

MINUTES OF THE COUNCIL MEETING
9 NOVEMBER 1999

Present: Chairman Mayor John P. Prall
 Deputy Mayor Michael J. Munday
 Councillor Gary W. Whittier
 Councillor Donald E. Clarke
 Councillor Bruce H. Morse
 Councillor Thomas S. Banks
 Councillor Michael E. Trinacty
 Ms. Judith Mitchell, Town Clerk
 Mr. Rick Ramsay, Acting Town Clerk
 Ms. Rachel Jones, Recording Secretary

In attendance: Ms. Sarah Keddy, Register
 Mr. Bob Stewart, Town Solicitor
 Mr. Stephen Palmer, Deputy Fire Chief
 Mr. Stephen Haggerty, Fire Department

1. The Chairman called the meeting to order at 7:00 p.m.
2. **Approval of Agenda**
 Ms. Mitchell requested the addition of two items under New Business, those being (f) Temporary Borrowing Resolution for the STP Project, and (g) Signing Authority.

**IT WAS MOVED by Councillor Clarke and seconded by
Councillor Whittier to approve the Agenda as amended.
Motion Carried**

3. **Approval of Minutes**
 Hearing of no errors or omissions the Chairman approved the minutes of the Regular Council meeting on 12 October 1999 as circulated.
4. **Business Arising**
 - a) Police Services Advisory Committee Bylaw

**IT WAS MOVED by Councillor Banks and seconded by
Councillor Whittier to adopt the bylaw to be known as the
Police Services Advisory Committee Bylaw.**

**IT WAS MOVED by Councillor Clarke and seconded by
Councillor Whittier to amend paragraph 3 by adding “and
the NCO of the Berwick RCMP Community Office to be a
resource member.”**

A vote was taken on the amendment.

Motion Carried

IT WAS MOVED by Councillor Whittier and seconded by Councillor Trinacty to amend paragraph 4 to read “The Committee shall be comprised of the Mayor and three (3) Councillors and six (6) citizens to represent all facets of life in Berwick as best as possible, such as youth, seniors, and Board of Trade, who shall elect a chairperson.

A vote was taken on the amendment.

Motion Carried

IT WAS MOVED by Councillor Banks and seconded by Councillor Whittier to remove “either in camera or in an open meeting” from paragraph 6(f).

A vote was taken on the amendment.

Motion Carried

IT WAS MOVED by Deputy Mayor Munday and seconded by Councillor Trinacty to amend paragraph 8 by deleting “Notwithstanding section 6(f)”.

A vote was taken on the amendment.

Motion Carried

A vote was taken on the amended motion.

Motion Carried

5. Committee Reports

(a) Fire Committee

Councillor Clarke reported that he had attended the monthly executive meeting of the Fire Department last evening and spoke to the executive regarding the new council structure. The most pressing issue at the department is the building and required renovations. Mr. Palmer addressed the Council and reviewed a proposal asking for \$1,500 to go ahead with consultation with an architect to draw up plans for the suggested changes. After further discussion of the proposal, Mayor Prall suggested that Council tour the building in order to fully understand the requests. The tour is scheduled for November 22nd at 6

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p.m. Mayor Prall thanked Mr. Palmer for his presentation and Mr. Palmer and Mr. Haggerty left the meeting.

(b) Recreation

Councillor Banks reported that the Recreation Committee held its last official meeting. The public appointees expressed an interest to serve again if the need arose. The walking trails are also coming along, with 2 km, 5 km, and 10 km trails mapped out. The map brochure should be available next month.

(c) Apple Blossom

Councillor Banks noted that there was a large turnout at the Apple Blossom meeting to discuss how to encourage more community participation and funding for the various aspects of the Festival (i.e. princess, float, princess tea, booster club, etc.).

(d) Trees

Councillor Banks reported that Asplundh Tree Services are working on the tree removal and trees are coming down quite quickly. Public Works staff is doing a great job cleaning up the wood and brush.

(e) Personnel

Councillor Trinacty reported that the Personnel Committee had reviewed several new personnel policies at its last meeting. Therefore,

IT WAS MOVED by Councillor Trinacty and seconded by Deputy Mayor Munday to approve the Personnel Files Policy as presented.

Motion Carried

IT WAS MOVED by Councillor Trinacty and seconded by Councillor Whittier to approve the Storm Day Policy as presented.

Motion Carried

A third policy, Personal Leave of Absence Policy, will be brought forward at the next Personnel Committee meeting after further research.

(f) Public Works

Councillor Whittier noted that the fall leaf pickup has begun and will continue for two more weeks.

(g) Finance

Deputy Mayor Munday reported that the Finance Committee had met on November 2nd and staff are working diligently to bring the Town's computer system up to date for providing current financial reports.

(h) Planning Advisory Committee

Deputy Mayor Munday noted that the newest member of the PAC, Mr. Kevin Roscoe, was given an orientation to the Committee at its last meeting on October 26th. A discussion was held with Mr. Robert Woodworth regarding a proposed subdivision agreement. Deputy Mayor Munday reviewed the process to date for the benefit of Council. After further discussion,

IT WAS MOVED by Deputy Mayor Munday and seconded by Councillor Clarke that Council sign and enter into a subdivision agreement with the following terms: that the Town would receive a deed to the street, a letter of credit to cover the cost of developing the street to the Town's standards, an easement on Robert Woodworth's lot to allow for the turnaround, and that the road must be completed upon approval of a building permit for the development of the lot or any portion of the lot RW3.

Motion Carried

(i) UNSM Conference

Deputy Mayor Munday reviewed his experience at the recent UNSM Conference and noted that many of the sessions and speakers were not of the calibre of past conferences. Councillor Clarke noted several issues that were raised that need to be addressed.

Councillor Trinacty raised the issue of the review being held of the Province's programs and suggested that the Town reply to the external review committee with its concerns. All agreed that the social services contract is a major concern, now that the Province has only committed to the end of the second year of a five-year phased program. Also of concern are the issues of road construction and maintenance as well as the equalization formula. Staff will be asked to provide input on how possible changes or cuts to programs will affect the different departments of the Towns. This issue will be finalized at the November Committee of the Whole Council meeting.

- (j) RCMP Open House
Mayor Prall reported that the Berwick RCMP Community Office held its Open House on Saturday. It was well attended by the public and refreshments were enjoyed by those in attendance.
- (k) Future Development
Mayor Prall reported that a Future Development organizational meeting was held on October 25th and struck a steering committee that has met twice. The idea for the committee is to determine what Berwick and District will look like in five to ten years, what direction to go in for the community and businesses. There are still a wide variety of ideas being considered and there is a good deal of interest.

6. Correspondence

- (a) Royal Canadian Legion, Ortona Branch No. 69
Mayor Prall reviewed the letter of request from the Legion for a two-minute wave of silence. The Town has also proclaimed Veteran's Week as November 5th to 11th and has posted such a notice. Mayor Prall will contact the Fire Department to inquire if the fire whistle can be sounded at 11:00 a.m. and again at 11:02 a.m. to remind everyone of the two minutes of silence, as well as contact the local media to inform them of the Town's support. Therefore,

**IT WAS MOVED by Councillor Whittier and seconded by
Councillor Trinacty to support the 2-Minute Wave of
Silence as proposed by the Royal Canadian Legion.
Motion Carried**

7. Bills and Accounts

**IT WAS MOVED by Deputy Mayor Munday and seconded
by Councillor Banks that the Bills and Accounts for the
month of October 1999 be approved in the amount of
\$166,068.72.**

Motion Carried

8. New Business

- a) Hall of Fame
Councillor Trinacty reviewed the memo regarding the continuation of the Hall of Fame, noting that the direction of the group is unclear now that the Town no longer has a Recreation Committee. The subcommittee responsible for the Hall of Fame relies on the Recreation Director and the resources of the

Department regarding assistance with data input, research, mail outs, storage of information, etc. It was suggested that this group might reorganize under the Museum due to its historical nature. It was decided to further discuss the issue at the November Committee of the Whole Council meeting.

b) Brush Pick-up Policy

Councillor Trinacty reviewed the memo and raised his concern regarding the uniformity of a policy. After further discussion staff was asked to bring suggestions to the November Committee of the Whole Council meeting to facilitate the drafting of a policy on this issue.

c) Grand View Manor

After review of the letter requesting support for the application of a \$20,000 demonstration grant for the purposes of defray costs of developing a 25 unit assisted living complex,

IT WAS MOVED by Deputy Mayor Munday and seconded by Councillor Whittier to send a letter of support for this project to the Federation of Canadian Municipalities on behalf of Grand View Manor.

Motion Carried

d) Draft Bylaw - VSWA

After a brief discussion regarding the proposed bylaw and the issues of concern for the Town of Berwick,

IT WAS MOVED by Deputy Munday and seconded by Councillor Banks to accept the first reading of the Valley Region Solid Waste-Resource Management Bylaw.

Motion Carried

The bylaw was deferred to the Town's Solicitor for review and discussion at the November Committee of the Whole Council meeting. The second reading of the bylaw is scheduled for the Regular December Council meeting.

e) Municipal Labour Relations Bureau

Ms. Mitchell noted that the Town now deals with two unions rather than three, and this issue should be kept in mind as an available resource. This topic will be raised at the next Mayors/Warden/CAO's meeting to see what other municipal units are doing.

f) Temporary Borrowing Resolution for the STP Upgrade

Mayor Prall reported that the Sewer Treatment Plan Upgrade is proceeding at a cost of \$410,000. The revised TBR forms have been received and are ready to be signed and forwarded to the Municipal Finance Corporation. Therefore,

IT WAS MOVED by Deputy Mayor Munday and seconded by Councillor Banks to authorize the Clerk and the Mayor to sign the Temporary Borrowing Resolution #99/00-01, Modifications to Sewage Treatment Plant, in the amount of \$410,000.

Motion Carried

Mayor Prall noted that the public should be aware that there will be a temporary increase in odour coming from the Sewer Treatment Plant due to the draining of ponds during construction.

g) Signing Authority

Ms. Mitchell reviewed the memo regarding clarifying signing authority for the Town. After brief discussion,

IT WAS MOVED by Deputy Mayor Munday and seconded by Councillor Clarke to have the signing authorities as follows: one elected official to be one of the Mayor, Deputy Mayor or designated Councillor and one staff member to be either the Town Clerk or Accountant.

Motion Carried

Council took a short break at 9:30 p.m.

9. In Camera Meeting

Council reconvened at 9:35 and went into an in camera session to discuss matters of a confidential nature. Regular Council reconvened at 10:15 p.m.

10. Hearing of no further business the Chairman adjourned the meeting at 10:15 p.m.

John P. Prall
Chairman

Rachel L. Jones
Recording Secretary