



Village of Arcadia

Council Meeting Minutes

Location: Cumerland Bay Fire Department
Date: Monday, July 15, 2024 – Regular Meeting of Council
Time: 7:00 pm

1) Call to Order

Mayor Pleadwell called the meeting to order at 7:02 pm. In attendance were Mayor Pleadwell Deputy Mayor Sharpe, Councillor Black, Councillor Gahan-MaGee, Councillor Gordon, Councillor Mennier, Councillor Thomson, CAO Gilman and Acting Clerk LeBlanc.

Mayor Pleadwell invited Council to declare any conflicts of interest with respect to the agenda. No conflicts were declared.

2) Approval of Agenda

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

With all in favour, the motion was carried.

3) Presentation by Lonnie Forbes, Capital Region Service Commission

Mayor Pleadwell introduced Lonnie Forbes, Planning and Development General Manager, Capital Region Service Commission (CRSC) and invited him to present on enforcement of the unsightly premises regulation and on the Planning and Review Advisory Committee (PRAC) process.

Mr. Forbes provided an overview of the authority provided under the *Local Governance Act*, the complaint and inspection process, the description of dangerous and unsightly under the regulation, general timelines and success stories.

Mr. Forbes explained the Planning and Review Advisory Committee (PRAC) process for Council, describing what issues must come before PRAC. The Province of New Brunswick has granted planning officers the authority to make decisions in certain cases, such as if there is no opposition from neighbours to a variance request. He also explained the opportunity for Council to provide input prior to a PRAC meeting.

4) Presentation by Liana Munroe, Voyent Public Alert System

Liana Munroe gave an overview of the services provided through the Voyent Alert Notification Service developed by IceSoft Technologies, a 20-year-old Canadian company.

Voyent Alert is a multi-purpose notification service used for both emergency and day to day communications. The system requires self-registration by residents; alerts can go out on a

mobile app, text messages, email, voice to landline and social media. Registration is anonymous – no personal information is asked – but they must provide a location to be placed in the right municipal account. Both provincial and federal privacy legislation applies.

Third-Party systems are integrated, i.e., weather, provincial and federal alerts are monitored and can be rebroadcast to the municipal administrator or to the public. There are over 450 communities using the system in Canada with more than 20 in New Brunswick.

There were no questions, and Liana was thanked for her very informative and clear presentation.

5) Presentation by Neil Perry on farm animals within Gagetown

Mr. Perry spoke to the issue of farm animals in the residential area of Gagetown. He expressed concern that there is no monitoring taking place to identify how many animals are being kept and if they are being kept in the manner dictated by the by-law.

He referred to the Rural Plan Section 8, which states problems with water are usually related to land use, and agricultural waste is one of the sources noted. In Gagetown everyone is on a private well and with no monitoring there is a risk of contamination. He also expressed concern that the farm animals are leading to a rat problem. Mr. Perry expressed strong disappointment that PRAC recently granted a variance despite the recommendations of Council and CRSC staff, even if it is only for a defined period. He fears a precedent has been set and expressed the importance of balancing the well-being of all residents against the needs of one.

6) Staff Reports

CAO Gilman noted his report is in the Council package. Highlights include the office is currently working on the Canada Community Building Fund (CCBF) plan for projects; a clerk has been hired who will start on August 26th; and he has met with all councillors, the mayor and staff. His top priority is the establishment of a strategic plan. CAO Gilman also pointed to the reports for Public Works and Recreation in the Council package.

7) Approval of the Minutes – Regular Meeting held June 17, 2024

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

With all in favour, the motion was carried.

8) Business Arising from The Minutes

- Complaint regarding trail initiative
 - No updates – in progress
- Governance Transition Funding
 - No updates from Environment and Local Government
- Humphrey's Wharf
 - In progress
- Tractor – replacement/lease
 - To be removed– it will be considered as part of the 2025 Public Works budget.
- Active Transportation Committee

- A decision is needed on the type of committee required to advance the Active Transportation file. Mayor Pleadwell suggested tabling this issue until the end of August, when staffing and responsibilities will have stabilized, and a review of all Council committees can be discussed.
- Review of municipal waterfront infrastructure
 - Not started
- Debentures – interest and principal payments
 - Completed
- Unsightly Premises Complaint - Gagetown
 - In progress
- Building and Properties Use Agreement - GDRC
 - Completed
- Building and Properties Use Agreement - GFM
 - In progress
- CAO By-Law
 - In progress
- Letter to CRA
 - In progress

9) Council Committee Reports

By-Laws Committee

- Deputy Mayor Sharpe reported the CRSC has provided comments on three draft by-laws.
- The Animal Control By-Law has been put on hold to further explore requirements for enforcement by the NBSPCA.
- The Noise and Nuisance By-Law was on the agenda, but it will not be presented this evening as comments have been received that require further consideration.

Buildings and Properties Committee

- Deputy Mayor Sharpe noted a lot of progress has been made on several of the items on the list of repairs and regular maintenance provided last spring.
- A meeting will be held on Thursday to discuss a potential location for a municipal office, and to develop a course of action for the Hendry Lighthouse.

Economic Expansion Committee

- Councillor Mennier noted his report was in the Council packet and he could go over highlights or in the interest of time Council could proceed to the next report.

Public Safety Committee

- Councillor Gordon noted the Public Safety Committee report was also in the packet.
- The Mobile Burn Unit was stationed at the Gagetown Fire Department. Councillor Mennier, Councillor Black and Treasurer Trebble toured the facility and stayed through some of the exercises, gaining an appreciation for the work done by our volunteer fire fighters. All five of Arcadia's Fire Departments participated in exercises.

Finance Committee

- Councillor Black met with CAO Gilman, and they discussed financial reports. Council will note the work to break down expenditures by ward in the reports has started and will be completed in September.
- The auditor has not yet begun working with the office on the audit.
 - *It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to approve general expenditures for Arcadia General from June 18th to July 15th, 2024, in the amount of \$464,165.14.*

With all in favour, the motion was carried.

- *It was moved by Councillor Black and seconded by Councillor Mennier to approve expenditures for Arcadia Sewer from June 18th to July the 15th, 2024, in the amount of \$9,952.50.*

Councillor Black noted that the amount includes costs for the lagoon revitalization project, which is being tracked separately from ordinary maintenance expenditures.

With all in favour, the motion was carried.

Communications Committee

- Councillor Gahan-MaGee informed Council the Committee met on July 15th and all members were in attendance.
- She thanked Emma Vail for her work taking photographs at the Disc Golf launch, and for her work preparing posters for social media for Canada Day and NB Day. Emma also took photographs of the prize presentation to Kyle Wood for naming the Cumberland Bay Fire Department truck.
- The Committee discussed the presentation on Communications made to Council at the June meeting, and the need for mechanisms to communicate to those not using the Internet and social media, and not receiving the Jemseg Newsletter.

Public Works Committee

- Mayor Pleadwell noted his report was in the Council package.
- A Committee meeting was held on July 5th, to discuss the new PMHP project (Provincial Municipal Highway Program) for Doctor's Hill and the municipality's responsibilities.
- CAO Gilman solicited proposals from engineering firms and received two; one was selected pending further questions which were subsequently answered.
- Costs to the municipality to complete the work on Doctor's Hill are estimated at \$75,000 with the Province contributing the remainder. CAO Gilman noted a motion is required to have the engineering company proceed with the tender process to further confirm costs.
 - *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier that Arcadia proceed to engage the engineering firm WSP to tender for the Doctor's Hill PMHP project and to manage the project.*

With all in favour, the motion was carried.

- Mayor Pleadwell noted the other item discussed at Committee was the lagoon revitalization project which is ongoing.
- In response to concerns received in the office about the conditions of roads and streets in the municipality, Mayor Pleadwell has developed a template letter for staff to use that clarifies roles and responsibilities between the Province and the municipality and direct resident concerns to the right level of government. The information is in the Council packet for any feedback from Council.

10) Correspondence

The following items were discussed:

- Concerns with respect to the condition of Fox Road
- Funding opportunities in the Union of Municipalities of New Brunswick (UMNB) Bulletin
- The UMNB AGM and conference
- Funding to undertake a greenhouse gas reduction plan with the support of the non-profit organization Quest
- The second round of the Housing Accelerator Fund has been announced, with an application deadline of September 12, 2024.

11) New Business

a) *Audit Services*

CAO Gilman stated Arcadia received a letter from our auditor indicating they would not be completing the audit in 2025; he is drafting an invitation for proposals for a new auditor.

b) *Cambridge-Narrows Fireworks August 10th*

Clerk LeBlanc advised Council of a request to use the Cambridge-Narrows wharf for the annual August 10th fireworks. Arcadia's contribution is a budgeted item.

- *It was moved by Councillor Black and seconded by Councillor Mennier to acknowledge use of the Cambridge-Narrows wharf for fireworks on August 10th.*

With all in favour, the motion was carried.

c) *Exception - Gagetown By-Law 23 - Noise By-Law Exception*

- *It was moved by Councillor Gordon and seconded by Deputy Mayor Sharpe, that Council grant an exception to the Gagetown Noise By-Law for the Queen's County Fair September 13, 2024, for the Tristan Horncastle concert, extending it by an hour and a half.*

With all in favour, the motion carried.

d) *Christmas in the Village request for funding*

The organization requested an additional \$500 this year for the event.

- *It was moved by Councillor Mennier and seconded by Councillor Gordon to approve a \$2,000 contribution to Christmas in the Village 2024.*

e) *Benches*

Acting Clerk LeBlanc asked whether council wishes input on where the benches made in honor of Enid Inch would be placed. Options for locations and installation were discussed. Mayor Pleadwell asked that Council send ideas to the office and a decision will be made at the next meeting.

f) *New Brunswick Day at Nove's Place request for funding*

Acting Clerk LeBlanc noted the information in the Council packet. Councillor Black explained the activities would be the same as those for the Flames annual Family Fun Day that was not held this year, for which Council approved \$2,000 in the 2024 budget.

- o *It was moved by Councillor Black and seconded by Councillor Gordon that the \$2,000 set aside for the 2024 Flames Family Fun Day that did not occur, to be assigned to this one-time event.*

In favour: Councillors Black, Gordon and Mennier

Against: Deputy Mayor Sharpe, Councillors Thomson and Gahan-MaGee

Mayor Pleadwell cast the deciding vote in favour

- o *It was moved by Councillor Black and seconded by Councillor Mennier to designate the recreation/ball field parking as overflow parking for the New Brunswick Day activities at Nove's Place.*

With all in favour, the motion was carried.

12) Upcoming Meetings

- September 16 – Jemseg Fire Hall
- October 21 – Upper Gagetown Fire Hall

13) Motion to Adjourn

- o *It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to adjourn at 10:09 pm.*

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

Mayor Derek Pleadwell

Acting Clerk Monique LeBlanc

