

Committee of the Whole Meeting

April 25, 2023

Berwick Town Hall Council Chambers

6:30pm

AGENDA

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of the Minutes**
 - a. March 28, 2023**
- 4. Presentation**
 - a. Optimizing Municipal Electric Utilities, Aaron Long**
- 5. Department Reports**
 - a. BDVFD**
 - b. Planning**
 - c. Community Development**
 - d. Public Works**
 - e. Finance**
 - f. Berwick Electric Commission**
 - g. CAO**
- 6. Committee Reports**
 - a. Accessibility Advisory Committee**
 - b. Centennial Committee**
 - c. Interim IMSA Board**
 - i. Kings Transit Authority**
 - ii. Valley Waste Resource Management**
 - d. Kings Mutual Century Center (KMCC) Governance Committee**
 - e. Kings Point-to-Point Transit**
 - f. Kings Regional Emergency Management Organization (REMO) Advisory Committee**
- 7. New Business**
 - a. RFD010-2023 Low Income Property Tax Exemption Policy**
 - b. Appointment of Accessibility Advisory Committee Member**
- 8. Mayor's Report**
- 9. Correspondence**
 - a. 20 - April - 2023: LED Lighting at KMCC - April 2023**

- 10. In-Camera**
 - a. Land Acquisition**
 - b. Personnel**
- 11. Adjournment**

Berwick & District Volunteer Fire Department Totals- March 31, 2022, to April 1, 2023

Good morning, all

I am sending a snapshot of last years fire call totals for Berwick & District Volunteer Fire Department.

We had a rise in medical calls this year since the ambulance service has lifted all Covid restrictions which only allowed us to attend cardiac arrest calls. We are now assisting our EHS team in all capacities that they may require from us.

I want to take a moment to thank the Town of Berwick and its Councillors for all the support you continue to show towards our department. Thanks to Jen Boyd and Lisa Buchan for all your guidance throughout the year. And thank you to our Fire Commissioners who continue to support our department through different projects that allow us to grow and keep our members safe by having the best gear found on the market.

If you have any questions on the information found on the following page please do not hesitate to reach out to me by email: chief@berwickfire.com or luke.redden@michelin.com.

In closing it is truly an honor to serve the residents of Berwick and District.

Kind regards,

Fire Chief

Luke Redden

Berwick & District Vol. Fire Dept.

Berwick & District Volunteer Fire Department Totals- March 31, 2022, to April 1, 2023

| Type of Call | Totals | |
|-----------------------|-----------|--|
| Alarm Sounding | 36 | Top Five Calls for 2022/ 2023 |
| MVC | 29 | |
| Medical | 13 | |
| Structure | 12 | |
| Power Lines | 7 | |
| Investigation | 6 | |
| Brush Fire | 5 | |
| Assist RCMP | 2 | |
| Car Fire | 2 | |
| Chimney | 2 | |
| Grass Fire | 2 | |
| Oven Fire | 2 | |
| Assist DOT | 1 | |
| Flood | 1 | |
| Gas Leak | 1 | |
| Grease Fire | 1 | |
| Smoke Cond. | 1 | |
| Trash Fire | 1 | |
| Unknown Fire | 1 | |
| Woods Fire | 1 | |

Total Calls in Kings County= 68

Total Kings County KM Travelled= 1908

Total Calls in Berwick= 58

Total Berwick KM Travelled= 260

Total Mutual Aid Calls= 14

Hours in Service= 114

Total Firefighter Hrs= 2087



Municipality of the County of Kings

181 Coldbrook Village Park Drive
Coldbrook NS B4R 1B9

Tel: (902) 690-6152

Fax: (902) 679-0911

Tel: 1-888-337-2999

www.countyofkings.ca

Land of Orchards, Vineyards and Tides

Town of Berwick Activity Report - March 2023

| | Last Fiscal Year | | This Fiscal Year | |
|-------------------------------|-------------------------|---------------------------|-------------------------|---------------------------|
| | Total For March 2022 | Total For Year to Date | Total For March 2023 | Total For Year to Date |
| <u>PERMIT COUNTS</u> | | | | |
| Building Permits | 2 | 37 | 3 | 41 |
| Development Permits | 0 | 0 | 0 | 0 |
| Demolition Permits | 0 | 2 | 0 | 1 |
| Sign Permits | 0 | 0 | 1 | 1 |
| Total Permits | 2 | 39 | 4 | 43 |
| <hr/> | | | | |
| TOTAL BUILDING VALUE | \$298,400 | \$5,082,288 | \$34,200 | \$5,050,644 |
| PERMIT VALUE | \$367 | \$6,745 | \$132 | \$6,530 |
| <hr/> | | | | |
| <u>NUMBER OF UNITS</u> | | | | |
| One Unit | 0 | 13 | 0 | 12 |
| Two Unit | 2 | 10 | 1 | 9 |
| Multi Unit | 0 | 0 | 0 | 0 |
| Townhouse | 0 | 0 | 0 | 0 |
| Farm Dwelling | 0 | 0 | 0 | 0 |
| Mobile Home | 0 | 0 | 0 | 0 |
| Farm Tenement | 0 | 0 | 0 | 0 |
| Total Residential | 2 | 23 | 1 | 21 |
| Recreational Cabins | 0 | 0 | 0 | 0 |
| <u>SUBDIVISIONS</u> | | | | |
| Total Plans Approved | 0 | 0 | 0 | 0 |
| Total Lots Approved | 0 | 0 | 0 | 0 |



Municipality of the County of Kings

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Land of Orchards, Vineyards and Tides

Report Date: 4/4/2023

Town of Berwick Building Permit Statistics - March 2023

Permits by Building Type

| Building Type | Total |
|--------------------|-------|
| ACCESSORY BUILDING | 1 |
| ONE UNIT | 1 |
| SN | 1 |
| TWO UNIT | 1 |
| | 4 |

Summary of Est. Value by Building Type

| Building Type | Total Est. Value |
|--------------------|--------------------|
| ACCESSORY BUILDING | \$9,600.00 |
| ONE UNIT | \$14,600.00 |
| SN | \$0.00 |
| TWO UNIT | \$10,000.00 |
| | \$34,200.00 |

Dwelling Units Created

Permits by Building Type

| Building Type | Total |
|---------------|-------|
| TWO UNIT | 1 |
| | 1 |

Summary of Est. Value by Building Type

| Building Type | Total Est. Value |
|---------------|------------------|
| TWO UNIT | \$10,000.00 |
| | \$10,000.00 |

Dwelling Units Demolished

| | | Total |
|--------------------|---|-------|
| SINGLE-DETACHED | 0 | 0 |
| RECREATIONAL CABIN | 0 | 0 |
| SEMI-DETACHED | 0 | 0 |
| ROW | 0 | 0 |
| APARTMENT | 0 | 0 |
| | 0 | 0 |

Town of Berwick

Building Permit Statistics - March 2023

| <u>Work Type</u> | | <u>Building Type</u> | | <u>Building Type</u> | | <u>Proposed Use</u> | |
|------------------|--------------|----------------------|--------------------|----------------------|----------------------|---------------------|----------------|
| ADD | ADDITION | AB | ACCESSORY BUILDING | IN | INSTITUTIONAL | AG | AGRICULTURAL |
| CON | CONSTRUCTION | AG | AGRICULTURAL | MH | MOBILE HOME | CM | COMMERCIAL |
| LOC | LOCATION | AU | ACCESSORY USE | MU | MULTI UNIT | FI | FISHING |
| OTH | OTHER | BH | BOAT HOUSE | OU | ONE UNIT | FO | FORESTRY |
| RNO | RENOVATION | CM | COMMERCIAL | RC | RECREATIONAL CABIN | IN | INSTITUTIONAL |
| DMO | DEMOLITION | DK | DECK | RV | RECREATIONAL VEHICLE | MF | INDUSTRIAL |
| | | FD | FARM DWELLING | SN | SIGN | NA | NOT APPLICABLE |
| | | FI | FISHING | SP | SWIMMING POOL | RC | RECREATIONAL |
| | | FO | FORESTRY | SO | SOLAR | RE | RESIDENTIAL |
| | | FT | FARM TENEMENT | TH | TOWN HOUSE | | |
| | | GA | GARAGE | TU | TWO UNIT | | |
| | | ID | INDUSTRIAL | | | | |

| Permit | Location | Work Type | Bldg Type | Prop Use | Est Value |
|--------|----------------|-----------|-----------|----------|--------------------|
| 230169 | 124 ORCHARD ST | RNO | TU | RE | \$10,000.00 |
| 230073 | HONEYCRISP DR | CON | AB | RE | \$9,600.00 |
| 230140 | 7 GALA DR | ADD | OU | RE | \$14,600.00 |
| 230167 | 104 MILL ST | ADD | SN | CM | \$0.00 |
| | | | | | \$34,200.00 |

Committee of the Whole Monthly Report



Department: Community Development
Date: April 19, 2023

Key highlights

- Fitness Centre membership is sitting at 445 as of April 19th, 2023, consistent with last month. With the increase in class offerings staff have noted that several members are now purchasing memberships solely to participate in classes. A new class, Young at Heart, has become extremely popular amongst the senior demographic.
- With revised quotes for construction of the boxcar deck coming in over the anticipated budget, we have put a call out for additional quotes. We expect construction to start in the next month depending on the successful contractor's schedule.
- We have completed several interviews for summer staff positions and are feeling extremely excited about a busy summer ahead. We will be hiring three Parks' staff, three Day Camp Counsellors, a Day Camp Coordinator, a Community Development Intern, Museum Manager, and a Visitor Information Centre Attendant.
- Active Living Coordinator J. Hebb continues to work on the Active Living Strategy and is now completing the first draft. He has highlighted several initiatives for the coming year and is drafting an application for the Active Communities Fund to support several programming and capital projects.
- The seed starting workshop led by Community Rec Coordinator, N. Palmer, was an enormous success, seeing approximately 40 participants. This event was a partnership between the Town, the Library, and several businesses who donated supplies.
- The RFP for the Spicer Park Playground has been posted for two weeks with anticipation of a new natural playground element being added this summer.
- We have launched a "Recycle your bicycle" campaign and have already acquired 10 bikes. Bikes will be repaired and rehomed in the community for those in need, as identified by local community representatives.
- The Volunteer of the Year nomination process has opened. This year nominees can be submitted online through a google form. Over the last several years we have had very few applicants and are hoping by making the form more accessible that people may take the time to apply. We will host a volunteer event locally in September to celebrate all nominees.
- Community Clean-up is scheduled for April 21st in partnership with the Berwick & District School and the Community Walks Group. This event has been planned in celebration of Earth Day. Community members are encouraged to pick up bags and gloves at the Town Hall and return any bags of garbage to Mill Street Trailhead at the end of the day if they wish to participate.

Committee of the Whole Monthly Report



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- Wednesday morning's playgroup continues to be very well attended and supported with each session seeing approx. 50 people. Two community volunteers continue to work hard to support the program, having just secured additional funds for play equipment.
 - May 10th is NS Walks Day. In celebration, the NS Walk Leaders in our community will be hosting an evening walk throughout our community.
 - The AVCC (Annapolis Valley Chamber of Commerce) will be hosting a Valley Social Networking Event at The Union Street on Tuesday, April 25th from 4:30-6:30pm. The event is targeted at young professionals in the Annapolis Valley.

Next Month Priorities:

- Confirm summer student positions and preparations for online Day Camp Registration through BookKing
- Submit grants for Beautification and Active Communities Fund
- Finalizing Summer Concert Series Schedule
- Centennial Celebrations (including launch of self-guided tour, banners, May 25th event, and additional swag)
- Opening of Tennis/Pickleball Courts and Shuffleboard Court
- Apple Blossom Float

Department: Public Works Report.
Date: April 17, 2023

Key highlights

- The team has been out cleaning up from the snow season, raking, fixing lawns and top soiling anything that has been damaged.
- We have been doing spring repairs on mowers and park tractors, and other equipment.
- The pavers should be starting to get their Asphalt Plant up and going soon.
- We will be working cleaning gravel off of the sidewalks on Commercial St. and starting to clean up the gravels next to the curbs.
- The brush and leaf bin will be coming to 216 Main St. April 24, 2023 a week early because of the residence of town asking for it.
- We are fixing signs, fixing washouts on the trails and going out each day to trim overhanging branches away from sidewalks.
- Filling potholes with asphalt cold mix.
- Ordered two crosswalk lights. One for Commercial Street in front of Town Hall and the other for Main Street/Bezanson.
- Tenders for Surplus Equipment and a new Backhoe Loader have been advertised. Surplus Equipment closes May 4, 2023, and the new Backhoe Loader closes June 1, 2023.
- The parks O-Turn mower closed on April 20, 2023. An RFD to award the tender will go to Council on May 9, 2023.

Next Month Priorities:

- Working on tree stump cleanup next to the sidewalks all over Town.
- Brush and leaf cleanup will start.
- Getting park ready for baseball, the water park and fixing fences and other duties.
- Starting the painting of crosswalks and parking Tees.

Committee of the Whole Monthly Report



Department: Finance
Date: April 2023

Key Highlights

- BDR is still working toward finalizing the BEC rate application with plans to file by end of April.
- Several payroll/time entry systems were scoped and I attended several demonstrations. Based on productivity available, in-house control of the system, seamless integration and ease of use for the employee, Payworks has been selected. This system provides four fully integrated modules, including payroll, time entry, absence management and a human resources module.
- Interim property tax bills were mailed, and the due date is May 31, 2023.
- We are pleased to announce our Finance Clerk (Intermediate) has joined our team in a permanent capacity.
- Designs are underway for the customer service area in Town Hall, with the primary focus being accessibility.
- With a full staff complement in Town Hall, customer service is being provided by a fantastic team, including the Executive Coordinator, Finance Administration Coordinator, Planning & Bylaw Coordinator and the Finance Clerk (Int.) Having the shared responsibility allows everyone to focus on their primary role, while providing excellent customer service to the public.
- The external auditor was delayed in returning to the Town's audit file due to competing priorities and is expected to resume shortly. The auditor plans to provide an estimated time when we may expect to receive the draft financial statements.
- Attended PFC meeting with consultants.
- The tender is out for the sale of surplus equipment, closing May 4th at 2:00pm.
- The RCMP budget notice has been provided, which includes a 6.04% increase over last year. Berwick's operating budget included a 2.5% increase, which will result in a variance of (\$26,917). As mentioned at the last Council meeting, there is a budget item of \$17,500 no longer required and these savings may be utilized toward the RCMP shortfall.

Next Month Priorities:

- Working toward completion of the 21/22 Audited Financial Statements, Auditors are planning for draft statements to be available beginning of May. Once closer to confirming this, an audit committee will be scheduled.

- 22/23 Financial Audit preparation.
- BEC Inventory review.
- BEC digitalization of records including contracts, service orders, meter sheets.
- GIS related to Asset Management training is still pending for staff.
- Schedule implementation for Payworks, with a go-live date for all modules of June 15th, 2023.
- Work with BEC staff on finalizing Factorydale insurance claim submission.

Committee of the Whole Monthly Report



Department: Berwick Electric Commission
Date: April 2023

Key Highlights

- Your Utility has been facing some challenges. Council is aware of the significant increase in rates BEC is applying for due to the increased cost of purchased energy. We hope to mitigate that high cost at times during the year by importing when energy prices for imports fall below a certain point. AREA is exploring/developing other sources of supply, but these opportunities are a year or more away.
- We are in a dispute with NSPI over the maximum demand levels set this winter. AREA scheduled all output from Ellershouse to the 4 Utilities during the time the provincial load was peaking, NSPI asserts we are only able to schedule the average output from Ellershouse in any hour. In terms of system reliability, it makes no difference where the Ellershouse energy is scheduled to as long as the turbines are putting energy into the grid. February 4th, a Saturday, was the peak load NS has experienced in the grid's present configuration and it's good it was a Saturday, Berwick's load would have been a megawatt higher on a weekday. Ellershouse was at or near full output throughout that high demand day. The dollar amounts are significant, every 100KW of demand costs \$16K over the year.
- Factorydale is ready to run again, it will start this week. Water storage is low for April, with very little runoff this spring. We have water ponded from last fall but the recharge may be slow. A gentle winter is not an unmixed blessing. Our insurers are requesting/recommending certain testing and documentation changes to our operations, and we are working to comply.
- We have received a large shipment of transformers for voltage conversion work, we plan to continue the conversion of the distribution system to all 12KV over the next 2 or 3 years. Transformers are outrageously hard to procure (and expensive) presently, driving us to purchase larger quantities at a time than we would have in the past. We bought a new padmount transformer to serve the Grandview Manor new build as well. We can't wait to order based on need as we would delay customer projects given the long lead times we encounter now. Some manufacturers are refusing to price future deliveries or even declining to book. These purchases before actual installation time are an extra cost for the time being.
- The line contractor working on the solar project has completed one phase of the construction. The next phases are along Main Street and will create a certain amount of traffic disruption. Traffic control will be directed to give

priority to trucks delivering birds to Eden Valley. We are presently awaiting materials for that work we ordered last May, which delays the contractor. This level of delay does not jeopardize the project but it's annoying.

- We continue to seek opportunities to collaborate with our partner Utilities, thinking broadly about strategic management, electrical inspections, meter reading, possibly some accounting functions. In the recent NSUARB Decision on Riverport's GRA (general rate application) the Board commented favourably on the level of co-operation among our group and encouraged further joint projects.

Committee of the Whole Monthly Report



Department: CAO
Date: March 2023

Key Highlights

- Competition for the new Director of Public Works closed on April 6. The competition did not attract many applications. A new deadline will be set, and staff have discussed additional advertising avenues to reach a larger group of potential candidates.
- The CAO continues to work with the planning and engineer consultants on planning applications.
- Met with Eden Valley to discuss renovations they are completing to accommodate more employees and also discuss initiatives they are taken to pre-treat wastewater.
- Viewed a presentation from the Department of Justice on the Cost Per Officer for RCMP members. A number of additional questions from participants were asked that require further follow up – i.e., paying for officers when there are vacancies and retro-active pay. When additional information is provided, Council will be updated.
- Attended the quarterly Labour Management meeting with CUPE (Public Works union).
- Attended a presentation from the new Joint Regional Transportation Agency (JRTA) in Kentville. The JRTA was formed to complete a Regional Transportation Study for the Halifax and one-hour commute area by November 2024. The JRTA is seeking input on how to engage with the 14 municipalities in the commute area.
- The Spring Newsletter will be delivered to all Berwick mailboxes the week of April 24.
- The Mayor and CAO will be meeting with MLA Chris Palmer on April 27 to provide an update on key priorities.

Next Month Priorities:

- Performance Management Policy and Procedures.
- The Public Workshop for the MPS Review will take place on May 17 at 6:30 pm in the Town Hall gymnasium.
- Preparation for IBEW (Electric Utility union) negotiations.
- Prepare for grant opportunities.

Accessibility Committee

A meeting occurred on April 17, 2023 and was Chaired by Elaine Furniss.

Dan Stovel, of the Kings County Regional Emergency Management Organization (REMO) provided a comprehensive presentation on the Kings County Vulnerable Persons Registry program and REMO,s role in Kings County.

The committee discussed future projects such as the proposed accessible front offices, box car project, accessible washrooms, trails and future capital projects with accessibility needs.

The committee requires additional members. Rita Shay is willing to volunteer and she is recommended for consideration to council for the committee. Two additional members remain to be identified.

Accessibility Week takes place from May 28 to June 3, 2023. The Committee would like to see how we can dovetail Accessibility Week with the Centennial celebrations in order to show Berwick's Accessibility journey of the town thus far.

Respectfully submitted Councillor Jamieson



Kings Transit Authority

General Manager's Report

As presented at the April 19, 2023 Board Meeting

[Garage and Fuel Prices](#)

Buses

We currently have one bus out of service due to an accident in the Clementsport. The insurance company has agreed to repair the bus and this repair has been started.

Fuel

With a total YTD fuel consumption of \$696,064 for 2022-23 , we are \$222,301 over in the fuel budget. This equates to a 46.9% overage in the complete fuel budget for KTA.

[Ridership and Revenue](#)

Ridership

Ridership numbers for 2023 in the month of March have seen a 36% increase across the entirety of the KTA system compared to 2022. In March 2022, KTA had ridership of 21,279 and in March 2023 ridership of 29,027.

Current month over previous month in 2023 we experienced a significant increase, February was 23,432 riders versus March being 29,027 riders.

Year-to-Date ridership for March 2022 was at 202,409 boardings. We currently are at 307,115 at the end of March 2023. Ridership numbers YTD 2023 have increased by 52%.

Revenue

Total fare revenue for the month of March 2022 was \$49,196, compared to the revenue for March 2023, which was \$69,352. This represents a 41% increase in fare revenue.

The year to date fare revenue for 2022 was \$517,828. The year to date for 2023 was \$730,283. This represents a 41% increase in fare revenue.

Human Resources

We are investigating the option of hiring a full-time spare driver who will be on call to fill vacancies when they occur and to assist with other roles such as cleaning and servicing ticket agents.

A posting for a driver for the west has been advertised.

Kings Transit and Valley Waste has commenced the recruitment of the Director of Finance position.

Monthly Activities

Those following is the list of actions and activities from the previous meeting up until the current one:

1. Preparing information for RFP for Phase 1 study, finalizing legal review
 2. Continual review of the scope for study in order to expedite any transit study progression after Phase 1 approval
 3. Day to day operations of the business
-



**Kings Transit
Authority**

Statement of Revenue and Expenditures

Total Operations

Twelve months ended March 31, 2023

| | Actual Month | Actual YTD | Budget YTD | YTD Variance | |
|------------------------------|-------------------|-------------------|------------------|-------------------|---|
| Revenue | | | | | |
| Fares | 69,352 | 730,283 | 548,430 | 181,853 | |
| Mechanic Labour | 2,580 | 67,076 | 62,000 | 5,076 | |
| Advertising income | - | 5,000 | 14,840 - | 9,840 | |
| Operating grants PNS | - | 332,392 | 22,400 | 309,992 | |
| Operating grants | | | | | |
| Kings County | 60% | 67,992 | 815,906 | 815,906 | - |
| Kentville | 20% | 22,664 | 271,969 | 271,969 | - |
| Wolfville | 15% | 16,998 | 203,976 | 203,976 | - |
| Berwick | 5% | 5,666 | 67,992 | 67,992 | - |
| Annapolis | | 50,358 | 604,291 | 604,291 | |
| Digby | | 22,650 | 271,811 | 271,811 | |
| Interest Revenue | - | - | 275 - | 275 | |
| Miscellaneous | - | 14,666 | 100 | 14,566 | |
| Gross Revenue | 258,259 | 3,385,362 | 2,883,990 | 501,372 | |
| Expenses | | | | | |
| Salaries - administration | 17,661 | 252,997 | 223,153 | 29,844 | |
| Salaries - operations | 113,005 | 1,462,753 | 1,378,804 | 83,949 | |
| Fuel | 52,920 | 696,064 | 473,763 | 222,301 | |
| Insurance | 14,650 | 174,924 | 137,741 | 37,183 | |
| Repairs and maintenance | 25,373 | 322,546 | 332,009 - | 9,463 | |
| Other expenses | 42,663 | 301,429 | 338,520 - | 37,091 | |
| Total expenses | 266,272 | 3,210,713 | 2,883,990 | 326,723 | |
| Net surplus (deficit) | \$ (8,013) | \$ 174,650 | \$ - | \$ 174,650 | |



**Kings Transit
Authority**

Ridership Data

Total Operations

Twelve months ended March 31, 2023

| Ridership Statistics | Costs | Riders | Cost per Rider 2022 | | |
|-----------------------------|------------------|----------------|----------------------------|-------------|-----------------|
| Total Expenses | 3,210,713 | 307,115 | \$ | 10.45 | \$ 13.68 |
| Contributions | | | | | |
| Fares | 332,392 | 307,115 | -\$ | 1.08 | -\$ 2.56 |
| PNS Grants | 271,969 | 307,115 | -\$ | 0.89 | -\$ 0.06 |
| Other Revenues | 86,742 | 307,115 | -\$ | 0.28 | -\$ 0.39 |
| | 691,103 | | -\$ | 2.25 | -\$ 3.01 |
| Net Cost | 2,519,610 | 307,115 | \$ | 8.20 | \$ 10.67 |



**Kings Transit
Authority**

Statement of Revenue and Expenditures

Core

Twelve months ended March 31, 2023

| | Actual Month | Actual YTD | Budget YTD | YTD Variance | |
|---------------------------|-------------------|-------------------|------------------|-------------------|---|
| Revenue | | | | | |
| Fares | 51,156 | 523,036 | 380,999 | 142,037 | |
| Mechanic Labour | 2,580 | 67,076 | 62,000 | 5,076 | |
| Advertising income | - | 5,000 | 10,000 - | 5,000 | |
| Operating grants PNS | - | 206,083 | 22,000 | 184,083 | |
| Operating grants | | | | | |
| Kings County | 60% | 67,992 | 815,906 | 815,906 | - |
| Kentville | 20% | 22,664 | 271,969 | 271,969 | - |
| Wolfville | 15% | 16,998 | 203,976 | 203,976 | - |
| Berwick | 5% | 5,666 | 67,992 | 67,992 | - |
| Interest Revenue | - | - | 275 - | 275 | |
| Miscellaneous | - | 5,166 | 100 | 5,066 | |
| Management fee | - | - | - | - | |
| Annapolis | 11,398 | 136,775 | 136,775 | - | |
| Digby | 4,464 | 53,576 | 53,576 | - | |
| Gross Revenue | 182,919 | 2,356,556 | 2,025,568 | 330,988 | |
| Expenses | | | | | |
| Salaries - administration | 17,661 | 252,997 | 223,153 | 29,844 | |
| Salaries - operations | 88,213 | 1,073,098 | 1,001,638 | 71,460 | |
| Fuel | 29,331 | 380,890 | 271,339 | 109,551 | |
| Insurance | 8,790 | 102,202 | 78,200 | 24,002 | |
| Repairs and maintenance | 19,377 | 180,323 | 177,600 | 2,723 | |
| Other expenses | 29,217 | 251,827 | 273,638 - | 21,811 | |
| Total expenses | 192,589 | 2,241,337 | 2,025,568 | 215,769 | |
| Net surplus | \$ (9,670) | \$ 115,219 | \$ - | \$ 115,219 | |



**Kings Transit
Authority**

Statement of Revenue and Expenditures

Annapolis

Twelve months ended March 31, 2023

| | Actual Month | Actual YTD | Budget YTD | YTD Variance |
|------------------------------|-----------------|------------------|----------------|------------------|
| Revenue | | | | |
| Fares | 11,259 | 139,533 | 113,330 | 26,203 |
| Advertising income | - | - | 3,795 - | 3,795 |
| Operating grants PNS | - | 76,450 | - | 76,450 |
| Operating grant Annapolis | 50,358 | 604,291 | 604,291 | |
| Miscellaneous | - | 6,500 | - | 6,500 |
| Gross Revenue | 61,617 | 826,774 | 721,416 | 105,358 |
| Expenses | | | | |
| Management fee | 11,398 | 136,775 | 136,775 | - |
| Salaries - operations | 14,403 | 254,715 | 250,255 | 4,460 |
| Fuel | 17,271 | 209,074 | 131,486 | 77,588 |
| Insurance | 3,223 | 42,247 | 34,721 | 7,526 |
| Repairs and maintenance | 5,052 | 106,007 | 134,585 - | 28,578 |
| Other expenses | 7,200 | 28,727 | 33,594 - | 4,867 |
| Total expenses | 58,547 | 777,545 | 721,416 | 56,129 |
| Net surplus (deficit) | \$ 3,070 | \$ 49,229 | \$ - | \$ 49,229 |



**Kings Transit
Authority**

Statement of Revenue and Expenditures

Digby

Twelve months ended March 31, 2023

| | Actual Month | Actual YTD | Budget YTD | YTD Variance |
|-------------------------|-------------------|------------------|----------------|------------------|
| Revenue | | | | |
| Fares | 6,936 | 67,714 | 54,101 | 13,613 |
| Advertising income | | - | 1,045 - | 1,045 |
| Operating grants PNS | - | 49,859 | 400 | 49,459 |
| Operating grant Digby | 22,650 | 271,811 | 271,811 | |
| Miscellaneous | - | 3,000 | - | 3,000 |
| Gross Revenue | 29,586 | 392,384 | 327,357 | 65,027 |
| Expenses | | | | |
| Management fee | 4,465 | 53,576 | 53,576 | - |
| Salaries - operations | 10,390 | 134,940 | 126,911 | 8,029 |
| Fuel | 6,318 | 106,100 | 70,938 | 35,162 |
| Insurance | 2,637 | 30,475 | 24,820 | 5,655 |
| Repairs and maintenance | 944 | 36,216 | 19,824 | 16,392 |
| Other expenses | 6,246 | 20,875 | 31,288 - | 10,413 |
| Total expenses | 30,999 | 382,182 | 327,357 | 54,825 |
| Net surplus | \$ (1,413) | \$ 10,202 | \$ - | \$ 10,202 |

Valley Region Solid Waste-Resource Management Authority
Report to the Authority

Agenda Item No. _5.0__

Subject: Valley Waste Management Authority – General Managers Report

From: Andrew Wort

Date: April 12, 2023

Health and Safety

Statistics for the month and year to date are attached. The reporting of near misses and incidents even most are minor allows management to review safety policies and practises and target programs to improve worker safety.

| Month | Repairs Filed | Repairs Closed from Previous Year | Repairs Closed | Injury to Person | Damage to Equipment (Property) | Damage to Material | Damage to Environment | First Aid Only | Medical Treatment | Lost Time | Critical Injury | Near/Miss | Motor Vehicle Accident | Injury to person - no first aid or medical treatment | Fire | Incident at Scotia Recycling | Incident at Northside Farms | Theft | Sharps | Other | Potentially dangerous item | Complaint | Unwanted Site Visitor | SPILL | Site Monitor | Report to NS Labour | WCB Claim Filed | Violence in the Workplace |
|------------------------|---------------|-----------------------------------|----------------|------------------|--------------------------------|--------------------|-----------------------|----------------|-------------------|-----------|-----------------|-----------|------------------------|--|------|------------------------------|-----------------------------|-------|--------|-------|----------------------------|-----------|-----------------------|-------|--------------|---------------------|-----------------|---------------------------|
| March-23 | 9 | | 1 | 2 | 1 | 1 | 1 | 10 | 3 | 0 | 17 | 14 | 5 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 4 | 0 | 1 | 9 | 0 | 1 | 5 | 2 |
| Totals 2022 -23 | 67 | 6 | 60 | 17 | 12 | 5 | 1 | 10 | 3 | 0 | 17 | 14 | 5 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 4 | 0 | 1 | 9 | 0 | 5 | 2 | |

Cell phone Warning started being recorded within the system

Financial Report

Attached is a financial report to end of February.

Volume Report

Summary report for volume by category is attached. With the implementation of the new scale software some classes of waste were combined.

Construction and Demolition Waste Regulations

Draft guidelines were issued in the fall for upgraded rules for C&D sites. A detailed review is attached.

Education and EPR Brief

The EPR for packaging and printed paper regulations are close to final and expected to go to Cabinet for approval in the near future. Once the regulations are approved by Cabinet:

- Municipalities will have six months to provide all necessary information requested by the government or an oversight organization.
- After information is gathered, brand owners or a Producer Responsibility Organisation acting on behalf of brand owners will need to submit a readiness plan that details how and when they plan to meet the regulations.

- It is expected that EPR will be operational in 2.5 to 3 years from the point the regulation is approved.

The Priorities Group met with EPR consultants following the Chairs meeting to gather feedback on the types of information municipalities will need to provide. This information is being organized and will be distributed to municipal staff very soon. The data is likely to include:

- Annual quantity of recyclables collected within the region, list of materials being collected under the recycling program, frequency, etc.
- Collection schedules, maps, routes, etc.
- Number of residents and location of all residential premises within the region that receive collection services, including:
 - multi-residential properties
 - Seasonal properties and current service levels
- Number and location of entities/sources on collection routes that are not residential premises or facilities who are receiving curbside services;

300 Kg Goal

The province has set a disposal goal of no more than 300 kg per person by the year 2030 as part of the Environmental Goals and Climate Change Reduction Act. The Act also requires an action plan to reach this target by the end of 2023. NSECC will be consulting with regions over the next few months to determine what initiatives could be included to meet this goal. The latest data (F2022) indicates the Valley Region is disposing of **397 kg per person**, and the provincial average is 417kg.

Roll Off Truck Disposal

The first Roll Off truck (2016) was sold through Ritchie Brothers auction with three containers that are sold separately. Four lots were listed. The Roll Off was sold for 165,000\$ plus HST and new VWRM paid 185,000\$ plus HST. Three containers were sold for a total of 28,250 plus HST; the original purchase price for these three units was in the order of 18,426\$ plus HST. The total purchase price for the four items was 194,161.52 plus HST and the total sale price was 193,250\$ plus HST less auction commission.

Three Roll Offs remain along with 20 or so containers. All the Roll Off equipment will be sold this fiscal year pending the conversion of the public drop off bins to moved by the front-end loader. The next Roll Off (2008) will be sold at the next auction along with several bins.

An RFP for loader bins is out for prices and should be awarded at the May board meeting. Hopefully delivery will be completed by September and the remaining Roll Off equipment will be sold then.

Annapolis County

A verbal update on Annapolis County will be provided at the meeting.

Cost Accounting

Cost Accounting Management staff have met with MNP to discuss allocation of cost to different cost centers. Andrew Garrett and Brenda Davidson are working closely with the consultant to provide detail information.

Respectfully submitted,
Andrew Wort
General Manager
Valley Waste Management Authority.

Fiscal Year 2022 - 23

Year To Date Volume combined EMC and WMC

| 2021/22 | 2022/23 | Delta | Delta | 2021/22 | 2022/23 | Delta | Delta |
|----------|----------|---------|-------|-----------|-----------|-----------|---------|
| March | March | MT | % | YTD | YTD | MT | % |
| 1.83 | 2.52 | 0.69 | 38% | 34.40 | 31.72 | -2.68 | -8% |
| 8.54 | 5.27 | -3.27 | -38% | 113.61 | 109.09 | -4.52 | -4% |
| 7.82 | 2.54 | -5.28 | -68% | 228.04 | 207.49 | -20.55 | -9% |
| 16.14 | 0 | -16.14 | -100% | 273.73 | 299.39 | 25.66 | 9% |
| 20.45 | 14.76 | -5.69 | -28% | 259.26 | 171.39 | -87.87 | -34% |
| 22.33 | 30.92 | 8.59 | 38% | 1,290.38 | 1,023.86 | -266.52 | -21% |
| 288.75 | 359.99 | 71.24 | 25% | 3,469.92 | 3,627.90 | 157.98 | 5% |
| 34.45 | 21.85 | -12.60 | -37% | 546.11 | 487.81 | -58.30 | -11% |
| 7.46 | 3.65 | -3.81 | -51% | 137.49 | 112.28 | -25.21 | -18% |
| 58.67 | 56.92 | -1.75 | -3% | 904.13 | 638.42 | -265.71 | -29% |
| 65.8 | 25.1 | -40.70 | -62% | 927.02 | 701.51 | -225.51 | -24% |
| 1144.47 | 867.19 | -277.28 | -24% | 12,629.39 | 12,487.32 | -142.07 | -1% |
| 1.56 | 9.57 | 8.01 | 513% | 39.76 | 42.23 | 2.47 | 6% |
| 6.59 | 0.01 | -6.58 | -100% | 163.26 | 207.57 | 44.31 | 27% |
| 0 | 0 | 0.00 | | 5.49 | 5.78 | 0.29 | 5% |
| 1970.71 | 1730.1 | -240.61 | -12% | 21,385.66 | 21,667.58 | 281.92 | 1% |
| 0.07 | 0.04 | -0.03 | -43% | 0.94 | 0.88 | -0.06 | -6% |
| 0 | 0 | 0.00 | | 2,113.96 | 2,421.22 | 307.26 | 15% |
| 0 | 0 | 0.00 | | 2.62 | 2.88 | 0.26 | 10% |
| 286.28 | 173.88 | -112.40 | -39% | 2,527.63 | 2,660.49 | 132.86 | 5% |
| 0 | 0 | 0.00 | | 0.00 | 0.00 | 0.00 | #DIV/0! |
| 3,941.92 | 3304.31 | -637.61 | -16% | 47,052.80 | 46,906.81 | -145.99 | 0% |
| 1502.3 | 1328.41 | -173.89 | -12% | 17,584.83 | 16,644.63 | -940.20 | -5% |
| 451.88 | 237.96 | -213.92 | -47% | 5,656.14 | 5,824.12 | 167.98 | 3% |
| 1970.71 | 1730.1 | -240.61 | -12% | 23,499.62 | 24,088.80 | 589.18 | 3% |
| 0 | 0 | 0.00 | | 0.00 | 0.00 | 0.00 | |
| 17.03 | 7.84 | -9.19 | -54% | 312.21 | 349.26 | 37.05 | 12% |
| 3941.92 | 3304.31 | -637.61 | -16% | 47,052.80 | 46,906.81 | -145.99 | 0% |
| 2439.61 | 1989.72 | -449.89 | -18% | 29,974.66 | 28,425.36 | -1,549.30 | -5% |
| 102.9 | 93.4 | -9.50 | -9% | 1,166.86 | 1,173.73 | 6.87 | 1% |
| 112.67 | 102.22 | -10.45 | -9% | 1,548.00 | 1,459.39 | -88.61 | -6% |
| 335.33 | 224.62 | -110.71 | -33% | 3,148.39 | 2,904.76 | -243.63 | -8% |
| 0 | 0 | 0.00 | | 380.98 | 0.00 | -380.98 | -100% |
| 0 | 0 | 0.00 | | 158.23 | 1,893.80 | 1,735.57 | 1097% |
| 0 | 0 | 0.00 | | 1,133.14 | | | |
| 0 | 0 | 0.00 | | 518.24 | 674.89 | 156.65 | 30% |
| 953.98 | 809.76 | -144.22 | -15% | 10,702.91 | 10,438.45 | -264.46 | -2% |
| 0 | 0 | 0.00 | | 0.00 | 5.28 | 5.28 | |
| 0 | 0 | 0.00 | | 0.00 | 3.11 | 3.11 | |
| 0 | 0 | 0.00 | | 0.00 | 0.00 | 0.00 | |
| 0 | 0 | 0.00 | | 105.92 | 125.24 | 19.32 | 18% |
| 0 | 0 | 0.00 | | 0.00 | 56.65 | 56.65 | |
| 3,944.49 | 3,219.72 | -724.77 | -18% | 48,837.33 | 47,816.50 | -1,020.83 | -2% |

Some categories were combined or discontinued with the implementation of the new scale software.

Nova Scotia Environment & Climate Change Construction & Demolition Regulation Changes

History

Construction & Demolition (C&D) waste makes up roughly 30% of all solid waste in Nova Scotia and can be difficult material to manage. C&D waste has also caused a number of environmental issues across the Province in past years with groundwater, fires, public concern and compliance issues.

Nova Scotia Environment and Climate Change (NSECC) consulted with industry and the public in 2018 to address gaps in environmental and human health protection, and to receive feedback and ideas. In July and October 2022, NSECC released details of the regulation changes and guidelines around C&D. The changes to the regulation will address fire hazards in C&D storage and disposal, leachate from chemicals within treated wood and groundwater protection.

Regulation Changes & Guidelines

Details of the changes, which come into effect July 5, 2023 are:

- Storing, transferring, or processing C&D debris will now be a designated activity which requires an approval from NSECC.
- Chemically treated wood timbers will no longer be disposed of at C&D landfill facilities. In the Valley, there are two 1st generation C&D landfill facilities: Torbrook C&D Disposal and Arlington Heights C&D Landfill. Instead, treated timbers must be sent to a second-generation landfill (ex. Kaizer Meadow) if they cannot be reused or diverted in other ways.
- The Guidelines are meant to mirror the National Fire Code and to protect groundwater.
- These changes come into effect July 5, 2023 and will apply to both C&D landfilling sites and transfer stations.

How will this affect Valley Waste transfer stations and operations?

- Valley Waste must apply for new approvals for the Kentville and Lawrencetown Transfer Stations with NSECC this summer.
- Valley Waste must install approved groundwater and surface water systems by a hydrogeologist at the transfer stations in Kentville and Lawrencetown. Engineered controls will also be considered if they provide environmental protection that surpasses groundwater monitoring.
- To match fire code, mixed wood waste can only be stored in piles 1000 m² x 3m tall and must have a separation distance of 6m between piles. If the wood is chipped, it can be stored in piles 15,000 m² x 18m high.
- C&D storage area must have a 30 m separation distance from the property lines.
- C&D storage area must have a 90 m separation distance from any off-site structure used for residential, commercial, industrial or institutional use.

Challenges with the C&D regulation changes:

- The regulation changes add a new layer of consideration to Valley Waste's plans to redesign the facility and traffic flow at the Kentville Transfer Station. In order to move ahead with this redesign, the C&D storage area will have to be moved and, in conjunction with existing Land Use Bylaws, the new regs may limit where the new location can be sited. **See map Page 3.**
- There will be an increased cost to hire a hydrogeologist to install groundwater monitoring, test wells quarterly and report to NSECC annually. This expense was budgeted as capital in the 2023-24 budget.

- VWRM already sends the painted and pressure treated wood to a second-generation landfill. However, depending on how much chemically treated timber the two C&D landfill sites receive annually, Valley Waste may see an increase in treated timber starting in July 2023, which will be required to be landfilled in a second-generation landfill (Kaizer Meadow) or diverted from landfill through reuse or recycling. NSECC estimates treated timber makes up about 5-8% of the C&D stream in NS.
- The storage footprint of the wood pile needs to meet fire code. This will result in increased cost, whether it means:
 - expanding/moving the C&D storage area
 - shipping wood waste out more frequently
 - investing in wood shredding equipment to allow for a larger storage pile

Opportunities from regulation changes

The regulation changes are an opportunity to rethink the way Valley Waste manages and values wood waste.

- Plans are already in place to salvage reusable wood to sell at the Reuse Centre.
- Opportunities could also exist with local facilities and organizations that could accept the clean wood for their projects.
- VWRM is leading a Provincial wood waste composition study which will be underway this spring with funding provided by Divert NS and the Innovation Hub. The study will allow waste facilities to understand the composition of their wood waste. A second phase is planned to assess potential markets, opportunities to expand markets and or share services.

Summary

VWRM staff believe that the new regulatory frame work is a positive step forward. Region 5 has hosted several C&D facilities, both past and present, some of which have contributed to the revised guidelines.

Specifically, to address these matters, VWRM staff will take the following actions:

- Initiate revised permit for EMC and WMC to address new regulatory framework.
- Initiate RFP to design and install a ground and surface water monitoring program.
- Initiate a review of wood grinder options with the objective to acquire one in the next 18 months.

Eastern Management Centre C&D Yard Relocation Considerations



NSECC Provincial Regs

- Must be a 30 m setback distance from the property lines of the Transfer Facility
- Must be a 90 m setback distance of an off-site structure used for Residential, Commercial, Industrial or Institutional purpose
- Will need groundwater monitoring wells for C&D yard or engineered alternative design that exceeds level of protection from well monitoring

Town M1 Zoning Requirements for Industrial parcels

- Minimum front yard setback 25 ft
- Minimum rear yard abutting residential zone 60ft with a vegetative buffer of 25ft and may incorporate fencing where necessary
- Minimum side yard abutting commercial/industrial zone 10 ft
- Wellfield protection area permits waste transfer facilities and outdoor storage in Zone C&D where waste is being received and moved-out on a regular basis

Fire Code requirements for outdoor storage of wood

- 30m setback from wooded area or tall grass
- Cannot be stored beneath power lines
- If whole lumber, stored in piles 1000m² (31.5 x 31.5m) and 3m high and clear space separation of piles by 6m
- If chipped lumber, stored in pile 15000m² and 18m tall and clear space of 9m

Wind Turbine

- No structures within 150ft radius of turbine

ACPCE01 - 6137
 SWSTM16000_1677775_005 E D **00623**
 VALLEY WASTE RESOURCE
 MANAGEMENT
 ATTN: FINANCE MANAGER
 PO BOX 895
 90 DONALD HILTZ CONNECTOR
 KENTVILLE NS B4N 4H8



Account Number: **425-92011**
 Account Type: Regular Account
 For the Period: **December 1 to 30, 2022**
 Last Statement: November 30, 2022

Address Information

1 Webster St.,
 Kentville, NS
 B4N 1H4

Phone: (902) 678-0777
 Website: www.scotiawealthmanagement.com
 Branch Manager: Greg Payne

Your Wealth Advisor

David Deacon (902) 679-4951
 david.deacon@scotiawealth.com

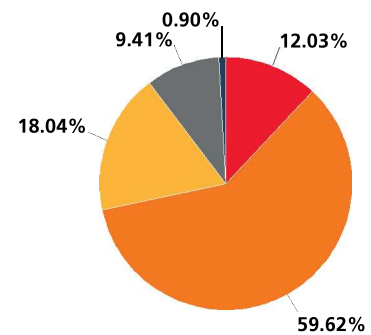
Your Investment Team

Shari Prime -Invest Associate (902) 678-5687
 shari.prime@scotiawealth.com

CANADIAN Account Overview

Currency: Canadian Dollar

| Asset Class Summary | Dec. 30, 2022 Market Value | % of Total Assets |
|---|-------------------------------|----------------------|
| ■ Cash | 275,062 | 12.03 |
| ■ Cash Equivalent | 215,107 | 9.41 |
| ■ Fixed Income | 1,362,796 | 59.62 |
| ■ Equity | 412,564 | 18.04 |
| ■ Alternative Investments | 20,254 | 0.90 |
| Total Value of Account | \$2,285,783 | 100.00 |
| Total Value on Last Statement, November 30, 2022 | \$2,327,282 | |



008097
SWSTM16000_1677775_005 - 0005607 HRI - 0009-0001-00 -

Valley Region Solid Waste-Resource Management Authority
Statement of Revenue and Expenditures
For the 11 Months Ended February 28, 2023



| | 11 Months ended February 23 | 2023 YTD Budget | 2023 YTD Variance | 2023 Budget |
|--|--------------------------------|----------------------|----------------------|----------------------|
| Revenues | | | | |
| West Management Centre | 469,576.94 | 534,499.17 | -64,922.23 | 583,090.00 |
| East Management Centre | 2,391,080.35 | 2,128,518.33 | 262,562.02 | 2,322,020.00 |
| Conditional Transfers - Administration | 1,333,401.79 | 1,119,130.83 | 214,270.96 | 1,220,870.00 |
| RRFB Approved Programs | 50,100.00 | 73,791.67 | -23,691.67 | 80,500.00 |
| Communications and Enforcement | 164,689.18 | 202,610.83 | -37,921.65 | 221,030.00 |
| Wind Turbine | 36,501.36 | 39,416.67 | -2,915.31 | 43,000.00 |
| Total Program Revenues | 4,445,349.62 | 4,097,967.50 | 347,382.12 | 4,470,510.00 |
| Municipal Parties Contributions ¹ | 5,972,890.00 | 5,972,890.00 | 0.00 | 6,515,880.00 |
| Municipal Parties Contribution-Reserve Fund ² | 0.00 | 458,333.33 | -458,333.33 | 500,000.00 |
| Total Revenues, Contributions & Transfers | 10,418,239.62 | 10,529,190.83 | -110,951.21 | 11,486,390.00 |
| Expenses | | | | |
| Residential Collection | 2,547,017.44 | 2,404,710.00 | 142,307.44 | 2,623,320.00 |
| Residual Transportation and Disposal | 1,983,266.83 | 2,077,615.83 | -94,349.00 | 2,266,490.00 |
| Organics Processing and Transportation | 854,473.36 | 912,670.00 | -58,196.64 | 995,640.00 |
| Recyclable Processing and Transportation | 631,582.73 | 689,663.33 | -58,080.60 | 752,360.00 |
| Construction & Demolition Debris Processing | 213,910.61 | 125,739.17 | 88,171.44 | 137,170.00 |
| East Management Centre Operations | 1,040,554.77 | 1,221,504.17 | -180,949.40 | 1,332,550.00 |
| West Management Centre Operations | 572,584.62 | 617,008.33 | -44,423.71 | 673,100.00 |
| Household Hazardous Waste | 177,744.66 | 181,225.00 | -3,480.34 | 197,700.00 |
| Communications and Enforcement | 436,315.85 | 500,472.50 | -64,156.65 | 545,970.00 |
| Wind Turbine | 17,098.18 | 14,712.50 | 2,385.68 | 16,050.00 |
| General Administration | 568,810.21 | 669,221.67 | -100,411.46 | 730,060.00 |
| Financial Services | 95,686.33 | 93,041.67 | 2,644.66 | 101,500.00 |
| Information Technology | 55,464.82 | 48,418.33 | 7,046.49 | 52,820.00 |
| Transfer to Capital Reserve Fund(s) ² | 562,590.34 | 973,188.33 | -410,597.99 | 1,061,660.00 |
| Total Expenses | 9,757,100.75 | 10,529,190.83 | -772,090.08 | 11,486,390.00 |
| Net Surplus (Deficit) | 661,138.87 | 0.00 | 661,138.87 | 0.00 |

KMCC Governance Board

- The quarterly meeting was held April 3.
- For the first time it was looking like the curling ice would be on longer than the arena ice which may have been an issue on the plant. While that did not occur, it was found that this could be arranged in future years if required.
- There was some discussion on replacing the exterior lights on the building.
- The major item was approving the IT quote from Jeff Hanshaw. It was a two-phase report with Phase 1 being a review of the IT requirements for the proponents and an overview of the existing infrastructure. It was agreed that Jeff would be hired to complete Phase 1. The second phase would be to complete the work. Each group is to review their costs with their own organization and report back before moving ahead.

From: Dan Stovel, Kings REMO REMC

Date: Tuesday, April 25, 2023

Subject: Kings REMO Regional EM Advisory Committee Meeting, Monday, April 17, 2023

The Kings REMO Regional Emergency Management Advisory Committee met on Monday, April 17, 2023.

Key issues of discussion included:

- **Presentation: Canadian Armed Forces (CAF) support in disaster response (Maj Duncan Neish)**

Principles for CAF support in disaster response:

- The assistance is in the national interest
- All indemnity is assumed by the requesting agency
- The matter cannot be effectively dealt with except with the assistance of the CAF (NDA)
The CAF needs to be the force of last resort
- There are no other options to address the issue (all other options have been exhausted)
Municipal, Provincial, Federal Departments / Agencies, Volunteer Organizations, Non-Governmental Organizations, Private Industry
- Requests for effects not for units or numbers
- Does not compete with private industry
- CAF support can be billed to the province / territory
- Commitment of CAF forces means that they stop preparing to defend Canada (this consumes our readiness)

What the CAF Doesn't Do:

- Become the lead organization (Aerial Search and Rescue and Major Aid Disasters excluded)
- Long term remediation (recovery vs response operations)
- Private property
- Highly technical activities (civil communications networks, power lines, roads, bridges)
- Support to business (exception for critical infrastructure)
- Medical Support (licensing issue)

- **Nova Scotia Climate Change Risk Report, December 2022**

[Weathering What's Ahead: Climate Change Risk and Nova Scotia's Well-Being](#)

- Report explains the risk assessment process and explores what is at risk and the different effects of climate change on the well-being of Nova Scotians
- No Solutions offered
- Meant as a resource to help different levels of government set priorities, plan and act

- **Public Health Update:**

COVID-19 Update

World Health Organization (WHO), Director General, 2023-01-04

- WHO confident that this year we will be able to say that COVID-19 is over as a public health emergency of international concern
- Last week, there were still more than five thousand reported [COVID-19] deaths. That's five thousand too many for a disease that can be prevented and treated
- Current trends in reported COVID-19 cases are underestimates of the true number of global infections and reinfections partly due to reductions in testing and delays in reporting

Health Canada, 2023-03-10:

- March 11th marked 3 years since the WHO Director General first characterized COVID-19 as a pandemic

- We are now at the point in Canada where COVID-19 activity has reached a relatively steady state
- While uncertainty remains about the seasonal patterns for COVID-19, the current trend suggests we may not see any major waves in the coming months as we prepare for a potential fall and winter surge.”
- Together with international partners we will also continue to monitor the situation closely – and specifically watch for the emergence of significantly immune evasive strains
- A steady state does not mean that COVID-19 won't have serious immediate and lingering impacts.”
- Going forward, we expect ongoing circulation of the SARS CoV-2 virus but with the availability of effective preventive measures and treatments we will be able to manage COVID-19 in a more sustainable manner

NS Health & Wellness:

- 241 cases reported averaging out to 34 cases per day
- 0 new deaths with 0 deaths reported from previous reporting periods, totalling 832 deaths
- Test kits remain available at Libraries, MLA Offices and through the Public Health Mobile Unit (PHMU) testing sites – residents are encouraged to have a box of rapid tests on hand in cases symptoms develop

Influenza-RSV Update

- At the national level, influenza activity has increased slightly in recent weeks but remains at inter-seasonal levels
- During the 2022-2023 Nova Scotia Influenza season:
 - 514 hospitalizations (non-ICU)
 - 35 ICU admissions
 - 69 deaths of laboratory confirmed influenza

Mpox Update

- As of 2023-02-15, the WHO declares that Mpox continues to constitute a Public Health Emergency of International Concern (PHEIC)
- The downward trend in the global Mpox outbreak is continuing
- More than 85,860 cases of Mpox have been reported globally
- As of 2023-03-17, 1,480 cases reported in Canada

• **Kings Regional EM Mutual Aid Agreements – Request for Assistance (RFA) Process**

Emergency Management Mutual Aid Agreements have been approved for the following:

- Kings – Annapolis County, 2022-05-19
- Kings – West Hants, 2022-12-13
- Kings – Lunenburg, 2023-01-13

Request for Assistance (RFA) developed for each region and posted to Kings REMO WebEOC File Library.

Next Steps:

- Regional REMO Coordinators to develop training plan for activation of Regional EM Agreements

- **Kings Regional Emergency Management Plan (REMP), Change 2**
 - Administrative:
 - Map – page iv (REMO Logo and Municipal logos update)
 - Foreword – page 1 (Signature block amended to Chair of REMAC)
 - Section 1.1 – Preface
 - Population of Kings County amended to 62,914 based on 2021 Census
 - Section 1.2.3.1 – Emergency Management Act – Provincial
 - Municipal EM Bylaws update and links
 - Section 5.2 – Risk Analysis Matrix
 - Hazard Risk Vulnerability Assessment updated 2023-03
 - Section 5.2.1 – Kings County Critical Hazards – Monthly Impact
 - Section 5.3.5 – Hurricanes
 - Addition of Environment and Climate Change Canada’s (ECCC) Warning Criteria for Tropical Storm Watch/Warning and Hurricane Watch/Warning
 - Section 5.3.5 – Risk Reduction Measures
 - Table of measures intended to either reduce the likelihood of a hazard event, reduce the severity of impact of the hazard, or both
 - Section 5.4.2 – Severe Weather Notifications and Alerting
 - Administrative Change (Last paragraph)
NS Department of Public Works (NS DPW)
 - Section 5.4.10 – Nova Scotia Department of Public Works
 - Administrative Change
NS Department of Public Works (NS DPW)
 - Section 9.2 – Plan Maintenance and Responsibility
 - Plan Revisions updated to reflect date of Change 2 to REMP
 - Annex A – Definitions
 - Updated to include definitions from “[An Emergency Management Framework for Canada \(3rd Edition\)](#), May 2017”
 - Annex L – Province of NS – Important Numbers
 - Administrative – Organization Name Updates
Department of Natural Resources and Renewables (DNRR)

MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE KINGS REMO REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPROVE CHANGE 2 TO THE REGIONAL EMERGENCY MANAGEMENT PLAN, DATED MARCH 2023

- **2023 Wildfire Season: March 15 to October 15**
Kings REMO released a [2023 Wildfire Season Awareness News Release on March 1, 2023](#)
 - 152 Wildfire in Nova Scotia in 2022
 - Kings County: 12 Wildfires burning 1.75 hectares
 - May to August traditionally busiest months for wildfires
- **Kings REMO Comfort Centres (www.kingsremo.ca/comfort.aspx)**
25 Comfort Centres (as of 2023-03-16)

Pending Additions (Provincial Generator Program Funding):
 - Wolfville Lions Club
 - Salvation Army Church (Kentville)
 - Gibson Woods Baptist Church

Semi-Annual review of Kings Comfort Centre database completed as of 2023-03-09.
Updated contact information posted to Kings REMO I am Responding (IaR) Comfort Centre Group and database uploaded to Kings REMO WebEOC File Library.

- **Kings REMO Community Outreach**

2023 Outreach sessions:

- 2023-01-09 Waterville Fire Dept & Community
- 2023-01-31 Kings County Kids Action Program
- 2023-02-09 Wolfville Newcomer's Club
- 2023-02-16 Kings Fire Services Advisory Committee
- 2023-03-07 Central Kings Rural High School (Gr 12 class)

Scheduled Outreach sessions:

- 2023-04-25 Greenwich Firehall-Family & Community
- 2023-05-04 Central Kings Rural High School (Gr 10 Class)
- 2023-05-10 Avonport Baptist Church
- 2023-05-29 Kentville Rotary Club
- 2023-tbc Halls Harbour Firehall/Family & Community
- 2023-tbc Aylesford Firehall/Family & Community
- 2023-tbc Kingston Firehall/Family & Community

- **Kings REMO Social Media Accounts**

While not all residents of Kings County are connected to the Internet or Social Media, Kings REMO REMC is making use of Social Media to reach out to the community in support of increasing Emergency Preparedness Awareness.

- Kings REMO Facebook <https://www.facebook.com/REMOKingsCounty>
- Kings REMO Twitter https://twitter.com/REMO_KingsCty
- Kings REMO Instagram remo_kingscounty

- **Vulnerable Persons Registry (VPR)**

Kings REMO working to develop a 'Community of Champions' to increase awareness of the VPR Program. Presentations made to Municipal Accessibility Advisory Committees:

- Kings Joint Committee, 2022-12-14
- Town of Wolfville, 2023-02-13
- Town of Berwick, 2023-04-17

- **Kings REMO Brochures**

The following Brochures are available to the public:

- Emergency Preparedness Checklists
- Know the Risks -- Make a Plan -- Get a Kit
- Vulnerable Persons Registry (VPR)
- Comfort Centres **** New ****

- **Kings REMO Training & Exercises**

2023 Training Forecast for Western Region (Region 3):

- Jan 17: BEM – West Hants
- Jan 24: BEM - Yarmouth
- Feb 7-8: ICS 200 – Annapolis
- **Mar 17-19 ICS 300 – Kings (weekend course)**
- Apr 25-26: ICS 200 - Shelburne
- Apr 27: ECC – Shelburne
- **May 17: BEM - Kings**
- Jun 13-14: ICS 200 - Shelburne
- **Sep 13-14: ICS 200 – Kings (replaces ICS-300 course)**
- Oct 11-13: Wx Interpretation – West Hants
- Oct 24: ECC - Lunenburg
- **Nov 8-9: ICS 400 - Kings**

Exercises:

- 2023-04-19 NS EMO Exercise Nova Alpha (Discussion-based) – Kings REMO REMC
- 2023-04-20 Flood/Evacuation Functional Exercise
- 2023-07-20 Hurricane/Power Outage Workshop
- 2023-11-16 Winter Storm/Power Outage/Shelter Tabletop Exercise

Next Meeting: Monday, July 17, 2023

REQUEST FOR DECISION

RFD010-2023 Low Income Property Tax Exemption Policy



To: Town Council
From: Director of Finance
Date: April 25, 2023
Subject: Low Income Property Tax Exemption Policy

References/Attachments

2023/24 Operating Budget

Legislation

Section 69 of the MGA

Recommendation

(Staff recommendation to council)

Background

The Low Income Property Tax Exemption Policy allows low-income property owners to apply for an annual maximum tax exemption on their primary residence within Berwick. This policy, initially adopted in April of 2015, was last reviewed in February of 2016 and staff identified it for review.

In conducting the policy review, staff researched several current low income property tax exemption policies in six municipalities across Nova Scotia, selecting both comparable size and local communities. Below is the data we compared:

| Town | Household Income Max | Max Rebate | Average Rebate |
|-----------------------|-----------------------------|-------------------|-----------------------|
| Berwick | \$27,000 | \$410 | \$330 |
| Antigonish | \$25,000 | \$400 | \$400 |
| Kentville | \$27,619 | \$544 | \$389 |
| Lunenburg | \$40,000 | \$1,000 | \$583 |
| Mahone Bay | \$32,000 | \$600 | \$600 |
| Middleton | \$23,400 | \$275 | \$275 |
| Municipality of Kings | \$36,000 | \$316 | \$316 |
| Wolfville | \$31,500 | \$780 | \$780 |

REQUEST FOR DECISION
RFD010-2023 Low Income Property
Tax Exemption Policy



Berwick currently follows a tiered structure:

| Minimum Total Household Income | Maximum Total Household Income | Rebate |
|--------------------------------|--------------------------------|--------|
| \$0 | \$18,500 | \$410 |
| \$18,501 | \$20,500 | \$380 |
| \$20,501 | \$22,500 | \$340 |
| \$22,501 | \$24,500 | \$290 |
| \$24,501 | \$27,000 | \$230 |

Of the compared municipalities, Kentville and Lunenburg offer exemptions based on a tiered scale, while the other municipalities offer exemptions based on a maximum income and one set amount. As many municipalities are moving toward the later example, our recommendation will be to follow suit, eliminating the tiered system. This results in a simple formula for residents to recognize on their application and improves efficiency for administration of the program.

The historical low-income property tax exemptions awarded in Berwick are presented below:

| Year | # of Exemptions | Total Exemption | \$410 | \$380 | \$340 | \$290 | \$230 |
|---------|-----------------|-----------------|-------|-------|-------|-------|-------|
| 2022/23 | 21 | \$6,227 | 4 | 0 | 5 | 4 | 8 |
| 2021/22 | 22 | \$6,510 | 4 | 1 | 2 | 6 | 9 |
| 2020/21 | 16 | \$5,130 | 4 | 1 | 2 | 6 | 3 |
| 2019/20 | 22 | \$7,550 | 5 | 5 | 6 | 3 | 3 |

Staff are proposing holding the maximum total household income at \$27,000 and moving to a single exemption rebate for qualifying property owners of \$350. While this adjustment may result in a slight decrease in the rebate amount for four property owners, based on last year’s applications, it will be a financial benefit to the remaining applicants.

Staff have revised the due date of applications from August 31st of the year to August 15th of the year. This allows ample time for staff to process the exemption applications prior to the final tax billing which occurs prior to September 15th.

Financial Implications

The 2023/24 Operating Budget included \$6,300 based on last year’s low-income tax exemptions awarded. The proposed change may result in the awarded exemptions totaling \$7,700, which would be \$1,500 over budget. Staff are confident savings will be identified to cover this potential overage.

REQUEST FOR DECISION
RFD010-2023 Low Income Property
Tax Exemption Policy



Priority Alignment

| Check Applicable | Strategic Priority Area | Comments |
|-------------------------|--------------------------------|-----------------|
| X | Economic | |
| | Environmental | |
| X | Social | |
| | Cultural | |

Alternatives

Council may provide alternate direction to staff.

Community Engagement/Communication

Notification of the Low Income Tax Exemption Policy will be placed on the Town's website, social media and included in our upcoming newsletter.

CAO Comments

I support the recommendation of staff.

CAO Initials: JB

Target Decision Date: May 9, 2023