

Town of Berwick Special Council Meeting

April 22, 2025

Town of Berwick Council Chambers

Immediately following the Committee of the Whole Meeting

AGENDA

1. Call to Order

2. Approval of the Agenda

3. New Business

- a. RFD011-2025 Pre-Approval of Debenture-Water Storage
- b. RFD012-2025 Pre-Approval of Debenture-Mini Pumper Fire Truck

4. Correspondence

- a. International Network of Michelin Cities
- b. Morden Road Sandpit Expansion

5. Adjournment

**REQUEST FOR DECISION
RFD011-2025: Pre-Approval of
Debenture Issuance: BDVFD Water
Storage**



To: Town Council
From: Director of Finance
Date: April 22nd, 2025
**Subject: Pre-Approval of Debenture Issuance: Berwick & District Volunteer
Fire Department Water Storage**

References/Attachments

- Resolution for Pre-approval of Debenture Subject to Interest Rate: Fire Water Storage Tank
- 2023-24 and 2024-25 Capital Investment Plans

Legislation

Pursuant to the Municipal Government Act, Section 88

Recommendation

That Council approve the Town of Berwick's Pre-approval of Debenture Subject to Interest Rate for the Fire Department Water Storage in the amount of \$232,650.41 with a term of and proceed with participation in the Spring Debenture Intake with the Municipal Finance Division (MFD) of the Department of Finance and Treasury Board.

Background

Council approved the Water Storage Shed project for the Berwick & District Fire Department (BDVFD) in the 2023-24 Capital Investment Plan. The original project had a total budget of \$350,000 and the funding was to be shared equally between the Town and the Berwick Fire Commission, with each organization contributing \$175,000. Due to design delays, the project was carried forward into the 2024/25 Capital Investment Plan.

A second phase was added in this budget to include a structure on top of the water storage tank. The new total cost for the combined phases was \$461,968. The BDVFD contributed \$20,000 to the project and the Town and Commission were each responsible for funding \$220,984. The actual project came in approximately \$76,000 over budget. Roscoe's Construction had donated \$10,000 in-kind toward the project. The balance to be funded equally by the Fire Commission and the Town is \$258,902.41. The Town approved utilizing \$26,252 from operating reserves toward funding our portion, leaving the balance of \$232,650.41 to be funded by way of debenture.

**REQUEST FOR DECISION
RFD011-2025: Pre-Approval of
Debenture Issuance: BDVFD Water
Storage**



Financial Implications

Staff have considered the following estimates for debenture terms:

Estimates of Borrowing Scenarios

Term	Principal	Interest	Total	Annual Operating
10 years	232,650	58,000	290,650	\$33,000
15 Years	232,650	86,000	318,650	\$25,000
20 Years	232,650	114,000	346,650	\$22,000
25 Years	232,650	142,000	374,650	\$19,500

As shown in the table, the longer the borrowing term, the more interest the Town will pay on the debenture. With debentures, the annual principal payment remains constant, and the annual interest payment will decrease over time. Therefore, the annual operating payment will also decrease slightly each year over the term of the loan. For discussion purposes, the annual operating payment provided demonstrates one year of debt repayments and this amount would decrease over time. The useful life of the asset has been identified as 40 years, with the understanding that as the asset ages, additional maintenance costs will be required to maintain the asset in proper condition.

Should Berwick choose a term more than 20 years, there is the option of either a balloon payment to repay the balance, or refinancing, as Municipal Finance does not offer a term greater than 20 years.

Staff are recommending placing the debenture for a 10-year period, which will minimize the amount of funds paid toward interest and allow for future funds to be reallocated toward other projects and/or operational requirements.

**REQUEST FOR DECISION
RFD011-2025: Pre-Approval of
Debenture Issuance: BDVFD Water
Storage**



Priority Alignment

Check Applicable	Strategic Priority Area	Comments
X	Economic	
	Environmental	
	Social	
	Cultural	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

I support the staff recommendation.

CAO Initials: JB

Target Decision Date: April 22, 2025

Name of Unit: _____ Town of Berwick _____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on _____ March 25, 2025 _____.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

Town of Berwick
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$_____232,650.41_____, for a period not to exceed _____10____ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

Town of Berwick
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 6.5%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister
signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the
Town of Berwick

(Name of Unit)

held on the 22 day of April 2025

GIVEN under the hands of the Mayor/Warden and the Clerk of the
Town of Berwick

(Name of Unit)

this 22 day of April 20 25

Mayor/Warden

Clerk

REQUEST FOR DECISION

RFD012-2025: Pre-Approval of Debenture Issuance: Berwick & District Volunteer Fire Department Mini-Pumper Fire Truck



To: Town Council
From: Director of Finance
Date: April 22nd, 2025
**Subject: Pre-Approval of Debenture Issuance: Berwick & District Volunteer
Fire Department Mini-Pumper Fire Truck**

References/Attachments

- Resolution for Pre-Approval of Debenture Subject to Interest Rate: Fire Services Mini-Pumper Fire Truck
- 2023-24 and 2024-25 Capital Investment Plans

Legislation

Pursuant to the Municipal Government Act, Section 88

Recommendation

That Council approve the Town of Berwick's Pre-approval of Debenture Subject to Interest Rate for the Fire Department Mini-Pumper Fire Truck in the amount of \$ 140,300.92 for a term of 10 years and proceed with participation in the Spring Debenture Intake with the Municipal Finance Division (MFD) of the Department of Finance and Treasury Board.

Background

Council approved the Mini-Pumper Fire Truck (Portable Pumper) project for the Berwick & District Fire Department (BDVFD) in the 2023-24 Capital Investment Plan. The original project had a total budget of \$350,000, which included \$90,000 for the truck chassis in 2023/24. Approved in the 2024/25 budget, the building of the mini-pumper totaled \$304,540, bringing the total budget to \$395,540. Per the agreement with the Town, the BDVFD and the Fire Commission, all rolling stock is funded equally between the three parties. The final cost of the portable mini-pumper truck was \$438,556.75, \$43,016.75 over budget, The old truck was sold and the funds received of \$17,654 are applied toward funding the new truck. Each party is responsible for contributing \$140,300.92.

Financial Implications

The debt repayments, both principal and interest, for a 10-year debenture, are approximately \$175,000. Debt repayments for a 15-year debenture are approximately \$193,000. The useful life expectancy for the mini-portable pumper is 15 years.

Staff are recommending placing the debt for a term of 10 years. As the debenture repayments are within the operating budget, and the repairs and maintenance costs start

**REQUEST FOR DECISION
RFD012-2025: Pre-Approval of
Debenture Issuance: Berwick &
District Volunteer Fire Department
Mini-Pumper Fire Truck**



to increase over the life of the truck, having the debenture end at a 10-year term, will allow operational funds to be used for maintenance of the vehicle, or placed in the equipment reserve to minimize future debt requirements for future purchases. The 10-year term vs 15-year term will also save approximately \$17,000 worth of interest payments.

Priority Alignment

Check Applicable	Strategic Priority Area	Comments
X	Economic	
	Environmental	
	Social	
	Cultural	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

CAO Initials: _____

Target Decision Date: April 22, 2025

Name of Unit: _____ Town of Berwick _____

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the "Act") provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs and Housing (the "Minister"), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Finance Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on _____ December 10, 2024 _____.
(council's TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

Town of Berwick
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$____140,300.92____, for a period not to exceed ____10__ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

Town of Berwick
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 6.5%;

THAT the debenture be arranged with the Province of Nova Scotia with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For Province use only:

TBR #: _____

Minister
signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the
Town of Berwick

(Name of Unit)

held on the 22 day of April 2025

GIVEN under the hands of the Mayor/Warden and the Clerk of the
Town of Berwick

(Name of Unit)

this 22 day of April 20 25

Mayor/Warden

Clerk



MUNICIPALITY *of the*
COUNTY *of* KINGS

Tel: 902-690-6132
mayor.corkum@countyofkings.ca

April 16, 2025

Mayor Mike Trinacty, Town of Berwick
Mayor Andrew Zebian, Town of Kentville
Mayor Jodi MacKay, Town of Wolfville

Dear Mayors,

RE: INVITATION TO JOIN THE INTERNATIONAL NETWORK OF MICHELIN CITIES (INMC)

I am writing to provide your Town with information pertaining to the International Network of Michelin Cities and to specifically relay an opportunity to join the Network.

The Municipality of the County of Kings has been an INMC member since 2019 and has found value in attending their conferences. With respect to the conferences, attendees are responsible for travel costs, while the INMC covers on-site accommodation and meals.

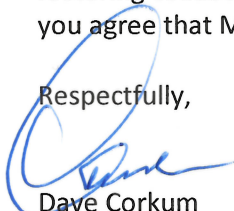
The INMC enables communities in which Michelin plants are located to meet and exchange information through thematic collaborations and biennial meetings. INMC addresses challenges in a sustainable urban development involving public and private key stakeholders of its member communities.

Membership has provided Kings with a valuable opportunity to connect with innovative and forward-thinking communities and engage in exchanges in various sectors. Leveraging these connections, the Network has recently positioned itself in a number of European project calls (Horizon Europe, Fleximove, Water4All) focusing on key areas such as sustainable mobility, water management, and the circular economy, while further reinforcing its commitment to address global challenges.

For more information about the Network and membership conditions, do not hesitate to contact the secretariat at contact@inmc21.com.

The INMC and the Municipality of the County of Kings would be delighted to have you join the Network, which would open up new opportunities to expand and strengthen our existing cooperations, while fostering collaboration with new partners. Membership fees are around \$1,500 CAD annually. I know you agree that Michelin is a vital part of our community.

Respectfully,



Dave Corkum
Mayor

Phone: 902-678-6141 or 1-888-337-2999
Monday - Friday 8:30 a.m. - 4:30 p.m.
inquiry@countyofkings.ca

181 Coldbrook Village Park Drive
Coldbrook, NS B4R 1B9
www.countyofkings.ca

Mayor Mike Trinacty
Town of Berwick
Berwick Town Hall
236 Commercial Street
P.O. Box 130
Berwick, NS B0P 1E0

Dear Mayor Trinacty

I am writing to share information about the proposed Morden Road Sand Pit Expansion Project in Auburn, Kings County, Nova Scotia. Fraxinus Environmental and Geomatics has been retained by Kenneth Lutz Trucks Ltd. to prepare an Environmental Assessment for the expansion which is expected to be submitted to the province in spring 2025. We value the opportunity to discuss any thoughts, questions, or concerns you may have.

The Morden Road Sand Pit has been in operation for over 20 years, supplying essential aggregate materials for construction, infrastructure, and agricultural use. The proposed expansion will increase the size of the Project site from 3.99ha to 6.76ha, adding 10+ years of operation to the sand pit's overall lifespan. Kenneth Lutz Trucks Ltd. is committed to environmental protection and responsible resource management. Details about the Project and its activities can be found in the attached Project Description.

Recognizing the importance of the interests and perspectives of your Council, we are reaching out to provide details about the Project and invite you to share any feedback that should be considered in Project planning. We are happy to arrange a discussion in person, via phone, or virtually to ensure accessibility and open communication.

If you have any initial questions or would like to schedule a meeting, please feel free to contact us at engagement@fraxinusenviro.com or reach out to me directly. We look forward to working together to ensure a thoughtful and informed engagement process.

Thank you for your time and consideration.



Courtney Morrison
Communications and Engagement Specialist
cmorrison@fraxinusenviro.com

PROJECT DESCRIPTION: MORDEN ROAD SAND PIT EXPANSION PROJECT

OVERVIEW

Fraxinus Environmental and Geomatics has been retained by Kenneth Lutz Trucks Ltd. (the Proponent) to prepare an environmental assessment for the Morden Road Sandpit Expansion Project. The Proponent has extensive experience in aggregate extraction, land rehabilitation, and related services for the trucking and construction industries. Based in Auburn, Kings County, Nova Scotia, the Proponent is committed to environmentally responsible practices and regulatory compliance.

The Proponent has operated the Morden Road Sand Pit on Morden Road, in Auburn, Kings County, Nova Scotia for over 20 years. This allowed the Proponent to meet growing demands for aggregate products such as topsoil, septic filter sand, cable-burying material, and animal bedding. The Proponent now seeks to further expand the sand pit under the Morden Road Sand Pit Expansion Project (the Project) beyond 4 ha to extend its lifespan, supporting aggregate markets in Kings County and other parts of Nova Scotia. This expansion will contribute to the regional economy by creating jobs and enhancing the availability of essential materials for infrastructure and agricultural needs, while maintaining a focus on environmentally responsible practices. The Proponent also offers services including the sale and installation of Bibeau dump bodies, truck and equipment sales, emissions cleaning services for heavy-duty engines, and supplies Annaite heavy truck tires.

The existing sand pit is located on PID 55090187 and the expansion project will encompass the immediately adjacent PID 55545354 (Figure PD-1, attached).

PROJECT OBJECTIVE AND SCOPE

The primary objective of the Project is to increase the extraction of sand to support local and regional construction and infrastructure projects. The scope of the Project includes site preparation, sand extraction, processing (sifting, and grading), stockpiling, and site reclamation to minimize long-term environmental impact.

The Project aims to:

- Meet the growing demand for sand in the construction sector.
- Operate in compliance with provincial environmental standards.
- Implement best practices for minimizing environmental impacts.
- Reclaim the site to ensure safety and environmental integrity compatible with the surrounding environment.

LOCATION AND SITE DETAILS

The Project site spans approximately 10.86 hectares and is situated in a suburban area with mixed land use, including residential, agricultural, and forested areas (Figure PD-2). The Project is located on Morden Road, in the community of Auburn, Kings County, Nova Scotia, approximately 10.5 km west of the town of Berwick and 17.3 km east of the Town of

Middleton. Highway 101 lies approximately 480 m north of the Project site, and Highway 1 (the Evangeline Trail) lies approximately 330 m to the south. The Project site is accessed via a private driveway from Highway 361 (Morden Road) to the Project site's immediate west. The Project lies within the Annapolis Valley eco-district (eco-district 610) within an oak and pine ecoelement area (detailed information regarding the land will be presented in the EA). The Project is entirely contained within the Annapolis River Watershed. McGee Brook, a tributary to the Annapolis River, borders the eastern boundary of the Project site and flows from north to south, discharging into the Annapolis River approximately 1.75 km to the south of the Project site. Wetland habitat exists in the eastern extent of the Project site within the floodplain of McGee Brook. The forthcoming environmental assessment document will include detailed information about the land on the Project site.

PROJECT COMPONENTS

Key components of the undertaking include:

- **Extraction Areas:** Defined zones for sand and gravel extraction. Existing and planned extraction areas are shown on Figure PD-1.
- **Processing:** On-site equipment for screening, and sorting materials, including mobile aggregate processing plants, conveyors, crushers, and screening drums.
- **Site Equipment:** The site inventory includes the following:
 - Mobile processing plants
 - Conveyor belts (Stackers)
 - Front-end loader
 - A 50 ton excavator
 - Dump trucks
 - Storage containers
 - Mobile screening units
 - A water truck
- **Product Stockpiling Areas:** Dedicated areas for temporary storage of sand piles, gravel piles, and crusher dust piles. as well as native topsoil stockpiles harvested during initial site preparation.
- **Reclamation Material Stockpiling Areas:** Dedicated areas for stock piling native topsoil, organic material and seed bank material harvested during initial site preparation, and to be used for reclamation activities. Grubbings and woody debris are also stockpiled and burnt to enrich top soil stockpiles.
- **Access Roads:** Upgraded and maintained access roads connecting different areas of the site to the public road network (accessed via Morden Rd.)

- **Water Management Systems:** All stormwater stays on site and drains through the sand to the water table below. Current pit operations do not extend to within 1m of the water table. Erosion and sediment controls are implemented to manage runoff and prevent erosion. Where possible, disturbed areas are using native topsoil and seed stock to stabilize exposed soils. No excavation below the water table will be conducted as part of the Project.

- **Environmental Protection Measures:** A 30 m vegetated buffer is maintained between the Project footprint and McGee Brook. A wetland exists on-site that is entirely contained within the 30m buffer of McGee Brook, as such wetland habitats will be avoided. Berms are constructed around the existing pit area and will be incorporated in the expansion where the Project abuts neighboring property lines for safety and noise abatement. Erosion and sediment controls are implemented where appropriate, and areas are re-vegetated once project activity permits using native topsoil and seed stock. Dust control measures are in place using a water truck to wet access roads during operation to control dust emissions.

ACTIVITIES

The primary activities associated with the Project include:

- **Site Preparation:** Clearing trees and vegetation, grading land, and constructing access roads.
- **Extraction Operations:** Using mechanical equipment, such as excavators, trucks, and loaders, to extract sand and gravel and transport it to mobile processing units.
- **Processing:** Sorting and screening extracted materials to meet aggregate product specifications using mobile processing units. Sand is filtered and graded, while stones are crushed using mobile processing units to create the desired aggregate material size. Sand products are noted to be extremely pure, as such no washing of sand is needed.
- **Stockpiling:** Temporary storage of processed materials on-site, organized into sand piles, gravel piles, and crusher dust piles.
- **Aggregate quantification:** Aggregate products are weighed using a loader scale to determine product volume for sales.
- **Transportation:** Hauling materials to local and regional markets using dump trucks or semi-trucks and trailers.
- **Environmental Setbacks:** a 30 m vegetated buffer from the high water mark of McGee Brook will be maintained. This buffer encompasses the wetland habitat in the Brook's floodplain as well, ensuring wetland habitat will not be impacted by the Project.

PROJECT TIMELINE

Public consultation and Mi'kmaq engagement for the Project will take place in March and April 2025. EA registration document for the Project will be submitted to Nova Scotia Environment and Climate Change (NSECC) in early May, 2025. The existing pit area is currently in operation and will continue to operate for an estimated 3 to 5 more years. The Project is proposed to be developed in stages over an anticipated lifespan of 10 to 15 years.

Site preparation for the expansion area has already begun, with extraction anticipated to begin once the existing pit nears depletion. The expansion area will add 10+ years of operation, extending the Project's overall lifespan. Progressive reclamation will occur throughout the life

of the Project, ensuring that disturbed areas are restored in a phased manner. Once pit operations cease, decommissioning activities will be completed within two years (approximately 2035–2037). Reclamation activities may extend beyond decommissioning as the site undergoes monitoring, with final completion anticipated within five years of closure (approximately 2040–2042).

SITE RECLAMATION

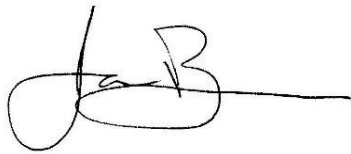
Reclamation activities will be implemented concurrently with extraction to ensure the site is restored to a stable and naturalized state. The final land use plan includes a designated laydown area at the western end of the Project site to support the Proponent’s other business operations. The majority of the site will be re-naturalized and allowed to grow into a forested environment. The Proponent is considering portions of the site for residential building lot development in the future. Closure activities will include the removal of equipment, re-vegetation of disturbed areas, and monitoring to ensure successful rehabilitation. Additional details regarding these measures will be provided in subsequent VEC (Valued Ecological Components) and mitigation sections of the environmental assessment.

CLOSURE

We would be pleased to meet with you to discuss the Morden Road Sandpit Project, and we welcome your comments and questions. Please contact us to arrange a meeting, or submit inquiries via email to:

engagement@fraxinusenviro.com

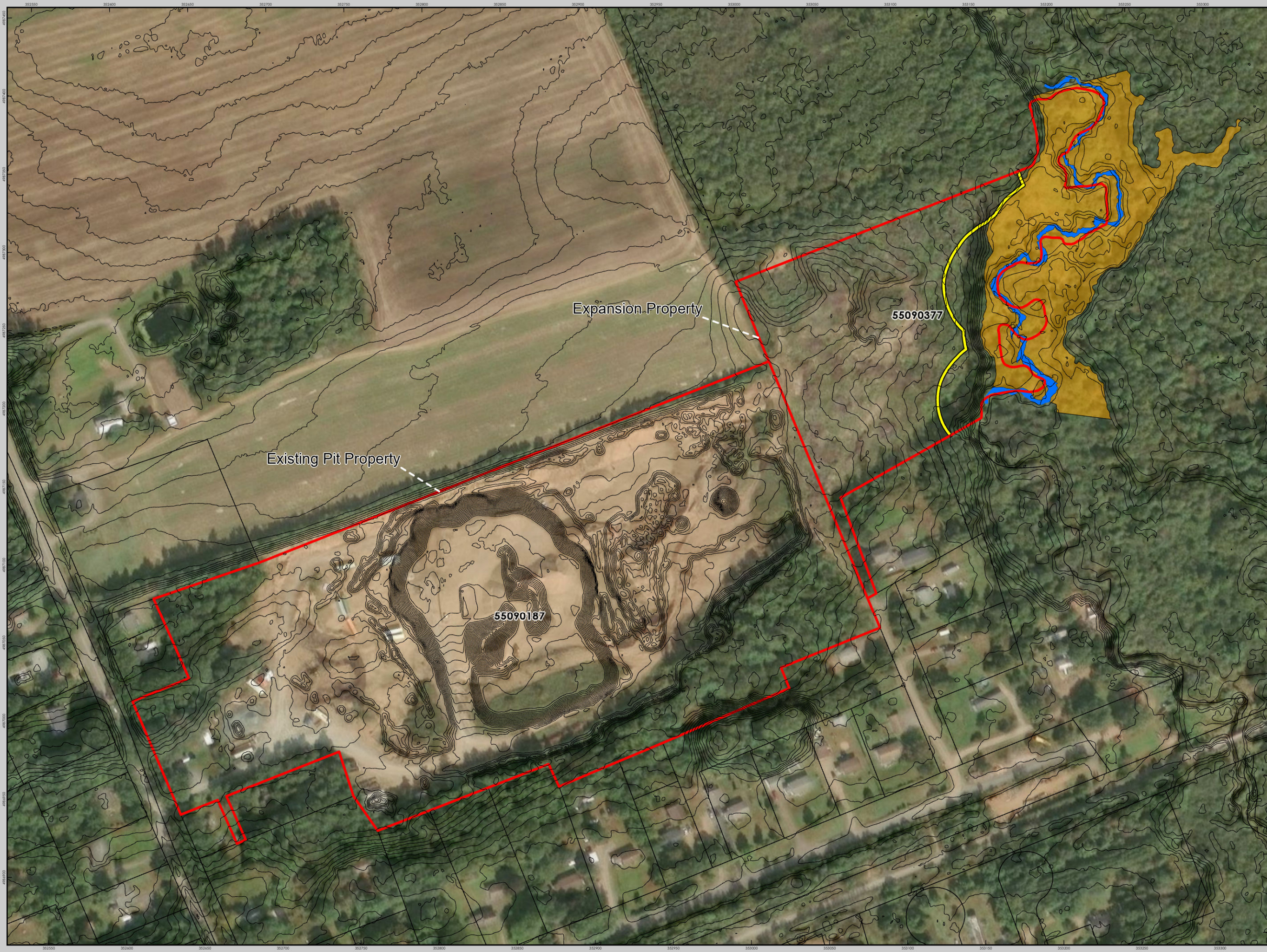
Sincerely



Ian Bryson, MSc.
President & Senior Scientist
ibryson@fraxinusenviro.com



Scott Dickey, MREM
Associate & Senior Scientist
sdickey@fraxinusenviro.com



- Contour Line (50 cm Interval)
- 30 m Watercourse Setback
- Field Verified Watercourse
- Field Verified Wetland
- Subject Properties
- Property Lines

K. LUTZ TRUCKS LTD.

**Morden Rd. Sand Pit
Environmental Assessment**

PROJECT DESCRIPTION

Project Site Plan

PROJECT #: 2024-014	FIGURE:
Drawn: IB	PD-1
Checked:	Date:
Approved:	

REVISION or ISSUE			
No.	Description	Date	By

Notes			

Map Parameters

Spatial Reference: PCS: NAD83 / UTM / UTM Zone 18N
 Projection: Transverse Mercator
 False Easting: 500000.0000
 False Northing: 0.0000
 Scale Factor: 0.9999
 Azimuth: 0.0000
 Map Units: Meter

Scale: 1:2,250 @ 11"x17"



- Subject Properties
- Property Lines

K. LUTZ TRUCKS LTD.
Morden Rd. Sand Pit
Environmental Assessment

PROJECT DESCRIPTION

Project Location

PROJECT #: 2024-014	FIGURE:
Drawn: IB	PD-2
Checked:	Date:
Approved:	

REVISION or ISSUE			
No.	Description	Date	By

Map Parameters

Spatial Reference: PCS: NAD83 / CSRS / 14 NAD83 North Zone 5
 Projection: Transverse Mercator
 False Easting: 25,000,000.0000
 False Northing: 0.0000
 Scale Factor: 0.9999
 Azimuth: 0.0000
 Map Units: Meter

Scale: 1:50,000 @ 11"x17"

0 420 840 1,680 m