

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
Via WebEx virtual meetings
September 28, 2021

Present:

Mayor Don Clarke
Deputy Mayor Ty Walsh
Councillor Derrick Jamieson
Councillor Rod Reeves
Councillor Chris Goddard
Councillor Mike Trinacty
Councillor Adam Lutz
Mike Payne, Chief Administrative Officer
Karen Peckford, Director of Finance
Tim Harding, Director of Public Works
Katie Verrette, Economic Development
Chantal Pineo-Atwood, Executive Coordinator

1. Call to Order

The Committee of the Whole Meeting was called to order at 6:33pm.

2. Approval of Agenda

The Committee approved the Agenda as circulated, with the following additions:

- *Update from Councillor Trinacty*
- *In Camera (Contractual)*

3. Approval of Previous Minutes

The previous COTW Minutes were approved as circulated.

4. Departmental Reports

a. RCMP

The RCMP report was reviewed by the committee. Councillor Trinacty asked what is categorized under the "Other" classification on the reports. CAO Payne noted that this was administration activities, such as service of documents and assistance to other agencies.

b. Berwick & District Volunteer Fire Department

Chief Luke Redden submitted his second report as Chief. Ms. Peckford highlighted that she and the CAO met with Chief Redden the day before. Mr. Redden explained the need for a cistern system for the pond to the south of the department. Mr. Redden was asked to gather quotes and staff will meet with him again in the new year.

c. Active Living

The committee reviewed the report. No questions of same.

d. Recreation Programing

No questions of this report.

e. Economic Development

No questions regarding this report.

f. Public Works

Mr. Harding's report was reviewed by Council. Mr. Harding noted that the sidewalk in front of Berwick School has now been completed as well as the new crosswalk lighting on Main Street at Maple Avenue. New crosswalk lighting will also be installed this week on Main Street at Foster Streets. Mr. Harding and Councillor Trinacty will be meeting with regard to trail work in the near future.

Councillor Trinacty asked if Accessibility Committee updates can be listed on the report of the MPAL.

g. Finance

Ms. Peckford's report was reviewed by the committee and it was highlighted that the Municipal Financial Capacity grant will be doubled this fiscal year. As well, the BDVFD received 20k in grant funding which was great news for the department.

Ms. Peckford also stated that she will have a report to Council on the final Municipal Profile and Financial Condition Indicators when they are available from the province.

Mr. Payne thanked Ms. Peckford for her leadership with the day camp and recreation budgets and financials.

h. Bylaw Officer

Ms. Redden's report was reviewed by Council with no questions.

i. CAO Report

Mr. Payne's report was reviewed by Council. Mr. Payne indicated that he, Ms. Peckford and Ms. Pineo-Atwood will be attending the Association of Municipal Administrators (AMA) conference next week.

5. New Business

a. IMSA Agreement – REMO

Mr. Payne explained in his report to Council that the four municipal units in Kings County would like to continue the provision of regional emergency management services through an IMSA that facilitates Regional Emergency Management Organization (REMO) services.

Mayor Clarke noted that a motion will go before Council to authorize that he and the CAO will sign the IMA for the provision of these services.

b. Planning Services – SWOT Analysis

Mr. Payne explained that Brighter Community Planning and Consulting be contracted through their services to complete a "strength, weaknesses, opportunities and threats" analysis of the Town's planning and development processes. The cost to complete this will be \$7,200.00. A motion for approval will go before October Council.

6. Ongoing Business

Ms. Halliday offered a report which indicated that staff are pursuing funding for two e-bikes through the Connect2 grant, one for the majority of Town employees/Councillor use, the other would be for community use, through a loan-a-bike program hosted by the AVRL Berwick branch.

The total cost of the program being \$9,484.43, Connect2 grant being \$7,500, Wellness grant \$1,000 and In Kind (staff time, basic office supplies and an annual maintenance check-up for the bikes at Valley Stove and Cycle) would be in the amount of \$984.

The recommendation will go before Council in October.

7. Mayor/Councillor Reports

a. Councillor Goddard – Written report reviewed by committee. Councillor Goddard highlighted that Faye Brown will be the interim manager at Kings Transit until another manager is hired.

b. Councillor Trinacty provided a verbal update on various meetings and highlighted that the Hall of Fame Ceremony will be held on November 13th. Discussion ensued regarding the Town's Centennial celebrations in 2023 and the need to start planning for this – ideas and budget wise.

c. Mayor Clarke reviewed his activities for the last couple of weeks and noted that he and some Council members had an advantageous meeting with Minister of Municipal Affairs and Housing, John Lohr today regarding projects, funding, etc.

KMCC Golf Tournament – October 1

October 4 – IMSA Meeting

October 7 – Valley REN Meeting

October 12 – Accessibility Meeting/Council Meeting

Council confirmed that the afternoon of October 14th would be a good date for the Solar Workshop.

8. In Camera Session

The Regular COTW entered into an In Camera Session at 8:00pm and re-entered into Regular COTW at 8:10pm

9. Adjournment

The COTW Meeting adjourned at 8:11pm.