

**Community Development Committee (CDC)
Meeting Minutes
October 20, 2021 6:30pm
Town Hall Council Chambers**

1. Welcome/Call to Order

The meeting was called to order at 6:47pm by Councillor Walsh.

In Attendance:

Councillor Ty Walsh (Meeting Chair)
Mayor Don Clarke
Carol Hiscock-White, citizen member
Heather Morse, citizen member
Katie Verrette, Economic Development Officer

Regrets: Councillor Mike Trinacty, Councillor Rod Reeves, CAO Mike Payne, Beth Wilson, Jane Bustin.

2. Approval of the Agenda

The agenda was approved as circulated, with the following addition: Tree Planting, under new business.

3. Review of Previous Minutes

The minutes were approved as circulated.

4. Business Arising

a) Public Consultation Policy

MPAL K. Halliday submitted a draft of the Town of Berwick Community Engagement Strategy for review. All members of the committee received a copy via email. Discussion was held regarding the implications and accountability in regards to making this document a policy. After discussion it was advised that the following changes be made, and the document be sent to Council for approval.

It was moved and seconded that:

The following three changes be made to the Community Engagement Strategy and upon completion the document be submitted to Council for review: 1) The cost amounts associated to project definitions will be removed. 2) The document be submitted as a guideline rather than a policy. 3) Remove the words "Promise to the Public" in Figure 2: and rephrase with "Endeavor to".

Motion carried.

Action: K Halliday to make required changes to the document and submit for next council meeting.

b) Spicer Park Playground Planning

The RFP is in the final stage of review, anticipated date for release is next week. Several members of the committee are concerned about the lack of community consultation during the planning process and strongly recommend engaging the public in some aspect prior to the RFP being released, or prior to the final project being selected.

Action: K. Halliday to explore options for community consultation and implement as needed.

c) Interpretive Panels Identification Process

The committee suggested that panels should highlight the “untold” stories of our community that have been passed down through generations. The stories that make our community unique. Members of the committee encouraged those present to have open conversations with folks and engage those they feel may be interested in sharing. It was decided that this would be a great project to link to the Town of Berwick Centennial Celebration and will continue as an agenda item.

d) Business Forum Update

After a busy Fall Fest, and Christmas events ahead, the Business Forum will happen early in the New Year. Economic Development (ED) Officer K. Verrette anticipates holding a morning meet & greet at the Berwick & District Lions Hall with announcements, discussions, and speakers.

5. Sub Committee Updates

a) Sports Hall of Fame

The Hall of Fame induction ceremony is happening November 13th.

b) Trails Committee

No update provided.

c) Staff Updates

A full-time position for a Town of Berwick Recreation Programmer is posted and is closing on October 27th. This position will oversee the programming and implementation of the after-school program and the summer day camp programs. They will also assist in updating of communications, coordination of special events, and program planning.

The following information was discussed upon review of staff reports which were circulated prior to the meeting via email:

- The weather for the Halloween Event this weekend does not look favorable. A decision will be made Saturday morning at 8:30am regarding postponing the event. If postponed, the event will take place next Saturday, October 30th at the Town Hall.
- An expression of interest (EOI) for the Box Car project will be released in November. The EOI will call for business ideas, proposals, and/or other projects that may benefit both the Town of Berwick and the interested party. Building of the deck and retrofit of the cars will happen early in 2022 with the support of the SDI grant from the province. The concept is now to figure out the use of the box cars, then build and retrofit according to the use.

- Town staff are finalizing dates for the Holiday season. It is anticipated that the Town of Berwick will host a parade, a tree lighting, a “Santa drive around”, a local shopping event and a Town event at the Lions Club on December 2nd. More information to be released soon.

- There was a plaque mounted at the entryway to Rainforth Park, indicating the park name, that was taken down and never put back up.

Action: K. Verrette will look into locating the plaque.

- Emergency housing crisis meetings continue in Kentville. A range of supports in Kings County have come together to discuss and brainstorm immediate actions to support this very timely issue.

d) Diversity Committee

Councillor Walsh discussed the challenge of making the Kings County diversity meetings on Monday mornings. Mayor Clarke indicated there have been discussions about the possibility of an Inter Municipal Service Agreement (IMSA) that would form a partnership between municipalities in our region to continue work on Diversity. The Town of Berwick may explore the option of joining that partnership. There was some concern brought forward that majority of the work amongst the partnership would be high level, and that small community-based initiatives would need to be a priority for the Town of Berwick.

Action - Mayor Clarke to circulate the Kings County Diversity Strategy to committee.

H. Morse intended to review a map and video in continuation of the committee’s commitment to increase diversity education however with low attendance at the meeting, it was decided to defer to next. Councillor Walsh also stated the addition of a 4th flagpole in front of the Town Hall would allow more flags of support to be flown.

6. New Business

a) Town 100th Celebration

Defer to next meeting.

b) Tree planting

Michelin reached out to the Town of Berwick to assist in celebrating their 50th year of existence in Nova Scotia. To commemorate this occasion, Michelin is planting trees in their local communities. The committee discussed areas of interest and suggested: Centennial Park, KMCC/School area, Trailhead, Fire Department, near the Public Works building.

Action – K. Verrette to reach out to Parks/Public Works staff to discuss areas and bring suggestions forward from committee discussion.

7. Adjourn

Meeting adjourned at 8:44pm.

The next meeting will be held November 17th at 6:30 PM in Council Chambers. A calendar appointment will be created and circulated to committee members with an ongoing appointment date of the 3rd Wednesday of every month.