



Village of Arcadia

Council Meeting Minutes

Location: Jemseg Fire Hall, Jemseg

Date: Monday, April 17th, 2023 – Regular Meeting of Council

Time: 6:30 pm

- 1) This meeting was called to order by Mayor Pleadwell at 6:40pm. This meeting was held in person and available online via Microsoft Teams. Present were Mayor Pleadwell, Deputy Mayor Sharpe, Councillor Black, Councillor Gahan-MaGee, Councillor Gordon, Councillor Mennier, Councillor Watson and Clerk White.
- 2) Approval of Agenda
 - The agenda was reviewed. It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to approve the agenda. With no questions and all in favour, the motion carried.
- 3) Disclosure of Conflict of Interest
 - Mayor Pleadwell asked if anyone present had conflicts to declare. No conflicts were declared.
- 4) Approval of Previous Meeting Minutes
 - It was moved by Councillor Gordon and seconded by Councillor Watson to approve the minutes of Council's March 27th, 2023 Regular Meeting of Council. With no questions to the motion and all in favour, the motion was carried.
- 5) Business Arriving from the Minutes
 - Rezoning Application
 - Clerk White has a meeting scheduled with the applicant on Thursday April 20th.
 - CRSC Agreement
 - This item is regarding some concerns in the contractual agreement between CRSC and Arcadia and was carried forward from previous meetings. Staff have gone back and forth with CRSC and consulted Cain Insurance, who recommended that Arcadia sign the agreement, in spite of the concerns over the wording. It was confirmed by Arcadia's insurance company that the appropriate insurance was in place to cover the Municipality in the event of a claim. It was moved by Deputy-Mayor Sharpe and seconded by Councillor Mennier that Arcadia sign the agreement. With no questions to the motion and all in favour, the motion was carried.

- Prevail Medical Solutions Contract
 - Councillor Gordon sent all 5 chiefs an overview of the program. The three departments already using the service wish to continue. One department has requested prevail do a presentation on what services they offer, and one department asked to revisit again in 2024 because of how it will affect the budget. Prevail agreed to charge one administration fee for all of Arcadia and not one for each department. Council is invited to attend the presentation by Prevail once it is scheduled.
- Truck Lease Agreements
 - This item is regarding the three trucks that are being subleased by Arcadia from the Province of New Brunswick. The original lease is between the Province of New Brunswick and RBC. Council was seeking clarification on what happens with the trucks at the end of the current lease. Staff have received assurance that at the end of the lease the fire trucks will come to Arcadia. The sub-lease between Province of New Brunswick and Arcadia can now be signed.
- New Fire Truck for Cambridge-Narrows
 - Councillor Black has received quotes from two different companies to have a couple different options for price and time of production. Councillor Black will have a presentation prepared for the next meeting. This item was tabled.
- Selection of New Logo
 - The selection of the Arcadia logo had been narrowed to two options, #1 and #10, at previous meetings. There was discussion of pros and cons of the two remaining options. The majority of persons questioned by council members selected Logo #1 as the favourite. It was moved by Deputy-Mayor Sharpe and seconded by Councillor Watson that logo number one be selected for Arcadia. With all in favour, the motion was carried.
- Contract with NBSPCA
 - After ongoing effort, staff secured an agreement from the NBSPCA to cover all of Arcadia for dog control. The NBSPCA will now take care of dog control and dog registration. Staff will put a notice on the website and social media to let the public know of the change.
- Waterborough Women's Institute
 - At the last meeting there was a request from the Waterborough Women's Institute (WI) for funds to contribute to repairs to the Hall. Clerk White spoke with the Regional Development Corporation (RDC) who have programs they believe the Women's Institute could qualify for. Clerk White connected a representative from RDC with a representative from the WI to discuss options. Councillor Gahan-MaGee spoke with the local MLA and MP and has set up a meeting to discuss what needs to be repaired at the hall and to gain their support. The WI has begun fundraising.

- Queenstown Picnic Site
 - Mayor Pleadwell spoke to MLA Ross Wetmore about this picnic area possibly becoming a municipal asset. Mr. Wetmore is looking into what would be required on the provincial level to make this happen, and if there are options to obtain ongoing funding to maintain this site. Councillor Gahan-MaGee pointed out and council agreed that it is a beautiful location and would be an asset to Arcadia.
 - Reimbursement of Expenses
 - At the last meeting the idea was introduced that staff, council and committee members be reimbursed for travel outside of regular duties. Under the Local Governance Act, if any payments are made to the Mayor or councillors, it must be written into a by-law. Arcadia does not currently have a mileage reimbursement in any by-law. Changing this will require a majority vote by council. Clerk White outlined some aspects that must be defined such parking tickets and accidents not being covered by Arcadia. There is a recommended rate that should be re-evaluated every year. The action from this will be the By-Law Committee making recommended changes to the current by-law and bringing it to council for their input and a first reading.
 - Mayor Pleadwell summarized that the business arising from the minutes to be revisited at the next meeting will be: the rezoning application, the new fire truck for Cambridge-Narrows, the Queenstown picnic site and the Waterborough Women's Institute.
- 1) Correspondence
- Three building permits granted in March.
 - Memo from Statistics Canada
 - CRSC Standing Committees
 - Regional Service Commission Annual Report
 - Request for use Municipal Building and Pines Conservation Park 2023 – 2023. In the past, Cambridge-Narrows has supplied the organizers of this event with support such as chairs and tables, and the help of the summer students.
 - Notice Re: Tax Sales
 - Saint John River Five-Day Forecast. The current water levels were discussed. At this point the water levels are increasing and will likely hit flood status.
 - Invitation to a Welcome to the Lakes picnic.
 - Delegation request to present on food waste program.
 - 2023 SEED funding was approved for two summer students.

2) Council Committee Reports

- **Councillor Gahan-MaGee, Communication Committee**
 - Had their first meeting April 11. 3 members were present, 1 was unable to attend.
 - Descriptions of the committees' duties given to each member.
 - Selected top 10 for photo contest based on what the committee felt represented Arcadia. It was a hard decision and there were many beautiful photos.
 - Would like more maps on website and Facebook. One member is working on some proposed improvements to the website. The committee would like to see more followers to the website and Facebook Page.
 - Discussed having a business directory in the future but are focusing on other projects right now.
 - Working out technicalities of what goes on the website/Facebook page.
 - Councillor Gahan-MaGee shared with the public that there is a process that occurs after someone requests an item be posted.
- **Councillor Watson, Community Development Committee**
 - Met with some community members from Cambridge-Narrows and had an informative meeting.
 - Councillor Watson is working on meeting with all potential members and will likely have committee solidified by next council meeting.
- **Councillor Gordon, Public Safety Committee**
 - Met with EMO and discussed emergency response plans and flooding.
 - There is a free online course called Incident Command System 100 that could be useful in responding to emergencies like flooding. If any councillors are interested, Councillor Gordon offered to set it up.
 - Now has emergency response plans from 3 from other communities to use as reference when creating a plan for Arcadia.
 - Had monthly meeting with fire chiefs, which Clerk White and Treasurer Trebble attended to share information.
 - Fire Departments: Since the last meeting have been: 8 calls for service, 4 fires, 1 motor vehicle accident, and 3 other(alarm/fire) calls. Training has included: extrication, SCBA training, recertifications for first responders, level 1 training for new members, a trivia night, a tour of lakeshore fuels, first aid review, filling air bottles, pump training, and drafting. Equipment checks and maintenance ongoing.
 - All fire department outdoor generators were serviced.
 - 2 departments looking to purchase new tires for a truck.
 - Cambridge-Narrows is still in process of getting new truck and has a truck that requires significant work including on-scene lighting, an onboard generator and a water tank that is leaking.
 - Since the last meeting the fire chiefs have attended meetings with: Arcadia council, this committee, Capital Districts Firefighters Association, and Queens County Mutual Responders Meetings.

- **Councillor Black, Finance Committee**
 - Hoping to schedule first committee meeting next week.
- **Deputy Mayor Sharpe, Buildings and Properties Committee**
 - Had first meeting April 11th at which they reviewed their mandate. Councillor Black and Clerk White attended.
 - Members now have access to online folders and can see what properties Arcadia owns.
 - The intent is that requests for repairs or modifications to buildings can be brought to this committee who will review them and bring recommendations to council.
 - Deputy Mayor Sharpe visited the Cambridge-Narrows Library and was impressed with its maintenance. There is a smoke alarm that will be replaced. The library committee has made some requests which will be looked at and recommendations brought to council.
- **Deputy Mayor Sharpe, By-Law Committee**
 - The Cambridge-Narrows Municipal Building will be discussed.
- **Deputy Mayor Sharpe, By-Law Committee**
 - First meeting is April 25th. The mandate will be reviewed.
 - Intent is to bring by-laws from the two former villages and regulations from former Local Service Districts under one by-law in Arcadia.
 - A Mileage By-law as well as a couple others will be worked on and recommendations brought to council.
- **Councillor Mennier – Economic Expansion Committee**
 - Had first meeting on May 17th.
 - Will be having a presentation from Rose Arsenault of Fredericton Tourism as well as a presentation from Ignite. These presentations will be for the public as much as they are for this committee and council.
 - The 4 sub-committees are coming along well and their facilitators will hopefully be named by the next meeting.
- **Mayor Pleadwell, Public Works Committee**
 - Had first meeting.
 - The Sewerage lagoon in Gagetown was discussed and needs significant maintenance such as cleaning out solids that have built up over years and pump/diffuser repairs. Have been seeking external funding from the provincial and federal government for years and will continue.
 - The DTI road maintenance agreement was discussed. This committee will have a several meetings will and come to council with background and recommendations hopefully by next meeting.
 - Intends to address plans, goals, and objectives for public works requirements.
 - The Gagetown-Jemseg ferry returns from June 2nd to Nov 27th this year.
- **Mayor Pleadwell, Local Governance Committee**
 - This committee has not been struck yet as Mayor Pleadwell has been working on the Public Works Committee, and it will hopefully be put together over the next month.

- 3) Cambridge-Narrows Community School Request
 - In previous years the former council of Cambridge-Narrows has supported graduated with a \$75 per graduate donation. The Cambridge-Narrows School has sent a letter requesting a donation of funds to support the school for their year end awards.
 - Staff will contact the school to collect the list of names on their request.
 - Deputy Mayor Sharpe mentioned that there are scholarships available for graduating students through the Lions Club and in recent years there have been a shortage of applications. Councillor Black has a meeting at the school and will mention this.
 - Mayor Pleadwell offered to meet with the graduates to contribute to the year end activities and let our local youth know that their voices are heard and that they are valued.
- 4) Budget Analysis Report – Mayor Pleadwell
 - Mayor Pleadwell presented a Budget Analysis Report for the benefit of the public and council.
 - This report will be made available to the public via the Arcadia website.
- 5) Financial Reports
 - The following is a summary of the expenses incurred between March 22nd and April 17th, 2023:
 - General: \$295,520.71
 - Sewerage: \$563.53
 - It was moved by Councillor Gordon and seconded by Deputy Mayor Sharpe to approve the expenditures and accept the financial report as presented. With no questions and all in favour, the motion was carried.
- 6) Upcoming Meetings
 - There was a proposal to change the start time of regular council meetings. It was moved by Deputy Mayor Sharpe and seconded by Councillor Gahan MagGe to change the start time of council meetings to 7pm. With no questions and all in favour, the motion was carried.
 - May 15th, 2023 – Cambridge-Narrows Municipal Building
 - June 19th, 2023 – Gagetown Recreation Centre
 - July 17th, 2023 – Cumberland Bay Fire Hall

7) Closed Session

- It was moved by Councillor Mennier and seconded by Councillor Sharpe to move into closed session.
- Matters discussed in closed session were as provided for by Section 68(1) of the Local Governance Act.
- It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to open session at 9:45 pm. With no questions and all in favour, the motion was carried.

8) Motion to Adjourn

- It was moved by Councillor Black and seconded by Councillor Gahan-Magee to adjourn the meeting. With no questions and all in favour, the motion was carried.



Robert White – Clerk/CAO



Derek Pleadwell - Mayor

