



Village of Arcadia

Minutes – Special Meeting of Council

Location: On-line Teams Meeting

Date: Wednesday, December 29, 2023 – Time: 3:00 pm

1) Call to Order

The meeting was called to order by Mayor Pleadwell at 3:25 pm. It was held online via Microsoft Teams and open to the public through a link posted on the website. Present were Mayor Pleadwell, Deputy Mayor Sharpe, Councillor Black, Councillor Gahan-MaGee, Councillor Gordon, Councillor Mennier, and Acting Clerk LeBlanc.

2) Approval of Agenda

The agenda was reviewed and approved as presented.

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

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

3) Approval of the transfer of surplus funds to the capital and operating reserves

Motion to transfer the 2023 surplus in the amount of seven hundred and forty-eight thousand dollars and no cents (\$748,000) from the Village of Arcadia's General Operating fund to the Village of Arcadia's Capital Reserve account and Arcadia's Operating Reserve account in the amounts of five hundred and thirty-three thousand dollars and no cents (\$533,000) and two hundred and fifteen thousand dollars and no cents (\$215,000) respectively.

- *It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to approve the above noted motion.*

Councillor Mennier requested further clarification with respect to the numbers provided. Councillor Black explained that she applied a 70/30 split to divide the total amount of surplus funds for 2023 between operational and capital reserves. The surplus estimate of \$748,000 was derived through an exercise that included examining the 2023 budget, what has been expensed to date, and developing an estimate of remaining expenditures based on a review of purchase orders and known expenses and recurring monthly and quarterly costs. Operating reserves can be used against unplanned such as hiring for new positions or to introduce a new program. Capital reserves must be used against a tangible asset such as a building or property. A motion is required to allocated funding from reserves.

Councillor Gahan-MaGee asked whether the \$64,000 budgeted in 2023 for the fire truck for Cumberland Bay but not yet incurred, was transferred to the 2024 capital reserve. Councillor Black explained that the capital reserve is for Arcadia as a whole and no amounts have been tagged to any specific items or wards. Councillor Gahan-MaGee asked whether the Cumberland Bay Fire Department will lose the funds that were earmarked in 2023. Councillor Black explained that the funds in the capital reserve cannot be tagged to any items.

Mayor Pleadwell expressed concern over the size of the surplus and addressed the need for improved budget forecasting in the coming year. Councillor Sharpe noted the former villages both had surpluses moved to reserved. Mayor Pleadwell clarified that Village of Gagetown surplus funds were part of a capital plan.

Councillor Mennier asked about capital plans for the Village of Arcadia. Councillor Black explained that at this point the only capital plans are for those expenses incurred with the Department of Transportation and Infrastructure. She expressed that a five-year capital plan for the Village is needed.

Councillor Gahan-MaGee expressed the need for a way to tag \$64,000 in surplus funds for Waterborough. Taxes have been raised in her ward two years in a row and that the \$64,000 is not earmarked is a concern.

Councillor Black clarified that the Arcadia budget is not broken down by ward; however, she noted the former Village of Cambridge-Narrows contributed \$300,000 to the surplus from last year with the transition to Arcadia, which is roughly half of the operating surplus for this year. Taxes have not been reduced in other wards to compensate for what are now shared services. It was agreed work is still required around fiscal planning as it was only the first full operating year for this new municipality.

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


4) Motion for Adjournment

- o *It was moved by Councillor Gordon and seconded by Deputy Mayor Sharpe to adjourn the meeting.*


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



Mayor Derek Pleadwell



Acting Clerk Monique LeBlanc


VILLAGE OF ARCADIA
INCORPORATED 2023
Arcadia