

Village of Arcadia

Council Meeting Minutes

Location: Cumberland Bay Fire Department, Waterborough

Date: January 26, 2023

First Regular Meeting of Council

- 1) The meeting was called to order by Mayor Pleadwell at 6:50pm. This meeting was held in person and Mayor Pleadwell welcomed those present in the gallery. Present were Mayor Pleadwell, Councillor Black, Councillor Gahan-Magee, Councillor Gordon, Councillor Mennier, Councillor Sharpe, Councillor Watson, Clerk White and Treasurer Trebble.

- 2) Call for Motion to Approve Agenda:
 - Mayor Pleadwell brought to the attention of Council that each agenda will have times allotted to each item. Council will be encouraged to observe the times during the discussion. If additional time is required to complete the discussion of an item, council may choose to do so by a majority vote.
 - The agenda was reviewed. It was moved by Councillor Sharpe and seconded by Councillor Mennier to approve the agenda. With no questions to the motion and all in favour, motion carried.

- 3) Disclosure of Conflict of Interest
 - Mayor Pleadwell asked if anyone present had any conflicts to declare. No conflicts were declared.

- 4) Opening Remarks – Mayor Pleadwell
 - Mayor Pleadwell expressed gratitude to public members for attending. Mayor Pleadwell encouraged members of the public to attend Council Meetings in the future. Mayor Pleadwell encouraged councillors to exhibit positive communication throughout meetings and dealings with the public. Arcadia has many assets that we can now build on as we go forward.
 - Local Government has been offering Orientation sessions online and Mayor Pleadwell encouraged all Councillors to take advantage of the free sessions.

5) Election of Deputy Mayor

- Mayor Pleadwell accepted nominations for appointment of Deputy Mayor as per Arcadia By-law 1 Section 4-b. Councillor Sharpe was nominated by Councillor Gordon and Councillor Black was nominated by Councillor Mennier.
- Mayor Pleadwell called for councillors to openly vote as per section 66.1 of the Local Governance Act.
- Councillor Sharpe, Councillor Gahan-Magee, Councillor Gordon, and Councillor Watson voted for Councillor Sharpe. Councillor Mennier, Councillor Black, and Mayor Pleadwell voted for Councillor Black.
- Councillor Sharpe was elected as Deputy Mayor for a term of 2 years based on majority vote. Councillor Sharpe will henceforth be referred to as Deputy Mayor Sharpe.

6) Appointment of Staff

- During the Reform process, the Minister of Local Government and Local Governance Reform appointed Robert White as Clerk and CAO, and Alexis Trebble was appointed Treasurer. Staff recommended that Council appoint deputies to ensure there is backup for each role.
- It was agreed by council that it was good practice to have a Deputy in each role.
- Therefore, it was moved by Councillor Mennier and seconded by Councillor Gordon that Robert White be appointed as Deputy Treasurer and Alexis Trebble be appointed as Deputy Clerk.
- With no questions to the motion and all in favour, motion carried.

7) Approval of Previous Meeting Minutes

- Not applicable.

8) Business Arising from the Minutes

- One item was carried forward from council of Cambridge-Narrows.
- Staff met with Regional Service Commission (RSC) on Jan 17th, 2023, to get an update on the file. RSC is willing to meet with council to provide background and to recommend course of action.
- Staff recommends to Council to meet with CRSC to get an update on the file. Council agreed to proceed with the meeting. Clerk White will speak with CRSC to get a couple suggested dates and circulate the options with council.

9) Correspondence

- There was a letter and pamphlet from a member of the community regarding the steamboat wharves in the region. Council agreed the wharves in the region have historical significance and there should be interest in their reinvigoration and repair. Some of these wharves are privately owned. There has been grants available from the government in the past for projects like this. This issue will be looked at under the economic growth and development mandate. To be discussed again.

10) Formation of Council Committees

- Mayor Pleadwell recommended the creation of several committees in order to get more work done and engage the public. Council members will head a committee and be tasked with bringing in public or other councillors to tackle a given mandate. Committees of Council do not have decision making authority. All decisions come back to Council for decisions. Committees and which councillor will head them will be discussed in a special meeting.

11) Communication with/to The Public

- Mayor Pleadwell asked councillors to share how their community receives information and what are their communication expectation are. This includes both official and unofficial communications. Please send this information to the Village Office. To be revisited.
- A website and Facebook page are currently being worked on by staff. Once developed, the Communications Committee will oversee these platforms.
- Deputy Mayor Sharpe noted the Jemseg Lions Club distributes a significant number of copies of the monthly newsletter and this could be another platform to communicate with the public.
- Municipality of Grand Lake have a format for giving out information on the Councillors. Councillor Gahan-MaGee will forward the information to staff.
- Branding and creating a logo is a priority and will be looked after by the Communication Committee once developed.

12) CRSC Agreement

- Regional Service Commission 11 has changed it's name to Capital Region Service Commission (CRSC).
- An agreement on planning and development was presented from CRSC. The authority to sign this agreement fell with Clerk White as council was not formed at this time. Clerk White and Mayor Pleadwell were uncomfortable with wording of Section 4, which, to paraphrase, implied that Arcadia accepts full responsibility and pays for defence of any lawsuits resulting from negligence/lack of thoroughness in building inspections carried out by CRSC. Clerk White and Mayor Pleadwell spoke with the CEO of CRSC who pointed out section 5 states that CRSC will assume legal responsibility for building inspection services provided to Arcadia, and essentially cancels out item 4. Many, if not all, other communities in the Capital Regional Service Commission area have already signed the agreement. The wording is the same as other agreements that pre-date the Reform Process.
- Mayor Pleadwell, Deputy Mayor Sharpe and Clerk White will meet with CRSC and report back. This issue will be carried forward and discussed again at the next meeting, there is no rush to sign until both parties are comfortable.
- If CRSC is not willing to remove the troublesome clause(s) from the agreement, the Village can seek a legal opinion on the issue.
- CRSC will be coming out with many agreements for services they will be providing. Council will take care to look at wording on these agreements closely.

13) Orientation

i. ELG Sessions

There will be Environment and Local Government Sessions once a week until mid-February. Mayor Pleadwell encouraged councillors and public to attend meetings online.

ii. UMNB Weekend Session

On Feb 11th and 12th 2023 the Union of Municipalities of New Brunswick (UMNB) is having conference. Mayor Pleadwell will be attending and encouraged councillors to attend.

iii. CRSC Session

Mayor Pleadwell, Deputy Mayor Sharpe and Clerk White will be attending an upcoming orientation meeting with CRSC. Will report back to council.

14) Financial Report

- Normally, Council will receive a report of what bills have been paid since the last Council meeting as well as a Monthly Report for the previous month. Since there is no previous month, there is no report.
- Report from Clerk White:
 - Returned to work Jan 3, 2023. A lot of time was spent setting up banking for Arcadia, it is now set up apart from a couple small issues. There are still some payments coming out of old accounts so there will need to be some invoicing between these accounts and Arcadia.
 - The office now has cheques for Arcadia.
 - Payroll is now set up after some setbacks.
 - The two former Villages still have to be managed while they are being closed off. The current direction from ELG is to keep the former Village bank accounts open until the end of 2023.
- It is no small task switching bank accounts/vendors accounts to Arcadia for several communities. Mayor Pleadwell expressed gratitude to Clerk White, Treasurer Trebble, and Assistant Foy for all the efforts and work taking place in the office to get Arcadia up and running.
- Financial report was circulated. There were inquiries from council about a couple items, Clerk White gave explanations. One item to be revisited – The fees paid to CRSC and if these services are already available or will become available in the future.
- It was moved by Councillor Black and seconded by Councillor Watson to accept the financial report as presented. With all in favour, motion was carried.

15) Upcoming Meetings

- For next several months meetings will be held in different locations around Arcadia to provide inclusivity.
- The next meeting of council is set for 6:30 pm, February 21st, 2023, in Ward 3 (Hampstead). Specific location to be announced.
- Before next regular council meeting there will be a special meeting to discuss and develop several committees as mentioned.
- One of these committees formed will be tasked with deciding where council meetings will be held on a more permanent basis in the future.
- An item that will be revisited is whether there will be an open floor session where members of the public may address council after a meeting. Currently if the public wishes to add an item to the agenda they may contact the office prior to the meeting.
- If anyone wants to put an item on the agenda they are encouraged to contact the Village Office to discuss it with the Clerk/CAO. The agenda is finalized for the Council Meeting on the Thursday before the Council Meeting date.
- Clerk White will circulate a few options for when a budget meeting can be held.

16) Motion to Adjourn

- It was moved by Deputy Mayor Sharpe to adjourn the meeting at 8:30pm.



Robert White – Clerk/CAO



Derek Pleadwell - Mayor