



# Arcadia

## Council Meeting Minutes

Location: Cambridge-Narrows Municipal Building, Cambridge-Narrows

Date: Monday, December 15, 2025 – Regular Meeting of Council

Time: 7:00 pm

---

### 1) Call to Order

Mayor Sharpe called the meeting to order at 7:00 pm. In attendance were Mayor Sharpe, Deputy Mayor Sharpe, Councillor Black, Councillor Mennier, Councillor Gahan-MaGee, CAO Bedford and Clerk McGarity. Regrets received from Councillor Thomson and Councillor Gordon.

Mayor Sharpe read Arcadia's Mission Statement:

*To foster a vibrant and inclusive rural community by engaging residents, collaborating with partners, and maintaining open governance. We are committed to preserving Arcadia's natural beauty, enhancing our quality of life, and building a harmonious future through thoughtful planning, sustainable services, and a shared sense of unity.*

### 2) Approval of Agenda

Mayor Sharpe removed item #7 Council Committee Reports from the agenda as Council Updates are now presented at Committee of the Whole.

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

**With all in favour, the motion was carried.**

### 3) Presentation – 2026 Budget Overview

Councillor Black presented the 2026 Budget Overview

- There are no changes to the residential tax rates for 2026.
- Total Operating Budget for 2026 is \$5,412,948
- Expenses are broken down to the following areas of expenditures:
  - General Government Services
  - Protective Services
  - Transportation Services
  - Environmental Health Services
  - Public Health Services
  - Environmental Development Services
  - Recreation & Cultural Services
  - Fiscal Services

### 4) CAO Report

CAO, Karrie Bedford, gave the monthly report.

- **Creating the Foundation**
  - Gemtec will be reaching out to volunteers on the Rural Plan working group to coordinate the first meeting.
  - Staff and Council are working together to host Hon. Minister Aaron Kennedy in mid December to discuss the opportunities and challenges post-local governance reform and continue to advocate for fiscal reform for all of Arcadia.
  - Ongoing discussions with GNB Department of Environment and Local Government on internal and shared fire services to best support all Arcadia Fire Departments.
  - Recruiting for the replacement of “Administrative Assistant” under the new title of “Administrative Coordinator”.
- **Connecting Community**
  - Ongoing communication with residents around by-law enforcement, waste collection, recycling, and services from DTI.
  - Council held the first Committee of the Whole meeting on December 5<sup>th</sup>. Next meeting is on January 5<sup>th</sup> – 7:00pm at the Jemseg Fire Department.
  - 2024 Audited Financial Statements were accepted by Department of Environment and Local Government on December 10<sup>th</sup>.
  - Recent sponsorships were given to Mill Cove Nursing Home and Christmas in the Village – Chamber of Commerce.
  - Quilting, line dancing, square dancing, fitness programs, and private rentals/use of the building were all held at the Cambridge-Narrows Municipal Building.
- **Building Arcadia**
  - Through regional services offered through Capital Region Service Commission, Arcadia has leveraged Ignite to support the development of Arcadia’s Economic Development and Tourism Strategy. Draft strategy is being reviewed.
  - Green House Gas Inventory Survey has been launched and will close on January 30<sup>th</sup>.
  - EV Chargers have been installed – some minor work still required before chargers become active. Rates to be determined and policy to be drafted.
- **Living in Arcadia**
  - Participation at Capital Region Service Commission – Physician Recruitment working group session with Hon. Minister Dornan.
  - Partnership with Gagetown and Area Health Services Association to secure purchase of AED for Cambridge-Narrows Regional Library.
  - Arcadia Recreation & GDRC has had good success with new clubs: Pokémon Club and Athletics Club. Taekwondo, yoga, play group and Lego club continue to be underway each week.
  - RFP for Ward 5 Winter Maintenance is open until December 19, 2025. Refer to website for further details.
  - Exploring funding opportunities through the Capital Renewal Plan to conduct a Fire Services review.
  - Review of the draft Emergency Response Plan is underway.

5) Approval of the Minutes

- a) Regular Council Meeting – November 24, 2025

*It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to approve the minutes from the Regular Council Meeting on November 24, 2025.*

**With all in favour, the motion was carried.**

6) Business Arising from The Minutes

a) Trail Initiative

- Received Highway Usage Permits (HUP) from Department of Transportation and Infrastructure.
- Awaiting approval letter from Public Safety

7) Correspondence

- Upcoming meeting with Hon. Minister Kennedy to discuss budget pressures that Arcadia is under and difficulties since local reform.
- Building permits for November 2025 have an estimated property value of \$1.4 million

8) New Business

a) Adoption of the 2026 Arcadia General Operating Fund Budget

*It was moved by Councillor Black and seconded by Councillor Mennier that the sum of \$5,412,948 be the total operating budget of the local government, the sum of \$5,009,366 be the Warrant of the local government for the ensuing year, and that the recommended tax rates be approved:*

- Ward 1: 0.9588
- Ward 2: 1.4523
- Ward 3: 0.6742
- Ward 4: 0.7015
- Ward 5: 1.0673
- Ward 6: 0.7258
- Ward 7: 0.6346

**Questions:**

- **Councillor Mennier:** *Was there any consideration for a minor tax break for any of the wards?*
  - **Councillor Black:** *Consideration was given for a minor tax break for each of the wards. One ward was considered for a larger tax break, but it was unfair if one ward benefits over the other wards. With the delay in fiscal reform and surprise of the assessment freeze, we did not want to lower tax rates this year and then increase again next year if necessary.*

**All those in favour: Deputy Mayor Sharpe, Councillor Black, Councillor Mennier**

**All those against: Councillor Gahan-MaGee**

**Motion was carried.**

b) Adoption of the 2026 Arcadia Water & Wastewater Operating Fund Budget

*It was moved by Councillor Black and seconded by Deputy Mayor Sharpe that pursuant to subsection 117(4) of the Local Governance Act, the total budget for the Water & Wastewater utility for the ensuing year would consist of total revenues of \$76,126 and total expenditures of \$76,126 be approved.*

**Questions:**

- *Councillor Mennier: How do we move forward and maintain the rates with the outstanding accounts that we currently have.*
  - *CAO Bedford: Key point to consider moving forward with the upcoming maintenance that is needed. CAO Bedford will work closely with Treasurer Trebble on process for collections with outstanding accounts.*

**With all in favour, the motion was carried.**

**c) Approval of 2026-2029 Capital Renewal Plan**

The 2026-2029 Capital Renewal Plan for the Capital Renewal Funding is an allocation of funding for projects including:

- Gagetown Wastewater – Facilitative Lagoon
- Fire Services Review
- Municipal Property – Security & Safe Access to Properties
- Community Bulletin Boards

*It was moved by Deputy Mayor Sharpe and seconded by Councillor Black that the document entitled Arcadia 2026-2029 Capital Renewal Plan (CRP) for the capital renewal funding (CRF) allocation be adopted.*

**Questions:**

- *Councillor Gahan-MaGee: Where did community boards come from as this has not been discussed previously?*
  - *The community boards would be located around Arcadia for community use and communication.*
  - *This plan has specific criteria that must be met for each project and it was put together to allow for submission prior to the fast approaching deadline. Once submitted, we will wait for approval of funding. There is no guarantee to receive funding.*

**With all in favour, the motion as carried.**

**d) Third Reading by Title Only and Enactment – By-law No.1B A Procedural By-law for the Council of Arcadia**

Deputy Mayor Sharpe read By-law No.1B A Procedural By-law for the Council of Arcadia by title only.

*It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier that the third reading by title only and enactment be given to By-law No.1B A Procedural By-law for the Council of Arcadia.*

**With all in favour, the motion was carried.**

**e) Approval of Terms of Reference for Committee of the Whole**

*It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to accept the Terms of Reference for the Committee of the Whole as presented.*

**With all in favour, the motion was carried.**

f) Acceptance of Financial Reports

*It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to accept the expenditures for the Arcadia General Operating Account for November 18, 2025 to December 15, 2025 in the amount of \$266,697.95.*

**With all in favour, the motion was carried.**

*It was moved by Councillor Black and seconded by Councillor Mennier to accept the expenditures for the Arcadia Sewerage Account for November 18, 2025 to December 15, 2025 in the amount of \$2,892.23*

**With all in favour, the motion was carried.**

g) Approval of Gagetown Medical Clinic Renovations

Three quotes were obtained for the Gagetown Medical Clinic renovations, which includes increasing accessibility within the clinic and the washrooms. Quotes received range in price between \$24,617 to \$75,474.

*It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to accept Kanewood Custom Cabinets for the Gagetown Medical Clinic Renovations in the amount of \$24,617.60 +HST as per quote submitted to be paid out of the Arcadia General Operating Account, Ward 2 specific.*  
**With all in favour, the motion was carried.**

9) Open Floor – Comments from the Public

- Ignite – who are they and what do they do?
  - Ignite is a company who has been contracted through Capital Region Service Commission to assist with Economic Development and Tourism in the Capital Region, which includes Arcadia
- Gagetown Medical Clinic – If we are putting money into the clinic does this mean we are ready to welcome a new doctor?
  - In order to bring in a practitioner, we need to have a building ready and available for them to use. The current renovations allow our clinic to be more accessible to patients.
- Administrative Assistant – title is now changed to Administrative Coordinator
- Strategic Plan for 2026 – please consider affordability for residents
- Is budgeting just a percentage increase or do we know the exact costs?
  - Mixture of both. Many of the expenses we are given exact costs for the upcoming year, while some costs we must use a percentage increase until an actual cost is known
- Once the 2026 operating budget is approved, it will be available on the Arcadia website
- Committee of the Whole – will the budget process be discussed for next year?
- Town Halls will be occurring quarterly for more community engagement
- What does budget engagement look like to you?
  - Draft working budget prior to approval by Council
  - Town Hall meetings will help with transparency and help with misinformation on social media

- Mayor Sharpe: Services are available for anyone needing help by calling 211 or 811. They are provincial services that are available for all residents.

10) Upcoming Meetings

- January 19, 2026 – Queenstown Orange Hall
- February 17, 2026 – Gagetown Recreation Centre

11) Closed Session

*It was moved by Councillor Mennier and seconded by Councillor Black to move to closed session at 8:01 pm.*

**With all in favour, the motion was carried.**

Items discussed in closed session were as per Section 68(1)(d) and (j) of the Local Governance Act.

*It was moved by Councillor Mennier and seconded by Councillor Black to move out of closed session at 9:00pm.*

**With all in favour, the motion was carried.**

12) Motion to Adjourn

*It was moved by Councillor Black and seconded by Councillor Mennier to adjourn at 9:01 pm.*

**With all in favour, the motion was carried.**

  
\_\_\_\_\_  
Mayor Clinton Sharpe



  
\_\_\_\_\_  
Clerk Jessica McGarity