

## **ATTENDING**

Mayor Mike Trinacty, Chair  
Councillor Derrick Jamieson  
Councillor Ty Walsh – via Zoom  
Councillor Adam Lutz  
Councillor Johanna Kwakernaak  
Councillor Justin Serino  
Councillor Chris Goddard  
Jen Boyd, Chief Administrative Officer  
Katie Verrette, Manager of Community Development  
Aaron Dondale, Director of Public Works  
Lisa Buchan, Director of Finance  
Krista Longmire, Executive Assistant

## **ALSO ATTENDING**

3 Members of the Public

### **1. CALL TO ORDER**

The meeting was called to order at 6:30 pm

### **2. APPROVAL OF THE AGENDA**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS AMENDED.**

Committee Report addition:  
iii. ACCESSIBILITY COMMITTEE

**MOTION CARRIED**

### **3. APPROVAL OF THE MINUTES**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE NOVEMBER 12, 2024 COUNCIL MEETING BE APPROVED AS CIRCULATED.**

**MOTION CARRIED**

### **4. REVIEW ACTION ITEMS**

CAO Boyd gave an update on the Action Items from the previous meeting. The Council meeting this evening is being recorded as a test to be able to make and necessary changes to begin recording and posting the recordings in January 2025.

### **5. NEW BUSINESS**

#### **a. RFD040-2024 Blowers and Aeration Tender**

Director Dondale reviewed the tender BER2024-016 for the Berwick Wastewater Plant Blower & Aeration equipment upgrade that was issued in November 2024.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council award the work scope as outlined in BER2024-016 Berwick Wastewater Treatment Plan Blower & Aeration Equipment Upgrade – Specifications and Contract Documents to Gary Parker Excavating Ltd for the lump sum contract amount of \$988,200.00, excluding HST.**

**MOTION CARRIED**

**b. RFD041-2024: Front Reception Tender**

Director Dondale reviewed the tender BER2024-013 for the Town Hall Front Reception Re-Design and Build. Concerns were expressed over the total price for the renovations and whether the security component is more than what is currently in place. It was noted that accessibility at the front desk area is the main reason for the renovations.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council award the work scope as outlined in BER2024-013 Town Hall Front Reception Re-Design and Build to Roscoe Construction for the lump sum contract amount of \$104,949.21, excluding HST.**

Councillor Serino against

**MOTION CARRIED**

**c. Financial Forecast and Update**

Director Buchan reviewed the financial forecast and update.

**d. RFD034-2024: Mini Pumper TBR**

Director Buchan reviewed the background on the Mini Pumper Fire Truck. Councillor Serino indicated that funding options may be available for such purchases through Climate Change.

**IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the Town of Berwick’s temporary borrowing resolution in the amount up to, but not exceeding, one hundred and fifty-five thousand (\$155,000) to finance the purchase of a 2024 Mini Pumper Fire Truck.**

**MOTION CARRIED**

**e. RFD042-2024 Code of Conduct for Elected Officials**

CAO Boyd gave an overview of the Code of Conduct for Elected Officials. Staff will contact other municipalities to get clarification on the investigation process and if there is an appeal process after a decision by Council has been made.

**IT WAS REGULARLY MOVED AND SECONDED THAT that Council approve the Code of Conduct for Elected Officials as follows:**

*Whereas the Minister of Municipal Affairs and Housing for the Province of Nova Scotia has made the Code of Conduct for Municipal Elected Officials Regulations, N.S. Reg. 220/2024 ("the Regulations"); and,*

*Whereas municipalities are required to adopt the model code of conduct prescribed by the Regulations on or before December 19, 2024, pursuant to section 4(1) of the Regulations and section 23A of the Municipal Government Act;*

*Therefore, be it resolved that the Council of the Town of Berwick hereby adopt the model code of conduct as set forth in Schedule "A" to the Regulations, which shall be titled the "Code of Conduct for Elected Officials of the Town of Berwick".*

*And, that an independent investigator be chosen by the CAO or the designate from the AMANS call for qualifications.*

Deputy Mayor Lutz and Councillor Serino, against

**MOTION CARRIED**

**f. 2025 Council and Committees of Council Meeting Calendar**

CAO Boyd presented the 2025 Council and Committees meeting calendar. She noted the meeting dates are subject to change. The Accessibility Committee will meet monthly January-April and then resume bi-monthly in June. Due to statutory holidays falling on regular meeting dates, the Planning Advisory meeting will be on Tuesday, July 2<sup>nd</sup> and the November Council meeting on Wednesday, November 12<sup>th</sup>. Krista will update the calendar and send out meeting invitations.

**6. DEPARTMENT REPORTS:**

**i. Community Development**

The report was circulated. Council expressed their thanks to the Community Development Department for the work on the Holiday events.

**ii. Public Works**

The report was circulated. Director Dondale highlighted a couple of items in the report that have been deferred to the next fiscal year.

**iii. Finance**

The report was circulated. Director Buchan mentioned that the hydro dam won't be back operational in 2025 but hopeful for 2026.

**iv. CAO Report**

The report was circulated.

## **7. COMMITTEE REPORTS:**

### **i. AREA**

Report as circulated.

### **ii. IMSA (Kings Transit & Valley Waste)**

Report as circulated

### **iii. Accessibility**

Councillor Kwakernaak reported that the Accessibility Committee held a special Committee meeting on Monday, December 9th to begin work on the Diversity, Equity and Anti-Racism requirements as legislated. Links to the documents will be available on the Council sharepoint site.

## **8. CORRESPONDENCE**

### *a. Community Alcohol Partnership (CAP).*

It was suggested that an invitation to speak to Council be sent to CAP.

### *b. Letter to Premier Houston & Minister Rushton - Re: Regulatory Burden on Municipal Electric Utilities*

### *c. E-mail from Joanne Franklin – Re: ban the use of Non-Disclosure Agreements (NDAs) in cases related to Sexual Violence*

It was suggested that staff check with other municipalities to see what direction their Councils have taken on this matter.

## **9. MAYOR'S REPORT**

The report was circulated. Mayor Trinacty noted that on December 17<sup>th</sup> there is a planning orientation session with our Town Planner, Chrystal Fuller. This is not a Planning Advisory meeting however the members of the committee have been invited to attend.

## **10. ACTION ITEMS**

Action items from the meeting were reviewed.

## **11. IN-CAMERA**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING BE ADJOURNED TO IN-CAMERA AT 8:45 pm.**

**MOTION CARRIED**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE IN-CAMERA BE  
ADJOURNED TO THE REGULAR MEETING AT 9:15 PM.**

**MOTION CARRIED**

**7. ADJOURNMENT**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING  
BE ADJOURNED AT 9:15 PM**

**MOTION CARRIED**

**Approved by Town Council *January 14, 2025***

**As recorded by Krista Longmire, Executive Assistant**