



Arcadia

Council Meeting Minutes

Location: Jemseg Fire Hall, Jemseg

Date: Monday, October 20, 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 Thomson, Councillor Mennier, Councillor Gahan-MaGee, Councillor Gordon, CAO Bedford and Clerk McGarity.

2) Approval of Agenda

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

With all in favour, the motion was carried.

3) Presentation – Lonnie Forbes & Ben Clare – Rural Plan Process

On behalf of Capital Region Service Commission, Lonnie Forbes will be working alongside Ben Clare from Gemtec to complete the Rural Plan for Arcadia. Regional Service Commissions are mandated as part of Local Governance Reform to have rural plans completed for all municipalities by January 2028. There are currently active rural plans for Cambridge-Narrows, Gagetown, and Waterborough. The new plan will cover all of Arcadia. A working group of local residents will be formed, with meetings continuing throughout plan preparation. Public open houses will be announced for community to ask questions and understand the rural plan process. The process to complete the rural plan will take approximately one year.

Questions:

Councillor Mennier: How do you approach the agricultural sector when completing a rural plan? It is important to protect agricultural land to ensure that it will continue for future use, and it is a priority that usually comes forward in open discussion with land owners.

4) CAO Report

CAO, Karrie Bedford, gave the monthly report.

- Creating the Foundation
 - We have started the process for creating a rural plan for Arcadia by working with resources at Capital Region Service Commission as they are responsible for Planning and Development. Gemtec will be the consultant supporting the development of the new rural plan that will encompass all areas within Arcadia's boundary lines.

- CAO Bedford's recommended Council Committee structure will focus on fostering collaboration amongst council and staff while leveraging skilled professionals and engaged citizens in our community
- Connecting Community
 - We have begun the planning process for 2026 with budget preparation and evaluation of service delivery. We have received formal input from 20 community members on a number of services in relation to the upcoming budget.
 - Coffee with Council brought in over 30 local residents and business leaders across Arcadia. Great feedback collected from business community and collaboration established with Gagetown and Area Business Chamber of Commerce.
 - Arcadia Fire Departments, Council and Office Staff have been connecting with residents around the Base Gagetown Fire. With limited information due to Federal jurisdiction, staff and council worked diligently in getting the most up to date information to residents.
 - Members of council and staff attended a regional meeting with the Minister of Public Safety and the Capital Region Service Commission, where they were able to share concerns of speeding and safety in our community, police presence, and engagement at our local schools.
- 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. Work will continue into the fall of 2025 and winter of 2026.
 - Arcadia was selected to participate in the ACTivate Program at Gros Morne Institute for Sustainable Tourism. Learning and planning by this group of engaged residents and staff is well underway, with in-person training occurring in October.
- Living in Arcadia
 - Continued advocacy for Physician Recruitment in partnership with Medical Services Committee, Capital Regional Service Commission, and Oromocto Physician Recruitment Committee.
 - The Cambridge vs Gagetown softball game finally took place towards the end of September. A great time was had, with interest on both sides in playing more regularly next summer.
 - Upcoming meeting is set for November with Department of Transportation and Infrastructure to better prepare for 2026 budget and asset management/maintenance plans.

5) Approval of the Minutes

- a) Regular Council Meeting – September 15, 2025

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to approve the minutes from the Regular Council Meeting on September 15, 2025.

With all in favour, the motion was carried.

b) Special Council Meeting – October 10, 2025

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to approve the minutes from the Special Council Meeting on October 10, 2025.

With all in favour, the motion was carried.

6) Business Arising from The Minutes

- a) Trail Initiative
 - Awaiting Highway Usage Permits
- b) Youngs Cove & Waterborough Wharves
 - No update at this time
- c) Committee of the Whole

It was moved by Deputy Mayor Sharpe and seconded by Councillor Mennier to untable item 6c) from Business Arising from the Minutes “Committee of the Whole” for further discussion.

Clerk McGarity read the original motion from July 21, 2025: 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.

CAO Bedford proposed that the function of Committee of the Whole will help improve the efficiency between council and staff. It was also proposed that the 1st Monday of each month will be the Committee of the Whole meeting. The meeting will be discussion based, with no decisions being made.

With all in favour, the motion was carried.

7) Council Committee Reports

Finance Committee

- The office is gathering information for the upcoming draft budget 2026.
- We still have not received confirmation that the Financial Audited Report for 2024 has been accepted by Environment of Local Government (ELG).

It was moved by Councillor Black and seconded by Councillor Mennier to accept the expenditures for Arcadia General from September 16, 2025 to October 20, 2025, in the amount of \$211,380.12.

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 September 16, 2025 to October 20, 2025, in the amount of \$74,741.94.

Questions:

- *Deputy Mayor Sharpe: Lagoon Project Services: were these costs covered in our previous funding?*

- *Councillor Black: Yes, they were covered by funding, but we have to pay for them prior to be reimbursed.*

With all in favour, the motion was carried.

Public Safety Committee

- Not all crimes can be reported through the RCMP Online Reporting System. You can call 1-888-506-RCMP to report all crimes.
- RCMP quarterly report shows 203 calls for service in Arcadia for Quarter 1.
- Sign up for Voyent Alert if you have not done so already.
- There was a meeting with the Minister of Public Safety on October 7th, where they were able to discuss concerns of speeding and safety in our community, police presence, and engagement at our local schools.

Buildings and Properties Committee

- Cambridge-Narrows Wharf Repairs has been awarded, with work expected to begin next week.
- A Request for Quotes will be called shortly for Mott's Wharf
- Gagetown Medical Clinic renovations are underway

By-laws Committee

- Proposed Sewer by-law has been circulated to Council for input and updates
- Unsightly Premise by-law is currently being drafted
- Proposed Noise & Nuisance by-law is under New Business for 1st and 2nd reading tonight

Communication Committee

- The new website has been reviewed by the committee with suggested changes brought forward
- Council will have an opportunity to view website prior to being launched

Economic Expansion Committee

- Ignite is working on an Economic Development and Tourism Strategy

8) Correspondence

- Letter from Canada Post Union requesting Council to pass a resolution asking for a delay on the mandated review.
- Letters from residents with concerns that are being addressed by staff
- Building Permits with an assessed property value of \$1.8 million were issued in September for Arcadia.

9) New Business

a) Environmental Trust Fund (ETF) Acceptance

Municipalities have two mandates under the Province of New Brunswick's *Climate Action Plan 2022-2027: Our Pathway Towards Decarbonization and Climate Resilience* which commits to achieving net-zero greenhouse gas (GHG) admissions by 2050.

- Action 19: GHG Reduction Plans are updated/completed for 50% of all local governments and rural districts by 2025 and 100% by 2030.

- Action 26: Climate Change Adaptation Plans are updated/completed for 50% of all local governments and rural districts by 2025 and 100% by 2030.

To complete Action 19, Arcadia had applied to the Environmental Trust Fund (ETF) to undertake a GHG inventory to establish a baseline, engage with community, and complete the GHG reduction plan.

It was moved by Councillor Mennier and seconded by Councillor Black to accept the terms and conditions for the Environmental Trust Fund Letter of Offer, Project No: 250309, Green House Gas Reduction in Arcadia. The project costs are to be paid from the Arcadia General Operating account to be reimbursed by the Environmental Trust Fund to a maximum of \$50,000 upon completion of the project.

Questions:

- *Councillor Black: Is there a cost share for Arcadia?*
 - *No, all costs will be reimbursed by the Environmental Trust Fund.*

With all in favour, the motion was carried.

- b) First Reading by Title Only and in its Entirety – By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia

Deputy Mayor Sharpe read By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia by title only and in its entirety.

It was moved by Deputy Mayor Sharpe and seconded by Councillor Gordon that the first reading by title only and in its entirety be given to By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia.

Question:

- *Councillor Gahan-MaGee: Does this mean that you cannot have fireworks without contacting the office for permission?*
 - *As long as they are before 11:00pm, you do not need to apply for an exception. The Noise & Nuisance by-law pertains to excessive noise between 11:00pm-7:00am.*

With all in favour, the motion was carried.

- c) Second Reading by Title Only – By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia

Deputy Mayor Sharpe read By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia by title only.

It was moved by Deputy Mayor Sharpe and seconded by Councillor Gordon that the second reading by title only be given to By-law #12 A By-law Respecting the Prevention of Noise and Nuisances Within Arcadia.

With all in favour, the motion was carried.

d) Lagoon Repair

It was moved by Councillor Black and seconded by Councillor Mennier to accept quote #2025-97 from L. Sanford and Sons Ltd in the amount of \$13,201.75 plus HST for the replacement of a faulty valve and the suggested replacement of a second valve, for preventative maintenance, in the amount of \$6,400.00 plus HST at the Gagetown Sewage Lift Station.

This expense will be paid for out of the Arcadia Sewerage & Utility Operating account to be repaid by the Arcadia Sewerage & Utility Capital Reserve account. Any funds not covered with the reserve funds will be expensed from the Arcadia Sewerage & Utility Operating account.

Questions:

- *Deputy Mayor Steven Sharpe: The sewer fund is a stand alone, user-funded utility. Is this being paid by the users?*
 - *Councillor Black: Yes. There is funds available for this repair that will be paid from the Sewerage Capital Reserve account. There are many outstanding accounts that the office is working on collecting to maintain availability of funds for future repairs.*

With all in favour, the motion was carried.

10) Open Floor – Comments from the Public

- Does the budget expense that we have for policing, does this include peace officers?
 - No, our budget expense is for RCMP. Peace Officers are Provincial.
- Thank you for CAO Bedford and Clerk McGarity for quick and professional response to concerns regarding speeding and safety concerns.
- How can we get more policing on the waterways?
 - This concern has been brought to the Minister of Public Safety and RCMP at multiple occasions.
- Does Council plan on advocating for Canada Post to keep rural?
- A petition has been brought forward regarding the speeding concerns in the 50km zones in Cambridge-Narrows. Options to reduce speeding brought forward, such as signage, lights, rumble strips, traffic circle, or speed bumps.
- A ticket does not stop speeding. A proposal to Department of Transportation and Infrastructure could be made to make changes

11) Upcoming Meetings

- November 17, 2025 – Upper Gagetown Fire Hall
- December 15, 2025 – Cambridge-Narrows Municipal Building

12) Closed Session

It was moved by Councillor Black and seconded by Councillor Mennier to move to closed session at 8:31 pm.

With all in favour, the motion was carried.

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

It was moved by Councillor Mennier and seconded by Deputy Mayor Sharpe to move out of closed session at 9:14pm.

With all in favour, the motion was carried.

13) Motion to Adjourn

*It was moved by Deputy Mayor Sharpe and seconded by Councillor Black to adjourn at 9:15 pm.
With all in favour, the motion was carried.*



Mayor Clinton Sharpe



Clerk Jessica McGarity

