



Arcadia

Council Meeting Minutes

Location: Orange Hall, Queenstown

Date: Monday, July 21, 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 Gordon, Councillor Thomson, Councillor Mennier, Councillor Gahan-MaGee, CAO Bedford and Clerk McGarity.

Mayor Sharpe read the following mission statement for Arcadia:

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 planning, sustainable services, and a shared sense of unity.

2) Approval of Agenda

It was moved by Councillor Mennier and seconded by Councillor Black to approve the agenda as presented.

With all in favour, the motion was carried.

3) Appointment of Chief Administrative Officer

It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to appoint Karrie Bedford as the Chief Administrative Officer of Arcadia, who shall carry out all duties and powers of Council as delegated by Council under the Local Governance Act and outlined in By-law No. 8 A By-law Respecting the Duties and Powers of the Chief Administrative Officer of Arcadia.

With all in favour, the motion was carried.

4) Presentation – YC & W Wharf Preservation Association Inc – Cheryl Wiggins

On behalf of the YC & W Wharf Preservation Association Inc, Cheryl Wiggins presented the history of how the Association was created to assume responsibility for the two wharves and ensuring they remain public. The Association has voted to gift the Youngs Cove and Waterborough wharves to Arcadia.

It was moved by Councillor Gahan-MaGee and seconded by Councillor Black to accept the Waterborough Wharf and the Youngs Cove Wharf at a cost of \$1 and the YC & W Wharf Preservation Association Inc will pay for the legal fees of this transaction.

Questions:

- *Councillor Mennier: Is there a tally of the cost of operating and maintaining the wharves over the period from 1995 until now?*
 - *There is no costing, but what they currently pay for annually is property tax. Arcadia currently supports cost of portable toilets. Liability insurance is currently with the St. John River Society at a cost of \$100 per year.*
- *Councillor Gahan-MaGee asked a local commercial fisherman to speak regarding to business at the wharves*
 - *Phil Hughes stated how the commercial fishermen will assist with maintenance of the wharves as they are not able to operate without the wharves.*
 - *Commercial fishing industry is adding to the local economy*
- *Councillor Mennier: How would you describe the state of the two wharves right now?*
 - *Youngs Cove Wharf only needs minor repairs right now but will need more if it is not fixed soon. Waterborough is not in as good condition as Youngs Cove Wharf.*
- *Councillor Gordon: Do we have an estimate of how much it would cost to repair the two wharves?*
 - *No current estimate*

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to table the motion until after the next presentation by Ed Coy.

With all in favour, the motion was carried.

5) Presentation – Wharf Assessments – Ed Coy

As a volunteer, Ed Coy presented his assessment of the Cambridge-Narrows Wharf and the four priority repairs needed for safety and security of the wharf. The top four priorities were:

- Installation of a new 44-foot concrete curb between the last two piers on the down stream face of the wharf. Estimated cost of \$12,000
- Installation of protective timber sheathing along the 92 feet of the outer face of the wharf. Estimated cost of \$40,000
- Installation of protective timber sheathing along the 24 ½ feet of the downstream face of the wharf. Estimated cost of \$10,000
- Installation of protective timber sheathing along the 20 feet of the upstream face of the wharf. Estimated cost of \$8,000

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to table the motion to accept the Waterborough Wharf and the Youngs Cove Wharf at a cost of \$1 and the YC & W Wharf Preservation Association Inc will pay for the legal fees of this transaction until next meeting for staff to prepare additional information for council to make a sound decision.

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

All those against: Councillor Gahan-MaGee

Motion Carried.

6) Staff Reports

CAO, Karrie Bedford, gave the monthly report.

- 4 summer students are working with Arcadia this year
- Public Works team has established process for communications to provide more timely updates in partnership with the Public Works Committee.

- An information session and town hall to discuss the DRAFT ATV Trails By-law was held on June 18, 2025 with approximately 25 residents in attendance. To date, the office has received no comments or concerns from the public.
- Approximately 225 people were in attendance for Canada Day Celebrations in Gagetown.
- Many recreational events are taking place this summer in Gagetown and Cambridge-Narrows. Advertisements and calendars can be found on our website, shared on Facebook pages, and will be advertised in the Jemseg Lions Club Newsletter.

7) Approval of the Minutes

a) Regular Council Meeting – June 16, 2025

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to approve the minutes from the Regular Council Meeting on June 16, 2025.

With all in favour, the motion was carried.

8) Business Arising from The Minutes

a) Trail Initiative

- *By-law #11 A By-law Designation Streets Accessible to All-Terrain Vehicles* is currently receiving public consultation until July 31, 2025. To date, the office has received no comments from the public.

9) Council Committee Reports

Finance Committee

- Audited Year End Financial Statements prepared by Teed Saunders Doyle have been signed by Council and submitted to ELG for approval.

It was moved by Councillor Black and seconded by Councillor Mennier to accept the expenditures for Arcadia General from June 17, 2025 to July 21, 2025, in the amount of \$313,748.04.

With all in favour, the motion was carried.

It was moved by Councillor Black and seconded by Councillor Mennier to accept the expenditures for Arcadia Sewer from June 17, 2025 to July 21, 2025, in the amount of \$80,785.68.

With all in favour, the motion was carried.

It was moved by Councillor Black and seconded by Deputy Mayor Sharpe to transfer the amount of \$21,989.93 from the Capital Reserve Account ending in 70-18 restricted funds Ward 2 to the Arcadia General Operating Account ending in 97-13. These funds consist of the 5% municipal cost share of \$14,463.53 and \$7,526.40 for an invoice from DTI stating it was past the closing date of the project for PMHP 24-E723 Doctors Hill and Tilley Road Project.

With all in favour, the motion was carried.

Buildings and Properties Committee

- Detailed requirements for repairs to the Cambridge-Narrows Wharf have been received, along with estimated costs of repairs presented this evening by Ed Coy

- Quotes have been received for rehabilitation of the floors in the Cambridge-Narrows Fire Department Stations 1 and 2. First quote received for \$14,394 (plus HST). Second quote received for \$17,868 (plus HST).
- We have requested the Department of Health provide us with requirements for a collaborative care clinic which could be incorporated into a larger project and resulting in a feasibility study.

It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to accept the quote from Harmony Flooring in the amount of \$14,394 (plus HST) to complete repairs to the floors in the Cambridge-Narrows Fire Department Stations 1 and 2.

Questions:

-Deputy Mayor Sharpe: This is a ward specific item and there is funds available in the budget.

With all in favour, the motion was carried.

By-laws Committee

- Draft By-law #10 A Sewer By-law for Arcadia has received recommendations from the Public Works Committee and is being reviewed by staff prior to circulation for Council input.
- Staff are currently reviewing multiple by-laws to bring forward to committee for discussion.

Public Works Committee

- Committee is awaiting funding approval to begin EXP engineering study of Gagetown sewerage.

Economic Expansion Committee

- Rose Arsenault, Maritime Maven and a video crew will be visiting key sites in Arcadia this Friday
- Hook & Paddle will be at Harts Lake on August 2, 2025

It was moved by Councillor Mennier and seconded by Councillor Black to donate \$1000, to include the cost of the portable toilet and the remaining balance given to the organizers of Hook & Paddle.

With all in favour, the motion was carried.

Public Safety Committee

- Residents are reminded to continue reporting any crime to the RCMP by visiting their website or calling the non-emergency line.
- Work is continuing on the Emergency Response plan.
- Residents are encouraged to sign up for Voyent Alert.
- There is a missing person from Ward 2. If you have any information, please contact the non-emergency line for the RCMP.
- Upper Gagetown Fire Department Utility Vehicle did not pass inspection. Due to high mileage, age of vehicle, and high cost of repairs required, it is not cost effective to move forward with fixing this vehicle.

It was moved by Councillor Gordon and seconded by Councillor Black to approve the purchase, not exceeding \$70,000, for a utility truck for the Upper Gagetown Fire Department, to be repaid to the Arcadia Capital Reserve with a repayment schedule set up, Ward 1 specific.

Questions:

-Deputy Mayor Sharpe: Recommend purchasing a 2500 series to increase the ability to carry additional gear

-Councillor Thomson: This vehicle is also used for mutual aid when responding with fire personnel and gear

It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to amend the purchase to not exceed \$90,000.

With all in favour, the amended motion was carried.

- The Queen's County Fair has announced their new dates: October 2-5, 2025, with a concert being held on Friday night.

It was moved by Councillor Gordon and seconded by Councillor Mennier to make an exception to Gagetown By-law #23 Noise By-law for the Queen's County Fair to be extended until 12:30am on Friday October 3, 2025.

With all in favour, the motion was carried.

Communication Committee

- Testing is being done on the website prior to launch
- Many names have been submitted for the Cambridge-Narrows firetruck contest. The Fire Department will be selecting a name and that resident will receive a prize.
- A letter will be sent to DTI to encourage the replacement of signs that include "village"
- Staff are obtaining quotes to update signage within Arcadia.

Medical Services Committee

- Committee met on June 24th with representatives from Horizon Health to discuss the progress to date on Arcadia's request to host Horizon primary care providers at the Gagetown medical clinic and on Arcadia's desire to create the conditions for the establishment of a collaborative care clinic.

10) Correspondence

- Building Permits have totaled over \$4.4 million in the last six months. Arcadia is continuing to grow and move forward
- September 9, 2025 will be recognized as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day to raise awareness for FASD.
- Provincial-Municipal Highway Partnership (PMHP) Program Application announced that DTI will now only require 3-year PMHP plan submissions instead of 5-year PMHP plan submissions.
- Capital Region Service Commission has received an application for Terms & Conditions for a proposed temporary asphalt plant in Ward 4 to be used for upgrades to Highway 2. Council and local residents affected have the opportunity to express opinions to Capital Region Service Commission.

11) New Business

a) Appointment of UMN B Voting Representatives

It was moved by Councillor Black and seconded by Councillor Mennier that the Council of Arcadia hereby resolves that Mayor Clinton Sharpe be appointed as the voting member at meetings of the Union of Municipalities of New Brunswick (UMNB), with Deputy Mayor Steven Sharpe appointed as the alternative voting member.

With all in favour, the motion was carried.

b) Committee of the Whole

It was moved by Councillor Mennier and seconded by Councillor Black to dissolve all council committees and create a Committee of the Whole, with the ability to create ad hoc committees as needed.

Questions:

-Councillor Gordon: How would this work with Public Safety? Meeting with fire departments, EMP, RCMP, etc.

-Councillor Black: Instead of dissolving all committees, we need to have a better strategy of what committees are required.

-Councillor Mennier: Suggests Committee of the Whole be a place where small sub-committees report to council as a whole

-Councillor Gahan-MaGee: By having committee meetings, we have the ability to gather ideas from others. If we have Committee of the Whole, there may not be enough time to have the same level of discussion.

-Mayor Sharpe: By having Committee of the Whole, Council is able to discuss topics in greater detail without any decisions. Recommendations would then be made to Council at the Regular Council Meeting

-Deputy Mayor Sharpe: We are already doing this process at regular council meetings: committees currently give report to council with ideas discussed at committee meetings and give recommendations to council based on that discussion.

-CAO Bedford: Committee of the Whole allows Council to hear the information at the same time, unifies staff resources, and has the ability to bring forward volunteer and community recommendations for discussion on a set agenda.

Deputy Mayor Sharpe: There is a potential to lose expertise that we have with volunteers.

Councillor Gahan-MaGee: This change will cause double work for council members.

Councillor Mennier: Need more information on functionality of Committee of the Whole and how it would work for Arcadia

It was moved by Councillor Black and seconded by Councillor Gordon to table the motion to dissolve all council committees and create a Committee of the Whole, with the ability to create ad hoc committees as needed, until the next council meeting.

With all in favour, the motion was carried.

12) Open Floor – Comments from the Public

- When it comes to fixing wharves in Arcadia, is the costs Ward specific or shared across Arcadia? We have more important things to spend money on then wharves.

- Wharves in Arcadia are deemed recreational and shared across Arcadia.
- There is not a quantifiable number that we can put on the economic value that comes from wharves
- Community needs to move forward and continue to grow
- The wording for motions should be considered: Yay, Nay, Contrary

13) Upcoming Meetings

- September 15, 2025 – Cumberland Bay Fire Hall
- October 20, 2025 – Jemseg Fire Hall

14) Motion to Adjourn

It was moved by Deputy Mayor Sharpe and seconded by Councillor Gordon to adjourn at 8:50 pm.

With all in favour, the motion was carried.



Mayor Clinton Sharpe



Clerk Jessica McGarity

