

## **Council Meeting**

September 13, 2022

Time: 6:30pm

AGENDA

1. **Call to Order**
2. **Approval of Previous Minutes**
3. **Approval of the Agenda**
4. **New Business:**
  - a. Capital Investment Plan (attached)
5. **COTW Report to Council**
6. **Mayor's Report**
7. **Adjournment**

**PROVINCE OF NOVA SCOTIA**  
**CANADA COMMUNITY-BUILDING FUND**  
**CAPITAL INVESTMENT PLAN**

5 Year Capital Investment Plan for the Fiscal Years 2022-23 to 2026-27

Form Version: 2022.0  
Form Revision: 20220907100311

<b>Municipal Unit:</b>	Town of Berwick
<b>Reporting Fiscal Year:</b>	2022-23
<b>Years Submitted:</b>	5
<b>Submission Date</b>	September 14, 2022
<b>Contact:</b>	Lisa Buchan
<b>Phone Number:</b>	902-538-8068 ext. 4014
<b>Email Address:</b>	<a href="mailto:lbuchan@berwick.ca">lbuchan@berwick.ca</a>
<b>Title / Position:</b>	Director of Finance

<b><u>CERTIFICATION BY MUNICIPALITY</u></b>	
In my/our opinion, this Capital Investment Plan is accurate, complete, and is consistent with the budget approved by council.	
Lisa Buchan	September 14, 2022
<b>(Duly Authorized Municipal Representative)</b>	<b>Date</b>

**CAPITAL INVESTMENT PLAN**  
**SCHEDULE 1 - PROJECT DETAILS - YEAR 1**  
**Town of Berwick**  
**2022-23 Fiscal Year**

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
					Amount	Code	Amount	Code	Amount	Code	Amount	Code	Amount	Code	
CD2023-B	Signage	30,000	611 - Community Development	30,000	15,000	10	15,000	16							
CD2023-A	Box Car Project	28,000	611 - Community Development	28,000	18,000	10					10,000	37			
TH2022-A	Asset Management	55,550	125 - Capacity Building Projects	55,550	5,555	10					49,995	37			
FD2023-1	SCBI Equipment	23,300	216 - Fire Fighting Equipment	23,300	11,650	10					11,650	37			
FD2023-2	Industrial Washer/Dryer	20,500	216 - Fire Fighting Equipment	20,500	10,250	10					10,250	37			
FD2023-3	Electronic Sign	15,200	214 - Fire Stations / Buildings	15,200	5,067	10					10,133	37			
PW2022-E	PW Truck	65,000	311 - Transportation Machinery / Equipment	65,000	65,000	10									
PW2023-1	Maple Ave. Sidewalk	225,000	315 - Sidewalks / Curbs / Gutters	75,000					75,000	21					
PW2023-2	Solar Crosswalk Lighting Orchard St/Nursery & TH/Comm St.	15,000	317 - Road Traffic - Signs / Signals	15,000					15,000	21					
PW2023-3	Cross Walk Lighting Mill St./Comm St. & Comm.St/Wilsons	11,000	317 - Road Traffic - Signs / Signals	11,000					11,000	21					
PW2023-4	Solar Power Radar Orchard St.	6,200	317 - Road Traffic - Signs / Signals	6,200	6,200	10									
PW2023-5	Bus Shelter- Bell Station	15,000	327 - Transit Shelters / Terminals	15,000					15,000	21					
PW2023-6	Bezanson Storm Water Diversion	75,000	421 - Storm Sewers	75,000	37,500	10					37,500	37			
PW2023-7	PW Yard Storm Water Pipe & Ditch	45,000	421 - Storm Sewers	15,000	7,500	10					7,500	37			
WWTP2023-1	Pond #2 Aeration	350,000	418 - Wastewater Collection Systems	115,000	57,500	10	57,500	11							
WWTP2023-2	Pond #1 Piping	10,000	418 - Wastewater Collection Systems	10,000					10,000	21					
WWTP2023-3	Sewer Ponds	10,000	418 - Wastewater Collection Systems	10,000					10,000	21					
PF2023-1	Parks Truck	55,000	311 - Transportation Machinery / Equipment	55,000	55,000	10									
PF2023-2	Brown St. Connector Trail	18,000	313 - Walking Trails and Pathways	18,000			5,210	16	12,790	21					

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
PF2023-3	Rainsforth Park Sunshade	5,000	714 - Parks / Playgrounds	5,000							5,000	37			
PF2023-4	Rainsforth Park Baseball Field	5,000	714 - Parks / Playgrounds	5,000	500	10					4,500	37			
CD2023-1	Centennial Celebration	10,000	611 - Community Development	10,000	5,000	04					5,000	37			
<b>Total</b>				<b>677,750</b>	<b>299,722</b>			<b>77,710</b>		<b>148,790</b>		<b>151,528</b>		-	-

**CAPITAL INVESTMENT PLAN**  
**SCHEDULE 1 - PROJECT DETAILS - YEAR 2**  
**Town of Berwick**  
**2023-24 Fiscal Year**

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
					Amount	Code	Amount	Code	Amount	Code	Amount	Code	Amount	Code	
S2024-B	WWTP Air System Pond	335,000	420 - Wastewater Treatment	112,000					112,000	21					
PF2023-A	Centennial Park	300,000	714 - Parks / Playgrounds	150,000	100,000	10	50,000	17							
PW2023-5	Bus Shelter- Grand View Manor	15,000	327 - Transit Shelters / Terminals	15,000					15,000	21					
PW2023-7	PW Yard Storm Water Pipe & Ditch	45,000	421 - Storm Sewers	15,000	7,500	10					7,500	37			
WWTP2023-1	Pond #2 Aeration	115,000	420 - Wastewater Treatment	115,000	57,500	10	57,500	11							
PW2023-1	Maple Avenue Sidewalk	225,000	315 - Sidewalks / Curbs / Gutters	150,000					150,000	21					
<b>Total</b>				<b>557,000</b>	<b>165,000</b>		<b>107,500</b>		<b>277,000</b>		<b>7,500</b>		<b>-</b>		<b>-</b>

**CAPITAL INVESTMENT PLAN  
 SCHEDULE 1 - PROJECT DETAILS - YEAR 3  
 Town of Berwick  
 2024-25 Fiscal Year**

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
					Amount	Code	Amount	Code	Amount	Code	Amount	Code	Amount	Code	
PF2023-A	Centennial Park	300,000	714 - Parks / Playgrounds	75,000	50,000	10	25,000	17							
PW2023-5	Bus Shelter- Main St. Video	15,000	327 - Transit Shelters / Terminals	15,000					15,000	21					
PW2023-7	PW Yard Storm Water Pipe & Ditch	15,000	421 - Storm Sewers	5,000	2,500	10					2,500	37			
WWTP2023-1	Pond #2 Aeration	350,000	420 - Wastewater Treatment	120,000	60,000	10	60,000	11							
<b>Total</b>				<b>215,000</b>	<b>112,500</b>		<b>85,000</b>		<b>15,000</b>		<b>2,500</b>		-		-

CAPITAL INVESTMENT PLAN  
 SCHEDULE 1 - PROJECT DETAILS - YEAR 4  
 Town of Berwick  
 2025-26 Fiscal Year

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
					Amount	Code	Amount	Code	Amount	Code	Amount	Code	Amount	Code	
PF2023-A	Centennial Park	300,000	714 - Parks / Playgrounds	42,000	42,000	10									
<b>Total</b>				<b>42,000</b>	<b>42,000</b>		-		-		-		-		-

CAPITAL INVESTMENT PLAN  
 SCHEDULE 1 - PROJECT DETAILS - YEAR 5  
 Town of Berwick  
 2026-27 Fiscal Year

Project #	Project Name	Estimated Total Project Cost	Expenditure Code	Current Year Project Cost	Municipal Source		Provincial Grant		Federal Grant		Other Sources		Long-Term Borrowing		Cumulative Project Cost to Date
					Amount	Code	Amount	Code	Amount	Code	Amount	Code	Amount	Code	
<b>Total</b>				-	-		-		-		-		-		-

**CAPITAL INVESTMENT PLAN**  
**Canada Community-Building Fund (CCBF) Project Details**  
**Town of Berwick**  
**2022 Reporting Year**

Project #	Project Name (Include Location)	Total Project Cost	Project Category	Current Year Planned CCBF Expenditure	CCBF Project Status	Date Approved by Council	Proposed Construction Project Start Date	Proposed Construction Project End Date	Was This Project Undertaken by a Non-Municipal Entity?	Detailed Project Description <i>(describe location, scope/size, measurable outcomes, rationale, benefits (# users, dwelling units, volumes, etc.)</i>	Nature of Investment
PW2023-1	Maple Ave. Sidewalk	225,000	Local Roads & Bridges	225,000	Pre-Construction	5/24/2022	3/1/2023	12/31/2023	No	Maple Avenue Sidewalk: 480 meters from Cottage St. To South St.	Renewal/Upgrade
PW2023-2	Solar Crosswalk Lighting Orchard St./Nursery & TH/Comm St.	15,000	Local Roads & Bridges	15,000	Project Underway	5/24/2022	8/15/2022	9/30/2022	No	Solar crosswalk lighting Orchard St./Nursery School & Town Hall/Commercial St.	New
PW2023-3	Cross Walk Lighting Mill St./Comm St. & Comm.St/Wilsons	11,000	Local Roads & Bridges	11,000	Project Underway	5/24/2022	8/15/2022	9/30/2022	No	Hard Wired Crosswalk lighting Mill St./Commercial St. & Commercial St./Wilsons	New
PW2023-5	Bus Shelter- Bell Station	15,000	Public Transit	15,000	Not Started	5/24/2022	9/30/2022	12/31/2022	No	Public transit bus shelter located on Commercial St. in front of the Bell Station	New
WWTP2023-2	Pond #1 Piping	10,000	Wastewater	10,000	Project Complete	5/24/2022	8/15/2022	8/26/2022	No	Pond #1 recirculation: 260 meters of pipe	Renewal/Upgrade
WWTP2023-3	Sewer Ponds	10,000	Wastewater	10,000	Pre-Construction	5/24/2022	9/30/2022	12/31/2022	No	Rebuild gravel surface around ponds for stabilization	Renewal/Upgrade
PF2023-2	Brown St. Connector Trail	18,000	Recreational Infrastructure	18,000	Project Underway	5/24/2022	8/22/2022	9/9/2022	No	Brown Street Trail- 341 meters	Renewal/Upgrade



Schedule	Line	Cell Address	Comment
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z12	Beautification Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z13	Strategic Development Initiative Grant Partners in Heritage
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z14	FCM Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z15	Berwick & District Fire Commission
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z16	Berwick & District Fire Commission
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z17	Berwick & District Fire Commission & B&DV Firefighters
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z23	Year 1 of 3
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z24	Intact Municipal Climate Resiliency Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z25	Intact Municipal Climate Resiliency Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z30	Community Recreation Capital Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z31	CDN Dermatology Association Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z32	Sport Fund
Schedule_1_Budget_Year_1	CIP-S1-Y1-1	Z33	Beautification Grant
Schedule_1_Budget_Year_1	CIP-S1-Y1-2	I38	With the completion of our asset management program, we will adopt a more robust capital investment plan.
Schedule_1_Budget_Year_2	CIP-S1-Y2-1	Z13	CCH RFD grant
Schedule_1_Budget_Year_2	CIP-S1-Y2-1	Z15	Intact Municipal Climate Resiliency Grant
Schedule_1_Budget_Year_3	CIP-S1-Y3-1	Z12	CCH RFD grant
Schedule_1_Budget_Year_3	CIP-S1-Y3-1	Z14	Intact Municipal Climate Resiliency Grant
Schedule_1_Budget_Year_4	CIP-S1-Y4-2	I17	No projects planned 5 years out.

**REQUEST FOR DECISION**  
**Town of Berwick**  
**2022-23 Capital Investment Plan**



---

**To: Town Council**  
**From: Director of Finance**  
**Date: September 13, 2022**  
**Subject: Capital Investment Plan for Fiscal Years 2022-23 to 2026-27**

---

**Guiding Principles for Decision-Making**

<b>Economic Sustainability</b>	<b>Energy Innovation</b>	<b>Environmental Sustainability</b>	<b>Environmental Stewardship</b>	<b>Social Sustainability</b>	<b>Entrepreneurial Spirit</b>	<b>Cultural Sustainability</b>
--------------------------------	--------------------------	-------------------------------------	----------------------------------	------------------------------	-------------------------------	--------------------------------

**References/Attachments**

- F2023 Capital Budget
- Capital Investment Plan for the Fiscal Years 2022-23 to 2026-27

**Legislation**

- Municipal Funding Agreement for the Transfer of Canada Community Building Funds.

**Recommendation**

That Council approve the proposed Capital Investment Plan for the Fiscal Years 2022-23 to 2026-27 as presented.

**Background**

Municipalities in Nova Scotia must submit a Capital Investment Plan (CIP) annually by September 30<sup>th</sup>. A CIP is a multi-year plan produced by local government that identifies capital projects to be funded, covering a period of five years. All projects listed within Berwick's CIP for 2022-23 have been approved by Council, as reflected in the 2022-23 Capital Budget. Only projects listed in budget year 1 must be approved by Council.

As Berwick defines its asset management plan over the 2022/23 fiscal year, this plan will be an instrumental tool in shaping the capital investment plan for Berwick for years to come.

**REQUEST FOR DECISION**  
**Town of Berwick**  
**2022-23 Capital Investment Plan**



**Financial Implications**

The CIP is required to be filed with the Province of Nova Scotia as a condition of the Federal Gas Tax/Canada Community-Building Fund Agreement to ensure eligibility of funding. This plan provides a fluid financial snapshot of the Town's capital requirements and potential funding requirements.

**Community Vision Statement Alignment**

<b>Check Applicable</b>	<b>Strategic Priority Area</b>	<b>Comments</b>
X	Economic	The CIP supports long-term financial planning in alignment with Berwick's vision.
X	Environmental	
X	Social	
X	Cultural	

**Alternatives**

N/A

**Community Engagement/Communication**

N/A

**CAO Comments**

CAO Initials: JB

Target Decision Date: September 13, 2022



Subject: August, 2022 Committee of the Whole Recommendations

Date: September 8, 2022

---

The following recommendation to Council is being forwarded from Committee of the Whole (August, 2022), for further discussion and action:

**THAT**

Council defer the decision to complete a Police Service Review to January upon which time more information will be available from other police service reviews and the Province.