



Village of Arcadia

Council Meeting Minutes

Location: Jemseg Fire Hall, 91, Route 695, Jemseg
Date: Monday, September 25th, 2023 – Regular Meeting of Council
Time: 7:00 pm

1) Call to Order

- This meeting was called to order by Mayor Pleadwell at 7:00pm. 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, and Deputy Clerk Alexis Trebble. Councillor Watson was not in attendance.

2) Approval of Agenda

- The agenda was reviewed.
 - It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to approve the agenda as presented.

With no questions and all in favour, the motion carried.

3) Disclosure of Conflict of Interest

No disclosure of interest was called for by the chair of the meeting.

4) Approval of the Previous Meeting Minutes

- Council reviewed the minutes from the August 21st, 2023, Regular Meeting of Council.
 - It was moved by Councillor Black and seconded by Councillor Gordon to approve the minutes with the corrections as stated by Mayor Pleadwell and Councillor Mennier.

With no further corrections noted to the minutes or questions to the motion and with all in favour, the motion was carried.

5) Approval of the Special Meeting Minutes

- Council reviewed the minutes of the special meeting held on September 6th, 2023.
 - It was moved by Deputy Mayor Sharp and seconded by Councillor Black that the minutes be approved as presented.

With no questions and all in favour, the motion carried.

6) Approval of the Special Meeting Minutes

- Council reviewed the minutes of the special meeting held on September 13th, 2023
 - It was moved by Councillor Gordon and seconded by Councillor Gahan-Magee that the minutes be approved as presented.

With no questions and all in favour, the motion carried.

7) Update on Arcadia Economic Expansion Mandate by Danielle Connell, Business Development Officer, Ignite.

- A copy of the presentation will be held on file.
- Ignite will be providing tailored mentoring, skill development opportunities and access to a network of support tools for business success.
- A meet and greet will be set up to connect people who may want to start a new business and people may be looking at selling their already established businesses.
- Workforce attraction and retention is vital to economic growth within our region.
- Work will continue the Fall with building business networking, tourism, business support, promotion of local businesses and hosting workshop and networking events.

8) Presentation on Re-Zoning Application PA-2022-004, Tina McCullum, Development Officer, CRSC

- It was previously held with the former Village of Cambridge-Narrows
 - Public hearing was held by the Capital Region Service Commission on behalf of Cambridge-Narrows and was deemed not valid due to a judicial review that Council has to hold the public meeting and the applicants were not satisfied with some of the terms and conditions put forth.
 - Representative from CRSC had met with former CAO Robert White and agreed that a new public hearing would be held and that the reading of the new by-law would sit with the new Council of Arcadia.
 - The purpose of the presentation is to set a public hearing.
 - A report on the CRSC process was provided to Council and reviewed by Tina McCullum. This report will be held on file.
 - Time line for process:
 - Special meeting will be set;
 - PRAC will review the public comments from the meeting;
 - PRAC will provide recommendations to Council
 - Readings of Council will proceed based on the recommendations provided by PRAC.
 - It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe that it be resolved that the Council of Arcadia Village hereby directs that the clerk request, in writing, the written views of the CRSC Planning and Adjustment Committee with respect to the rezoning application for PID 45209541 to be made with 55 days; that the public notice requirements of section 111 of the Community Planning Act be fulfilled; that the appropriate by-law to amend the Village of Cambridge-Narrows Rural Plan By-Law No. 6.1 be prepared; and that the special Council Meeting of Monday, October 30th at the

Cambridge-Narrows Municipal Building at 7:00 pm be set as the time and place for the consideration of objection/support to the proposed by-law.

With no questions and all in favour, the motion carried.

- Moved By Councillor Gordon and seconded by Council Black that Arcadia receive the PRAC written comments.

With no questions all in favour, the motion carried.

9) Business Arising from the Minutes

- **Queenstown Picnic Site**
 - No further information was available.
- **Hendry Lighthouse Repairs**
 - Clarification on the original quote from TNT Construction was given to Council.
 - An additional quote to raise the structure a possible 3 feet has been requested.
 - Clarification on time restraints on funding available will be requested from EMO.
-Engineering report needs to be updated for possible additional funding approval.
 - Clarification on funding options approved by EMO have been requested. Why option one was approved and not other options.
 - Option of possibly moving the structure were discussed:
 - legal responsibilities will need to be clarified.
 - structure stability
 - funding availability to make repairs if structure was moved.
 - time line on funding
- **Solid Waste Pickup Tender**
 - Staff will continue to work on getting pricing in place for budget purposes.
 - Conversations are to be had with Brittany Cain and legacy haulers.
 - Circular Materials and the Opt-in or Opt-out options were explained to Council.
 - Deputy Clerk explained that the Opt-in option would involve Arcadia having a recycling program in place to be reimbursed \$37.50 per household. The opt-out option means there will still be a minimum recycling cost to Arcadia because the solid waste commission will continue to provide services with nominal fees to be covered.
- **Humphrey's Wharf Property**
 - Mayor Pleadwell stated that there was no further information, he did not have the opportunity to reach out to the Village Lawyer on the letter of response to Murray Digdon Law.

- **Cambridge-Narrows Municipal Building**
 - The contractor still does not have the parts, they have been back ordered.
 - It was suggested that the previous contractor be contacted to get the part needed. The Deputy Clerk stated that it would not be an option.
 - The option of putting a couple units into the building for safety back up will be looked into by staff. Contractors that quoted the new heat pumps will be contacted looking for their input and a quote on installing a couple units in the needed areas.

- It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe that staff expeditiously get quotes an alternative heating system targeting the main room of the Cambridge-Narrows Municipal Building and the kitchen area. Quotes to be circulated to Council for approval prior to the next meeting.

With no further questions, and all in favour, motion carried.

- **Saint John River Trails Project – Letter of Support**
 - Councillor Gordon has been waiting for further information from the organization has been received. Councillor Gordon will draft a letter for Councils review.

- **Right to Information and Privacy Act**
 - Deputy Clerk stated that an officer of Arcadia needs to be delegated as a Privacy Officer and an Access to Information Specialist. It does not need to be a by-law but a policy.

10) Council Committee Reports

Councillor Mennier, Economic Expansion and Tourism Committee

- Thanks went out to all Councillors who helped meet the dead line for the listings of local attractions and landmarks for the area.
- The Capital Region Service Commission meeting was postponed
- Focus groups are moving forward
- Ignite is focussing on agriculture related matters of working out the logistics.
- Positive discussions have been had on workforce development.

Deputy Mayor Sharpe, By-Law Committee

- There are two proposed by-Laws that need to be reviewed. The Animal Control By-Law and the Noise By-Law. With a time line in place, having Arcadia by-laws in place, there is still a lot of work to be done.

Deputy Mayor Sharpe, Buildings and Properties Committee

- Quotes for the Jemseg Fire Department have been received. A window and man door replacement in the amount of \$6,230 plus tax and overhead door replacement cost of \$10,768 plus tax. With the monies available within the Jemseg Fire Department budget, Deputy Mayor Sharpe will be moving forward with the renovations.
- Installation of the lock box has been installed and codes have been programmed at the Cambridge-Narrows Municipal Building. Building use agreement has been updated with the addition of the codes and an alternate to take responsibility for the building use. They will be sent to all the regular use groups for their review and signature.
- Video surveillance and internet upgrades will be looked into for the building.
- Rules for surveillance of public area will be looked into.
- The removal of the "Welcome to Cambridge-Narrows" sign is to be reported to the RCMP

Councillor Black, Finance Committee

- Did not meet last month but will be scheduling meetings to work on the budget process.
- Draft of the budget may be available for next months meeting.
- Fire Departments have their budget forms and will be meeting with individual departments within the next couple of weeks to review their submissions.

Councillor Gordon, Public Safety Committee

- Report was submitted for Council's review.
- Attended a teams meeting on "Contract Policing Assessment
- Attended a meeting on September 5th in Fredericton on Crime Reduction
- EMO will be available in early October to meet on the Emergency Response Plan
- Fire Department reports for the Month of August are available in the Public Safety Committee report.
- Information of local vandalism should be posted on website referencing case file.
- Mayor Pleadwell, at the Crime Reduction meeting, asked the question on the jurisdiction clarification on Federal Waterways. The non answer was given by the Deputy Minister. He was approached after the session by West District Commander Officer Andy LeClaire that he is very clear that it is his jurisdiction. A follow up is expected.
 - Staff to contact RCMP hotline to report any crime or property loss within Arcadia. A case file is to be maintained within the office.

Councillor Gahan-Magee, Communication Committee

- The committee has been working on the Thanksgiving and Halloween posters for the website.
- The committee would like to have a contest for the new Cumberland Bay Fire Truck.
- The Gagetown School Municipal Week contest has been judged and she has the prizes ready for Mayor Pleadwell to drop off.

- The Cambridge-Narrows Community School Municipal Week contest drawings have been submitted but not yet judged. The prizes are ready to be delivered to the school.
- The Cambridge-Narrows Open house went well and she passed out the Arcadia stickers and pens.
- Arcadia postings on the website may see a charge coming thru from Noumzie. Some items are not easily posted and need technical support.

Mayor Pleadwell, Public Works Committee

- Report was provided to Council for their review. The Public Works Committee had a meeting on September 7th.
- Discussed engineering reports as previously circulated.
- January 2024 would be optimal time to tender the Waste Water Lagoon Project.
 - It was moved by Councillor Menier and seconded by Deputy Mayor Sharpe that the Engineering reports from the engineering firm for Reids Hill Project, Hartt's Lake Road and the Waste Water Lagoon Project be accepted as previously circulated.

With no questions and all in favour, the motion carried.

- A review and recommendations of the Arcadia Four Year Plan for the PMHP submission was given by Mayor Pleadwell.
- Available engineered reports will accompany the plan along with a letter stating that engineering resources are not available for costing purposes.
 - It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier that the document entitled the Arcadia Four Year Plan for the PMHP 2025-2028 be adopted as presented.

With no questions and all in favour, the motion carried.

11) Correspondence

- Mayor Pleadwell asked if Council had a chance to review the correspondence provided and if there were any questions. There were no questions.

12) Financial Reports

- The following is a summary of the general account expenses incurred between August 22, 2023 and September 25th, 2023
 - General: \$383,470.43
 - It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to approve the expenditures and accept the financial report as presented.

With no questions to the motion and all in favour, the motion was carried.

- The following is a summary of the sewerage expenses incurred between August 22, 2023 to September 25th, 2023.
 - Sewer: \$ 735.02
- It was moved by Councillor Black and seconded by Councillor Mennier to approve the expenditures and accept the financial report as presented.

With no questions to the motion and all in favour, the motion was carried.

- Councillor Black stated that the budget vs actual report was available in the council packages for their review.

13) New Business

- Request for financial support for the Cambridge-Narrows Haunted Walk to take place at the Pines Conservation Park on October 26th. In the past, the council had provided the hot chocolate and treats at a cost of around \$250.00.
 - Councillor Black and Deputy Clerk to organize the hot chocolate and treats for the event. Deputy Clerk to contact Cambridge-Narrows Volunteer Fire Department and organize barbeque.
- Cambridge-Narrows Terry Fox Run. Councillor Black stated that they have make a monetary donation of \$250.00 in past years. The monies are available within the budget and will be matched this year.
- Cambridge-Narrows Community School Youth Leadership Conference Support. During the open house at the school, Councillor Gahan-Magee was approached for support to the leadership session being held in Saint John. The student council is requesting support in the amount of \$300.00 to send three students. Council agreed that if the funds are available, they support the request.
- CRSC 2024 Draft Budget. The board had a meeting on September 7th and the draft budget was circulated to Council for their review.
 - Voting to pass the budget will take place on October 26th
 - Deadline for amendment submissions is October 3rd.
 - An October 3rd board meeting has been scheduled to review the draft budget, with a Q&A session planned.
 - The increased cost of new mandates for Arcadia works out to 0.0018\$.
 - Concerns have been brought forward by the Town of Oromocto, City of Fredericton and New Maryland on costs associated with the new mandates placed on the commission.

14) Upcoming Meetings

- October 16th, 2023 – Queenstown Orange Hall
- November 20th, 2023 – Cambridge-Narrows Municipal Building
- December 18th, 2023 – Gagetown Recreation Centre

15) Motion to Adjourn.

- It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier that the meeting be adjourned at 9:43 pm.

With all in favour and none opposed, the motion was carried.



Mayor Derek Pleadwell



Alexis Trebble, Deputy Clerk/Treasurer