

ATTENDING

Mayor Mike Trinacty, Chair
Councillor Derrick Jamieson
Councillor Ty Walsh
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
Roger Flynn, Office Administrative Coordinator

ABSENT WITH REGRETS

Lisa Buchan, Director of Finance
Krista Longmire, Executive Assistant

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.

MOTION CARRIED

3. APPROVAL OF THE MINUTES

IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE OCTOBER 8, 2024 COUNCIL MEETING BE APPROVED AS CIRCULATED.

MOTION CARRIED

4. NEW BUSINESS

a. RFD036-2024: Committees of Council Policy and Terms of Reference

CAO Boyd presented changes to the policy originally presented on Oct. 8th

IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the Committees of Council Policy the Terms of Reference for the Audit Committee and Planning Advisory Committee with the addition to section 5.7.9 that if no new applications are received, the member having already served two terms may be considered for a third term.

MOTION CARRIED

b. RFD037-2024: Committees of Council, Council Appointments

IT WAS REGULARLY MOVED AND SECONDED THAT Council appoint members of Council to the Committees as presented.

MOTION CARRIED

c. RFD038-2024: Appointment of Audit Committee Member

IT WAS REGULARLY MOVED AND SECONDED THAT Council appoint Gerard Jones to the Town's Audit Committee for a two-year term.

MOTION CARRIED

d. RFD039-2024: Grating for Storm Culvert, Main Street

Director Dondale reported on the need for safety covers for a storm culvert on Main Street, with a budget of \$9,500. Discussion on the need for multiple quotes and the possibility of using operating reserves if a surplus is available at the end of the fiscal year.

IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the use of operating reserves for payment of invoices associated with the build and installation of safety grates on the storm culvert that begins west of Civic address 309 Main Street and ends behind Civic address 312 Main Street, in the amount of \$9,500.00 (pre-HST).

MOTION CARRIED

e. Live or Recorded Meetings Discussion

Discussion on live streaming versus recorded meetings occurred. Council agreed to record their Council and Committee of the Whole meetings and post them for public viewing following the meeting.

IT WAS REGULARLY MOVED AND SECONDED THAT Council proceed with recorded meetings to be posted for public viewing following the meeting and direct staff to provide an implementation plan.

MOTION CARRIED

f. Election of Deputy Mayor

The process for electing the Deputy Mayor, including nominations, seconding, and voting was done by secret ballot.

IT WAS REGULARLY MOVED AND SECONDED THAT Council approve the appointment of Councillor Adam Lutz as Deputy Mayor for a one-year term.

MOTION CARRIED

5. COMMITTEE OF THE WHOLE REPORTS

a. Department Reports:

i. Community Development

Manager Verrette highlighted that the annual Christmas Tree lighting will be on November 22nd, and the Parade of Lights on November 23rd. Also, the Centennial clock has arrived, and staff are now working on the installation with the hope of having it up by Christmas. The Christmas music will begin on December 2 and run from 10 am to 8 pm.

ii. Public Works

Director Dondale highlighted that there are currently five active tenders for projects in Town. Staff are preparing for the winter season and testing all the snow removal gear. Contractors are still on site working on the shop repairs from the flood in July, anticipating moving back in by Christmas. The winter parking ban will be effective December 1. This will be advertised in the In-cider newsletter and on social media.

iii. Finance

It was highlighted that St. John Energy has offered to look at Berwick's electrical system and offer suggestions for improvements.

iv. CAO Report

CAO Boyd highlighted that the Municipal Innovation Program project for utility succession planning with Mahone Bay will take approximately 12 months.

b. Committee Reports:

i. AREA

It was noted that the former General Manager is working with staff during the transition. Don Regan is still available to assist with any questions that may arise.

6. MAYOR'S REPORT

Mayor Trinacty highlighted some key dates for upcoming meetings and events. Mayor Trinacty will be working on creating regular office hours.

7. ADJOURNMENT

**IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING
BE ADJOURNED AT 8:53 PM**

MOTION CARRIED

Approved by Town Council *December 10, 2024*

As recorded by Roger Flynn, Office Administrative Coordinator