

ATTENDING

Mayor Don Clarke, Chair
Deputy Mayor Mike Trinacty
Councillor Ty Walsh
Councillor Chris Goddard
Jen Boyd, Chief Administrative Officer
Lisa Buchan, Director of Finance
Katie Verrette, Manager of Community Development
Tim Harding, Director of Public Works
Chantal Franey, Executive Coordinator

ABSENT WITH REGRETS

Councillor Adam Lutz
Councillor Derrick Jamieson
Councillor Rod Reeves

Also in Attendance:

Pat Jodrie

1. CALL TO ORDER

The meeting was called to order at 6:35pm

2. APPROVAL OF THE AGENDA

IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED with the following additions:

*KMCC Governance Committee Update, Deputy Mayor Trinacty
Hall of Fame Update, Deputy Mayor Trinacty*

MOTION CARRIED

3. APPROVAL OF THE MINUTES

a. IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF May 23, 2023 BE APPROVED AS CIRCULATED, with the following addition:

Add Deputy Mayor Mike Trinacty to attendance list.

MOTION CARRIED

4. DEPARTMENT REPORTS

a. BDVFD

The report was presented and reviewed for the Committee.

b. PLANNING

The report was presented and reviewed for the Committee.

ACTION ITEMS:

- **CAO Boyd is to send the MPS PAC Report "What We Heard" to Council.**
- **Staff to ensure all Council members receive future committee meeting packages/agendas.**
- **Staff to inquire with PVSC additional information on home business assessments.**

c. COMMUNITY DEVELOPMENT

The report was presented and reviewed for the Committee. Manager Verrette highlighted that the Town received a grant in the amount of \$25k for a basketball court. The tender is out for this work.

Staff is looking at another "Market" similar to the street market held this past winter. Concentrating on a Fall Market at Fall Fest.

ACTION ITEMS:

- **Manager Verrette is to check with staff regarding Hall of Fame updates to the Town website.**
- **Manager Verrette to follow up with the Fitness Centre management about website particulars for the Centre, so same can be updated.**

d. PUBLIC WORKS

The report was presented and reviewed for the Committee.

e. FINANCE

The report was presented and reviewed for the Committee.

f. BERWICK ELECTRIC COMMISSION

The report was presented and reviewed for the Committee.

g. CAO

The report was presented and reviewed for the Committee.

Mayor Clarke recapped the Premiere's visit to the Town today.

Deputy Mayor Trinacty updated the committee on the KMCC Governance Committee meeting, highlighting that due to a resident complaint, the BDCA has decreased the KMCC security lighting to 30% output. The Association now feels the issue is closed. Insurance and due diligence require night security lighting to be on at this public facility.

Deputy Mayor Trinacty also noted that the Department of Public Works has confirmed that at the time of the new bridge construction at the north end of Town, there will be a two-lane temporary bridge for traffic. A diagram of the proposed bridge structure was shown. Deputy Mayor Trinacty explained that there is interest in further upgrading the bridge, and area, esthetically. This will come after the actual construction is concluded. Various ideas include additional lighting, extra paving, a fishing area at the river, and arches over both ends of the bridge.

Deputy Mayor Trinacty also presented an update on the Berwick Hall of Fame noting the various inductees and confirming the date of the event which is September 23rd.

h.2023/24 OPERATING PLAN QUARTER 1 UPDATE

The Operating Plan Quarter Update was reviewed by CAO Boyd. CAO Boyd asked the committee to send her any issues they see with the website to document for future updates.

5. REGIONAL COMMITTEE REPORTS

a. Interim IMSA Board

i. Kings Transit Authority

The Board has received three proposals for the ICIP funding study which are currently being reviewed.

ii. Valley Waste Resource Management

The committee had no questions regarding the report.

iii. Kings Point to Point

Councillor Goddard provided the committee with a written update on Kings Point to Point and was pleased with the interest in the service at the Town's 100th Birthday Party.

6. NEW BUSINESS:

a. RFD018-2023 Temporary Borrowing Resolution 2023-Backhoe Loader

A motion that Council approve the Town's temporary borrowing resolution in the amount of up to, but not exceeding, \$265,000 to finance the purchase of a 2023 backhoe loader will be put forth at the July Council meeting.

Mr. Harding also confirmed that Brandt has accepted the Town's current loader on trade in the amount of \$9,500.

b.RFD019-2023: Performance Management Policy

The Performance Management Policy was reviewed by the Council. Mayor Clarke noted that Council should notify CAO Boyd of any concerns they may have regarding the Policy.

CAO Boyd explained that it will take a year to iron out any kinks within the Policy.

A motion will be put forth at the July Council meeting.

c.RFD020-2023: JRTA Municipal Working Group Member Appointment

A motion to approve CAO Boyd’s membership to the Group will be made at the July Council meeting.

7. Mayors Report:

Mayor Clarke reviewed the activities he has participated in the last two weeks and noted the upcoming dates:

- June 28 – Housing Assessment Meeting
- June 29 – Kings Mutual Meeting
- June 10 – Mayor’s Luncheon
- June 11 – Council meeting
- June 13 – BEC Meeting and Community Development Meeting

Mayor Clarke also discussed the issue of the conclusion of a BEC monthly payment plan for customer utility bills. Mayor Clarke explained that the Town cannot waive impending interest on utility bills if there is an outstanding balance at the end of any given month as per BEC’s current regulations.

Given the number of citizens that have expressed concerns regarding no longer being able to have a payment plan, Council feels its important to make an application to the UARB to amend these regulations so that it is possible to re-offer a payment plan for those that are interested.

CAO Boyd noted that if the amendments in regulations are successful, she will work with finance staff to construct a monthly payment plan process which is not onerous for staff.

8. IN-CAMERA (Personnel)

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED TO IN-CAMERA UNDER SECTION 22(2) AT 8:13PM
MOTION CARRIED**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA BE ADJOURNED TO THE REGULAR MEETING AT 8:52PM.
MOTION CARRIED**

9. ADJOURNMENT

IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED AT 8:52PM.

Approved by Council **August 22, 2023**

As recorded by Chantal Franey, Executive Coordinator