



Village of Arcadia

Council Meeting Minutes

Location: Gagetown Recreation Centre
Date: Monday, December 18, 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 Administrative Assistant Monique LeBlanc. Mayor Pleadwell invited Deputy Mayor Sharpe to chair the first part of the meeting.

2) Motion to appoint an Acting Clerk

Due to the illness of the Deputy Clerk/Treasurer, Council will appoint an Acting Clerk to ensure the administration of the Village of Arcadia.

- *It was moved by Mayor Pleadwell and seconded by Councillor Mennier that Monique LeBlanc be appointed Acting Clerk on a temporary basis, with acting pay at the current rate of the position.*

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

3) Motion to appoint an Acting Treasurer

Due to the illness of the Deputy Clerk/Treasurer, Council will appoint an Acting Treasurer to ensure continuity in the financial matters of the Village of Arcadia.

- *It was moved by Mayor Pleadwell and seconded by Councillor Mennier that Monique LeBlanc be appointed Acting Treasurer.*

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

4) Approval of Agenda

Deputy Mayor Sharpe returned the chair to Mayor Pleadwell. The agenda was reviewed and approved as presented.

- *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.

5) Disclosure of Conflict of Interest

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

6) Approval of the Minutes – Regular Meeting held November 20, 2023

Council reviewed the minutes from the Regular Meeting of Council on November 20, 2023.

- *It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to approve the minutes with a correction to 10.3 indicating that the concern expressed by Mayor Pleadwell's was related to how the surplus was interpreted for the preparation of the resolution that would follow approval of the 2022 Village of Gagetown Consolidated Financial Statements.*

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

7) Approval of the Minutes – Special Meeting held on November 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 Mennier to approve the minutes as presented.*

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

8) Letter of support for the Native Women's Association of Canada

Mayor Pleadwell and Councillor Mennier recently met with representatives of the Native Women's Association of Canada to discuss their intention to develop affordable housing at their Resiliency Centre on Tilley Road. They see this project as a pilot for possible future projects in Arcadia, elsewhere in New Brunswick, and possibly nationally. They are seeking a letter of support from Council in their work to secure funding partners. Council agreed the project has strong merit and a letter will be prepared by the office.

9) Business Arising from The Minutes

1. Approval of the 2022 Village of Gagetown Consolidated Financial Statements with revised notes.

- *It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to approve the 2022 Village of Gagetown Consolidated Financial Statement with revised notes.*

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

2. Motion to transfer funds from Operating Account to Reserve

- The following was moved by Deputy Mayor Sharpe and seconded by Councillor Black: that Arcadia Council adopt a policy to restrict reserve funds and operating fund surpluses transferred from the former Village of Gagetown according to the December 31, 2022, Consolidated Financial Statements with amended notes. The amounts in question are General Capital Reserve, General Operating Reserve and Sewer Capital Reserve of \$257,056, \$49,358 and \$37,159 respectively as well as general operating surplus and sewer operating surplus amounts of \$34,804 and

\$19,286 respectively. These funds along with any interest or other investment income earned (minus any accounts payable and accrued liabilities) are to be considered restricted and to be used only for expenditures or transfers to reserves of Arcadia's Gagetown Ward (Ward 2).

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

10) Correspondence

- Correspondence received since the last meeting of council was shared in the Council package. Council discussed two of the items:
 - Two letters of concern were received regarding the development of the ATV trail on municipally owned property. The concerns and plans for the trail were discussed. Council directed Acting Clerk LeBlanc to forward the letters to the Regional Service Commission and seek guidance regarding these concerns.
 - A complaint was received regarding illegal dumping on private property within the municipal boundaries. The steps taken to date by the office to investigate the situation and identify options for mitigation were discussed. Acting Clerk LeBlanc was directed to follow up with the Department of Natural Resources and the Department of Environment and Local Government to determine what actions are possible with respect to the illegal dumping at the site identified.

11) By-Law 6.8 – Third Reading – title only

- Mayor Pleadwell read aloud By-Law 6.8 – by title only.
 - *It was moved by Councillor Black and seconded by Councillor Mennier to approve Village of Arcadia By-Law 6.8.*

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

12) Request for funding – RCL 71 (Gagetown)

A request was received for funding to support interior painting necessary for the maintenance of the Gagetown Legion's main building.

- *It was moved by Councillor Mennier and seconded by Councillor Black to provide \$2,300 to cover painting expenses.*

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

13) Request for funding – First Gagetown Guides

A request for funding was received by the First Gagetown Guides for \$700 in support of their 2023 activities. It was determined that this request was contained in the 2023 budget therefore does not require a motion.

14) Approval of the Arcadia 2024 Budget

Councillor Black presented to Council the Budget for 2024. Mayor Pleadwell asked for clarification regarding the allocation of \$100,000 under the Capital budget line for fire services. Councillor Black explained \$200,000 was allocated under Capital with \$100,000 allocated to Cambridge-Narrows for possible overages related to the new fire truck for Cambridge-Narrows

and fire hall upgrades and \$100,000 for unplanned Arcadia capital projects. The latter is to facilitate the Village's ability to leverage possible new shared funding programs for projects yet unplanned, i.e., there is a need to address the Village office, there has been discussion of expanding the recreation centre. Once planning is complete, the funds can be used to move such projects forward. Mayor Pleadwell asked if including the amounts under shared services increased the cost for all wards. Councillor Black explained that it does not. The budget as provided to the Department of Environment and Local Government is not broken down by ward. Tax rates will remain the same in all wards except for Waterborough and Hampstead but those increases are unrelated to that line item. and an allocation of \$100,000 for unforeseen capital costs which could be moved to reserve if not required in the coming year, anticipating future costs for establishing an office for the Village – either modifying an existing building or towards a capital project to build. The funds may be used to leverage possible cost-sharing programs for capital projects such as an expansion of the rec centre or other possible initiatives.

- *It was moved by Councillor Black and seconded by Councillor Gordon to approve the Village of Arcadia 2024 General Operating Budget as follows: that the Municipality of Arcadia resolves that the sum of \$ 5,373,603 be the total operating budget of the Municipality for the year of 2024, and that the sum of \$4,473,015 be the warrant of the Municipality for the ensuing year, and that the tax rate for the Wards be:*

Ward 1	Upper Gagetown	0.9588
Ward 2	Gagetown	1.4532
Ward 3	Hampstead	0.6742
Ward 4	Cambridge	0.7015
Ward 5	Cambridge-Narrows	1.0673
Ward 6	Waterborough	0.7258
	Wickham	0.6346

With no questions to the motion and one dissenting vote cast by Councillor Gahan-MaGee, the motion was carried.

- *It was moved by Councillor Black and seconded by Councillor Mennier to approve the Village of Arcadia 2024 Water and Wastewater Budget as follows: the Municipality of Arcadia Water and Wastewater resolves that the sum of \$ 87,626 be the total operating budget for the year of 2024, and \$68,340 be the amount raised from user charges.*

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

15) Closed Session

- *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier 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 Deputy Mayor Sharpe that all new employees be provided with up to five days sick/personal leave per year.*


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

16) Upcoming Meetings

- January 15th, 2024 – Cumberland Bay Fire Hall
- February 19, 2024 – Upper Gagetown Fire Department

17) Motion to Adjourn

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



Mayor Derek Pleadwell



Acting Clerk Monique LeBlanc



