Town of Berwick Council Meeting

Tuesday, September 8, 2026
Town of Berwick Council Chambers
6:30 pm

AGENDA

1. **Call to Order**
2. **Approval of the Agenda**
3. **Approval of the Minutes**
   a. Council Meeting, July 14, 2026
   b. Special Council Minutes, August 25, 2026
4. **Review of Action Items**
5. **Councillor Announcements**
6. **New Business**
   a. RFD020-2026: MacIntosh Street Expense Overage
   b. RFD021-2026: AVRL Additional Funding Reconsideration
   c. RFD023-2026: Stormwater Management Considerations
   d. RFD022-2026: Tidal Transit Temporary Borrowing Resolution
   e. Information Report: 2025/26 Winter Maintenance Recap and Learnings
7. **Correspondence**
   a. ATVs within the Town of Berwick
8. **Mayor's Report**
9. **In-Camera**
10. **Adjournment**

REQUEST FOR DECISION
RFD020-2026: MacIntosh Street Capital Expenses

To: Council
From: Director of Public Works
Date: 08 Sept 2026
Subject: MacIntosh St Pulverize and Pave Capital Work Expense Overage

References/Attachments
- Quotation, dated 30 Sept 2025, Howard Little Excavating
- 2026 / 26 Approved Capital Budget

Legislation
- Town of Berwick Purchasing and Tender Policy

Recommendation
That Council approve the use of the Canda Community-Building Fund (CCBF) reserve to cover the cost of $8,600 net HST of unbudgeted work performed on the capital project "Roads and Streets – MacIntosh".

Background
The approved capital budget for the 2026/27 fiscal year included a project to pulverize and pave a 295m section of MacIntosh Street. The work was quoted to inform the capital budget amount, and the work scope as quoted was performed within the budgeted amount.

During the work scope, following the pulverize of the old asphalt, two soft spots were located in the gravel substrate. If these soft spots were left in place, there is a likelihood that the new asphalt placed over top would subside and / or weaken within a relatively short period of time. The soft spots were observed by the contractor's lead representative and by the Director of Public Works to be approximately 2.5m x 10m x .5m in depth, and 2m x 20m x .5m in depth.

It was recommended by the contractor's lead representative that the soft spots be excavated, and replaced with the appropriate substrate materials prior to the laying of asphalt.

While it was known that there would be added cost for this added material and work scope, it was within the CAO's spending authority to approve, and the decision was made to proceed with the work to assure an appropriate substrate before the laying of the new asphalt.

REQUEST FOR DECISION
RFD020-2026: MacIntosh Street Capital Expenses

Financial Implications
The unplanned work resulted in a total invoiced amount that exceeds the approved capital budgeted amount by $8,600. While an overage is within the CAO's spending authority to approve, Council is required to approve the use of Canada Community-Building Funds.

The approved capital project was funded by CCBF. Therefore, staff recommend that the unplanned work be funded using the same source.

Priority Alignment

Strategic Alignment	Connection to Strategic Plan
Community Well-Being & Inclusion	
Infrastructure	This work scope is for repairs and maintenance of streets, sidewalks, parking lots, and curbs.
Environmental Sustainability	
Economic Development	
Administrative Priorities	
Not Applicable	

Alternatives
Council could approve to use Operating Reserves to fund the planned amount.

Community Engagement/Communication
N/A

CAO Comments
I support the staff recommendation.

CAO Initials: JB

Target Decision Date: September 8, 2026

REQUEST FOR DECISION
RFD021-2026: Resubmitted AVRL Additional Funding Request

To:	Council
From:	CAO Boyd
Date:	September 9, 2026
Subject:	Annapolis Valley Regional Library Funding Request

The foundation of this report was presented on February 10, 2026. New information has been added in red.

References/Attachments
- Resubmitted 2026/27 AVRL Budget Request, July 17, 2026
- AVRL F2026 Approved Budget
- 2026-08-17 AVRL News Release, Rachel Reid Donation

Legislation
- *Nova Scotia Libraries Act and Regulations*

Recommendation
That Council maintain the approved funding contribution of $4,350 for 2026/27 to the Annapolis Valley Regional Library (AVRL) and continue to work with the AVRL and its partner municipalities to encourage the Province of Nova Scotia to work with all library partners to develop a sustainable library model.

Background
The Annapolis Valley Regional Library (AVRL) is a provincially recognized regional library system established under the Nova Scotia Libraries Act. AVRL provides public library services to residents within its service area and is governed by a Library Board composed of appointed members from each of the eight municipal units in the service area and two representatives appointed by the Province of Nova Scotia. They are responsible for setting the annual operating budget and overseeing library operations.

Funding for AVRL is provided through a provincially legislated cost-sharing model involving the Province of Nova Scotia, participating municipal units, and the Library Board. Under this model, the Province establishes an approved operating funding level for the regional library system each year, which is then funded based on a prescribed sharing ratio.
For regional library systems, other than Halifax, the approved operating budget is typically funded as follows:

- approximately 70–71% by the Province of Nova Scotia;
- approximately 26% collectively by the participating municipal units; and

- approximately 3% by the Library Board

The total municipal share is apportioned among the participating municipalities based on population within the AVRL service area, with each municipal unit contributing its proportional share of the overall municipal requirement. The overall municipal share is a legislated cost sharing formula, and the annual amount cannot increase without 12-month notice to municipalities. However, municipalities may provide funding above the required amount at their sole discretion. Councils do not approve the AVRL operating budget directly.

AVRL provides funding for the staffing costs, collections, technology and operations. Municipalities are responsible for building costs, such as rent and maintenance costs (painting, repairs, etc.), furniture, and capital upgrades.

In 2024, the Province provided 12-month notice that a review of the funding formula would be undertaken, indicating that a change to the municipal contribution could change for 2025. A Library Funding Review Committee was established to review the funding formula and make recommendations to government. Recommendations were provided to the Minister of Communities, Culture, Tourism and Heritage but no changes to the funding formula have been made to date.

The current funding request from AVRL reflects an increase in its approved operating budget. The Province has not indicated a corresponding increase in its share of funding for the current budget year. The request is for 50% additional municipal funding for 2026/27. Any funding above the 2025/26 level is discretionary for the municipal units.

While the cost-sharing framework is intended to distribute increases proportionally between the Province and municipalities, a provincial funding freeze could shift a greater share of operating costs to municipal units. In this circumstance, the request represents more than a routine application of the funding formula and requires Council to consider whether it wishes to assume a higher proportion of library operating costs than is typically contemplated under the model.

The total municipal funding request is an increase of $351,450 in revenue. This amount does not fully cover the AVRL's 2026/27 budget shortfall and would require additional use of reserves and/or service reductions to balance.

Considerations if Council approves the funding increase without provincial contribution:

- Cost-Shifting: Municipalities bear a disproportionate share of library operating costs, which are normally shared with the Province.
- Precedent: Approval may create an expectation that municipalities will fund future

increases in the absence of provincial support.
- Budget Impact: Absorbing a continued increase could strain the Town's budget, affecting other services or requiring higher taxes/reserves.
- Equity Between Municipalities: Uneven participation could create tensions within the regional library partnership.
- Reduced Leverage with Province: Filling the gap may reduce pressure on the Province to adjust its funding or sharing ratio.
- Not sustainable: The funding request does not fully cover AVRL's shortfall for 2026/27 that is already based on a lean budget with significant service reductions. The shortfall will only increase in the future as operating costs naturally rise due to inflation.

Town Council approved $4,350 of the $6,500 of the additional funding request from the AVRL as part of the 2026/27 Operating Budget. Following funding confirmations from the other AVRL municipal partner and notice that the province would not be providing any bridge funding in 2026/27, the AVRL announced a restructuring plan due to a lack of sustainable operating funding. The restructuring plan was made to ensure that the AVRL could continue providing sustainable public library service across the region while maintaining equitable access, stable operations and a balanced budget for the next three years. The plan included:

- Closure of five library branches (Hantsport, Kentville, Lawrencetown, Middleton & Port Williams), effective July 20, 2026.
- Reduction of hours and standardization of staffing and services across the six remaining branches (Annapolis Royal, Berwick, Bridgetown, Kingston, Windsor & Wolfville).
- Elimination of 21 permanent positions and two contract positions.
- Outsourcing technology support.
- Elimination of Innovation Lab and Summer Reading Challenge positions.

In response to requests for more time to find a sustainable funding solution, the AVRL Board approved the following on July 13, 2026:
- Agreed to use over 50% of its remaining reserves, in the amount of $88,000 to fund the continued operations of the proposed five closures until September 30, 2026.
  - The remaining reserves do not include any amount committed as part of the restructuring plan to sustain operations for the next three fiscal years.
- Resubmit the request to municipal partners to approve the full 50% additional funding to keep all ten branches open until March 31, 2027.
  - The Village of Lawrencetown has indicated that it wishes to withdraw from a service partnership with the AVRL.

As of September 4, 2026, the following decisions have been made:

Municipality	Amount Requested	Amount Granted	Update Request Amount	Decision on Additional Amount as of Sept. 4, 2026
Annapolis County	$65,350	$16,991	$48,359	$0
Annapolis Royal	$1,700	$1,700	-	n/a
Berwick	$6,500	$4,350	$2,150	TBD
Kings County	$165,800	$82,900	$82,900	TBD
Kentville	$21,400	$21,400	-	n/a
Middleton	$6,150	$1,600	$6,150	$1,600
West Hants	$67,200	$67,200	$67,200	$67,200
Wolfville	$15,150	$3,939	$11,211	TBD
Totals	**$349,250**	**$200,080**	**$217,970**	

Since the resubmitted request was received, the AVRL announced on August 17, 2026, that it had received a gift of $300,000 from author and Nova Scotia native Rachel Reid. The donation will enable AVRL to continue to operate all ten locations until the end of the fiscal year, March 31, 2027. This contribution does not replace the need for sustainable funding for libraries or prevent the restructuring plan from starting in 2027/28.

The request from AVRL on July 17, 2026, was to ask municipal partners to reconsider their additional funding to keep all ten branches open until March 31, 2027, and allow for more time to look at solutions. The generous donation has provided the funding necessary to operate all ten branches until March 31, 2027. Therefore, staff are recommending that Council maintain the approved $4,350 for 2026/27.

To date, a sustainable funding and service model has not been identified. Therefore, it is anticipated that a similar funding request will be presented to municipal partners to consider for 2027/28 and/or the restructuring plan will be implemented. Berwick Council and staff will commit to working with the AVRL, our municipal partners and other stakeholders to bring the province to the table in order to find a sustainable funding and service model.

Financial Implications

Council approved the 2026/27 Operating Budget with a contribution of $21,750, which includes $4,350 of additional funding. Although the request for additional funding is minimal, the funding is not needed for the purpose of the request dated July 17, 2026.

Priority Alignment

Strategic Alignment	Connection to Strategic Plan
Community Well-Being & Inclusion	The library work should be added to the strategic plan work plan to recognize the Town's commitment to working with the AVRL and our municipal partners on bringing the province to the table to in order to find a sustainable funding and service model.
Infrastructure	
Environmental Sustainability	
Economic Development	
Administrative Priorities	
Not Applicable	

Alternatives

- Approve the requested funding increase of $2,150.

Community Engagement/Communication

N/A

CAO Comments

I support maintaining the funding for 2026/27 as approved in the operating budget.

CAO Initials: JB   Target Decision Date: February 10, 2026

Annapolis Valley Regional Library
P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0
Phone 1-866-922-0229
www.valleylibrary.ca email: administration@valleylibrary.ca

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

July 17, 2026

Dear Mayor Trinacty,

I am writing on behalf of the Annapolis Valley Regional Library Board to respectfully resubmit the AVRL Board's request for additional operational funding for the 2026-27 fiscal year.

Since 2009, AVRL's budget has increased by 10% while the Bank of Canada estimates that inflation has increased by 43% during that same time period. Since 2015, AVRL has implemented significant cost-savings measures including reducing the permanent staff body by 25%, and eliminating programs, services, and partnerships.

2026-27 marked the year that status quo service at the branches became unsustainable, and the AVRL Board made the difficult decision to close five branches effective July 19, 2026.

In response to requests for more time to find a sustainable funding solution, the AVRL Board has agreed to use over 50% of its remaining reserve funds in the amount of $88,000 to fund the continued operation of these branches until September 30th. We hope that this will offer all of our funding partners the time to consider supporting the continuation of comprehensive library service in the Annapolis Valley Region.

Since the Library Board's last meeting on July 13th, 2026, the Village of Lawrencetown has indicated that it wishes to withdraw from a service partnership with the AVRL.

Pending a full funding commitment from all funding partner municipalities, the remaining ten branches would be able to remain open until March 31, 2027. Without this full commitment, branches closures will need to go ahead in this fiscal year.

Annapolis Valley Regional Library
P.O. Box 510 236 Commercial Street Berwick, NS B0P 1E0
Phone 1-866-922-0229
www.valleylibrary.ca email: administration@valleylibrary.ca

Below is the chart of additional funds requested and granted to date, with the final column representing the updated amount respectfully requested by the AVRL Board. Municipalities are asked to respond by September 10, 2026.

Municipality	Amount Requested	Amount Granted	Updated Request Amount
Annapolis County	$65,350	$16,991	**$48,359**
Annapolis Royal	$1,700	$1,700	**n/a**
Berwick	$6,500	$4,350	**$2,150**
County of Kings	$165,800	$82,900	**$82,900**
Kentville	$21,400	$21,400	**n/a**
Middleton	$6,150	$1,600*	**$6,150**
West Hants	$67,200	$67,200**	**$67,200**
Wolfville	$15,150	$3,939	**$11,211**
Totals	**$351,450**	**$200,080**	**$217,970**

* subject to matching contribution from the Province of Nova Scotia.
**subject to service levels remaining status quo in West Hants.

The AVRL Board thanks the Town of Berwick for its commitment to date for the 2026-27 year. The Board notes that if the Town wishes to make a contribution to the AVRL above and beyond the original request, that such an amount would be gratefully received.

AVRL recognizes that library branches are used extensively by residents across the Region and in this very difficult time, we are asking the municipalities to support the AVRL and its service to the community as a whole. AVRL is likewise committed to working with the Province of Nova Scotia and all funding partner municipalities to identify sustainable funding solutions.

Thank you for your ongoing support of our libraries and the communities we serve. Please do not hesitate to reach out with any questions.

Sincerely,

Janet Ness

Janet Ness, Chair
Annapolis Valley Regional Library Board

REQUEST FOR DECISION
RFD023-2026: Stormwater Management Considerations

To:	Council
From:	Director of Public Works
Date:	08 Sept 2026
Subject:	Stormwater Management Considerations Document

References/Attachments

- Approved 2024/25 Capital Budget (Stormwater Management Plan)
- RFD022-2024: Approval to Submit for PCAP for Storm Management Plan
- Tender # BER2024-017 Town of Berwick Stormwater Management Plan
- Tender Bid Responses (7)
- RFD001-2025: Stormwater Management Plan
- Public Engagement Session (March 2025)
- Update to Council (October 2025)
- Public Information Session (March 2026)
- Document: Stormwater Management Considerations for the Town of Berwick, dated 08 September, 2026

Legislation

N/A

Recommendation

That Council adopt the Stormwater Management Considerations Document as presented on 08 Sept 2026.

Background

The work scope for an updated Stormwater Management Plan was included in the 2024/25 Capital Budget.

In June 2024, Council approved the application for grant funding through the Provincial Capital Assistance Program to update the Town of Berwick Stormwater Management Plan.

In November 2024, the Town of Berwick issued Tender "BER2024-017 Town of Berwick Stormwater Management Plan" seeking bids for the creation of a stormwater management plan to inform capital priorities that consider ageing infrastructure, forecasted changes to land use, and climate change.

In January 2025, Council awarded the work scope as outlined in BER2024-017 Town of Berwick Stormwater Management Plan to CBCL.

The final report was received from CBCL in April 2026, and has been included in the document "Stormwater Management Considerations for the Town of Berwick, dated 08

September, 2026".

Staff are recommending that the Plan prepared by CBCL be adopted as an appendix in the Stormwater Management Considerations document and used to guide and inform future stormwater management maintenance and infrastructure projects. The CBCL document should not be considered a capital plan for the Town of Berwick.

Financial Implications

This work was approved in the 2024/25 Capital Budget and is within the expected amount for this portion of the work. This work is 50% funded provincially by the Provincial Capital Assistance Program (PCAP).

Priority Alignment

Strategic Alignment	Connection to Strategic Plan
Community Well-Being & Inclusion	
Infrastructure	Applies to existing infrastructure maintenance, and future infrastructure design and construction.
Environmental Sustainability	Good stormwater management is good for the environment.
Economic Development	
Administrative Priorities	
Not Applicable	

Alternatives

N/A

Community Engagement/Communication

A public engagement session was held in March 2025, where the initial work scope was discussed with CBCL and the public.

Following the 90% draft CBCL Report, a follow-up public information session was held in March 2026 to present the work to the public.

Following adoption by Council, the final document (Stormwater Management Considerations for the Town of Berwick, dated 08 September, 2026) will be available to the public.

REQUEST FOR DECISION
RFD023-2026: Stormwater Management Considerations

TOWN OF berwick

CAO Comments
I support the staff recommendation.

CAO Initials: __JB_____ Target Decision Date: __September 8, 2026

REQUEST FOR DECISION
RFD022-2026: Tidal Transit TBR, Municipal Partner Guarantee

To:	Town Council
From:	CAO
Date:	September 4, 2026
Subject:	Tidal Transit Temporary Borrowing Resolution, Municipal Partner Guarantee for 2026-27

References/Attachments
- Valley Regional Services Board of Directors, Request for Decision, July 15, 2026
- Tidal Transit Authority Temporary Borrowing Resolution, including Schedule B noting the capital budget items to be funded
- Tidal Transit Authority Municipal Partner Guarantee Resolution Council of the Town of Berwick

Legislation
- Pursuant to the *Municipal Government Act* Section 88
- Valley Resource Management Authority (VWRM) Intermunicipal Services Agreement

Recommendation
That Council approve the Town of Berwick's loan guarantee as requested by the Tidal Transit Authority, in the amount of $482,380 or 4.12% of the Tidal Transit Authority's Temporary Borrowing Resolution (in the total amount of $11,697,415) per attached loan guarantee schedule.

Background
See attached Valley Services Board Request for Decision, July 15, 2026. The TBR is necessary to carry out the multi-year Investing in Canada Infrastructure (ICIP) Phase 2 capital project to be undertaken by Tidal Transit, including six hybrid buses, bus software/hardware and branding, two hybrid service vehicles, building design/engineering and building renovations.

The Board approved the TBR in the amount of $11,697,415 on July 15, 2026. The Town of Berwick is a Party to the Tidal Transit (Kings Transit) Authority Intermunicipal Services Agreement (IMSA). Under the IMSA, parties are required to guarantee their share of any long-term borrowings of Tidal Transit.

Financial Implications
There are no immediate budget impacts, though the required debt repayment for the capital items will be included in the annual budget of Tidal Transit, which may have an impact on Berwick's future party contribution amount.

Guaranteeing an IMSA's debt does not impact the Town's Debt Service Ratio.

Priority Alignment

Strategic Alignment	Connection to Strategic Plan
Community Well-Being & Inclusion	
Infrastructure	
Environmental Sustainability	
Economic Development	
Administrative Priorities	
Not Applicable	This is a requirement under the MGA and Tidal Transit IMSA to authorize borrowing to complete capital projects approved by the Valley Regional Services Board.

Alternatives
N/A

Community Engagement/Communication
N/A

CAO Comments
I support the recommendation.

CAO Initials: JB

Target Decision Date: September 8, 2026

TIDAL TRANSIT

Valley Regional Services Board of Directors
Request for Decision

Agenda Item No. 4.4

Report to:	Valley Regional Services Agreement Board
Meeting Date:	July 15, 2026
Subject:	Request for Decision: Temporary Borrowing Resolution
Prepared by:	Dan L'Abbe
Reviewed by:	Meg Hodges & Andrew Garrett

Current Situation: As per the approved 2026-2027 capital budget and the supplementary capital budget, staff are seeking the Board's approval to execute a twenty-four month Temporary Borrowing Resolution in the amount of $11,697,415 representing the multi-year Investing in Canada Infrastructure (ICIP) Phase 2 capital projects to be undertaken by Tidal Transit.

Background: The Board originally approved a 2026-2027 capital budget of $2,722,833 of which $1,254,021 was designated as part of the ICIP Phase 2 project (the remaining $10,443,394 to be spent in future years). The updated ICIP Phase 2 spending in the supplementary budget is $941,708 this fiscal year.

The federal and provincial governments have collectively committed to fund 73.3% of these costs and the municipal government partners will need to fund the remaining portion.

Discussion: Due to new Rural Transit Solutions Fund (RTSF) funding and the updated cost of purchasing buses, a new 2026-2027 supplemental budget is to be presented at the July 15, 2026, Valley Regional Services Board of Directors meeting. The supplemental budget shifts the ICIP Phase 2 capital spending both between fiscal years and subprojects, such as the previously unknown 5% deposit for the purchase of six hybrid buses. Both the supplementary budget and the approved budget assume that all capital reserves will be depleted before requiring debenture financing via the Nova Scotia Department of Finance and Treasury Board.

Since the external subsidies will not be received until after the reserve funds are spent, TTA may require short-term financing this fiscal year. In future fiscal years TTA will require debenture funding but only for a portion of the 26.7% that is municipal government funded.

Upon the Board's approval to execute the Resolution, the associated Municipal Partner Guarantee Resolutions will be provided to each owner Municipal Parties' Councils for consideration and approval.

Budget/Financial Implications: This request for the approval and certification of the attached Temporary Borrowing Resolution is in keeping with the approved budget and the 2026-2027 supplemental capital budget.

Alignment with Strategic/Business/Operational Plans: This request for the approval and certification of the Temporary Borrowing Resolution is in keeping with both the capital budget and proposed 2026-2027 supplemental capital budget.

Alignment with Policy: The execution of the Temporary Borrowing Resolution is in keeping with Section 88 of the Municipal Government Act.

Intermunicipal Service Agreement Authority/Alignment: Section 17 (e)(ii) of the 2025 Valley Regional Service Board Inter-Municipal Service Agreement:
Special Resolution
(e) The following decisions must be made by Special Resolution
    (ii) Approval of borrowing and of annual operating and capital budgets of Valley Waste and KTA

Section 9(7) of the Kings Transit Intermunicipal Agreement dated June 30, 2025, grants Kings Transit Authority (now known as Tidal Transit Authority) the power to borrow money from the Nova Scotia Department of Finance and Treasury Board.

Legal Authority/Implications: The approval of the attached Temporary Borrowing Resolution is in keeping with the requirements of the Department of Municipal Affairs to secure Ministerial Approval for the planned borrowing.

Contractual Implications: n/a

Options:

1. Accept the staff recommendation and authorize the Chair and General Manager to execute/certify the Temporary Borrowing Resolution.

2. Direct staff to provide additional information before making a final decision.

3. Do not accept the staff recommendation and advise staff as to how best to proceed.

Recommendation: Option 1

Motion(s): That the Valley Regional Services Board of Directors formally authorizes the Chair and General Manager, serving as Secretary to the Tidal Transit Authority, to execute the Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate in the amount of $11,697,415 to be used for financing the required portion of board approved capital projects and further to submit the fully executed resolution to the Nova Scotia Department of Finance & Treasury Board.

Communications: the Municipal Partner Guarantee Resolutions will be forwarded for Party Council for approval and certification.

Attachments: Temporary Borrowing Resolution in the amount of $11,697,415

TIDAL TRANSIT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: $ 11,697,415 | Capital Projects: Detailed in Schedule "B"

WHEREAS the Tidal Transit Authority (hereinafter referred to as the Authority) was incorporated on April 1, 1999 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Municipality of the District of Digby, the Municipality of the County of Annapolis, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the specific amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the seven municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing has been approved by the Minister of Municipal Affairs has the approved the proposed guarantees;

BE IT THEREFORE RESOLVED

THAT under the authority of the intermunicipal services agreement entered into under Section 60 of the *Municipal Government Act*, and subject to the approval of the Minister of Municipal Affairs, the Authority borrow a sum or sums not to exceed eleven million six hundred ninety seven thousand four hundred fifteen Dollars ($ 11,697,415) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the Authority of an amount as the Authority deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed eleven million six hundred ninety seven thousand four hundred fifteen Dollars ($ 11,697,415) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twenty Four (24) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Tidal Transit Authority held on the day of , 2026. 15 July

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 15 day of July, 2026.

Chair

Secretary

TIDAL TRANSIT

AUTHORITY TEMPORARY BORROWING RESOLUTION

Amount: $ 11,697,415

Capital Projects: Detailed in Schedule "B"

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	40.3%	4,713,821
Municipality of the County of Annapolis	19.83%	2,319,777
Town of Kentville	13.82%	1,616,323
Town of Wolfville	10.38%	1,214,166
Town of Berwick	4.12%	482,380
Town of Middleton	3.6%	421,275
Municipality of the District of Digby	7.95%	929,673
Total Capital Requirements for Borrowing Resolution	**100**	11,697,415.00

TIDAL TRANSIT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: $ 11,697,415 Capital Projects: Detailed in Schedule "B"

SCHEDULE "B"
CAPITAL PROJECTS

		Estimates $
Heading:		
Item	Purchase of Buses	9,710,937
Item	Bus Software / Hardware & Branding	576,723
Item	2 Service Vehicles	122,609
Item		0
Heading Sub Total:		**10,410,269**
Heading:		
Item	Building Design / Engineering	156,002
Item	Building Renovation	1,131,144
Item		
Item		
Heading Sub Total:		**1,287,146**
Heading:		
Item		
Item		
Item		
Item		
Heading Sub Total:		**0**
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Item		
Heading Sub Total:		**0**
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		**11,697,415**

TIDAL TRANSIT AUTHORITY
MUNICIPAL PARTNER GUARANTEE RESOLUTION
COUNCIL OF
Town of Berwick

Guarantee Share Amount: $ 482,380 ______ Purpose: ____ Budget 26-27, ICIP Phase 2 Projects ____
______ guarantee term is 24 months ______

WHEREAS the Tidal Transit Authority (hereinafter referred to as the Authority) was incorporated on April 1, 1999 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority has determined to borrow the aggregate principal amount of ______ four hundred eighty two thousand three hundred eighty ______ Dollars ($ 482,380 ______) for purpose of ____ Budget 26-27, ICIP Phase 2 Projects ____;

WHEREAS the Authority has requested the Council of the ______ Town of Berwick ______, a municipality that executed the instrument of incorporation of the Authority, to guarantee said borrowing; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act, no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs has approved of the proposed borrowing or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED

THAT the Council of the ______ Town of Berwick ______ does hereby approve the borrowing of the aggregate principal amount of ______ four hundred eighty two thousand three hundred eighty ______ Dollars ($ 482,380 ______) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the Authority and the approval of the Minister of Municipal Affairs of the guarantee, the Council unconditionally guarantee repayment of ______ four hundred eighty two thousand three hundred eighty ______ Dollars ($ 482,380 ______) for the purpose set out above; and

THAT upon the issue of the debentures, the Mayor/Warden and Chief Administrative Officer of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Council of the ______ Town of Berwick ______ held on the _____ day of ____________, 2026.

GIVEN under the hands of the Clerk and under the seal of the Municipality this _____ day of ____________, 2026.

____
Clerk

August 27, 2025

PROPOSED BI-LAW REGARDING ATV VEHICLES WITHIN THE TOWN OF BERWICK

- A number of citizens of the Town of Berwick have indicated that they would like to have access to the Harvest Moon Trail with their ATVs . At this time, it is necessary to trailer the ATVs in order to access the trail.
- A consideration of two streets in the town would be Foster Street and Maple Avenue. This would have less impact on Commercial Street
- A suggested trial basis of one year could be considered.
- Bi-laws have been changed in other towns in Nova Scotia - I.e. Oxford, NS.

Access to the many trails from the Harvest Moon Trail is a wonderful opportunity.

Your consideration of this request would be appreciated.

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Reg & Cheryl Pearl Daniel Dr.
Jim Rose Daniel Dr.
Graham Hardy Daniel Dr.
Sandy Dan Bezanson Daniel Dr.
Dona Lee Hawkes Commercial St.
Gloria & Tony Berezowski Beckwith Dr.

INFORMATION REPORT
2025/26 Winter Maintenance Learnings

To:	Council
From:	Director of Public Works
Date:	8 September 2026
Subject:	2025/26 Winter Maintenance Recap and Learnings

References/Attachments

- Approved Capital Improvement Plan 2025/26
- Approved Operating Budget 2025/26
- RFD 025-2025 Winter Maintenance Services on Streets, Sidewalks, and Parking Lots.
- RFP BER2025-003A Winter Maintenance Services: Roads and Parking Lots
- RFP BER2025-003B Winter Maintenance Services: Sidewalks, Pathways, Trails
- RFP Bid Responses (4)
- RFD 029-2025 Winter Maintenance of Streets, Sidewalks, Parking Lots, Trails.
- Information Report 001-2026: Winter Streets & Sidewalks Maintenance

Executive Summary

- Because of the lack of a vehicle reserve, the replacement of end-of-life winter maintenance equipment would require borrowed funds.
- Using borrowed funds for winter maintenance equipment would negatively impact the ability to borrow for infrastructure upgrades (e.g. roads, sewer, storm).
- While contracting winter maintenance services is and was not anticipated to have net operational savings, it reduces the capital burden over the next 6 years to allow the Town to invest in infrastructure (e.g. Foster Street). Refer to Appendix 1.
- Council awarded winter maintenance work to Rick Balsor Welding in September 2025.
- Winter maintenance started with the first snowfall on 24 November 2025.
- Connector Streets – no negative feedback from the public.
- Side Streets – complaints from the public early in the season due to timeliness.
- Parking Lots – no negative feedback from the public, early complaints from staff were addressed
- Sidewalks – general dissatisfaction from the public relating to not cleared to bare pavement; cleared but still slippery; sections missed early in the season; damage to lawns, property, sidewalks; transitions from sidewalks to roads often left messy.
- 39% more snowfall this season compared to the previous 5-year average.
- With the higher snowfall came higher costs, which were more than anticipated.

Background

During the 2025/26 budget preparation, it was recognized that the town needed to replace end-of-life winter maintenance equipment that had been deferred for several years. Since no money had been set aside in the form of an equipment reserve, replacing the end-of-life equipment required the use of debt and/or cash from the operating budget. Following the approval of the 2025/26 budget, staff evaluated the options for equipment replacement and recommended contracting out winter maintenance. The key factors to contracting out were: 1) the lack of borrowing capacity to replace the necessary equipment without sacrificing critical infrastructure such as roads, sewer, and storm; and 2) the cash required to replace the three most costly pieces of equipment to operate would be at minimum $1.05 million. The cost of operating the equipment doubled in 2024/25 and would continue to increases to keep the equipment operational until it was replaced.

In May 2025, council approved the contracting of transportation winter maintenance services on Town streets, sidewalks, and parking lots.

In the September 2025 council meeting, council awarded the winter maintenance work for streets, sidewalks, and parking lots to Rick Balsor Welding.

The contracted work scope outlined the priorities for winter maintenance as follows:

- Priority 1 Connector Streets
- Priority 2A Sidewalks
- Priority 2B Parking Lots
- Priority 3 Side Streets
- Priority 4 Pathways & Trails

Winter maintenance started with the first snowfall on 24 November 2025:

- 61 plowed runs on Connector Streets, plus 24 additional ice treatments
- 57 plowed runs on Sidewalks, plus 19 additional ice treatments
- 49 plowed runs on Side Streets, plus 29 additional ice treatments
- 45 plowed runs on Parking Lots, plus 27 additional ice treatments

A summary of the monthly snowfall is displayed in Appendix 2.

Financial Implications

When Council approved the contract, staff evaluated the tenders based on an anticipated budget of $250,000 - $300,000. The contract cost was 23% - 48% higher depending on the budget used. It should be noted that higher costs should be expected based on the 39% increase in snowfall relative to the previous 5-year average.

The 2025/26 operating budget was approved based on normal operation, not contracting winter maintenance. Therefore, the comparison below does not include the budgeted amount used to evaluate the tenders.

Winter Maintenance	Budget 2024/25	Actual 2024/25	Budget 2025/26	Projected 2025/26	Budget 2026/27
Compensation (All Transportation Services)	$ 578,585	$ 615,444	$ 506,171	$ 490,054	$ 487,016
Salt, Sand, Transport	40,000	67,817	53,100	1,042	13,000
Vehicle Maintenance	40,698	93,086	42,724	38,819	27,206
Fuel	20,600	22,428	20,600	14,769	17,100
Insurance	13,478	15,498	14,692	16,859	16,932
Snow Haul, Equipment Rental	12,000	13,800	12,000	-	4,000
Plow Blades	12,000	12,912	12,000	-	-
	$ 717,361	**$ 840,985**	**$ 661,287**	**$ 561,543**	**$ 565,254**
Contracted Service			-	369,363	324,000
Total	**$ 717,361**	**$ 840,985**	**$ 661,287**	**$ 930,906**	**$ 889,254**
Variance Budget to Actual		123,624		269,619	

- The projected 2025/26 numbers are not audited.
- The compensation numbers include all line items in the Transportation Services budget, with the exception of traffic services (crossing guard) where public works wages are allocated. It is not exclusive to winter maintenance work.
- The variance above also does not include any other public works or Town operations where savings or overages may impact the bottom line.

Lessons Learned

- Good communication from the contractor during the season.
- The contractor was flexible, adaptable, and willing to change their work plan to accommodate town feedback. Examples:
  - Sidewalks cleared in the commercial section of town on time for foot traffic.
  - Sidewalks cleared in the school district on time for foot traffic.
- Commercial section of Commercial St (roads, sidewalks, intersections) was cleared very well and kept clear.
- No negative feedback received from the public relating to Connector Streets.

- We received a large amount of complaints about the timeliness of the clearing of Side Streets, however these complaints were early in the season.
- General satisfaction relating to parking lots (Fire Hall, KMCC).
- Less salt was used in comparison to past years based on how snow melted on streets and sidewalks, as well as based on reported usage.
- More sand was used in comparison to past years based on the volume removed from Commercial St in late-April during spring clean-up by the Public Works Crew.
- Weekly Reports were not always timely, not always complete.
- There was a perception of more damage than typical on properties throughout town:
    - In part due to the high snowfall early in the season when the ground was still very soft.
    - In part because this was the first year where we actively sought feedback:
        - Advertised for feedback on social media and in tax letters
        - Established a phone line for feedback
        - Established an email address for feedback
    - Asphalt curb on Gravenstein knocked out.
    - Small section of sidewalk on Foster knocked out (but was in poor shape to begin with).
    - Damage to a light pole on Veterans Drive.
    - Damage to a vehicle that was parked overnight on the side of the road.
- Windrows in the cul de sacs were considered a safety hazard by residents; did not go as well as planned.
    - Contractor and Director believe that this was a better way to manage snow volume in cul de sacs as opposed to pushing on lawns which impedes sight lines and scuffs up lawns.
- The contract doesn't really work well for "polishing" runs, or for clearing drifts.
- Windsor Salt:
    - Shipped quantities based on orders was 601.5 tonnes this season;
    - Qty of salt used on roads per weekly reports was less than 254 tonnes (254 yards of sand / salt mix).
- General dissatisfaction with Sidewalks:
    - Not cleaned down close enough to "bare pavement".
    - Sections missed early on in the season
    - Cleared but still slippery underneath
    - Damage to lawns and property, and to the sidewalks
    - Transitions from sidewalks to driveways and roads were often left messy
        - "Intersections were messy"
    - Transitions from sidewalks to walkways / crosswalks often left uncleared
    - Hydraulic leaks from the MT trackless
- Accessibility Committee Feedback: improve snow removal around barrier-free parking spaces, curb cuts, crosswalk push buttons. Some snow piles were left blocking driveways and accessible areas.

- Side streets ended up being plowed before sidewalks, to eliminate some of the messy transitions.
- Cutting edges (partitioned) for the MT Trackless to improve snow removal.
- Fuel prices – contractor has concerns over the price of fuel, and how to cover the increasing cost of fuel with the contracted pricing.
- Look at using different equipment for cul de sacs and wide spots in side streets (e.g. Gravenstein).

Community Engagement/Communication

As expected, feedback from the public has been higher than normal this winter season as we created multiple avenues to maximize public engagement more than we have done in the past due to this adjustment to winter maintenance operations. An email address and phone number were set up specifically to gather feedback.

Common feedback with the first few snowfalls was that folks expected their street to be plowed sooner than it had been this winter season. As the contractor learned their routes and optimized their operations, this feedback decreased.

Common feedback of late is a general dissatisfaction with plowing this season, particularly as it pertains to sidewalks and side streets. This is being addressed with the contractor.

Staff will continue to receive, track, and analyze feedback from residents, property owners, and people who frequent the town, and use it to inform overall Contract Management.

Priority Alignment

Strategic Alignment	Connection to Strategic Plan
Community Well-Being & Inclusion	
Infrastructure	
Environmental Sustainability	
Economic Development	
Administrative Priorities	
Not Applicable	

Opportunities for Improvement

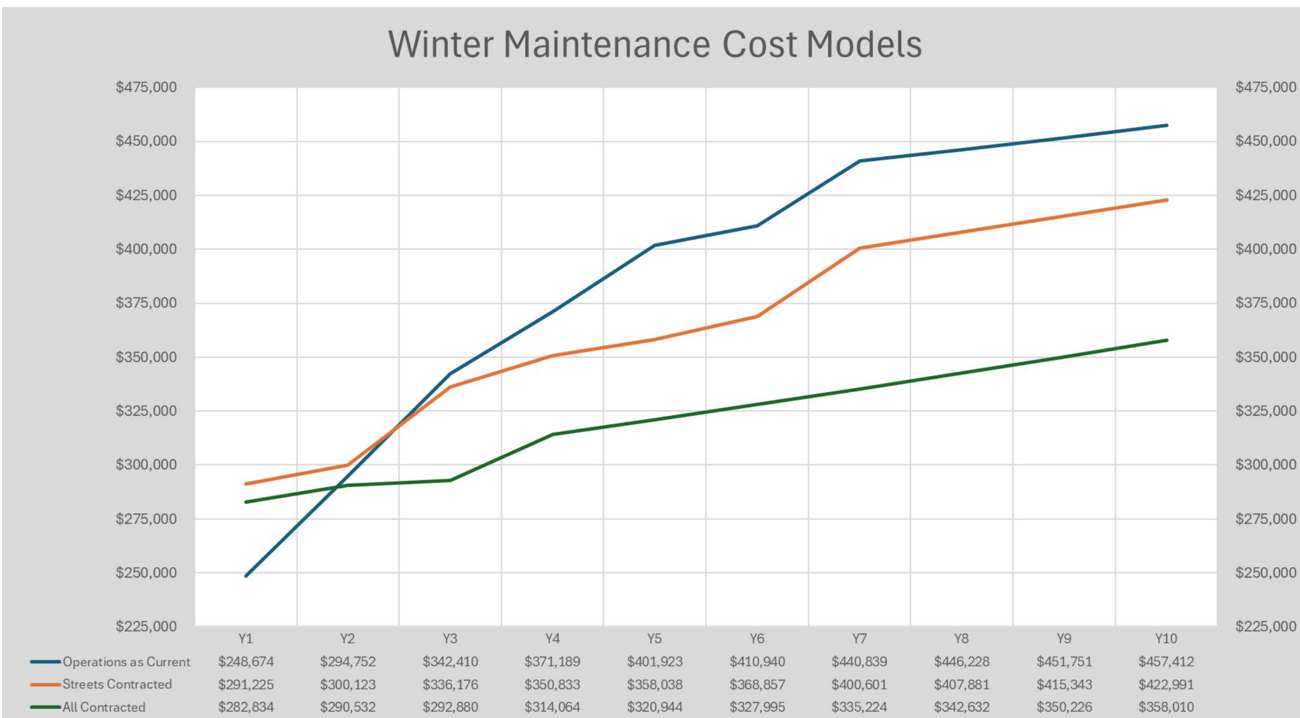
1. Consider ways to improve the timely submission of weekly reports.
2. Consider adding an hourly rate to the contract, e.g. a provision for "polishing" runs, or the clearing of drifts.
3. Consider placing spill kits in town (e.g. Health Centre, KMCC, Firehall) to be more prepared to address hydraulic leaks when they happen.
4. Consider adding markers to delineate sidewalks and other difficult or sensitive areas within town.
5. Consider ways for the Town Public Works crew to perform some degree of winter maintenance work, while improving winter maintenance on sidewalks and accessible-sensitive areas starting next winter season, and to right-size the levels of service to optimize workflows.

CAO Initials: __JB__

Appendix 1: Winter Maintenance Cost Models (from RFD025-2025, May 2025)

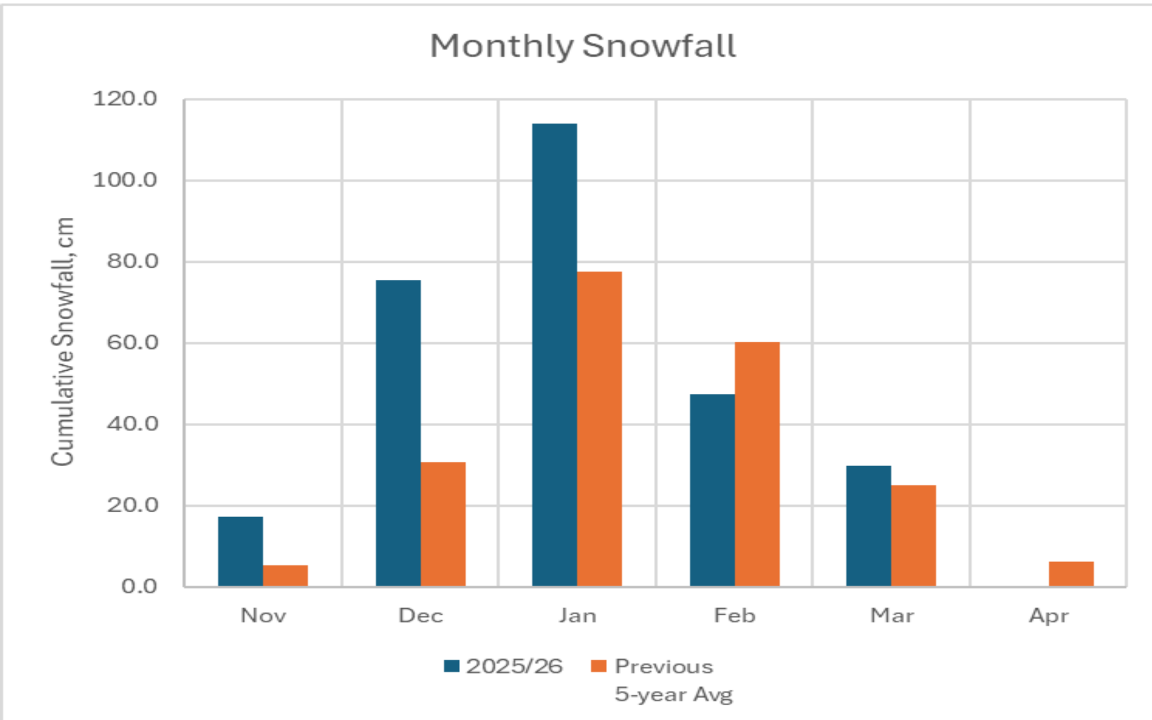
A graphic comparison of the three options presented to council in May 2025 (status quo, streets contracted, all contracted) is included below.

The comparative trend of the lines show the impact of debt repayment when funds are borrowed to replace end-of-life winter maintenance equipment. While the contracting of winter maintenance services was not anticipated to save money in the short-term, a savings is realized after several years, where the contracted costs remain less than the internal costs in addition to the borrowing costs for new equipment.



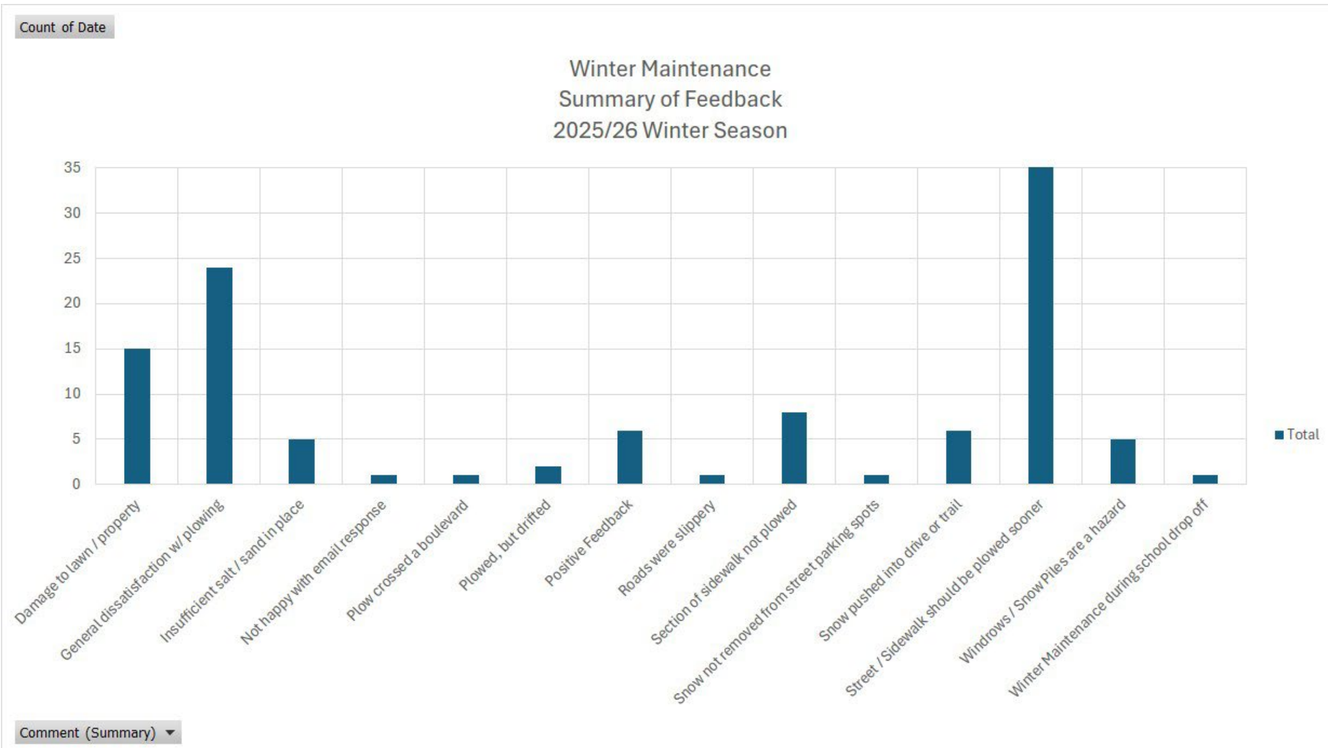
Appendix 2: Monthly Snowfall 2025/26, Compared to Previous 5-Year Average

A summary of the monthly snowfall for the 2025/26 fiscal year, in comparison to the previous 5-year average monthly snowfall.

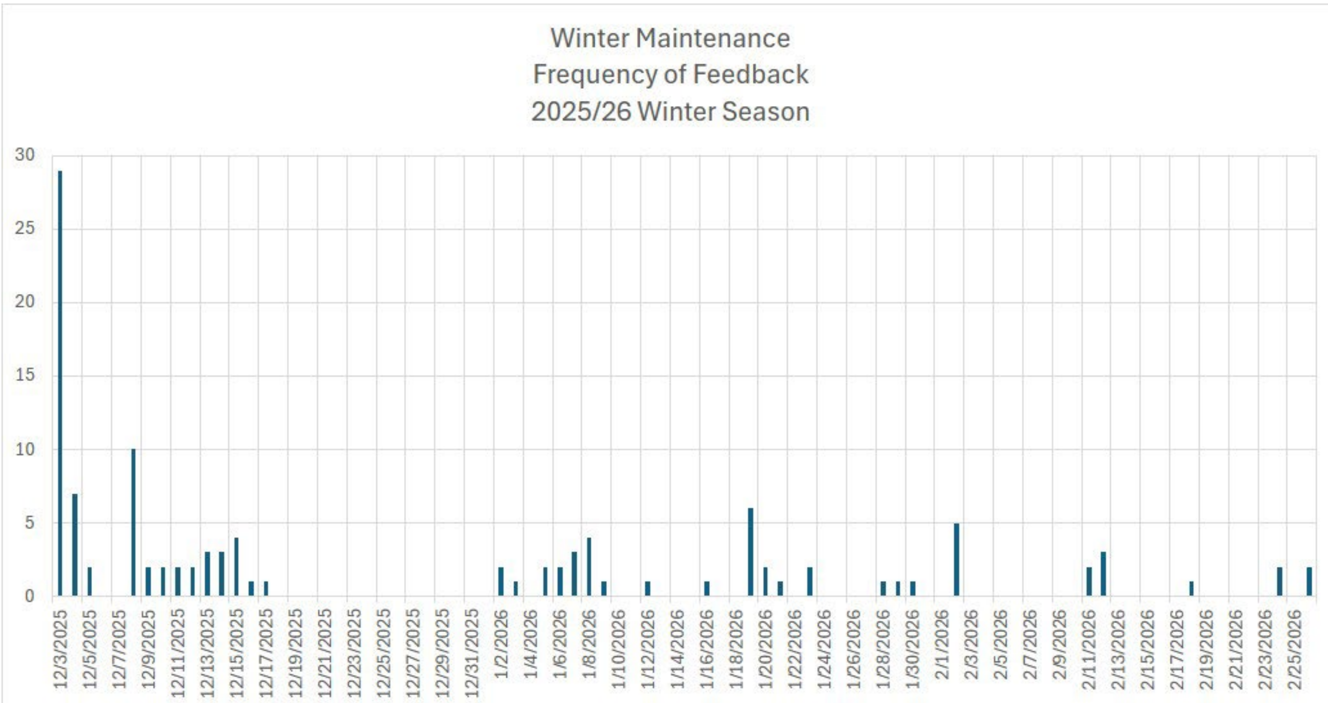


Appendix 3: Winter Maintenance Feedback

A summary of the feedback received to the Winter Maintenance email, the Winter Maintenance phone line, and to the Director of Public Works is as follows:



A summary of the amount of feedback (calls, texts, emails, social media, front desk, patrols) is as follows.



August 27, 2025

PROPOSED BI-LAW REGARDING
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- A number of citizens of the Town of Berwick have indicated that they would like to have access to the Harvest Moon Trail with their ATVs . At this time, it is necessary to trailer the ATVs in order to access the trail.
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MAYOR'S REPORT

FROM ___Aug 25 ____________ TO ___Sept 8 ____________

Date	Lead	Purpose
Aug 26	AREA	Regular meeting
Aug 31	14 Wing – Base Commander	Meet base commander
Sept 1	BEC	Regular meeting and approve audited statements
Sept 2	Gala Days Opening Ceremony	Ribbon Cutting
Sept 8	Council	
Sept 9	Public Safety Workshop	
Sept 9	Apple Capital Park	
Sept 15	Restorative Justice Session	
Sept 15	Police Advisory Board	
Sept 16	Community Development	
Sept 22	Council Coffee Session	
Sept 22	COTW	