

Council Meeting - Minutes of the Meeting

September 14, 2021 6:30pm

Via WebEx Virtual Meetings

Attendance

In attendance

Don Clarke, Mayor

Chair

Councilors
Deputy Mayor Ty Walsh
Mike Trinacty
Chris Goddard
Adam Lutz
Councillor Derrick Jamieson
Mike Payne, CAO
Karen Peckford, Director of Finance
Chantal Pineo, Executive Coordinator

1. Call to Order

The Council Meeting was called to order at 6:31pm.

2. Approval of Previous Minutes

The previous Council Minutes were approved as circulated.

3. Approval of Agenda

The Agenda was approved as circulated, with the following addition:

- Mayor's Update
- In Camera
- Updated COVID 19 Plan

4. Committee of the Whole Recommendations

a. REMO Draft Emergency Management (EM) Bylaw

IT WAS MOVED and seconded

THAT

Council gives First Reading and approves the Amendments to the Draft Regional EM Bylaw from the initial submission in 2019 to include the removal from the Bylaw the following information that will be inserted into the Draft REMO Agreement:

- Section on the Regional Emergency Management Advisory Committee
- Section on the Regional Emergency Management Coordinator
- Section on the Regional Emergency Management Planning Committee

MOTION CARRIED

b. Letter of Authority – Apple Capital Heritage Trail/Kings County Trail Society

IT WAS MOVED and seconded

THAT

Council agree to maintain the Letter of Authority with the Apple Capital Heritage Trail. Council requests more attention be paid to the trail and its general upkeep and maintenance.

5. Audit Committee Recommendation Report

Ms. Peckford reviewed, in detail, the Audit Report financials and recommendations of same. Discussion ensued with regard to Open Space/5% cash in lieu requirements for Subdivision development and Council suggested that this may be something that should be considered with Development Agreements as well. Staff will have this discussion put forth at the PAC workshop with Council on September 27th.

IT WAS MOVED and seconded

THAT

Council approve the 2020/21 Audited Financial Statements as presented.

MOTION CARRIED

IT WAS MOVED and seconded

THAT

Council accept the following allocations of the surplus:

- Allocate sewer surplus of \$111,726 to the sewer operating reserve.
- Create a fire capital reserve and allocate \$25,000 to it.
- Allocate the remaining surplus of \$301,685 to the operating reserve

MOTION CARRIED

IT WAS MOVED and seconded

THAT

Council recommends the following repayment of cash:

- The Town operating fund will charge the Berwick Electric operating fund 1% per annum on the outstanding cash balance owed to the Town operating fund. Berwick Electric will repay the Town operating fund \$100K per year until the balance is eliminated, as approved by the Berwick Electric Board of Commissioners.

- The Town operating fund will transfer cash to the Town reserves fund as much possible, without utilizing the operating overdraft and incurring interest charges.

MOTION CARRIED

6. New Business:

a. E-Bicycles

Mr. Payne noted that there is grant funding available to cover up to 75% of the cost for E-Bicycles. Municipal Physical Activity Leader (MPAL) Coordinator, Kimberly Halliday, is looking into this and will confirm specifics. If it looks promising, Mr. Payne will have a report for Council to request funding of the 25% cost for one or more units. The thought is to have one bicycle for staff and Council (for various functions/business around town) and the other that can be signed out by the community.

b. Asset Management Program

Mr. Payne wanted to update Council that FCM have received an abundance of applications with regard to the Asset Management program and was told that the Town's application should be considered in the next several months. Will continue to update as more information becomes available.

c. Updated COVID 19 Plan

Mr. Payne highlighted amendments to the current Town's COVID 19 Operations Plan which was initiated by the rising COVID 19 numbers, the province's plans to move to Phase 5 of pandemic restrictions and the Proof of Vaccination Policy effective October 4th.

7. Mayor's Update

Mayor Clarke summarized his meetings and events during the last two weeks. Mayor Clarke also extended congratulations to the Gala Days Committee, Keith Cole, the BDVFD, the Gala Days Student and PW students for a job well done with the Gala Days festivities. It was a very successful weekend, considering the pandemic.

Upcoming events:

September 15: Community Development Meeting

September 21st: BEC Meeting

September 27th: Brighter Planning/PAC/Council Workshop

Smart Grid Project Launch (10:30am, Mayor will send Council invite)

September 28th: COTW

September 30th: Reconciliation Day

8. In Camera Session (Personnel)(Contractual)

The regular Council meeting entered into an In-Camera Session at 7:50pm and returned to regular Council at 8:17pm with the following motion:

IT WAS MOVED and seconded

THAT

Ms. Redden's employment as a Bylaw Officer continue on a part time basis through October 15, 2021 and that she be retained over the winter months when required.

MOTION CARRIED

Mr. Payne thanked Karen Peckford for her hard work with the successful Audit...excellent job!
Mr. Payne also noted that good feedback was received from the community about the RCMP's high visibility presence throughout Gala Days weekend.

9. **Adjournment** – Council adjourned at 8:19pm.