



Village of Arcadia

Council Meeting Minutes

Location: Cambridge-Narrows Municipal Building
Date: Monday, November 20, 2023 – Regular Meeting of Council
Time: 7:00 pm

1) Call to Order

The meeting was called to order by Mayor Pleadwell at 7:02 pm. It 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 Trebble.

2) Approval of Agenda

The agenda was reviewed, and a correction was made to Item 10.2 under New Business: date of the meeting when the Gagetown 2022 Consolidated Financial Statements were approved was August 21, 2023. A new item, Closed Session, was added to follow item 11.

- *It was moved by Councillor Mennier and seconded by Councillor Gordon to approve the agenda with the correction and the new item.*

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

3) Disclosure of Conflict of Interest

Mayor Pleadwell asked if anyone present had any conflicts to declare based on the agenda. No conflicts were declared.

4) Approval of the Minutes – Regular Meeting held October 16, 2023

Council reviewed the minutes from the Regular Meeting of Council on October 16, 2023.

- *It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to approve the minutes as presented.*

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

5) Approval of the Minutes – Special Meeting held on October 30, 2023

Council reviewed the minutes from the Special Meeting of Council on October 30, 2023.

- *It was moved Deputy Mayor Sharpe and seconded by Councillor Gordon to approve the minutes as presented.*

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

6) Business Arising from The Minutes

1. Queenstown Picnic Site
 - No new information to add.
2. Hendry Lighthouse Repairs
 - Deputy Clerk Trebble reached out to the engineers who had provided the original drawings to obtain updated pricing and has not yet heard back.
3. Solid Waste Pick Up Tenders
 - The solid waste pickup tenders have been received for Upper Hamstead and Upper Gagetown and meeting will be held with Fero on Wednesday regarding pickup in Gagetown, Cambridge-Narrows and Wickham.
4. Humphries Wharf Property
 - Nothing to add at this point; we are waiting on advice from legal counsel.
5. Cambridge-Narrows Municipal Bldg. – Heating System
 - An update will be provided with the Buildings and Properties Committee report.

7) Council Committee Reports

- Deputy Mayor Sharpe, **By-Law Committee**
 - Has issued an invitation for new volunteers to join the committee and have received interest from one person. Hoping to recruit an additional one or two more members and anticipate the committee will start to meet again in the new year.

- Deputy Mayor Sharpe, **Buildings and Properties Committee**
 - Municipal Building: The heat pumps have been installed and are operating. The older system is still running. Now that the issues have been resolved, both systems will be maintained to ensure back up in case one of the systems goes down.
 - Library: The coil in the heat pump is leaking and is no longer under warranty. Waiting for an estimate to repair or replace.
 - Cambridge-Narrows Medical Center: There has been an issue with the contractor; no work has taken place to date.
 - Jemseg Fire Station: The garage doors have been replaced and we are waiting on an ETA for the windows and entry.

- Councillor Mennier, **Economic Expansion and Tourism Committee**
 - The Housing Focus Group met Friday. Keith Manderville who is leading the Capital Region Service Commission's Housing Accelerator Fund application spoke about the process. CHC came back in October with questions and hopefully they were satisfactorily answered. We should hear back before the end of the year and if the application is successful, Arcadia could receive \$2M to help with housing. The funds can be spent in a variety of ways, including extension of sewage, looking at water – there is a lot of flexibility.
 - Agriculture and Forestry: Research New Brunswick, the University of New Brunswick and Bio-Industrial Innovation Canada are on board to work with us on a survey of farmland

and woodlot owners in Arcadia. Thank you to Councillor Gordon for bringing that opportunity forward from her work with Justice and Public Safety. As a result of that, Justice has agreed to provide \$3,000 towards the initiative and we are hoping to have support from other partners as well.

- Tourism: The tourism focus group met today. We are applying to participate in the ACTivate program offered by the Gros Morne Institute for Sustainable Tourism (GMIST). It is a one-year fully subsidized program offered in collaboration with the Coady Institute at St. Francis Xavier University. We will need three to five people from Arcadia to make the commitment for the on-line courses along with a 5-day in person session in May held in Gros Morne in May. At the end of the program, we would hopefully have a group of Arcadians who can lead us in the storytelling of this new community, which is a necessary first step to develop marketing and promotion. The group reviewed other programs offered through GMIST, and we are awaiting funding from ACOA for our tourism operators. Rose Arsenault brought to our attention that a total eclipse of the sun will take place April 8, 2024, with New Brunswick having a great viewing opportunity as it is in the path of totality. This could offer tourism opportunities.
- Mayor Pleadwell and Councillor Mennier will be meeting with Fredericton Tourism regarding a new project they are excited about - the Paddle Network Project.

- Mayor Pleadwell, **Public Works Committee**
 - The committee has not met since the last council meeting.
 - Received today a call from Al Giberson from Englobe and they have the package ready for the lagoon work which will be put out for tenders.

- Councillor Gahan-MaGee, **Communication Committee**
 - The committee did not meet last month but a meeting is scheduled for next week. The group will be looking at ways to improve the Facebook page and website; they will be preparing Christmas wishes and will launch the "Name the Fire Truck" project for the new Cumberland Bay fire truck.
 - Councillor Gahan-MaGee thanked and congratulated the winners of the photo contest and distributed prizes. For those who were unable to attend the meeting, prizes will be available at the Council office. All the photos can be viewed on the Facebook page and there is a link from the website.
 - Councillor Gahan-MaGee also spoke of the need for renovations to the Women's Institute Hall in Waterborough. Quotes were received and they are seeking assistance from the Village of Arcadia to complete the work including wiring replacement, an accessible fire exit, the installation of a heat pump and the replacement of appliances. Councillor Black suggested an exploratory meeting between the group and Ignite might be a good first step; Danielle Connell is aware of resources that might be of benefit to the WI. A larger project to replace the hall will be undertaken once funding is identified. Mayor Pleadwell indicated that all funding requests should also be forwarded to the Finance Committee and Councillor Gahan-MaGee confirmed it was submitted for consideration.

- Young's Cove and Waterborough wharves porta-potty expenses: Councillor Gahan-MaGee has been dealing with that issue. Those communities have been paying for those costs since 1998 with assistance from the Lions Club and other organizations.
- Tourism, Heritage and Culture funding: the Department is offering funding for web development. There are two streams – one for tourism operators to develop and improve their websites with a contribution of up to \$7,500 and the other is for tourism operators or industry organizations which provides a \$2,500 matching contribution to develop digital content (videos/photography). Councillor Gahan-MaGee stated the desire to improve the website. Councillor Mennier will submit the application for the content stream. Mayor Pleadwell raised the need for internal capacity to update the website and inquired whether the funding would support training. It was noted that the website host will be training staff to update the existing website. Deputy Mayor Sharpe advised that a member of the community has offered to help build a new website.
- Ignite Christmas gathering: Deputy Clerk Trebble noted the package contains an invitation from Ignite and that any members of Council who wish to attend must RSVP.

9) Financial Reports

- The following is a summary of the expenses incurred between October 17th and November 20th, 2023.
 - General: \$394,346.16
 - *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to approve the expenditures and accept the financial report as presented.*

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

- Sewer: \$4,209.83
 - *It was moved by Councillor Black and seconded by Councillor Gordon to approve the expenditures and accept the report as presented.*

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

10) New Business

1. First and Second Reading of By-Law 6.8
 - Mayor Pleadwell read aloud proposed *By-Law 6.8 – a By-Law to Amend the Village of Cambridge-Narrows Rural Plan* – in its entirety.
 - Mayor Pleadwell read aloud proposed *By-Law 6.8 – a By-Law to Amend the Village of Cambridge-Narrows Rural Plan* – by title only.
2. Rescind the motion made at the Regular Meeting of Council held on August 21, 2023, to approve the Village of Gagetown 2022 Consolidated Financial Statements
 - Mayor Pleadwell passed the chair position to the Deputy Mayor as the item relates to the former Village of Gagetown and he has institutional knowledge.

- This is the first step in a list of actions to come into compliance with the Department of Environment and Local Government.
 - *It was moved by Mayor Pleadwell and seconded by Councillor Gordon to rescind the motion.*

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

3. Approval of the Village of Gagetown 2022 Consolidated Financial Statements with the amended notes to the statements.
 - Mayor Pleadwell raised a concern about how the annual surplus figures from the notes to the Consolidated Financial Statements (page 17) were interpreted. Where the motion to transfer those amounts must include the exact figures, the resolution will need to be redrafted.
 - It was decided that items 3, 4 and 5 would be held until the next meeting to allow for confirmation of the figures by the accountant.
 - Deputy Mayor Sharpe returned the chair position to Mayor Pleadwell.
4. Deferred to the next meeting.
5. Deferred to the next meeting.
6. Motion to approve the Village of Arcadia credit card with a credit limit of \$10,000.
 - *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to approve the Arcadia credit card with a credit limit of \$10,000.*

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

7. Motion to transfer funds from the former Village of Cambridge-Narrows Reserve account to the Arcadia General account for repayment of costs associated with the Cambridge-Narrows Disc Golf project.
 - *It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to move \$24,998.70 from the Cambridge-Narrows 0076511 to the Arcadia General operating account 0809713.*

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

- 11) Presentation of prizes for Arcadia picture contest winners
 - This item was covered under Council committee reports.
- 12) Closed Session
 - *It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to move into closed session.*

Matters discussed in the closed session are as per Section 68 (1c) of the Local Governance Act.

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

- *It was moved by Councillor Mennier and seconded by Councillor Black to move out of closed session.*

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

- *It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to accept the recommendation of the hiring committee and an offer be made under the terms discussed to individual put forward.*

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

- *It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to accept the first and second reading of By-Law 6.8.*


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

13) Upcoming Meetings

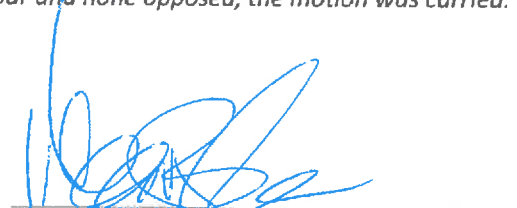
- December 18th, 2023 – Gagetown Recreation Centre
- January 15th, 2024 – Cumberland Bay Fire Hall
- February 19, 2024 – Upper Gagetown Fire Department

14) Motion to Adjourn

- *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to adjourn at 8:24 pm. With all in favour and none opposed, the motion was carried.*



Mayor Derek Pleadwell



Acting Clerk Monique LeBlanc



