



Special Council Meeting - Minutes of the Meeting

September 22, 2020 6:30pm
(Via Videoconference Webex Meetings)

Attendance

In attendance

Don Clarke, Mayor

Chair

Deputy Mayor Ty Walsh

Anna Ashford-Morton (late due to work)

Mike Trinacty

Rod Reeves

Jane Bustin

Councillors Barry Corbin

Mike Payne, CAO

Karen Peckford, Finance Director (left early due to sickness)

Chantal Pineo, Executive Coordinator

1. Call to Order

The Council Meeting was called to order at 6:33pm.

2. Approval of Previous Minutes

The previous Council Minutes were approved by motion of Council with the addition of adjournment times.

3. Approval of the Agenda

The Agenda was approved with the following additions:

- Correspondence from the Municipality of the County of Kings
- Valley Waste Resource Management Update

4. Presentation: Dan Stovel, REMO

Mr. Stovel offered a presentation on the draft Kings REMO Wildfire Preparedness and Response Plan dated March, 2020.

IT WAS MOVED and seconded

THAT

Council adopt the Kings REMO Wildfire Preparedness Plan dated March, 2020.

MOTION CARRIED

5. Departmental Reports

a. Berwick and District Fire Dept Report

Council reviewed the report. Deputy Mayor Walsh reminded staff to send a congratulatory card/thank you card to the three new fire fighters.

b. RCMP Report

Council reviewed the report. Mr. Payne highlighted that there were 44 traffic offences in the month of August. It was noted that there is an increased presence with regard to officers in Town – Council and staff are very pleased.

c. Public Works Report

Councillor Morton offered kudos to the department for a great job with the Bezanson Drive sidewalks.

Mr. Payne confirmed that Mr. Harding and Ms. Brydon are working on the trail signage.

d. Community Development Report

Council reviewed the Report.

Mr. Payne noted that there will be a new hire for the After School Program Coordinator shortly. A successful candidate has been chosen.

The Community Consultation presentation, by Ms. Brydon, around active transportation, parks and planning which took place on September 21st was well received. There will be another virtual presentation on September 28th at 10am.

Council asked that the Wheaton family be thanked for the maintenance of gardens in the Apple Valley Acres Subdivision.

e. Finance Report

Ms. Peckford's Finance Report was reviewed by Council – no questions of same.

f. CAO Report

Mr. Payne's report was reviewed by Council – no questions of same.

5. Ongoing Business

a. Audited Financial Statements and Management Letter

Ms. Peckford reviewed the Audited Statements summary for the year ending March 31, 2020 with Council.

Council highlighted that going forward departmental budget numbers need to be monitored more closely. Some actuals are substantially over budget and a surprise to Council. Mr. Payne advised that over the past number of years there has been more of a focus on managing to the overall bottom line. Good financial practices are now in place under Ms. Peckford's management.

Ms. Peckford noted that until recently, capital budget numbers were not being regularly reported to department heads; she has implemented that process monthly.

IT WAS MOVED and seconded

THAT

Council approve of the Town of Berwick consolidated March 31, 2020 Audited Financial Statements as prepared by Morse Brewster Lake.

MOTION CARRIED

b. Valley Waste Update – Councillor Corbin

There has been a Staffing Study completed and some changes have occurred.

There is currently no Operations Manager.

The Financial Manager left last week. There is a consultant (Doug Armstrong) who is filling in for seven months until there is a replacement found.

The Bylaw Enforcement Officer has retired.

The Cottage Pick up program has been going well.

The Board has passed a TBR which will be coming to the various Councils for approval.

Berwick's share is 33-34k.

The next meeting will be held after the election.

6. New Business

a. Waste Water Treatment Plant Evaluation

Staff is requesting approval of an Evaluation Study in the amount of \$35,000 plus HST. This would come from reserves.

Proposal:

- The evaluation of effluent flow between cells 3 and 4 \$5000
- The evaluation of aeration designs in cells 2-4 \$15,000
- The evaluation of tertiary treatment options (such as an engineered wetland) in lieu of the existing fuzzy filter (\$15,000).

Dillon Consulting (Town's engineering consultants) made a total of five recommendations that included two significant expenditures involving the purchase of a new curtain for cell 2 and an industrial risk assessment. Staff is not requesting these be considered at this time.

Council noted their disappointment that additional expenditures are required for the sewer treatment plant but realize that we need expert advice and maintenance is required for the upkeep of this very important infrastructure.

IT WAS MOVED and seconded

THAT

Council approve the WWTP evaluation studies as outlined above at a cost of \$35,000.00 + HST..

MOTION CARRIED

b. Trails Strategy

Berwick Trails Committee supported the 2020 Berwick Recreational Trails Strategy (RTS) to advise planning, development, management and promotion of trails moving forward.

IT WAS MOVED and seconded

THAT

Council supports the Town of Berwick becoming a Member of NS Trails Federation to access greater resources (legal, funding, expertise etc) in the following fiscal year at a cost of \$200.00.

MOTION CARRIED

IT WAS MOVED and seconded

THAT

Council approve the 2020 Berwick Recreational Trails Strategy as a guiding document to support the efforts in the Berwick Active Living Strategy (2017).

MOTION CARRIED

c. 2020 Beautification Grant

IT WAS MOVED and seconded

THAT

Council approve to spend \$35,000 on capital expenditures for the 2020 Beautification grant, specific details to be reviewed by the Community Development Committee.

MOTION CARRIED

Discussion ensued with regard to the proposed projects and costs. Mr. Payne noted he will ensure the costs are reviewed before the Community Development Meeting.

Councillor Trinacty advised that there is a need for additional bike racks in Town which have been discussed for the last few years but not yet purchased.

d. Correspondence from the Municipality of the County of Kings

The Town received correspondence with regard to a Planning application to amend the text of the County's C4 zoning to add a permitted use to enable the sale of pre-fab buildings as a main use, in South Berwick.

Council has no concerns with regard to the application.

6. In Camera (Contractual and Personnel)

The regular Council session entered into an In Camera Session at 8:28pm and re-entered into regular Council at 8:43pm. with the following motion:

IT WAS MOVED and seconded

THAT

Council approve a 0.5% pension contribution increase, to a new rate of 7%, for non-unionized, salaried Town employees, retroactive to April 1, 2020.

MOTION CARRIED

Discussion about In person vs virtual meetings of Council. Effective Oct 13 the regular COTW/Council meeting schedule will resume with in person meetings. The meetings will be held in the Town Hall gymnasium and will include public attendance. Traditional paper agenda packages will be available. Public Health protocols regarding the COVID-19 pandemic are to be strictly followed.

7. Adjournment – Council adjourned at 8:55pm.