatures are forecast to remain elevated.
- Public Health recommends activation.
- The Emergency Management Coordinator authorizes activation based on local conditions.

Level 3 – Extended Heat Event

When a Heat Warning continues beyond 48 hours or conditions worsen, the Municipality may:

- Extend operating hours.
- Increase the number of cooling centres.
- Activate transportation assistance.
- Coordinate with community organizations.
- Increase wellness checks for vulnerable residents.

7. Cooling Centre Locations

The Municipality shall maintain a current list of approved Cooling Centres, including:

- Civic Centre
- Community Centres
- Libraries
- Arenas
- Other municipally designated facilities

Each location shall provide:

- Air conditioning
- Drinking water
- Washroom facilities
- Accessible entrances
- Seating

- First aid supplies
- Charging stations where practical

8. Roles and Responsibilities

Chief Administrative Officer

- Overall administrative authority.
- Approves extraordinary resource allocation.

Emergency Management Coordinator

- Monitors HARS notifications.
- Recommends activation.
- Coordinates municipal response.
- Liaises with NB EMO, Public Health

Community Services

- Opens and staffs facilities.
- Maintains supplies.
- Ensures facility readiness.

Communications

- Issues public notifications.
- Updates municipal website and social media.
- Coordinates media releases.

Public Works

- Ensures municipal facilities are operational.
- Supports generators and utilities if required.

9. Activation Procedure

Upon receipt of a HARS Heat Warning:

1. Emergency Management confirms notification.
2. Emergency Management notifies senior management.
3. Community Services prepares designated facilities.
4. Communications issues public information.
5. Facility staff report one hour prior to opening.
6. Cooling Centres open as directed.
7. Notify NBEMO (emo@gnb.ca), REMC (josh.corey@gnb.ca) - using the following guideline:
 1. Name of Facility
 2. Address of Facility
 3. Hours of Operations
 4. Contact Name and Phone Number for the Facility

5. Services available on site
 1. Warming/Cooling
 2. Charging Stations
 3. Pet Friendly
 4. Back up power
 5. Kitchen services
 6. Showers
 7. Wheelchair accessible
 8. Any other info necessary
6. Maximum Occupancy

10. Public Notification

The Municipality shall notify residents using available communication methods, including:

- Municipal website
- Social media
- Local radio
- Local media
- Municipal email alerts
- Community partners

Public information should include:

- Location of Cooling Centres
- Operating hours
- Transportation information
- Heat safety tips
- Emergency contact information
- Resources and amenities

11. Accessibility

Cooling Centres shall comply with applicable accessibility legislation.

Reasonable accommodations should include:

- Barrier-free access
- Accessible washrooms
- Seating for persons with mobility limitations
- Accessible parking
- Service animal access

12. Operational Standards

Each Cooling Centre shall provide:

- Indoor temperature maintained at a comfortable level
- Potable drinking water

- Seating
- Washroom access
- Basic first aid supplies
- Emergency contact numbers
- Incident reporting forms

Staff shall monitor visitors for signs of heat-related illness and contact Emergency Medical Services when required.

13. Vulnerable Populations

Priority outreach should be coordinated for:

- Older adults
- Infants and young children
- Individuals experiencing homelessness
- Individuals with chronic medical conditions
- Persons with disabilities
- Socially isolated residents
- Outdoor workers where applicable

The Municipality may coordinate outreach with Public Health, social service agencies, shelters, and community organizations.

14. Deactivation

Cooling Centres may be closed when:

- Public Health cancels the HARS Heat Warning.
- Forecast temperatures return below local HARS thresholds.
- The Emergency Management Coordinator authorizes deactivation.

Prior to closure:

- Notify the public.
- Notify NBEMO, REMC
- Complete attendance records.
- Document operational issues.
- Restock supplies.
- Return facilities to normal operations.

15. Documentation

Following each activation, the Emergency Management Coordinator shall complete an After-Action Review that includes:

- Dates and duration of activation
- Attendance
- Staffing levels

- Operational challenges
- Resource usage
- Public feedback
- Recommendations for improvement

16. Training

Municipal staff assigned to Cooling Centres shall receive annual training covering:

- HARS procedures
- Heat-related illness recognition
- Customer service
- Accessibility
- Emergency response
- Incident reporting

17. Annual Review

This protocol shall be reviewed annually before the beginning of the summer season or following any significant heat event requiring municipal activation.

Appendix A – Cooling Centre Activation Flow

HARS Heat Alert Received

↓

Monitor conditions and prepare facilities.

HARS Heat Warning Issued

↓

Emergency Management reviews forecast.

Activation Authorized

↓

Notify departments, staff, NBEMO and REMC

Cooling Centres Open

↓

Public notification issued.

Daily Operational Review

↓

Determine whether to continue operations.

Heat Warning Cancelled

↓

Cooling Centres closed – Notification to Public, NBEMO and REMC

After-Action Review Completed

Appendix B – Minimum Supply Checklist

- Drinking water
- Cups or refill station
- Chairs
- Tables
- First aid kit
- Incident report forms
- Cleaning supplies
- Hand sanitizer
- Charging stations (where available)
- Signage
- Visitor log
- Flashlights
- Emergency contact list
- PPE (as required)
- AED

Document Control

Version	Date	Description
1.0	_____	Initial Policy

To move that the next Regular Council meeting will be Aug. 17th, 2026, at 7 p.m.

Moved by: Deputy Mayor Barry-Kinney

Seconded by: Councillor Parish

Motion Carried 202607-16

ADJOURNMENT

Meeting adjourned 8:45 p.m.

Moved by: Deputy Mayor Barry-Kinney

Aaron Jones, Mayor

Patty St. Peter, Clerk