

TOWN OF BERWICK
Committee of the Whole Meeting
April 27, 2021 - 6:30pm
AGENDA
(Via Webex Virtual Meeting)

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Previous Minutes**
4. **Departmental Reports**
 - a. RCMP *Attached*
 - b. BDVFD *Handout*
 - c. Recreation *Attached*
 - d. Active Living *Attached*
 - e. Public Works *Attached*
 - f. Finance *Attached*
 - g. CAO *Attached*
5. **Ongoing Business:**
 - a. Capital Budget 2021/22
6. **New Business:**
 - a. Kings Point to Point Budget
 - b. Valley Waste & Resource Management Budget
 - c. Grants to Organizations
7. **Mayor/Councillor Reports**
 - a. Councillor Goddard *Attached*
 - b. Mayor's Report
8. **Adjournment**

Berwick Policing Report March 2021



***Royal Canadian Mounted Police
Kings District***

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Kings District Employees

Inspector Dan Morrow, Kings District Commander.

Forty general duty constables police Kings District as first responders. These officers are supervised by 8 corporals, 2 sergeants and 1 staff sergeant.

Kings East School Safety Resource Officer is Cst. Jennifer Britton.
Kings West School Safety Resource Officer is Cst. Jeff Wilson.

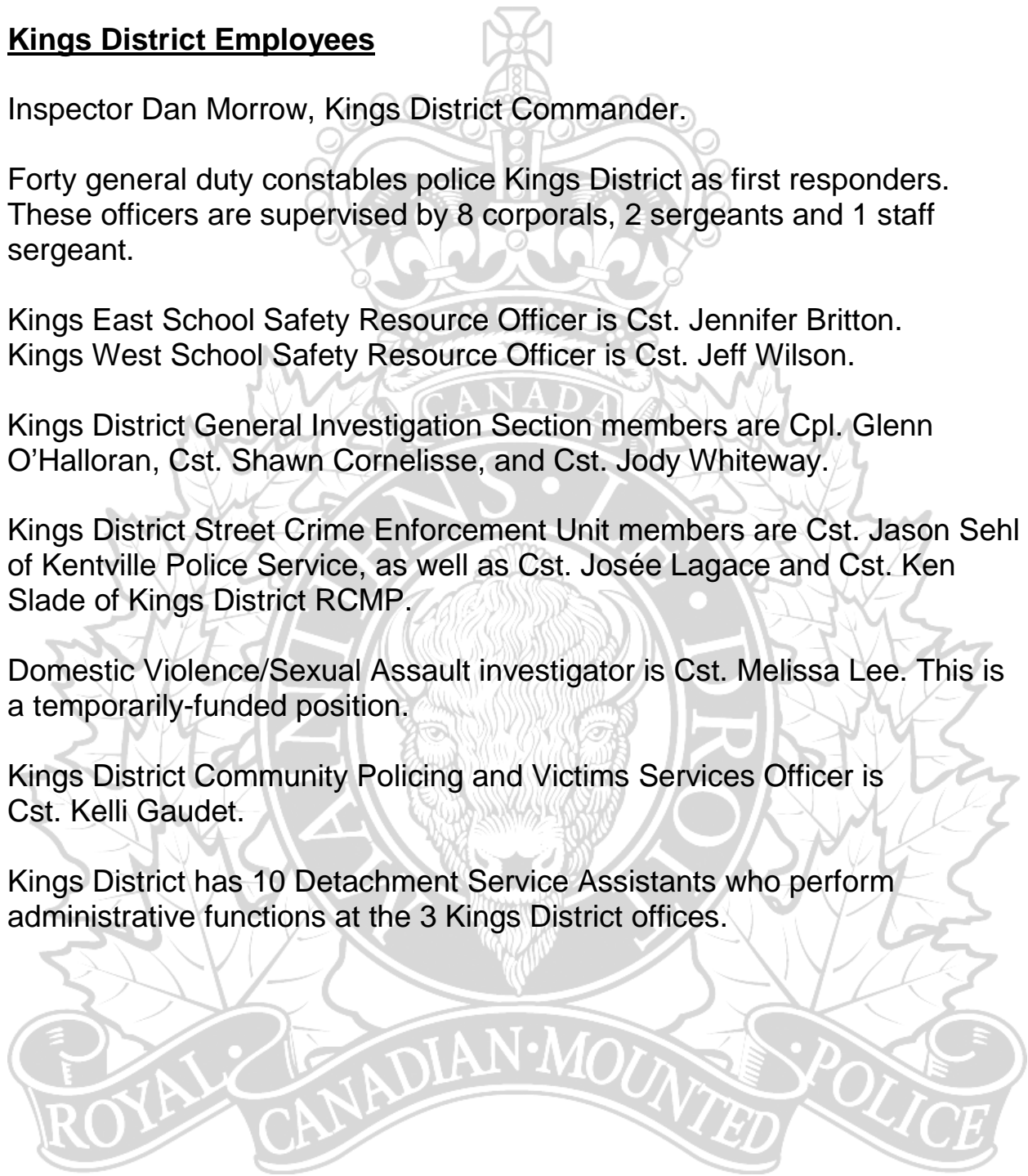
Kings District General Investigation Section members are Cpl. Glenn O'Halloran, Cst. Shawn Cornelisse, and Cst. Jody Whiteway.

Kings District Street Crime Enforcement Unit members are Cst. Jason Sehl of Kentville Police Service, as well as Cst. Josée Lagace and Cst. Ken Slade of Kings District RCMP.

Domestic Violence/Sexual Assault investigator is Cst. Melissa Lee. This is a temporarily-funded position.

Kings District Community Policing and Victims Services Officer is Cst. Kelli Gaudet.

Kings District has 10 Detachment Service Assistants who perform administrative functions at the 3 Kings District offices.



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School Safety Resource Officers

School Safety Resource Officers work as a resource to our local schools. Members provide presentations to every grade level from P-12 on current topics such as human trafficking, fentanyl, cybercrime, bullying, drug awareness and appropriate use of Social Media. Schools often request other presentations, which are customized to meet their needs. SSRO's update the National SafePlan every year for each Kings County School. SSRO's do the initial investigation in cases that stem from schools. SSRO's also provide support for school events that occur after traditional school hours.

Cst. Wilson's service area is from Annapolis County line to Central Kings Rural High School, which encompasses 11 schools.

Cst. Britton's service area is from Coldbrook District School to LE Shaw Elementary and encompasses 12 schools.

Distracted driving presentations, Human Trafficking presentations as well as "lock down drills" have been ongoing at several schools throughout the reporting period.

Both district SSROs worked closely with the schools within the entire district. Both Cst. Wilson and Cst. Britton remain heavily involved in the delivery of the mandated objectives while assisting other investigations that require their skills and experience with youth.

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Highlights

On March 1st, Cst. Wilson drafted several media releases. Dismissal patrols a WKDHS, 1 warning for speeding on 201. KES had no issues, 1 warning at PRMS for speeding in school zone.

On March 2nd, Cst. Wilson prepared a media release. Assisted NKEC in regards to counseling a student. Investigational follow-up at CHRHS and participated in several student meetings on various matters. Assisted in service of documents.

On March 3rd, Cst. Wilson conducted investigational follow-up, media releases. Attended WKDHS re previous concerns over driving complaints, COVID concerns in smoking area. Investigational follow-up at CKRHS, Berwick, CKRHS. Cst. Wilson assisted Cpl. Girma with YCAC questionnaire. Patrols of Cambridge Elementary dismissal, 1 warning for speeding in school zone.

On March 4th, Cst. Wilson attended CKRHS for reintegration meeting involving 2 students and fighting. Investigational follow-up with AVRCE, CKRHS. Media releases prepared and Media event in Wolfville. 89.3 REWIND Radio interview on current scams and "H" Division media release on "Fraud Month"

On March 5th, Cst. Wilson performed patrols for arrivals at École Rose des Vents, Dwight Ross, Kingston and Pine Ridge. No issues. Several media releases prepared. WKDHS patrol of rail bed trail. Patrol of South Berwick 60km/h zone. No violators, as well as Berwick dismissal. Investigational follow-up at CKRHS.

On March 8th, Cst. Wilson interviewed again on 89.3 REWIND re scams. Investigational follow-up at PRMS, CKRHS. Several media releases prepared.

On March 9th, Cst. Wilson assisted in getting a student to attend school. Investigational follow-up at CKJH, and CKRHS and surrounding area.

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Traffic enforcement at WKDHS and 1 ticket issued for speeding in school zone. School zone enforcement at Pine Ridge and Maple St. Further media releases prepared.

On March 10th, Cst. Wilson conducted investigational follow-up in Kingston and assisted general duty with MVA in Greenwood. 1 ticket issued for fail to yield. Attended Wolfville for media event. School zone enforcement at CKRHS during lunch, no violators. East Berwick traffic enforcement, no violators. Brown St. intersection enforcement, no violators.

On February 11th, Cst. Wilson prepared media release. Meeting regarding possible future recruiting in Kings District. Patrols of WKRHS, 1 warning issued. Various investigational follow-ups conducted. Patrol of CKRHS during dismissal, no violators.

March 12th, no school until March 22nd.

On March 22nd, Cst Wilson performed school zone enforcement at Pine Ridge, Kingston Elementary. No violators. Media releases prepared and investigational follow-up conducted at Kingston School. Patrols during dismissal in Kingston, no violators.

On March 23rd, Cst. Wilson performed speed enforcement during arrivals at PRMS/Kingston, no violators. Investigational follow-up at WKDHS, CKRHS. Dismissal patrols conducted at Dwight Ross, École Rose des Vents, PRMS, no violators.

On March 24th, Cst. Wilson drafted a media release. Conducted various investigational follow-ups i.e. Cyberscan on Cyber bullying. Attended Wolfville dismissal, no violators.

On March 25th, Cst. Wilson performed investigational follow-up at CKRHS, École Rose des Vents. Attended Wolfville dismissal again and no violators noted.

On March 26th, Cst. Wilson performed 2 cybercrime presentations at CKRHS. Attended PRMS on reintegration, educations and threat

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assessment. Cst. Wilson performed investigational follow-up with various schools in district on a matter. Media release prepared.

On March 29th, Cst. Wilson performed school zone patrols at Kingston/PRMS and St. Mary's in Aylesford, no issues noted. Several media releases drafted. Investigational follow-up at several schools.

On March 30th, Cst. Wilson performed school zone patrols at Kingston/PRMS with no issues noted. Investigational follow-up at several schools. Several media releases drafted.

On March 31st, Cst. Wilson performed investigational follow-up and attended Horton and CKRHS hockey final.



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Help Put Fraudsters in Their Place by Recognizing Fraud Alerts

March is Fraud Prevention Month and the Nova Scotia RCMP will be sharing tips throughout the month to help you and your loved ones recognize fraud.

Each year, Nova Scotians lose thousands of dollars as a result of scams and the impacts can be devastating. According to the Canadian Anti-Fraud Centre, Nova Scotians lost \$725,280 to fraudsters in 2020 and \$701,793 in 2019. Although there are many types of scams out there, there are warning signs, or fraud alerts, to look for.

"It's important to know that anyone can be targeted as fraudsters continue to find sophisticated ways to scam people out of their money," says Sgt. Andrew Joyce with the Nova Scotia RCMP Financial Crime Unit. "The impacts of fraud to an individual or business can be significant so it's important to know how to recognize the warning signs to protect yourself and your family members from these types of crimes."

If you receive a call, text or email with any of these common fraud alerts, proceed with caution:

Payment type – Fraudsters often request payment in cryptocurrency, gift cards or E-Transfer.

Urgency – Be suspicious if an email, text or phone call includes a sense of urgency.

Unknown/Unsolicited - Messages claiming to be from businesses or organizations that you have not dealt with previously.

Threats – Threats of arrest, deportation or suspension of your travel visa or your tax accounts if immediate payment is not made.

The best way to help prevent these scams is through awareness and education. Sharing this information with others may help someone from

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becoming a victim. For information about common scams and ways to protect yourself, visit: <https://www.antifraudcentre-centreantifraude.ca/index-eng.htm>.

Follow us on Facebook (Royal Canadian Mounted Police in Nova Scotia) and Twitter (@RCMPNS) for more tips. If you think you or someone you know has been a victim of fraud, contact the Canadian Anti-Fraud Centre at 1-888-495-8501.

Kings District RCMP, in Partnership with Kings Seniors' Safety, Introduce Scam Awareness Program

Kings District RCMP in partnership with the Kings Seniors' Safety Program are introducing a new awareness program aimed at potential victims of frauds and scams in Kings County.

The program is inspired by a sign that was placed by management in Carl's Independent Grocery in Wolfville, NS. The sign was placed on the gift card rack of the business and allows consumers a chance at educating themselves on frauds and scams before they purchase a gift card. Kings District RCMP and Kings County Seniors' Safety are encouraging local merchants to become involved in the prevention of scams in Kings County communities by placing these signs in their stores.

March is Fraud Prevention Month and Kings District RCMP and Kings Seniors' Safety would like the public to know that fraudsters will contact a victim via email or phone posing as bank investigators, police, etc., and ask them to purchase large amounts of these cards and share the card information. The program offers further education and one last opportunity to think about what they are about to do before purchasing a gift card.

Seniors are often targets of frauds and scams. Seniors who may be a victim of Fraud are encouraged to reach out to the local Seniors' Safety Coordinator who can assist with the fallout of Frauds and Scams. The program is expected to be carried on throughout Nova Scotia with

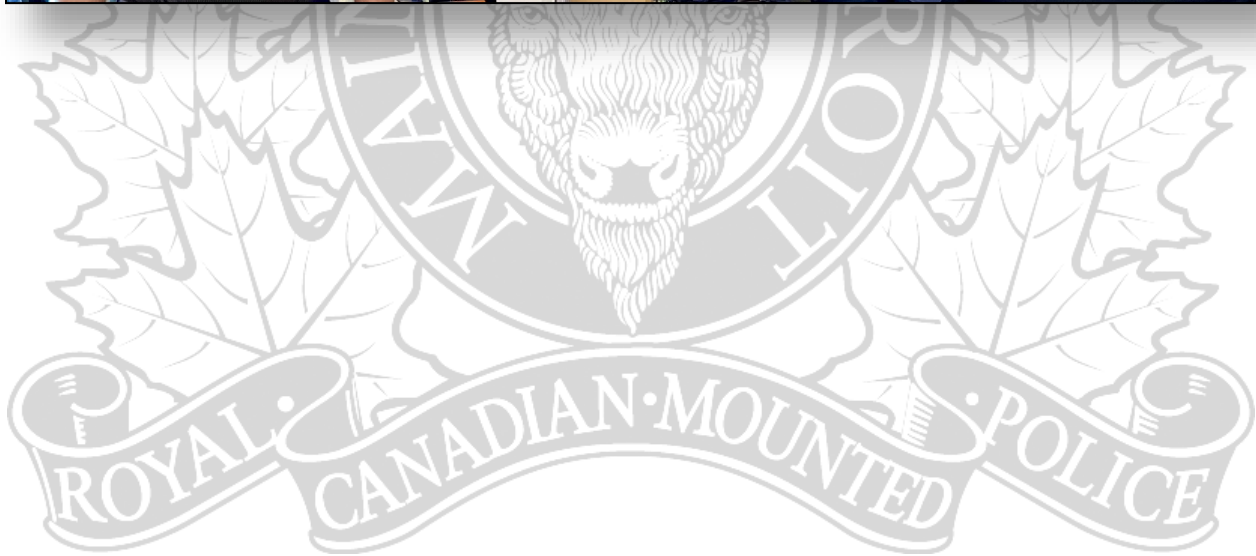
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province wide Seniors' Safety Programs partnering with local police agencies who will engage the local businesses in their communities.

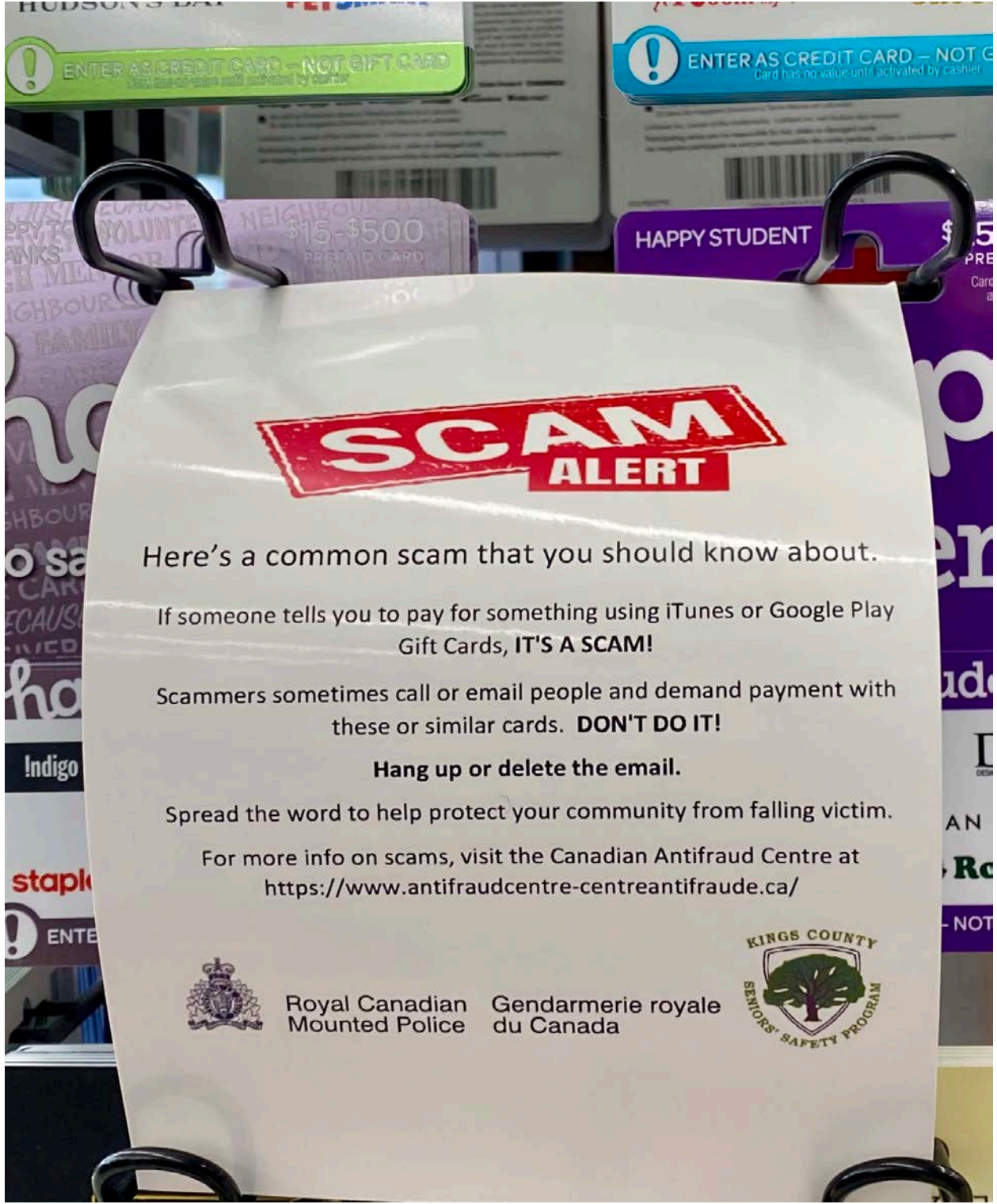
Information about common fraud scams can be found by visiting the Canadian Anti-Fraud Centre's website at <https://www.antifraudcentre-centreantifraude.ca/index-eng.htm>



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SCAM ALERT

Here's a common scam that you should know about.

If someone tells you to pay for something using iTunes or Google Play Gift Cards, **IT'S A SCAM!**

Scammers sometimes call or email people and demand payment with these or similar cards. **DON'T DO IT!**

Hang up or delete the email.

Spread the word to help protect your community from falling victim.

For more info on scams, visit the Canadian Antifraud Centre at <https://www.antifraudcentre-centreantifraude.ca/>



Royal Canadian Mounted Police

Gendarmerie royale du Canada



Keep All Passengers Safe by Always Buckling Up

Nova Scotia RCMP is reminding motorists to buckle up. Making sure that you and your passengers wear a seatbelt properly is the simplest and most effective way to protect everyone during a collision.

In 2020, the Nova Scotia RCMP responded to 27 serious and fatal motor vehicle collisions that involved individuals not wearing a seatbelt or wearing one incorrectly. As a way to help prevent unnecessary injury and death, the RCMP uses enforcement to encourage motorists to buckle up. Last year, RCMP in Nova Scotia charged 1,388 people for not wearing a seatbelt or not wearing one properly.

"Seatbelts prevent you from being thrown out of a vehicle during a collision and they can greatly increase your chances of survival," says Cpl. Mike Carter with Traffic Services. "Collisions can happen in a split second so it's important to make sure everyone in the vehicle buckles up, every single time."

The Nova Scotia RCMP wants to remind motorists that a seatbelt should be used properly and be in good condition. A seatbelt should be worn as directed by the manufacturer (for example, a shoulder strap should not be tucked behind the back). Improperly wearing or altering a seat belt in Nova Scotia can result in the same consequences as not wearing one at all. Fines start at \$180 and add two points to your license.

It is important to remember that a driver is responsible for ensuring that passengers under 16 are wearing a seat belt. Children can use an adult seat belt when they are nine years old or 4-foot-9 (145 cm). Otherwise, kids must be buckled in using a car seat or booster seat. Parents and guardians can help kids stay safe by enforcing and modelling good seat belt habits.

Nova Scotia RCMP asks every motorist to do their part to protect themselves and others by buckling up every time they get into a vehicle.

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Annual Performance Plan

The Kings District Annual Performance Plan runs from April 1st, 2020 to March 31st, 2021. Objectives of Kings District Annual Performance Plan are:



- **Safe Roads and Safe Highways in Nova Scotia**
To date, Kings District members have charged 95 people with impaired driving (13 for drugs, 7 with refusal to provide a breath sample), issued 29 roadside suspensions (3 for drugs), issued 1,919 traffic enforcement charges and conducted 214 check stops.
- **Reduction of Cybercrime in Nova Scotia**
Community resource officers and Senior Safety Coordinator continue to educate students and seniors on Cybercrime.
- **Reduce Crime Against People**
Members continue to conduct physical checks on offenders/accused who are on court ordered curfews or house arrest with the goal to prevent recidivism. 175 checks were performed this month.

Calls for Service

In the month of March, Kings District responded to 1402 service calls. There were a total of 97 service calls in the Town of Berwick during this reporting period. See the attached chart for breakdown of the service calls.

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Type of Crime & Occurrence Type	March Berwick	March Kings
	2021	2021
Crimes Against Persons		
Offences Related to Death	0	0
Sexual Offences	1	4
Assault	4	23
Kidnapping/Hostage/Abduction	0	0
Robbery	0	0
Extortion / Intimidation	0	0
Criminal Harassment	0	5
Indecent Harassing Comm.	0	12
Uttering Threats	0	21
Property Crime		
Arson	0	1
Break and Enter	1	3
Unlawfully in a Dwelling House	0	2
Theft Over	0	1
Theft of Motor Vehicle	0	2
Theft of Other MV / Motorcycle	1	3
Take MV w/o Consent	0	0
Theft Under	0	19
Shoplifting	0	7
Theft (mail, bicycle, et al)	0	3
Theft from Motor Vehicle	0	10
Possession of Stolen Goods	0	1
Fraud	1	31
Identity Theft	0	2
Mischief	3	38
Drug Enforcement		
Possession	0	1
Trafficking	0	6
Import/Export	0	0
Production	0	0
Other	0	4



Type of Crime & Occurrence Type	March Berwick	March Kings
Traffic		
Dangerous Op of MV	1	1
Impaired by Alcohol	0	9
Impaired by Drug	0	3
Failure/Refusal	0	0
Driving while Disqualified	0	5
Fail to Stop or Remain	2	7
Seatbelt Violation	0	92
Intersection Violation	1	19
Speeding Violation	21	134
Insurance Violation	3	15
Road Side Suspension (Alcohol)	0	0
Road Side Suspension (Drug)	0	0
Collision - Fatal	0	0
Collision - Non - Fatal Injury	1	9
Collision - Reportable	1	33
Collision - Non Reportable	3	22
Off-Road Vehicle Collision	0	1
Municipal By-laws	0	4
Other Traffic Offence/Violation	17	155
Other Traffic Related Duties	0	6
Checkstop	4	15
Other		
911 Call	1	35
Breach of Court Order	1	24
Liquor Act	0	21
Mental Health Act	5	42
Missing Person	1	36
Municipal Bylaw - Other	0	23
Other	17	294
Suspicious P V P	2	40
Trespass At Night	0	0
HPA (COVID-19) - Offences only	0	13
HPA (COVID-19) - Other activities	0	3
QUA (COVID-19) - Offences Only	0	0
QUA (COVID-19) - Other Activities	2	48
Total Founded & SUI Occurrences	94	1308
Total Occurrences*	97	1402



Traffic Enforcement and Proactive Patrols Update

Members continue to conduct patrols and are aware of the traffic complaints in the community. 527 patrols were conducted in Berwick for the month of March. Below are some of the highlights for March.

March 1st: Extensive day and night patrols of Berwick conducted. Radar conducted on Hwy 1, Commercial St., Main St., Orchard St., and Foster St. Stop sign enforcement on Main. 3 tickets issued.

March 2nd: Numerous patrols of Berwick conducted. Radar on Commercial, Main, Foster Maple and Brown. Stop sign enforcement on Main. No violators. Foot patrol of Rainforth Park conducted.

March 3rd: Numerous patrols of Berwick. Radar performed on Commercial, Main, Foster, Maple, Brown, Cottage. No violators. Foot patrol of Rainforth park.

March 4th: Extensive day and night patrols of Berwick conducted. Foot patrols of Rainforth park and Commercial. Radar performed on Main, Commercial, Hwy 1. 6 SOTS issued, 1 being stunting on Hwy 1.

March 5th: Extensive patrols of Berwick. Foot patrol of Rainforth park. 18 MVA tickets issued.

March 6th: Numerous patrols of Berwick area. Nothing of note.

March 7th: Patrols of Berwick conducted, 1 ticket issued.

March 8th: Numerous patrols of Berwick conducted. Radar conducted on Commercial and Main. Nothing of note.

March 9th: Numerous patrols of Berwick conducted. Radar conducted on Commercial, Main, Maple, and Orchard. Nothing of note.

March 10th: Numerous patrols of Berwick patrols conducted. Radar conducted on Orchard, Main, Commercial. 2 tickets issued. Check point on Main, 2 tickets issued.

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March 11th: Numerous patrols of Berwick conducted. Checkpoint on Hwy 1 in South Berwick, and Main/Commercial. 1 ticket issued. 3 tickets issued during various patrols.

March 12th: Numerous patrols of Berwick. Nothing of note.

March 13th: Extensive patrols of Berwick. RADAR performed Commercial, and Main St. 4 tickets issued during patrols.

March 14th: Numerous patrols of Berwick. Nothing of note.

March 15th: Numerous patrols of Berwick. RADAR performed on Main St. Nothing of note.

March 16th: Patrols of Berwick conducted. Roving Radar performed on Main, Commercial and Maple. Nothing of Note.

March 17th: Numerous patrols of Berwick conducted. Stationary Radar on Main and Foster. Roving Radar Veterans, Commercial, and Orchard. Nothing of note.

March 18th: Patrols of Berwick conducted. Roving Radar on Main, Commercial Maple and Union. Intersection enforcement at Commercial/Main. Nothing of note.

March 19th: Patrols of Berwick conducted. Roving Radar on Main, Commercial and Union St. Nothing of note.

March 20th: Numerous patrols of Berwick conducted. Foot patrol of Rainforth park.

March 21st: Patrols of Berwick conducted. Nothing of note.

March 22nd: Patrols of Berwick conducted. Nothing of note.

March 23rd: Extensive patrols of Berwick conducted. Intersection enforcement at Commercial/Main. Nothing of note.

March 24th: Patrols of Berwick conducted. Roving Radar on Commercial and Main. Nothing of note.

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March 25th: Patrols of Berwick conducted. Roving Radar on Commercial and Main. 3 tickets issued during patrols. Check point North Berwick / 360, 1 ticket issued.

March 26th: Numerous patrols of Berwick conducted. Roving Radar on Commercial, Orchard and Main. Nothing of note.

March 27th: Patrols of Berwick conducted. Roving Radar on Commercial and Main. Check point on Main. Nothing of note.

March 28th: Numerous patrols of Berwick conducted. Checkpoint on Hwy 1. 2 tickets issued. Intersection enforcement Commercial/Main. Radar performed on Commercial and Main. 3 tickets issued.

March 29th: Numerous patrols of Berwick conducted. Foot patrol of Rainforth Park. Nothing of note.

March 30th: Extensive patrols of Berwick conducted. Foot patrols of Rainforth park, Ball diamonds, Commercial St and post office area. Radar performed on Commercial. 1 ticket. Intersection enforcement Commercial/Main. 1 ticket issued on 101.

March 31st: Extensive patrols of Berwick conducted. Foot patrols of Rainforth park, Ball diamonds, Commercial St and post office area. 3 tickets issued.

In addition to the above, 10 violation tickets were issued on Highway 101 near Berwick. There were also 8 violation tickets issued on Highway 1 in Berwick. Annapolis Valley Traffic Services issued 2 tickets.



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Significant Investigations

2021272779 - On March 2nd at 2:00 am, Kings District RCMP attended a single vehicle collision on Highway 358 near Greenwich. The vehicle left the roadway and struck a pole. Police attended the scene and located the driver.

The driver displayed signs of impairment and was subsequently arrested. The driver was transported by police to the New Minas RCMP office where they provided samples of their breath.

A 23-year-old Windsor man has been charged with Impaired Operation of a Conveyance and Operating a Conveyance with a Blood Alcohol Concentration Over 80 mg%. The male has been released from police custody and will appear in Kentville Provincial Court on April 27th, 2021.

Kings District RCMP would like to thank all that assisted with this collision.

If you believe someone is driving in a way that is an immediate threat to public safety, please call 911 when it is safe to do so. Include as much detail as possible, such as the location, direction of travel, vehicle and driver description and license plate number.

2021276114 - Kings District RCMP have charged a male after a hit and run collision. On March 2nd, at approximately 5:45 p.m., Kings District RCMP responded to a report of a collision at the intersection of Cottage St. and Commercial St. A black pickup truck collided with a red pickup truck while turning onto Commercial St. This caused damage to the red truck and caused the airbags to deploy. The black truck fled the scene. There were no reported injuries.

A short distance away, Kings District RCMP members located a damaged vehicle matching the description of the black truck involved in the collision. The driver, a 29-year-old man from Somerset, was arrested without incident and is facing the following charges:

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- Failing to stop after accident
- Breach of Undertaking

The suspect was released from custody and is scheduled to appear in Kentville Provincial Court on May 5th, 2021 at 9:30 a.m. The investigation is ongoing.

Road safety is a shared responsibility. Please call 911 if you believe someone is driving in an unsafe manner or is otherwise an immediate threat to public safety. Include as many details as possible, such as the location, direction of travel, vehicle description and license plate number.

2021283853 - Kings District RCMP have charged a 29-year-old North Alton woman with stunting on Highway 1 near Berwick after driving 53 km/hr over the speed limit: 113 km/hr in a 60 km/hr zone.

On March 4th at approximately 9:00 a.m., a member of Kings District RCMP on Hwy. 1 spotted a vehicle travelling at a high rate of speed. The officer activated the radar and measured the speed at 113 km/hr in a 60 km/hr zone, 53 km/hr over the speed limit. The member was successful in locking the radar on the vehicle at 113 km/h. The driver has been charged with Stunting under the Nova Scotia Motor Vehicle Act. The fine for stunting in Nova Scotia on first offence is \$2422.50.

Speed is one of the major causes of serious injury and fatal collisions on our roads. If you see someone driving unsafely on our roads, please report it by calling the RCMP at 1-800-803-RCMP (7267). If you believe it is an emergency, call 911.

2020-1847621 - The RCMP's Provincial Internet Child Exploitation (ICE) Unit has charged a Kentville man for child pornography offences.

On March 4th, the RCMP's ICE Unit, along with members of the Kings District RCMP Street Crime Enforcement Unit, RCMP General Investigation Section, RCMP Digital Forensics Services and the Kentville Police Service, searched a home in Kentville. Investigators were directed to the residence

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after a social media application notified law enforcement that child pornography was being shared on their service.

A sixty-four year-old male of Kentville, has been charged with:

- Two counts of Transmitting Child Pornography
- Three counts of Possession of Child Pornography

Crouse has been released from custody and will appear in Kentville Provincial Court on April 21, 2021 at 9:30am.

In Nova Scotia it is mandatory for citizens to report suspected child pornography. This means that anyone who encounters child pornography material or recordings must report it to the police. Failing to report suspicious activity and materials could result in penalties similar to failure to report child abuse set out in the Child and Family Services Act. The RCMP encourages citizens to be a voice for children who are victims of sexual exploitation by reporting any suspected offences to your local police or by using Canada's National tipline for reporting online sexual exploitation of children at www.cybertip.ca.

2021257040 - Kings District RCMP is warning residents of two recent break-ins and thefts from cottages on Chain Lake Rd. in East Dalhousie.

With one of the cottages, it appears that suspect(s) entered through a door and tried to steal a vehicle parked inside the basement garage. It is also possible that the suspect(s) stole a chainsaw.

With the other cottage, it appears that suspect(s) broke a window to gain entry. Nothing has been reported stolen.

It can be distressing and upsetting to have your property broken into, but there are some ways to help reduce the risk of becoming a victim:

- Remove all valuables from your cottage (including firearms).

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- Lock / secure all doors and windows.
 - Ensure all windows are covered by closing curtains or blinds.
 - Ensure all out buildings (e.g., garage or shed) are secured. Remove valuables from those buildings.
 - Don't leave tools and items outside that could be used to break into your cottage. This includes ladders.
 - Ensure someone checks on your cottage on a regular basis.
 - Ensure your property is well lit. Consider getting motion sensors and timers on lights.
 - You may also want to consider purchasing a trail camera and alarm system.
 - Keep an eye out for suspicious activity and immediately report it to police. Detailed descriptions of those involved in the suspicious activity (physical descriptions, license plate numbers, etc.) is especially helpful.

The investigation is ongoing and being led Kingston RCMP with assistance from the Southwest Nova Forensic Identification Section.

Anyone with information about these incidents is asked to contact the RCMP detachment in New Minas at 902-679-5555 or Kingston at 902-765-3317. Should you wish to remain anonymous, call Nova Scotia Crime Stoppers toll free at 1-800-222-TIPS (8477), submit a secure web tip at www.crimestoppers.ns.ca, or use the P3 Tips App.

2021-306318, 2021-376819, 2021-372333 - Nova Scotia RCMP has laid multiple charges against a Yarmouth man after three incidents over multiple days.

On March 8th at 5:17 p.m., Yarmouth Town RCMP responded to a complaint on Main St. that a male breached the conditions of his undertaking. Yarmouth Town RCMP was able to identify the male and was attempting to locate him.

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On March 20th, at approximately 11:39 p.m., Yarmouth Town RCMP responded to a complaint that a van had been stolen from a company on Starrs Rd. On March 22nd, at 11:22 a.m., members of the Queens District RCMP spotted the stolen vehicle travelling on Highway 3 in Brooklyn. The vehicle stopped for police, but the driver exited the vehicle and fled into the woods near Gould's Lane. A search was conducted, but the driver was not located.

On March 23rd, at approximately 2:00 a.m., members of the Kentville Police Service conducted a traffic stop on a vehicle on Park St. As a result of the stop, it was determined that the vehicle had been stolen but not yet reported as stolen from the Bridgewater area. The driver was arrested for possession of stolen property.

A twenty-three-year-old male, of Yarmouth is facing the following charges:

- Theft of a Motor Vehicle
- Assault
- Resist Arrest x2
- Breach of Conditions of Undertaking x4

He appeared in Kentville Provincial Court on March 23rd and is being held in custody pending his next court appearance.

2021294368 - A Hammonds Plains man is facing impaired driving charges after he was seen doing burnouts and driving the wrong down a street in Wolfville.

On Saturday March 6th at approximately 2:35 a.m., members of Kings District RCMP were on patrol in Wolfville when they saw a vehicle do a burnout and drive the wrong way down the one-way portion of Prospect St.

Members immediately activated their emergency equipment, conducted a traffic stop. He was arrested for impaired driving and provided samples of breath which were above the legal limit.

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The 19-year-old man from Hammonds Plains faces charges of Impaired Operation of a Conveyance and Operating a Conveyance with a Blood Alcohol Concentration Over 80 mg%. He has been released from police custody and will appear in Kentville Provincial Court on June 2 at 9:30 a.m.

Road safety is a shared responsibility. Please call 911 if you believe someone is driving impaired or is otherwise an immediate threat to public safety. Include as many details as possible, such as the location, direction of travel, vehicle description and license plate number.

2021296611 - A Gaspereau man is facing the charge of Failing to Stop at a Stop Sign following a two vehicle collision in North Kentville.

On March 6th at approximately 4:40 p.m., members of New Minas RCMP responded to a two vehicle collision at the corner of Church St. and Nichols Ave. The investigation revealed that one of the vehicles did not stop at the stop sign on Church St., and collided with another vehicle on Nichols Ave. The collision required a multi-agency response with RCMP, Kentville Fire Department and EHS attending. Three people were transported to hospital by EHS with non-life threatening injuries.

A 31-year-old male driver from Gaspereau is facing the charge of Failing to Stop at a Stop Sign.

2021369982, 2021368943, 2021372195 - Digby RCMP responded to a driving complaint, which lead to the discovery of a stolen vehicle, three persons arrested and multiple charges.

On March 20th at 9:18 p.m., Digby RCMP responded to a complaint that a vehicle was being driven aggressively. RCMP members quickly located the vehicle, which was parked behind a local restaurant. It was determined that the vehicle had been stolen earlier in the evening from a business in Lockhartville and was also related to a complaint of a theft from a business

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in New Minas. All three occupants of the vehicle were arrested without incident.

The driver, a forty-nine-year-old male of Deep Brook, has been charged with the following offences:

- Theft of Motor Vehicle
- Possession of stolen property over \$5,000 x2
- Impaired operation of a conveyance
- Driving while Disqualified x2
- Breach of Probation
- Breach of Undertaking X4

He appeared in Digby Provincial Court on March 22nd and is being held in custody pending his next court appearance.

A passenger in the vehicle, a 38-year-old female from Kentville is facing a charge of possession of stolen property over \$5,000. A second passenger in the vehicle, a 41-year-old female from Centerville, is facing charges of possession of stolen property over \$5,000 and possession of cocaine.

Both passengers will appear in Digby Provincial Court on May 17th, 2021 at 9:30 a.m.

Members of the public are asked to call 911 immediately if they see a driver who is driving erratically or unsafely or if they believe someone is driving impaired. Include as many details as possible, such as the location, direction of travel, vehicle description and license plate number.

2021385545 - On March 23rd at 9:40 pm Kingston RCMP conducted a traffic stop on a vehicle in the area of Main St. Kingston for a Motor Vehicle Act violation.

On initial contact with the vehicle and its driver the investigating Member observed, in plain view, a bag of cannabis within reach of the driver. The

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officer also observed empty liquor cans in the back of the car.

A search of the vehicle located more liquor cans and bottles. While the investigation continued approximately 15 Percocet pills were located in possession of a female passenger in the vehicle.

A twenty-four-year-old female of Kingston has been charged with Possession of a Scheduled 1 drug under Section 4(1) of the Controlled Drug and Substances Act.

She was released from police custody and will appear in Kentville Provincial Court on May 5th, 2021.

2021394795 - Kings District RMCP attended the Gaspereau Valley to respond to lost hikers in the Forest Hill Rd. area. Police attended and were able to reach the hikers by cellphone. It was determined that the police were within the rough proximity of the hiker's location. Police approached a cooperative community member who generously entered the trail in the area of the lost hikers to begin a search as police continued to gather information.

The police confirm the hikers were able to walk out of the wooded area on their own.

There were no injuries.

Kings District RCMP would like to thank the community member for their help on the ATV and all those that may have helped locating the hikers.

2021403178 - On March 27th, at approximately 7:45 a.m., a member was on patrol on Commercial St. in New Minas, when they noticed a woman trying to move an injured beaver from the roadway.

The beaver appeared injured, and RCMP members were able to assist the woman in moving the beaver in a safer location. Eventually, the beaver was placed in a kennel and transported to the New Minas Detachment. They contacted Hope for Wildlife, and a volunteer was able to attend to pick up



the beaver.

The RCMP would like to thanks all that assisted with the rescue.



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Should you have any questions or concerns regarding this report or any other community matters, please feel free to contact the undersigned.

Cpl. Tim Doyle
Kingston Detachment
Telephone: 902-765-3317
email: tim.doyle@rcmp-grc.gc.ca

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ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



COTW REPORT TO COUNCIL

From: Taylor Boylan, Recreation Coordinator

Date: April 19, 2021

Subject: Monthly Recreation Coordinator Report

1) Meetings & Webinars

- Weekly meetings with M.Payne and B.Brydon
- Sports Hall of Fame x 2
- Valley Region – Inclusion and Access Committee
- Kings Region – Recreation Committee

2) Programming

- After School Program operating consistently – maximum number of registrants and operating five days a week from Carol's Place
- Our March Break Pop Up programs were a success, with public skating meeting maximum capacity (50 participants) four of five days.
- Parent and Tot playgroup has been reinstated on Wednesday mornings, and has consistently had 10-25 participants (capped at 25 children plus their parents)
- Babysitting course by Braveheart First Aid being held Saturday, April 24th at Carol's Place. Filled with 20 participants in less than 12 hours.
- Easter was a great success, with public skating and our Easter Bunny Hunt – which attracted 85+ children in the rain and cold weather! The Easter Bunny also visited many businesses in the Town of Berwick for a photo opportunity.
- Offering free public skating at the KMCC in conjunction with the Valley Wildcats on Friday afternoons after school, new restrictions would allow for 75 participants

3) Communications

- Continue to update social media for the Town of Berwick (Facebook, Instagram and Twitter) and the Berwick Fitness Centre, as well as media releases for the "news" section of the website

4) Miscellaneous

- Assisted BAMBA with program registration and AGM
- Assisted Valley Thunder Lacrosse with securing space for Free Try-It programs
- Worked two shifts at the Berwick Fitness Centre to maintain opening hours and have been assisting with communications as necessary
- Planning for Tennis Court use through the summer months, collaborating with regional partners to offer a modified Tennis Program for youth. Have opened washrooms and tennis courts for the season as of April 12, 2021.
- **See attached revised Baseball Field rates for adult rental groups.** Based on documentation, consistent fees have not been collected for adult groups since 2016/2017. This is an updated document that has clarified wording, but rates remain unchanged from policies of 2001 and 2011.

Priorities for May 2021

- Summer planning! This includes camps, pop-up plays, Summer Concert series, Red Chair Challenge (5th annual!), Canada Day and more!
- Diversity and inclusion framework and policies for programming
- Planning for funding models and how to access recreation funding



BERWICK RECREATION BALLFIELDS RATES

Revised – April 2021

Original – April 2011, April 2001

1. **Ballfield Rates:**

- a) All teams must pay \$24 per slot (1.5 hours) for games, if using lights.
- b) All teams must pay \$8 per slot (1.5 hours) if games are not played under the lights.

Note: Lights must be turned off immediately after games are completed.

Practice slot – no charge – no lights

2. **Tournaments:**

The price for use of the field on week-ends for tournaments will be \$50 per day. This price does not include maintenance or use of lights, of which there will be an extra cost if they are used.

Prices:	\$8 (rental)	Maintenance of field
	\$16/slot	Lights
	\$50	Rental of field

Note: Each team or league may put on one tournament without the \$50 rental fee of the field, ONLY if the proceeds from the tournament will go towards a non-profit organization/group (ie. fire department, arena, etc.). All other organizations or groups must pay the rental fee.

All field bookings are done through the Recreation Department

From: Brittany Brydon ALC

Date: April 2021

Subject: Monthly ALC Report

1) Trails

- Berwick Trails Committee - Committee meeting April 20th
- Promotions Plan on Trail Etiquette to be launched. **Attached**
- Effort to fix issues on KMCC connector has been a priority – non-motorized access only, enforcement, education,
- Annual Trail Clean Up June 5th (Place Holder)- launching/opening access at HMT to Spicer Park connector is a highlight
- Provincial Trails Strategy Coordinating Group – <https://nstrails.com/trails-strategy/>
 - NS Trails Federation & COGS Partnership project first phase was successfully completed. New phase starting in May!

2) Accessibility Advisory Committee (TOB)

- Accessibility Advisory Committee Planning
 - i. Call for committee Closed April 15th,*
 - ii. Council will review of applicants by April 30th*
 - iii. Committee formed for 1st meeting to occur in May 2021 (third week)*
- All Applications in and ready to be reviewed – Packages sent to review committee
- Great interest from residents- thank you to all those who submitted applications

3) Internal (ALC)

- Citizenship survey – Great review session with Paul Debarres and Nova Insights. Final report available from ALC
- Tracking expenditures for the Recreation and Community Development department – as now Taylor and I are working together to complete the receipt approvals.
- Recreation Fund Information in the works with Director of Finance and Recreation Coordinator (website, donation call, information etc)
- Involved in summer student hiring process
- Planning Committee for Provincial Workplace Wellness Week

4) Fitness Center

- Supporting Department of Finance and Fitness Attendants in current situation
- Engaged in new changes (rate changes, business plan and software understanding) Roll out occurring now to update membership logs
- Conducted Staff Interviews for 1st Q

5) Parks

- Civic numbers for Spicer Park and Carols Place for emergency purposes
- Plant and Garden Inventory effort with Parks Department to streamline planning, budgeting, tasks and opportunities for further programs (adopt a garden, partnerships).
- Created process with Parks and Public Works to get summer tasks completed
- Parks - Spicer Park Report **attached** to be shared with Community Development Committee and Residents
- Open Space Policy and Inventory effort in the works
- Community Engagement Strategy/Policy Draft in the works with Community Development. Draft available from ALC

6) Grants

- Work for better planning and record keeping occurring with Finance Department is ongoing
- Green and Inclusive Community Buildings Information (2021-2026)
- 1 Final Report Remaining from 2020

7) Website

- Ongoing updates as we go
- Accessibility Advisory Committee- committees of council page – keeping up to date information there for communication.
- Business directory needs a little love

8) JOHS Committee

- COR audits are re-scheduled for May with Construction NS – process for certification is almost complete.
- AGM for TOB JOHS is April 21st

TOWN OF berwick

TAKE A HIKE, BIKE, WALK TODAY!

Pick a town trail and enjoy the outdoor space we have in our backyard!

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TRAIL ETIQUETTE

Pick up after your animals and dispose of waste properly to keep our trails clean.

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TRAIL ETIQUETTE

Stash your Trash! Please use the Trash Cans along the trails and throughout Town.

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TRAIL ETIQUETTE

Keep your dogs on a leash as per the Town Dog By-Law. For their safety and as well as others.



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TRAIL ETIQUETTE

Berwick trails are non-motorized!
The Harvest Moon Trail is the **only** multi-use motorized trail based on provincial designation. Be respectful of permitted uses on shared users.



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TRAIL ETIQUETTE

No Smoking. Please be respectful on Town Trails referencing the Protection from Second-hand Smoke By-law.



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BROWN STREET CONNECTOR

Access from the Harvest Moon Trail Head or the Orchard St community mailboxes.



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KMCC CONNECTOR

Access from the Harvest Moon Trail Head or the KMCC Recreation Facility.



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CHUTE PARK WALKING TRAIL

Access from the Chute Bike Skills parking lot
0.4km gravelled loop around the perimeter of
the bike park.



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APPLE CAPITAL TRAIL

Berwick's section of the Harvest Moon Trail.
Parking access from Mill St Trail Head, walking
access from many points throughout town!



TOWN OF
berwick

SPICER PARK TRAILS

Access with caution, construction underway.
Walking access from Cottage St and Hayden Dr

Spicer Park Plan _2020

Summary: Developed and adapted from the 2014 Ekistics Park Plan Concept design

Location: Hayden Dr Berwick, NS

PID: Parcel Park 55241566 & Parcel E 55241558

<https://valleyconnect.cioc.ca/record/BER0046>


Current State:


- Spicer Park has Parking access off Hayden Dr, and walking access off Cottage Street.
- The park is a popular and plentiful host to one of the Berwick Community Garden raised beds along with some highbush blueberry bushes.
- There is a natural Playground structure piece
- A set of new set of swings
- A small piece of play equipment with 2 slides.
- A large green space/ field
- 2 Large wooded parcels on the E and W of the park too
- A Town of Berwick Playbox

Playground, secluded green space and beautiful trees are found at Spicer Park in Berwick. The perfect picnic place! Parking space available off Hayden Drive.



Park Development:

From Ekistics	Trails	<p>Create Trails</p> <p>a) Cottage St connector , b) perimeter and c) woods trail,</p> <p>Cottage St connector- to provide a more accessible pathway from cottage st through to parking area – gravel, will be created based on accessibility directorate recommendations</p> <p>Perimeter trail – to East edge of park along drainage ditch down to Hayden Dr End , will be created based on accessibility directorate recommendations</p> <p>Woods Trails- TBD. Potential in both East and West sections</p> 
	Natural Play	Ties into playground modifications below
	Benches	A bench and wooden picnic bench will be installed through the 2020 beautification grant. More to be budgeted for and installed in future years.
	Playground	<p>Upgrade Playground</p> <p>Remove current Play structure – as it is unsafe</p>

		Natural Playground or Activity based playground to be installed – quotes from ABC Recreation, Cobequid Consulting recommendations also
	Playboxes	Completed
Additional Components for development	Upgrade Entrance	New Park Sign Removal of some current shrubs to allow Garden bed upgrade – flowers shrubs, plants, rock
	Upgrade Parking	Gravel Parking area off Hayden Drive to prevent further damage to tree roots Parking Signs indicated 

Projected Budget

2020

CCH Budget – Trail Expansion Grant 2020 - \$15000.00

Kings Vision Grant – Spicer Park Portion- \$5200.00 + Playground equipment

2021

Complete Play Structure – potential capital project

Spicer Park 2021 _ Update

April 2021 Update on Spicer Park. **Completing Tasks** from 2020 Trail Expansion Grant and 2020 Kings Vision Grant
From Cottage Street

Planter with Park Sign will be built

2 boulders will be placed across this access to restrict motorized traffic access



Sod and edging will be completed up to trail edge

Removing Tripping Hazards



Trash Can on Post will be moved beside new culvert

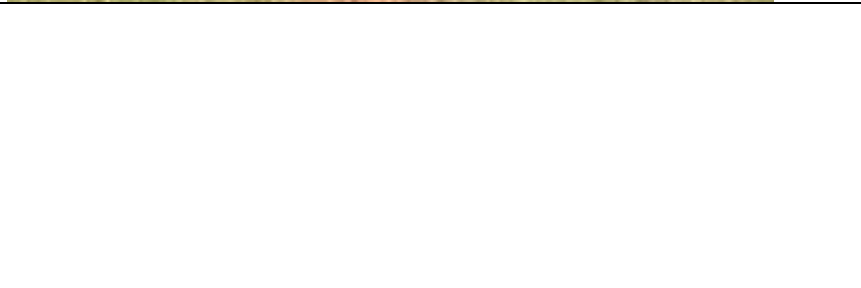




Remove Old Signage – White Spicer Park Sign Removed

No smoking and Close at Dusk Sign moved to parking area



Trash Can Upgrade- New Trash Can and Dog Poo Station as bought through Beautification 2020



	 <p data-bbox="906 562 1398 632">Will be placed by picnic table and bench</p>
<p data-bbox="201 636 375 741">Install Picnic Table and Bench</p>	<p data-bbox="472 636 1365 705">From 2020 Beautification Grant 1 wooden Picnic table and 1 bench will be installed in the park</p>
<p data-bbox="201 783 440 993">Gate Installed – Parking Area will meet up to BGate (stroller access to the left)</p> <p data-bbox="201 1031 415 1100">Photo: Looking North</p> <p data-bbox="201 1138 412 1243">New Planter + Sign will be set to the Right</p>	

Planter and Sign
will be installed

Photo: Looking
South Same 'B
gate'



Parking lot will
be finished from
Rd to Gate
(approx. 5 cars)



April 2021 Update on Spicer Park
Further Tasks – Summer

Ditch to W property Line to fix drainage problems -



Upgrade Playground
See 2021_ Community Engagement Strategy

Community Development Committee and ALC will coordinate engagement sessions to facilitate this (summer 2021 and long- term goals)
Capital commitment in F2022 to perhaps upgrade current equipment for safety reasons



TOB COMMUNITY ENGAGEMENT STRATEGY

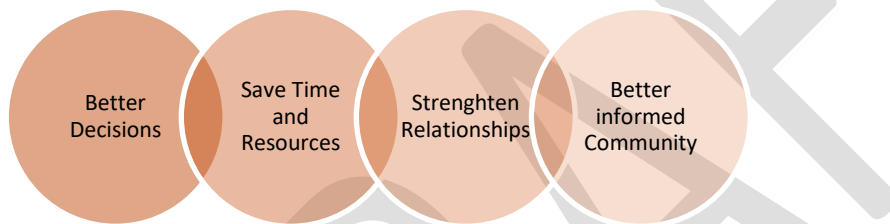
Purpose:

The Town of Berwick understands the importance of communication and engagement as part of the process of change. Planning, asset management, decision making, internal processes and more can all be influenced and assisted by using this engagement strategy. This strategy/ and corresponding **policy** can be helpful in efforts that the Town pursues among Community Development, Recreation, Planning and other departments alike.

Rationale:

Consultation and engagement is beneficial for the below reasons

Figure 1- Benefits of Engagement



- **Better Decisions:** Making Decisions where the full impact has been explored, evaluated and weighed is important to staff, council and community members.
- **Saves Time and Resources:** Keeping lines of communication open and engaging in streamlined processes helps to use time and resources of connected department efficiently.
- **Strengthens Relationships:** Involving all stakeholders creates strong relationships. Multifaceted approached to projects allow the building of strong relationships which traditionally were in silo structures in the past.
- **Better Informed Community:** Collaborating, involving and empowering our community members to be active in the processes and decisions that leads to a better informed and engaged community where people want to live!

Method:

The efforts of engagement in which the TOB Engagement Strategy encourages are as follows.

- Inform
- Consult
- Involve
- Collaborate
- Empower

Figure 2- Types of Engagement
(County of Kings, 2017)

COMMUNICATION – a crucial piece to any level of engagement. Ensure your message is clear and concise.				
INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<p>To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.</p> <p><i>Promise to the Public:</i></p> <p>We will share the whole story so we all understand what matters</p>	<p>To obtain public feedback on analysis, alternatives and/or decisions.</p> <p><i>Promise to the Public:</i></p> <p>We will listen generously so we understand your views when we make our decision.</p>	<p>To work directly with the public <u>throughout</u> the process to ensure that public concerns and aspirations are consistently understood and considered.</p> <p><i>Promise to the Public:</i></p> <p>Bring your biggest concerns and your best ideas so we can find a way forward.</p>	<p>To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</p> <p><i>Promise to the Public:</i></p> <p>Let's find solutions that work for all of us - together.</p>	<p>To place final decision making in the hands of the public.</p> <p><i>Promise to the Public:</i></p> <p>The impacts affect you, you decide, we support you.</p>

Workbook/Framework :

The below framework helps guide the TOB in decision making and engagement. The project type and stakeholder type encourage the process via the Method of engagement above.

Please define:

- Major Project:
- Large Project
- Medium Project
- Small Project
- Repeat Project:
- Minimal change project:

Using the Methods of engagement above the Framework below will be populated to guide the efforts and fulfilling the purpose of the TOB engagement Strategy

Town of Berwick Consultation Framework/ Work Book						
	Stakeholders / effected audiences	Staff interest only	Occasional use like Events/ seasonal spaces	Economic use	Intensive use	Intensive use and multi stakeholder
Project or Activity Could be \$ levels- projects over 500.00 2000.00 10,000.00 etc	Major Project					
	Large Project					
	Medium Project					
	Small Project					
	Repeat Project					
	Minimal change project					
LETS FILL IN BASED ON The Above 5 options !						

Committee of the Whole Report for April 20, 2021.

- It has been a busy month fixing machinery, looking after recalls on the airbags of both half tons.
- We have been very busy cleaning up the streets, replacing topsoil and grass, this damage was caused by the winter plowing program.
- The team will have a day's work in the Apple Valley Acres subdivision with top soil and grass seed.
- We have been putting a push on the trails in Spicer park to get them finished, the gravel trails are down and we will roll this down when we can pick up the roller from being fixed. We will come back later and side dress the trail with topsoil and grass seed to make it fit into the landscape of the park.
- Many hours have been spent on the wastewater system over the last month or so. The UV machine broke in December 2020, with the help of the manufacturer working with our team we have it working on a fifty % basis until the parts come in, and this month before we had a chance to fix the last problem, we lost a phase on the electrical pole and burnt up a transformer and parts in the UV machine. We spent a few days restarting the old UV machine that was replaced years ago to get the water treated before it was released into the river.
- The UV was repaired and working fine as of April 9, and then one of the air blowers blew up that puts air into the ponds. We have three blowers, and we usually run two at the same time. We can only run one right now because the air volume produced by one of the remaining blowers is too much. We have sent the blower off to Maritime Blower Ltd. in NB for them to look. We may be buying a new blower. I am hoping that a rebuild will do.
- Our WWTP operator has been unavailable for some time and that pressure is just about consuming a full-time position from within the team. That is putting additional pressure on all of our operations. I'm working with the CAO and the Director of Finance to identify some potential solutions.
- I have the crosswalk painting ready to go as it warms up, and as other jobs get finished up.
- The streets will be cleaned as soon as the contractor's machine is available, we are on the list to have this take place soon.
- Brush pickup will be from the 10th of May for two weeks, and a bin will also be on Main St. beside the Public Works Shop starting May 1, 2021. for 24/7 use. We will be using more team members to complete the pickup because the traffic control regulations mandate minimal standards for signage that have to be followed.

Thank You:
Director Public Works
Tim Harding

REPORT TO THE COUNCIL

From: Karen Peckford, Director of Finance

Date: April 20, 2021

Subject: Monthly Finance Report

1) Fitness Centre:

Membership Software

- Finance staff have been working with the membership software to identify members working out under expired memberships. I am following up with these members to let them know that they will be unable to use the facility until their membership is paid. Expired memberships have been handled poorly, and attendants have made comments that members often act “put out” when they are told their membership has expired.
- Andrew and Brittany have been working hard to understand the correct process for setting up a new member. A comprehensive set of instructions, and possibly a training video, will be provided to attendants. We will also be scheduling training sessions with the attendants to train them on how to use the software. There have been a lot of issues with how members are set up in the software, with inconsistent membership types and contract dates, which has potentially led to members working out under expired memberships.

Operational Changes

- The Fitness Centre will be receiving a new computer, with two screens. One screen will be for the members. When they scan their key tag their member profile will pop up and they can view any pertinent information on their account.
- Staff are looking to install a card lock on the door. Members can use their tag to access the facility, and if their membership has been flagged for any reason, they can knock and an attendant will assist them. This will resolve issues of members not using their key tags when they access the facility, as well as members working out under expired memberships. It will also provide the facility with a layer of security as currently anyone in the KMCC can access the Fitness Centre.

Memberships

- A communication was sent out to the Fitness Centre membership this week, which has been attached. New rates and methods of payment were published, which had not been previously done.
- Despite the work we are doing to clean up the software and operational processes, it does not appear that the Fitness Centre will be financially viable. In the last week, we earned less than \$400 of revenue. Averaged over 4 weeks, this doesn't even cover payroll costs. We have a current estimate of approximately 123 paying members (does not include the Wildcats or Eden Valley contracts), and at the new monthly rates this works out to approximately \$55K of revenue.

Town Staff Time

- Since we last met at the April Council meeting, I have spent approximately 95% of my time on the Fitness Centre.
- Brittany has spent approximately 25% of her time on the Fitness Centre since April 8.
- Andrew has spent approximately 20% of his time on the Fitness Centre since April 8, as well as 8 hours of overtime.

As a point of interest, I did an analysis of the number of active members who reside in Berwick. We currently have 132 members from Berwick, out of a population of 2,509 (2016 Census). So 5% of Berwick's population is using the Fitness Centre, and it is costing the taxpayers approximately \$55,000 to operate. This equates to \$0.03, or 2% of the residential tax rate.

2) Tax bills:

Finance staff are hard at work to prepare the interim tax billing. It is anticipated that tax bills will be sent no later than Tuesday, April 27. A breakdown of the tax dollars will be found on the back of the tax bill. A copy is attached.

To Our Valued Members of the Berwick Fitness Centre:

The Town of Berwick would like to thank you for your patience over the last few weeks as the Fitness Centre adjusted to its staffing challenges.

Staffing

We would like to thank our attendants for all of their hard work. You will continue to see lots of Megan, and as exams and the Wildcats season wind up, you will also be seeing more of Jordan. We would also like to welcome our new attendants, Cora, who will be working a few shifts every couple of weeks, and Jonah, who will be working much more once his exams are finished.

We would also like to welcome Sarah and Kaylen, staff members of another Town department, who have stepped up to ensure we have enough staff to keep the Fitness Centre operating during its normal hours.

We appreciate your patience with the attendants as they adapt to their new positions.

Memberships

Town staff are working diligently to improve the financial success of the Berwick Fitness Centre. Since opening its doors in October 2018, the Fitness Centre has yet to see a profit, costing the tax payers of Berwick a considerable amount of money. Town staff are performing a comprehensive review of the membership to improve the financial performance of the Fitness Centre.

- **Expired Memberships:** Town staff have learned that a number of members are continuing to use the Fitness Centre despite having expired memberships. By the end of April, you will be notified via email or phone if your membership has expired. If your membership has expired, you will be unable to use the facility until payment is made on your account. If an attendant informs you that your membership has expired, please treat them with respect as we will not tolerate our members being rude to our staff. If you have any questions, concerns or problems, please contact Karen Peckford, the Director of Finance for the Town, at kpeckford@berwick.ca or 902-538-8068 ext 4014.
- **New Membership Payment Options:** Town staff have been working hard to set up a wider variety of payment options for our members. Effective June 1, members will have the option to set up an automatic monthly withdrawal from their bank account or credit card for payment of membership fees. In the coming weeks, the Fitness Centre will also be accepting payment via credit card. We will send out an email update and post to our social media accounts once our machine is up and running.
- **New Membership Rates:** Effective April 1, 2021, membership rates were increased to generate more revenue for the Fitness Centre. Even with the increase, our rates are still competitive with other fitness facilities in the area. Our new membership rates are attached.

Berwick Fitness Centre Memberships	Membership Cost	Monthly/Daily Cost
Annual Memberships*		
Annual, regular	483.00	40.25
Annual, student	414.00	34.50
Annual, senior	414.00	34.50
Annual, family**	1,104.00	92.00
<i>*12 month memberships are paid in advance</i>		
<i>**Family memberships are based on 4 people living in the same household</i>		
Monthly Memberships***		
Monthly, regular	46.00	46.00
Monthly, student	40.25	40.25
Monthly, senior	40.25	40.25
Monthly, family**	115.00	115.00
<i>**Family memberships are based on 4 people living in the same household</i>		
<i>***Monthly bank account/credit card withdrawal; subject to a one time \$25 administration fee</i>		
Flex Memberships****		
6 months	310.50	51.75
3 months	155.25	51.75
1 month	51.75	51.75
daily	11.50	11.50
10x Pass	92.00	9.20
<i>****Flex memberships must be paid in advance</i>		

Operations

The Fitness Centre will continue to remain closed for cleaning between 2:00-3:00 pm. Town staff will continue to monitor provincial guidelines regarding fitness facilities.

Please ensure you are swiping your key tag when you enter the facility. If you don't, the attendants will be asking you for your name so they can check you in. If you have lost or misplaced your key tag, let the attendant know and they can issue you a new one.

We appreciate your continued support!

The Berwick Fitness Centre

INFORMATION REGARDING YOUR PROPERTY TAX BILL.

The Town of Berwick issues two property tax bills per year - an Interim Bill and a Final Bill. Interim property tax bills are mailed in April and due May 31st and the final bills are mailed in September and due November 1st. These bills are issued during the town's fiscal year which is April 1st to March 31st.

Interest

On an annual basis, Council shall set the interest rate to be charged on the overdue tax accounts. Interest will be calculated on a compound basis and charged to the taxpayer's account on the first business day of each month the account has an outstanding balance.

Pre-Authorized Payment program

If you have any questions on how to set up an automatic payment or want to know your estimated monthly amounts, please contact the office at (902) 538-8068. Automatic balance payments can be withdrawn on the due date. Automatic monthly payments should be started with a zero-property tax balance in October and the monthly withdrawal date is the 28th of each month.

Paying your bill through your mortgage

If your financial institution pays your property tax on your behalf, the Town sends information for your Interim and Final Property Tax Bills directly to your mortgage company or financial institution for payment of those bills. You will receive a copy of your Final Property Tax Bill for your records only. If your mortgage company is not noted on the front of this bill, please forward this bill to your financial institution.

How to pay your bill

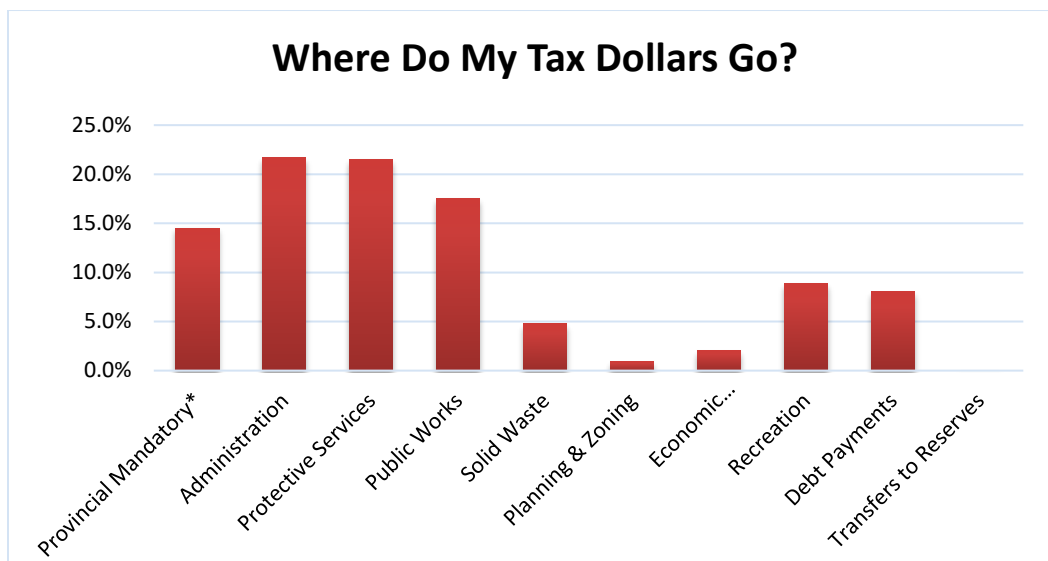
You can pay your property tax bill at most banks or financial institutions through internet banking, telephone banking, at a bank machine or in person at your branch. Please ensure you use your **Assessment (Municipal) Account number** when remitting your payment. Retain your receipt.

If you are paying your tax bill through telephone or internet banking or a bank machine, please pay before the due date to allow enough time for your financial institution to transfer the funds to the Town by the due date.

You can also pay your property tax bill at Town Hall or by mail at PO Box 130, Berwick, NS, B0P 1E0. Payments can also be dropped at the Town Hall drop box.

It is the owner's responsibility to notify the Property Valuation Services Corporation (PVSC) of any changes or corrections in mailing addresses. They can be reached toll free at 1-800-380-7775. You must make all address changes through PVSC.

This notice may not reflect a recent ownership change.



*Provincial Mandatory includes mandated Education, Property Valuation Services, Corrections, Regional Housing Authority, and Regional Library expenses.

Monthly Report to Committee of the Whole

Michael Payne, Chief Administrative Officer

2021 Apr 27

Attended the following meetings / events:

Valley REN Regional Economic Recovery Taskforce (every third week)
AREA management team weekly telecons
Community Development Committee meeting
Housing Committee Meeting
Trails Committee meeting
Management of Eden Valley Poultry (quarterly)
Berwick Electric Management (monthly)
Annual Workplace Safety AGM with all Town employees
Kings REMO Advisory Committee (quarterly)
Valley REN Liaison and Oversight Committee
Police Advisory Committee (bimonthly)

- Joined Mayor Clarke at a luncheon with area municipal leadership hosted by Colonel Cooke of 14 Wing CFB Greenwood. Focused on cooperation, networking and supporting the local economy.
- Peckford and I met with the Chair of the local Fire Commission and the Fire Chief to review approval processes for expenditures and best practices for strengthening our communication/partnership.
- Attended meeting of AREA and municipal partner staff to discuss strategies and opportunities.
- Weekly meetings and ongoing liaison with staff in support of Community Development and Recreation activities, plans and projects.
- Bylaw Officer Ella Redden has resumed employment with the Town at 20 hours per week through October 15. The BEST way to reach Ella is via email at bylaw@berwick.ca or 902 538-8068 ext. 4011.
- Informal meeting with the new Sgt Mitch Pelletier for western Kings County in charge of Kingston Detachment. He has made a favorable first impression. The Police Report for March included one significant criminal incident that involved a break, enter and theft at a downtown corporate location. There were 45 traffic violations plus an additional 18 violations on Hwys 1 and 101 adjacent to town for a total of 63 traffic violations for Berwick and immediate area. There were 527 patrol of town that included some foot patrols of downtown parks. There are two new citizen representatives named to the Police Advisory Committee; they will be great additions.

Priorities for the next month

- Finalize and monitor a Request for Proposals re Planning and Development Officer Services that will be publicly advertised week of April 26.
- Continue to work closely with the Community Development Team and Finance to ensure that the core mandates of Community Development continue to be advanced.

REPORT TO THE COMMITTEE OF THE WHOLE

From: Karen Peckford, Director of Finance

Date: April 22, 2021

Subject: 2021/22 Capital Budget

Discussion

A priority planning session with Council and Town of Berwick staff was held on January 21, 2021. At this meeting, staff presented capital requests at a net cost of approximately \$1.5 million. Council prioritized the projects from the staff request list, which amounted to approximately \$700K. Projects impacting safety were given the highest priority. Based on current debt levels, and the impact of debt payments on the operating budget, staff recommended that no long-term debt be used to fund F2022 capital projects. An analysis of the reserves, and the forecasted balance at the end of the F2021 year, determined that spending \$700K on capital projects would deplete the reserves to a level that Council and Town staff are not comfortable with. The 2021/22 capital budget, as currently presented, has a total net cost to the Town of \$487,355.

2021/22 Capital Projects

Administration

- Asset Management Program – a total cost of \$55,550 with 90% FCM funding anticipated, for a net cost of \$5,500.

Fire Department

- SCBA Units – 2 sets at a total cost of \$17,500, cost shared with the BDFC for a net cost of \$8,750.
- SCBA Units - an additional 4 sets at a total cost of \$35,000, based on receipt of ESPF funding, cost shared with the BDFC for a net cost of \$8,750.
- Pond Liner – a total cost of \$35,000, cost shared with the BDFC for a net cost of \$17,500.

Public Works

- Veteran's Drive Sidewalk – build a 150 m sidewalk near the front lawn of the school, at a total cost of \$9,000.
- Solar Powered Cross Walk Lighting – purchase pedestrian activated crosswalk beacons at Main & Foster and Main & Maple, at a total cost of \$14,400.
- Drill for the Excavator – purchase drill attachment used for drilling small holes for sign posts, etc., at a total cost of \$4,200.
- Sidewalk Machine – purchase a new sidewalk machine to replace the current JD 5525 Tractor which is 13 years old, at a total cost of \$157,000.
- Half Tonne 4 x 4 – purchase a new truck to replace a 15 year old truck, at a total cost of \$68,000.

Sewer

- Pond #2 Air System – replace the current system over three years, at a total cost of \$335,000. The 2021/22 cost is \$112,000.
- Rocks Around Sewer Ponds – annual upgrades to ensure stability and no breeches, at a total cost of \$16,000.

Parks & Facilities

- Spicer Park Playground – purchase a new play structure for Spicer Park, as included in the 2020/21 King's Vision Grant application, at a total cost of \$25,000.
- Centennial Park Drainage – fix drainage issues in park so future improvements can be made to the park, based on receipt of Recreation Facility Development Grant, at a net cost of \$22,200.
- Rainforth Park Basketball Hoops – replace the current poles, backboards and nets at a total cost of \$4,000.

Community Development

- Mill Street Box Cars – build a deck, add electrical connections and refinish interiors of box cars received from Upper Clements Park, based on receipt of Strategic Development Initiative Grant, at a net cost of \$15,000.

Recommendation

Committee of the Whole recommends to Council the approval of the 2021/22 Capital Budget of \$487,355. Approval of the following projects is contingent on receipt of grant funding:

- 4 SCBA Units
- Centennial Park Drainage
- Mill Street Box Cars



F2022 CAPITAL BUDGET

DEPARTMENT	PROJECT	DESCRIPTION	F2022 REQUEST	GRANTS/ EXTERNAL FUNDING	RESERVES	FUNDING SOURCE
ADMINISTRATION						
TOWN HALL	ASSET MANAGEMENT PROGRAM	Asset Infrastructure Management Network (AIM)	55,550	49,995	5,555	Capital Reserve/FCM Funding
			55,550	49,995	5,555	
FIRE DEPARTMENT						
FIRE EQUIPMENT	SCBA EQUIPMENT	Purchase 2 sets	17,500	8,750	8,750	Capital Reserve/Berwick & District Fire Commission 50% cost share
FIRE EQUIPMENT	SCBA EQUIPMENT	Purchase 4 sets	35,000	17,500	8,750	Capital Reserve/BDFM 50% cost share/Emergency Service Provider Fund: up to 75% of the cost of a project, max \$20K
FIRE HALL	POND LINER	Install new liner in pond to prevent seepage into soil	35,000	17,500	17,500	Capital Reserve/Berwick & District Fire Commission 50% cost share
			87,500	43,750	35,000	
PUBLIC WORKS						
SIDEWALKS	VETERANS DRIVE	Build 120 meter side walk near front lawn of school. Will be tendered.	9,000	-	9,000	Gas Tax
STREETS	SOLAR POWERED CROSS WALK LIGHTING	Solar powered pedestrian activated crosswalk flashing beacons, all ways, at Main/Foster & Main/Maple	14,400	-	14,400	Gas Tax/**Canada Healthy Communities Initiative
EQUIPMENT	DRILL FOR EXCAVATOR	Used for sign posts and small holes needing drilled; resolve safety issues	4,200	-	4,200	Capital Reserve
EQUIPMENT	SIDEWALK MACHINE	Replace JD 5525 Tractor, which is 13 years old; mechanic advised to replace it before major costs are incurred	157,000	-	157,000	Capital Reserve
TRUCKS	PW HALF TONNE 4X4 (2500)	Current trucks are 15 and 13 years old and maintenance costs are increasing	68,000	-	68,000	Capital Reserve
			252,600	-	252,600	
SEWER						
WWTP	POND #2 AIR SYSTEM	Clean out the broken air system and replace with a new system (\$335,000 total over 3 years)	112,000	-	112,000	Gas Tax
WWTP	ROCK AROUND PONDS	Stabilize rocks around ponds to prevent a breach (annual cost, did not do in F2021)	16,000	-	16,000	Gas Tax
			128,000	-	128,000	



F2022 CAPITAL BUDGET

PARKS & FACILITIES

PARKS	SPICER PARK PLAYGROUND	Committed to project as per terms of King's Vision Grant	25,000	-	25,000	Capital Reserve
PARKS	CENTENNIAL PARK DRAINAGE	Fix drainage issues in park so future park projects can be carried out	33,000	10,800	22,200	Capital Reserve/**Recreation Facility Development Grant (RFD) - 1/3 capital cost, funding max \$150,000
PARKS	RAINFORTH PARK BASKETBALL HOOP	Replace current pole, backboard and hoop (2 sets)	4,000	-	4,000	Capital Reserve
			62,000	10,800	51,200	

COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT	MILL STREET BOX CARS	Interior refinishing, electrical connection, deck access, Berwick business EOI, museum partnership	25,000	10,000	15,000	Capital Reserve/**Strategic Development Initiative Grant - "Partners in Heritage": funding max \$10,000, not to exceed 75% of project cost, applicants must contribute 10% cash to project cost
			25,000	10,000	15,000	

TOTAL F2022 CAPITAL **610,650** **114,545** **487,355**

	Estimated Opening Balance	F2022 Expenses	Estimated Closing Balance
Operating Reserve	567,966	-	567,966
Gas Tax Reserve	404,544	151,400	253,144
Capital Reserve	431,191	335,955	95,236
	1,403,701	487,355	916,346

REPORT TO THE COMMITTEE OF THE WHOLE

From: Karen Peckford, Director of Finance
Date: April 22, 2021
Subject: King's Point to Point Transit Society Proposed 2021/22 Operating Budget

Summary

See attached memo from Faye Brown, Manager.

Discussion

- No change to Berwick's contribution of \$6,040.

Recommendation

That Council approve the King's Point to Point Transit Society 2021/22 Operating Budget.



KINGS POINT TO POINT TRANSIT SOCIETY

14 Aberdeen Street
Kentville, NS B4N 2N1
Telephone: (902) 681-2846 Fax: (902) 681-2044
E-mail: info@kppt.ca
www.kppt.ca

Affordable & Accessible Transportation Service for All Residents

Proposed 2021-22 Operating Budget

April 19, 2021

I am pleased to submit the proposed budget for Kings Point to Point Transit Society (KPPT) for the fiscal year April 1, 2021 to March 31, 2022.

Kings Point to Point Transit Society (KPPT) is a charitable, non-profit organization, which provides accessible door-to-door public transportation services for all residents of our service area from east of Victoria/Aylesford Road to Hants Border in Kings County. By helping to remove the barrier of transportation, KPPT enables residents of all ages and abilities to access local services, become more involved within their community and the community thus becomes inclusive and accessible to their residents.

The 2020-21 year has been a very tumultuous one with the event of the Covid-19 pandemic. Kings Point to Point continued to provide transportation to their cancer and dialysis clients throughout the lockdown. As of March 15th, all staff took a lay-off and only those willing to drive, worked one to two days per week. KPPT conscientiously kept up with all NS Health Authority's directives, sourcing PPE, cleaning vehicles regularly, social distancing, etc. The first quarter ending June 30th showed a 70% drop in fare revenues, with a 50% decline at the end of the third quarter. Ridership declined comparatively with a projected 2020-21 ridership of 12,600 trips compared to 26,242 in 2019-20.

The Federal Canada Emergency Wage Subsidy (CEWS) has kept KPPT from showing a projected loss of \$14,000 for this year. The CEWS has more than sustained KPPT and is anticipated to fund losses in 2021-22 year.

Despite these strained times, KPPT continues to receive enquiries daily from residents about our services, with KPPT's Facebook Page and website viewed daily. The fleet consists of nine vehicles, seven accessible and two non-accessible. The small minivans have mostly been replaced with full sized vans having more capacity due to the previously increased ridership. These larger vans turned out to be very useful during this pandemic as social distancing between clients could be more easily maintained. Although it must be pointed out that community transit in NS falls under the transit category, as such, they are not required to maintain social distancing inside their vehicles. All staff have gone above and beyond to make sure KPPT continues to service all their clients during these challenging times.

What's in the 2021-22 budget?

Fare revenues have been projected to increase by 13% in 2021-22 based on the current revenues from this third quarter and with no further lockdowns. KPPT's fare structure has not changed since 2012 with none projected, thanks to the funding support from the municipalities, the province and the wage subsidy.

This year KPPT has continued the provincial Poverty Reduction Gov't Investment Program which ended in July 2020, by subsidizing the essential transportation costs for poverty and low-income clients. We have also partnered with Ross Creek Centre to provide over 1800 meals to those in Kings County living in poverty. These transportation costs are covered by the surplus in 2020-21 and hopefully we can continue this program into the future.

The challenges faced include volatile fuel prices, hiring competent, sensitive drivers & office staff. The 2021-22 budget has allowed for the driver wages to increase, effective April 1, 2021 to \$17.00 per hour, only \$4.05 above Nova Scotia's minimum wage, which is barely a living wage! When compared to school bus drivers or even Kings Transit, these wages do not reflect the responsibilities of a KPPT driver. Drivers are responsible for both the proper care and control of the vehicle and for the clients they are transporting. Many clients have challenges (i.e., dementia, autism, behavioral, serious illness, mobility, etc.). and are often not aware of their destination. The driver must ensure the client's caregiver is met, belongings gathered, and are safely delivered inside the door at their destination.

Capital funding is requested in the 2021-22 year to replace the 2013 accessible Ford E350, an 8-passenger van. Having 9 vehicles in the fleet results in having at least one vehicle replaced every year. KPPT vehicles, like other commercial passenger vehicles are required to be inspected semi-annually by the NS Vehicle Transportation Inspection Department and must be kept in excellent condition.

KPPT's ridership consists of 20% wheelchair clients. This makes it necessary to have 80% of KPPT's vehicles accessible, adding approximately \$33,000 to the cost. Nova Scotia's Vehicle Replacement Program for community transit now funds 75% of the cost, up to \$75,000 per vehicle for one and possibly two vehicles per year. This helps immeasurably to enable KPPT to keep a younger fleet on the road, reducing maintenance downtime and costs.

Kings Point to Point Transit Society appreciates the support from the Town for both operating and capital funding to continue to provide transportation to help improve connectedness and quality of life for all residents in our communities. The Society is proud of its continuing success in providing safe, accessible transportation for all of our Kings County residents.

Respectfully submitted,

Faye Brown
Manager

Kings Point to Point Transit

Operating Budget 2021-22

	Assumptions	Budget 2021-22	Projected 2020-21	Actual 2019-20
Fare Revenue % Growth		13.24%	-46.50%	13.07%
RECEIPTS:				
Prov of NS CTAP Funding	no change	150,294	150,294	150,294
Municipal Funding:				
Municipality of Kings County	per 2020-21 Agreement	66,776	66,830	67,000
Town of Kentville	no chg from 2020-21	12,345	12,345	12,150
Town of Wolfville	no chg from 2020-21	8,260	8,260	8,100
Town of Berwick	no chg from 2020-21	4,940	4,940	4,842
Total Municipal Funding		92,321	92,375	92,092
Receipts from Operations:				
Fares - Individual		216,000	199,400	331,577
Fares - Contracts/Charters		40,000	26,700	75,135
Fare Subsidies		(9,600)	(8,500)	-
		246,400	217,600	406,712
Donations,Memberships		1,300	1,200	1,924
Donations In-Kind		1,800	1,750	3,424
Cda Emergency Wage Sub	3 mos CEWS	17,500	142,000	701
Fuel Rebates, Misc		9,200	8,100	12,816
Total Receipts from Operations		276,200	370,650	425,577
Total Receipts		518,815	613,319	667,963
EXPENDITURES:				
Overhead Costs:				
Salaries & Benefits-Office		138,540	117,280	136,394
Advertising & Promotion		1,800	2,000	2,024
Bank & Payroll Charges	\$165/mo	1,980	1,875	1,698
Dues & Fees		400	325	293
Directors & Liability Insurance	5% increase	3,300	3,133	2,974
Miscellaneous		1,250	1,273	1,384
Professional Fees		4,500	4,500	6,670
Office Rent, Maint	3% inc	7,850	7,626	7,686
Office Expenses & Postage		4,900	4,950	5,355
Computer Expense	no major purchases	3,000	3,950	8,327
Staff/Driver Training		1,500	450	2,655
Telephone & Internet	\$150/mo	1,800	2,000	1,607
Travel & Meeting costs		750	1,023	1,181
Bad Debts		-	-	456
Total Overhead Costs		171,570	150,385	178,704
Vehicle Costs:				
Driver Wages & Benefits		256,134	213,140	288,568
Cell Phones - Drivers	275/mo	3,300	3,170	4,108
Repairs & Maintenance		35,000	31,600	49,674
Registration & Insurance	10% increase	13,750	12,240	10,968
Vehicle Loan Interest		-	-	-
Vehicle Fuel	42,700L at \$1.10 Net	47,000	38,736	73,319
Volunteer Expenses		20,500	36,060	36,319
Total Vehicle Costs		375,684	334,946	462,955
Total Expenditures		547,254	485,331	641,659
Receipts over Expend from Operations				
		(28,439)	127,988	26,304
Cash Balance Beginning of Year		196,410	68,422	
Projected Cash Balance, End of Year		167,971	196,410	

REPORT TO THE COMMITTEE OF THE WHOLE

From: Karen Peckford, Director of Finance
Date: April 22, 2021
Subject: Valley Waste Resource Management 2021/22 Operating Budget & Capital Budget

Summary

The Valley Waste Resourcement Management 2021/22 Operating Budget and Capital Budget was presented to the Board of Directors on February 3, 2021. The Board approved the operating budget of \$9,822,050 and the capital budget of \$959,050. King's County, Annapolis and Middleton have approved the budgets. Wolfville and Kentville are deliberating on April 20 and 26.

Discussion

- Partner contributions have increased \$89K from F2021. Berwick's share remains 3.53%, for a total cost of \$219,560.
- Overall revenue has increased \$18K from F2021.
- Overall expenses have increased \$108K from F2021.
- Capital expenditures total \$959K, all funded by debt; Berwick's guarantee is \$33,561.

Recommendation

That Council approve the Valley Waste Resource Management 2021/22 Operating Budget and Capital Budget.

Valley Region Solid Waste-Resource Management Authority
Operating Fund Budget - Draft
For the Year Ending March 31, 2022

Authority Approved: Feb 03 2021
Parties Approval: Pending

	2021-22 Budget at Feb 3/21	2020-21 Budget	\$ Variance	% Variance	2020-21 Forecast at Feb 1/21
Revenues					
West Management Centre	\$ 380,880	\$ 365,470	\$ 15,410	4.22%	\$ 368,260
East Management Centre	2,203,150	2,161,602	41,548	1.92%	2,080,900
Conditional Transfers - Administration	666,760	650,499	16,261	2.50%	700,226
RRFB Approved Programs	85,000	94,632	(9,632)	-10.18%	84,700
Communications and Enforcement	201,260	243,462	(42,202)	-17.33%	201,253
Wind Turbine	45,000	44,217	783	1.77%	40,000
Return on Investment	20,100	24,000	(3,900)	-16.25%	20,092
Total Program Revenues	3,602,150	3,583,882	18,269	0.51%	3,495,430
Municipal Parties' Contributions ¹	6,219,900	6,130,233	89,667	1.46%	6,130,233
Prior Year (Deficit) Surplus	-	-	-		
Total Revenues, Contributions & Transfers	\$ 9,822,050	\$ 9,714,115	\$ 107,936	1.11%	\$ 9,625,663
Expenses					
Residential Collection	2,367,480	2,054,067	313,413	15.26%	2,108,704
Residual Transportation and Disposal	1,782,650	2,252,484	(469,834)	-20.86%	1,791,504
Organics Processing and Transportation	757,850	676,011	81,839	12.11%	749,802
Recyclable Processing and Transportation	593,490	539,213	54,277	10.07%	574,748
Construction & Demolition Debris Processing	317,240	155,142	162,098	104.48%	338,199
East Management Centre Operations	1,144,460	1,258,765	(114,305)	-9.08%	1,253,653
West Management Centre Operations	497,370	453,967	43,403	9.56%	452,981
Household Hazardous Waste	155,550	191,034	(35,484)	-18.57%	195,391
Communications and Enforcement	478,840	522,995	(44,155)	-8.44%	437,150
Wind Turbine	15,500	13,978	1,522	10.89%	25,355
General Administration	727,830	639,457	88,373	13.82%	692,922
Financial Services	474,750	460,224	14,526	3.16%	451,247
Information Technology	43,240	37,549	5,691	15.16%	47,690
RRFB Approved Programs	180,000	194,869	(14,869)	-7.63%	179,000
Transfer to Capital Reserve Fund	285,800	264,359	21,441	8.11%	264,359
Capital Expenditures from Operations	-	-	-	-	-
Total Expenses	\$ 9,822,050	\$ 9,714,115	\$ 107,936	1.11%	\$ 9,562,705
Net Surplus (Deficit)	0	0	0	0	\$ 62,958

¹ Contributions from Municipal Parties

	Percentage ² 2021-22	2021-22 Budget at Feb 3/21	2020-21 Budget	\$ Variance	% Variance	2020-21 Forecast at Feb 1/21
Municipality of Kings	74.56%	\$ 4,637,560	\$ 4,580,510	\$ 57,050	1.25%	\$ 4,578,671
Town of Kentville	10.05%	625,100	611,184	\$ 13,916	2.28%	612,410
Town of Wolfville	8.31%	516,870	504,518	\$ 12,352	2.45%	505,131
Town of Berwick	3.53%	219,560	216,397	\$ 3,163	1.46%	216,397
Town of Middleton	2.50%	155,500	154,482	\$ 1,018	0.66%	153,869
Town of Annapolis Royal	1.05%	65,310	63,142	\$ 2,168	3.43%	63,755
Total Contributions from Municipal Parties	100.00%	\$ 6,219,900	\$ 6,130,233	\$ 89,667	1.46%	\$ 6,130,233

² Draft Percentage values are current at the time of budget development and subject to change based on updated Uniform Assessment values.

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2022

Authority Approved: Feb 03 2021
 Parties Approval: Pending
 Prior update: Feb 01 2021

Account Number and Name		2021-22 Budget at Feb 3/21	2020-21 Budget	\$ Variance	% Variance	2020-21 Forecast at Feb 1/21	2022-23 Projected	2023-24 Projected
Revenues:								
41000 Municipal Party Contributions								
41100 Municipality of the County of Kings	74.56%	4,637,560	4,580,510	57,050	1.25%	4,578,671	4,992,184	5,384,219
41105 Town of Kentville	10.05%	625,100	611,184	13,916	2.28%	612,410	672,900	725,743
41110 Town of Wolfville	8.31%	516,870	504,518	12,352	2.45%	505,131	556,398	600,092
41115 Town of Berwick	3.53%	219,560	216,397	3,163	1.46%	216,397	236,352	254,913
41125 Town of Middleton	2.50%	155,500	154,482	1,018	0.66%	153,869	167,388	180,533
41139 Town of Annapolis Royal	1.05%	65,310	63,142	2,168	3.43%	63,755	70,303	75,825
Total 41000 Municipal Party Contributions	100.00%	6,219,900	6,130,233	89,667	1.46%	6,130,233	6,695,525	7,221,325
41200 Western Management Centre								
41201 WMC Tipping Fees		343,230	324,413	18,817	5.80%	340,710	347,692	352,212
41204 WMC Sale of Materials		22,000	24,975	(2,975)	-11.91%	12,000	22,220	22,442
41205 WMC Paint Program Funding		2,400	2,262	138	6.10%	2,300	2,424	2,448
41210 WMC Household Hazardous Waste		5,000	4,207	793	18.86%	5,000	5,050	5,101
41206 WMC Scale Rental Fees		8,250	9,613	(1,363)	-14.18%	8,250	8,333	8,416
Total 41200 Western Management Centre		380,880	365,470	15,410	4.22%	368,260	385,718	390,619
41300 Eastern Management Centre								
41301 EMC Tipping Fees		2,065,150	2,042,933	22,218	1.09%	1,985,150	2,085,802	2,106,660
41304 EMC Sale of Materials		87,000	87,389	(389)	-0.45%	60,000	87,870	88,749
41305 EMC Paint Program Funding		5,000	5,288	(288)	-5.45%	4,750	5,050	5,101
41310 EMC Household Hazardous Waste		15,000	12,620	2,380	18.86%	15,000	15,150	15,302
41306 EMC Scale Rental Fees		6,000	4,802	1,198	24.95%	6,000	6,060	6,121
41392 EMC Scotia Cost Sharing		25,000	8,570	16,430	191.72%	10,000	25,250	25,503
Total 41300 Eastern Management Centre		2,203,150	2,161,602	41,548	1.92%	2,080,900	2,225,182	2,247,433
41500 Return on Investment								
41501 Bank interest		20,100	24,000	(3,900)	-16.25%	20,092	20,100	20,100

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2022

Authority Approved: Feb 03 2021
 Parties Approval: Pending
 Prior update: Feb 01 2021

Account Number and Name	2021-22 Budget at Feb 3/21	2020-21 Budget	\$ Variance	% Variance	2020-21 Forecast at Feb 1/21	2022-23 Projected	2023-24 Projected
Total 41500 Return on Investment	20,100	24,000	(3,900)	-16.25%	20,092	20,100	20,100
41600 Conditional Transfers - Administration							
41601 Landfill Diversion Credits	405,000	384,940	20,060	5.21%	405,000	409,050	413,141
41633 Dairy Container Recycling	85,000	87,118	(2,118)	-2.43%	88,136	85,850	86,709
41635 Green Cart / Mini Bin Sales	2,000	1,823	177	9.71%	4,700	2,020	2,040
41650 CFC Removal Fees		2,026	(2,026)	-100.00%		-	-
41691 Bylaw Tickets	2,500	2,203	297	13.48%	1,200	2,525	2,550
41698 General Admin - Other	136,760	137,503	(743)	-0.54%	166,304	138,128	139,509
41699 Contracted Curbside Collection	35,500	34,886	614	1.76%	34,886	35,855	36,214
Total 41600 Conditional Transfers - Administration	666,760	650,499	16,261	2.50%	700,226	673,428	680,162
41800 Communications & Enforcement							
41801 C&E Regional Coordinators	43,290	43,848	(558)	-1.27%	43,286	43,723	44,160
41805 C&E Enforcement Services	82,730	83,803	(1,073)	-1.28%	82,728	83,557	84,393
41860 C&E Education Services	75,240	65,225	10,015	15.35%	75,239	75,992	76,752
41880 C&E Reuse Centre		50,586	(50,586)	-100.00%	0	-	-
Total 41800 Communications & Enforcement	201,260	243,462	(42,202)	-17.33%	201,253	203,273	205,305
42000 Wind Turbine							
42010 WT Wind Energy Production	45,000	44,217	783	1.77%	40,000	45,450	45,905
Total 42000 Wind Turbine	45,000	44,217	783	1.77%	40,000	45,450	45,905
46000 RRFB Approved Programs							
46020 Municipal Approved Programs	85,000	94,632	(9,632)	-10.18%	84,700	85,850	86,709
Total 46000 RRFB Approved Programs	85,000	94,632	(9,632)	-10.18%	84,700	85,850	86,709
Total Revenues	\$ 9,822,050	\$ 9,714,115	\$ 107,936	1.11%	\$ 9,625,663	\$ 10,334,526	\$ 10,897,555
41701 Prior Year Surplus (Deficit)	-	-	-	-	-	-	-

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Net Revenues and Cash Inflow	9,822,050	9,714,115	107,936	1.11%	9,625,663	10,334,526	10,897,555
Expenses:							
61000 General Administration							
61001 GA Salaries	427,010	380,066	46,944	12.35%	390,385	431,280	435,593
61002 GA Benefits	101,310	78,513	22,797	29.04%	92,211	102,323	103,346
61003 GA Snow Removal	950	861	89	10.34%	950	960	969
61004 GA Office Supplies	12,500	8,929	3,571	39.99%	12,687	12,625	12,751
61005 GA Utilities	15,000	12,577	2,423	19.27%	14,981	15,150	15,302
61006 GA Travel	1,220	1,216	4	0.33%	500	1,232	1,245
61007 GA Training & Conferences	9,000	4,052	4,948	122.11%	2,500	9,090	9,181
61008 GA Membership & Association Fees	3,900	1,216	2,684	220.72%	1,000	3,939	3,978
61009 GA Office Maintenance	3,000	6,520	(3,520)	-53.99%	21,690	3,030	3,060
61010 GA Office Equipment	2,750	2,533	217	8.57%	2,500	2,778	2,805
61012 GA Janitorial	10,050	9,709	341	3.51%	13,350	10,151	10,252
61013 GA Professional Services	115,000	115,000	-	0.00%	115,000	116,150	117,312
61014 GA Employee Wellness Program	1,500	1,520	(20)	-1.32%	1,269	1,515	1,530
61015 GA OH&S Training	500	507	(7)	-1.38%	500	505	510
61019 GA Gasoline & Diesel Fuel	-	101	(101)	-100.00%	-	-	-
61022 GA Office Security System	600	237	363	153.16%	591	606	612
61023 GA Meeting Costs	1,500	507	993	195.86%	1,500	1,515	1,530
61024 GA Authority Board Conference & Training	1,000	-	1,000	#DIV/0!	1,500	1,010	1,020
61025 GA Authority Board Travel	300	-	300	#DIV/0!	-	303	306
61026 GA Authority Board & Committees	1,000	-	1,000	#DIV/0!	1,500	1,010	1,020
61027 GA Authority Board & Committee Stipend	500	500	-	0.00%	500	505	510
61028 GA Insurance	16,550	13,424	3,126	23.29%	15,038	16,716	16,883
61030 GA Donations - Other Organizations	-	-	-	#DIV/0!	200	-	-

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61040 GA Staff Recognition Events	2,000	1,013	987	97.43%	1,881	2,020	2,040
61060 GA OH&S Consulting / WCB Certification	390	355	35	9.86%	390	394	398
61101 GA Past Due Accounts Collection	300	101	199	197.03%	300	303	306
Total 61000 General Administration	727,830	639,457	88,373	13.82%	692,922	735,108	742,459
61140 Wind Turbine							
61141 WT Operation and Maintenance	10,000	8,713	1,287	14.77%	20,000	10,100	10,201
61143 WT Insurance	5,500	5,265	235	4.46%	5,355	5,555	5,611
Total 61140 Wind Turbine	15,500	13,978	1,522	10.89%	25,355	15,655	15,812
61150 Financial Services							
61151 FS Capital Financing Interest	83,090	77,162	5,928	7.68%	57,440	87,220	105,700
61152 FS Bank & Credit Card Fees	48,850	39,405	9,445	23.97%	50,150	49,770	52,140
61153 FS Capital Financing Principal Repayments	342,810	343,657	(847)	-0.25%	343,657	374,760	403,400
Total 61150 Fiscal Services Financing	474,750	460,224	14,526	3.16%	451,247	511,750	561,240
61200 Western Management Center							
61201 WMC Salaries	166,610	157,760	8,850	5.61%	128,317	129,600	130,896
61202 WMC Benefits	38,550	35,338	3,212	9.09%	29,487	38,936	39,325
61203 WMC Office Supplies and Equipment	1,100	1,113	(13)	-1.17%	1,100	1,100	1,100
61204 WMC Safety Equipment	1,500	1,315	185	14.07%	1,500	1,500	1,500
61205 WMC Insurance	30,000	30,119	(119)	-0.40%	27,420	33,000	36,300
61206 WMC Staff Training and Development	1,000	-	1,000	#DIV/0!	-	1,010	1,020
61209 WMC Telephones	1,800	2,533	(733)	-28.94%	1,700	2,000	2,000
61210 WMC Communication Equip & Licenses	800	776	24	3.09%	635	750	750
61211 WMC Electricity	12,000	12,156	(156)	-1.28%	11,500	12,000	12,000
61212 WMC Small Tools/Shop Supplies	600	86	514	597.67%	600	600	600
61215 WMC OH&S Consulting / WCB Certification	350	304	46	15.13%	350	350	350
61216 WMC Leased/Rented Equipment	400	355	45	12.68%	400	400	400

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61217 WMC Vehicle Registration	2,000	1,762	238	13.51%	2,000	2,000	2,100
61225 WMC WCB Subcontractor Premium	100	55	45	81.82%	100	125	125
61230 WMC Site and Building Maintenance	20,000	10,130	9,870	97.43%	37,700	20,000	20,000
61231 WMC Scale Maintenance	3,000	1,317	1,683	127.79%	3,000	1,500	1,500
61232 WMC Vehicle & Equipment R&M	45,000	35,455	9,545	26.92%	49,000	45,000	45,000
61240 WMC Gasoline & Diesel Fuel	22,300	30,390	(8,090)	-26.62%	24,070	22,523	22,748
61250 WMC Snow/Ice Removal Supplies	2,000	1,014	986	97.24%	2,200	1,000	1,000
61251 WMC Janitorial	8,500	9,117	(617)	-6.77%	8,730	8,500	9,000
61253 WMC Security	2,000	792	1,208	152.53%	700	2,000	2,000
61254 WMC Tank Pumping/Transport	1,000	608	392	64.47%	1,000	1,000	1,000
61299 WMC Uncollectible Revenues	136,760	121,472	15,288	12.59%	121,472	138,128	139,509
Total 61200 Western Management Center	497,370	453,967	43,403	9.56%	452,981	463,021	470,223
61300 Eastern Management Center							
61301 EMC Salaries	682,990	789,367	(106,377)	-13.48%	682,819	689,820	696,718
61302 EMC Benefits	158,040	192,990	(34,950)	-18.11%	156,912	159,620	161,217
61303 EMC Office Supplies and Equipment	6,000	2,533	3,467	136.87%	7,000	6,000	6,000
61304 EMC Safety Equipment	5,000	4,660	340	7.30%	37,990	5,000	5,000
61305 EMC Insurance	43,500	35,769	7,731	21.61%	39,310	47,000	52,000
61306 EMC Staff Training & Development	3,000	3,140	(140)	-4.46%	1,500	3,000	3,000
61309 EMC Telephones	1,600	1,671	(71)	-4.25%	1,500	1,600	1,600
61310 EMC Communication Equipment & Licenses	1,300	1,651	(351)	-21.26%	1,200	1,300	1,400
61311 EMC Electricity	22,500	21,780	720	3.31%	22,000	22,000	22,000
61312 EMC Small Tools/Shop Supplies	1,500	1,520	(20)	-1.32%	1,500	1,500	1,500
61314 EMC Staff Travel	1,000	819	181	22.10%	200	1,000	1,000
61315 EMC OH&S Consulting / WCB Certification	350	304	46	15.13%	350	350	350
61316 EMC Leased/Rented Equipment	7,500	1,114	6,386	573.25%	7,500	7,500	7,500
61317 EMC Water and Meter Charges	1,200	1,190	10	0.84%	1,200	1,200	1,200

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61318 EMC Sewer Charges	1,200	1,190	10	0.84%	1,200	1,200	1,200
61319 EMC Hydrant Rental	2,000	1,925	75	3.90%	2,000	2,000	2,000
61320 EMC Vehicle Registration	2,400	2,431	(31)	-1.28%	2,400	2,400	2,400
61325 EMC WCB Subcontractor Premium	100	55	45	81.82%	100	100	100
61330 EMC Site/Building Maintenance	75,000	8,321	66,679	801.33%	50,000	20,000	20,000
61331 EMC Scale Maintenance	4,500	3,647	853	23.39%	12,400	6,000	6,000
61332 EMC Vehicle and Equipment R&M	65,000	92,000	(27,000)	-29.35%	168,000	80,000	80,000
61340 EMC Gasoline & Diesel Fuel	33,600	77,950	(44,350)	-56.90%	31,163	33,936	34,275
61350 EMC Snow/Ice Removal Supplies	5,000	4,255	745	17.51%	5,200	5,000	5,000
61351 EMC Janitorial	8,000	7,115	885	12.44%	8,530	8,000	8,200
61353 EMC Security	1,000	760	240	31.58%	500	2,000	2,000
61354 EMC Tank Pumping and Transport	1,000	608	392	64.47%	1,000	1,000	1,000
61399 EMC Uncollectible Revenues	10,180	-	10,180	#DIV/0!	10,180	10,180	10,180
Total 61300 Eastern Management Center	1,144,460	1,258,765	(114,305)	-9.08%	1,253,653	1,118,706	1,132,840
62600 Household Hazardous Waste							
62601 · HHW Salaries	70,290	103,491	(33,201)	-32.08%	102,774	120,000	125,000
62602 · HHW Employee Benefits	16,260	24,838	(8,578)	-34.54%	23,617	31,000	32,500
61267 HHW WMC Operations	9,000	7,598	1,402	18.45%	9,000	9,000	9,000
61367 HHW EMC Operations	60,000	54,702	5,298	9.69%	60,000	60,000	62,000
61372 HHW EMC CFC Removal		405	(405)	-100.00%		-	-
Total 62600 Household Hazardous Waste	155,550	191,034	(35,484)	-18.57%	195,391	220,000	228,500
61400 Residential Collection Contract							
61401 RC Residential Collection	2,196,980	1,911,909	285,071	14.91%	2,060,704	2,246,027	2,303,982
61402 RC Fuel Adjustment	(35,000)	(25,000)	(10,000)	40.00%	(75,000)	(35,350)	(35,704)
61403 RC Green Carts	10,000	10,042	(42)	-0.42%	10,000	40,000	80,000
61405 RC Spring/Fall Clean-up	180,000	142,958	37,042	25.91%	95,000	184,000	189,000

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61410 RC Cart Maint. & Supplies	7,500	5,863	1,637	27.92%	10,000	7,500	7,500
61420 RC Seasonal Bin Maint.	-	70	(70)	-100.00%		-	-
61440 RC Advertising / Notices	8,000	8,225	(225)	-2.74%	8,000	8,080	8,161
Total 61400 Residential Collection Contract	2,367,480	2,054,067	313,413	15.26%	2,108,704	2,450,257	2,552,939
61500 Construction & Demolition Debris							
61521 C&D Transportation East		47,430	(47,430)	-100.00%		-	-
61522 C&D Processing East	260,660	101,712	158,948	156.27%	279,413	263,267	265,899
61523 C&D Fuel Adjustment East		-	-	#DIV/0!		-	-
61532 C&D Processing West	56,580	6,000	50,580	843.00%	58,786	57,146	57,717
61533 C&D Fuel Adjustment West		-	-	#DIV/0!		-	-
Total 61500 Construction & Demolition Debris	317,240	155,142	162,098	104.48%	338,199	320,412	323,617
61600 Recyclables							
61605 Recyclable Processing East	471,560	415,550	56,010	13.48%	457,685	483,651	495,742
61611 Recyclable Transportation West	1,750	-	1,750	#DIV/0!	1,750	1,768	1,785
61615 Recyclable Processing West	120,180	123,663	(3,483)	-2.82%	115,313	123,259	126,340
Total 61600 Recyclables	593,490	539,213	54,277	10.07%	574,748	608,677	623,868
61700 Organics							
61701 Organics Processing East	600,020	517,468	82,552	15.95%	593,309	615,315	625,513
61711 Organics Processing West	157,830	155,815	2,015	1.29%	156,493	161,850	164,533
61715 Organics Equipment Rental West		2,728	(2,728)	-100.00%		-	-
Total 61700 Organics	757,850	676,011	81,839	12.11%	749,802	777,165	790,046
61800 Residuals							
61801 Residuals Disposal East	1,159,420	1,525,069	(365,649)	-23.98%	1,523,326	1,458,164	1,712,449
61802 Residuals Adjustment - Disposal East		-	-	#DIV/0!	(337,190)	-	-
61805 Residuals Transportation East	357,700	383,102	(25,402)	-6.63%	344,906	366,777	375,852

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61806 Residuals Fuel Adjustment East	(11,320)	(2,803)	(8,517)	303.85%	(18,864)	(11,433)	(11,548)
61810 Residuals Disposal West	212,950	278,792	(65,842)	-23.62%	282,456	267,818	314,522
61812 Residuals Adjustment - Disposal West		-	-	#DIV/0!	(64,230)	-	-
61815 Residuals Transportation West	65,700	69,267	(3,567)	-5.15%	64,104	69,304	71,019
61816 Residuals Fuel Adjustment West	(1,800)	(942)	(858)	91.08%	(3,004)	(1,818)	(1,836)
Total 61800 Residuals	1,782,650	2,252,484	(469,834)	-20.86%	1,791,504	2,148,812	2,460,459
61900 Communications & Enforcement							
61901 C&E Salaries	331,040	371,925	(40,885)	-10.99%	303,999	334,350	337,694
61902 C&E Benefits	76,600	87,030	(10,430)	-11.98%	69,859	77,366	78,140
61905 C&E RRFB Regional Enforcement Program	9,000	7,355	1,645	22.37%	5,000	9,090	9,181
61910 C&E Office Supplies & Equipment	2,500	2,364	136	5.75%	2,300	2,525	2,550
61911 C&E Clothing Costs	200	203	(3)	-1.48%	200	202	204
61915 C&E Telephones	4,200	4,052	148	3.65%	4,000	4,242	4,284
61920 C&E Advertising	12,000	11,143	857	7.69%	12,000	12,120	12,241
61922 C&E Newsletter and Calendar Distribution	2,000	2,026	(26)	-1.28%	2,000	2,020	2,040
61924 C&E Calendar Design & Printing	16,000	17,221	(1,221)	-7.09%	16,000	16,160	16,322
61925 C&E Promotional Items	1,500	174	1,326	762.07%	1,500	1,515	1,530
61931 C&E ICI Support	600	608	(8)	-1.32%	300	606	612
61940 C&E Travel	3,300	3,343	(43)	-1.29%	1,500	3,333	3,366
61941 C&E Vehicle Repairs & Maintenance	3,500	3,546	(46)	-1.30%	3,600	3,535	3,570
61942 C&E Insurance	7,000	6,029	971	16.11%	6,896	7,070	7,141
61943 C&E Vehicle Fuel	3,600	3,546	54	1.52%	3,696	3,636	3,672
61944 C&E Vehicle Registrations	450	449	1	0.22%	450	455	459
61945 C&E Printing/Presentation Materials, Supply	1,500	24	1,476	6150.00%	2,500	1,515	1,530
61961 C&E OH&S Safety Equipment	350	355	(5)	-1.41%	350	354	357
61970 C&E Special Weeks Promotions	3,500	1,602	1,898	118.48%	1,000	3,535	3,570
Total 61900 Communications & Enforcement	478,840	522,995	(44,155)	-8.44%	437,150	483,628	488,465

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62300 Transfer to Capital Reserve							
62301 Transfer to Capital Reserve	285,800	264,359	21,441	8.11%	264,359	259,374	285,311
62302 Transfer to Capital (asset addition)	-	-	-	#DIV/0!	-	-	-
Total 62300 Transfer to Capital Reserve	285,800	264,359	21,441	8.11%	264,359	259,374	285,311
62400 Capital From Operations							
62401 Capital From Operations	-	-	-	-	-	-	-
Total 62400 Capital From Operations	-	-	-	-	-	-	-
64000 Information Technology							
64005 IT Internet Services	4,710	2,382	2,328	97.73%	2,650	2,710	2,710
64010 IT Hardware	6,800	6,230	570	9.15%	12,190	8,150	6,650
64011 IT Software	-	-	-	#DIV/0!	6,150	6,000	6,000
64019 IT Website Maintenance	5,650	709	4,941	696.90%	650	650	650
64020 IT Maintenance Contracts	10,620	11,969	(1,349)	-11.27%	10,590	7,190	6,690
64021 IT Consulting Fees	15,460	16,259	(799)	-4.91%	15,460	15,460	15,460
Total 64000 Information Technology	43,240	37,549	5,691	15.16%	47,690	40,160	38,160
66020 RRFB Approved Program Costs							
66021 RRFB Restructured Approved Programs	-	11,947	(11,947)	-100.00%	-	-	-
63001 RRFB Allocations	180,000	182,922	(2,922)	-1.60%	179,000	181,800	183,618
Total 66030 RRFB Approved Program Costs	180,000	194,869	(14,869)	-7.63%	179,000	181,800	183,618
Total Expense	\$ 9,822,050	\$ 9,714,114	\$ 107,936	1.11%	\$ 9,562,705	\$ 10,334,526	\$ 10,897,555
Net Surplus (Deficit)	\$ (0)	\$ 0			\$ 62,958	\$ 0	\$ (0)

Valley Region Solid Waste-Resource Management Authority
Capital Budget and Projections-Draft
For the years ending March 31, 2022-2024

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Description	Budget 2021-22	Projected 2022-23	Projected 2023-24	Operations	Funding Source		Debt	Financing Term (Years)	Total Financing Cost
					Capital Reserve Fund Equipment Reserve	Capital Reserve			
2012 Ford F250XL 4x4 Pick-Up Truck Plow	55,000						55,000	5	4,950
2006 Caterpillar Wheel Loader	285,000						285,000	10	47,025
Roll Off Containers	23,000						23,000	10	3,795
Tipping Floor Repairs-WMC	189,750						189,750	25	61,479
Tipping Floor Repairs-EMC	204,000						204,000	25	66,096
Incoming Scale House Window-WMC	19,000						19,000	25	6,156
Sorting Building and transfer building-EMC	75,000						75,000	25	24,300
Sorting Building and transfer building-EMC			900,000				900,000	25	291,600
Trailer(s) for recovered lumber Re-Use Center	15,000						15,000	10	2,475
Scale Program	85,000						85,000	5	7,650
Computer Server	8,300					8,300			
2010 Ford F150 4X4 Pick-Up Truck add lift gate		40,000					40,000	5	3,600
2011 Mazda 3 Sport GX Car		30,000					30,000	5	2,700
2003 Freightliner Roll Off Truck		290,000					290,000	10	47,850
2009 Caterpillar Wheel Loader		285,000					285,000	10	47,025
Roll Off Containers		23,000					23,000	10	3,795
Club Cadet Lawn Tractor		5,000					5,000	5	450
Club Cadet Lawn Tractor		5,000					5,000	5	450
Public Drop off / HHW Center		125,000					125,000	10	20,625
2013 Ford F150 XL 4X4 Pick-Up Truck Lift Gate			40,000				40,000	5	3,600
2008 Freightliner Roll Off Truck			290,000				290,000	10	47,850
	\$ 959,050	\$ 803,000	\$ 1,230,000	\$ -	\$ 8,300	\$ -	\$ 2,983,750		\$ 693,471

Valley Region Solid Waste-Resource Management Authority
 Ten Year Capital Replacement Plan-DRAFT
 For the years ending March 31, 2022-2031

Authority Approved: Feb 03 2021
 Parties Approval: Pending
 Prior update: Feb 01 2021

Unit No. / Location	Description	Finance Term (years)	APRVD TBR RECAP 2020-21	Forecast /WIP 2020-21	notes	Budget 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27	Projected 2027-28	Projected 2028-29	Projected 2029-30	Projected 2030-31
	Ford F250XL 4X4 Pick-Up Truck	5	50,000	41,281	TBR approved FY 20/21 for \$50,000							50,000			
Unit 1	Plow attachment (no longer required)	5													
Unit 2	2010 Ford F150 4X4 Pick-Up Truck add lift gate	5					40,000								
Unit 3	2009 Ford F150 Pick-up 4X4 w/ lift gate (no longer required-cottage bins)	5													
Unit 3	Power Liftgate for 2009 F150 replacement (no longer required-cottage bins)	5													
Unit 4	2012 Ford F250XL 4x4 Pick-Up Truck Plow	5			Carry forward from 20/21. Budget estimate revised from \$50,000 to \$55,000	55,000							55,000		
Unit 20	2013 Ford F150 XL 4X4 Pick-Up Truck Lift Gate	5						40,000							40,000
Unit 24	2017 Dodge Ram 1500 4x4 Pick-up Truck Lift Gate	5								40,000					
Unit 25	2017 Dodge Ram 1500 4x4 Pick-up Truck ADD Lift Gate	5	4,000	4,000	TBR approved FY 20/21					40,000					
Unit 26	2017 Dodge Ram 2500 4x4 Pick-up Truck Plow	5									55,000				
Unit 5	2011 Mazda 3 Sport GX Car	5					30,000								
Unit 5T	2010 Utility Tail Dump Trailer-no longer required	5													
Unit 7	2003 Freightliner Roll Off Truck	10					290,000								
Unit 6	2016 Freightliner Roll Off Truck	10									225,000				
Unit 16	2008 Freightliner Roll Off Truck	10	225,000		Carry forward from 20/21. TBR approved FY 20/21 for \$225,000. Budget estimate revised to \$290,000			290,000							
Unit 21	2013 Freightliner Roll Off Truck	10							290,000						
Unit 14	2006 Caterpillar Wheel Loader	10	235,000		TBR approved in 20/21 for \$235,000. Tender results pending Feb 11/21. Budget estimate revised for 21/22	285,000					245,000				
Unit 18	2009 Caterpillar Wheel Loader	10					285,000								
Unit 22	2013 Caterpillar Wheel Loader	10							235,000						
Unit 23	2015 Caterpillar Wheel Loader	10								235,000					
Unit 19	Kubota ATV/RTV	5									27,000				
Unit 27	Kubota ATV/RTV	5							30,000						
EMC/WMC	Roll Off Containers	10				23,000	23,000		23,000		23,000				
EMC	Club Cadet Lawn Tractor	5					5,000								
WMC	Club Cadet Lawn Tractor	5					5,000								
EMC	Portable Magnet-replacement not required	5													
WMC	Tipping Floor Repairs-WMC	25			Carry forward from 20/21	189,750									
EMC	Tipping Floor Repairs-EMC	25			Carry forward from 20/21	204,000									
EMCWMC	Paving-not capital removed -repairs and maintenance	25													
EMC/WMC	Replace Weigh Scales - Incoming & Outgoing	10													
EMC/WMC	Site Signage- moved to operations \$5,000	10													
EMC	Incoming Scale House Window	25	18,000	18,000	TBR approved FY 20/21										
WMC	Incoming Scale House Window-WMC	25				19,000									
EMC	Purchase adjacent land for future expansion	25	238,000	238,000	TBR approved FY 20/21										
EMC	Sorting Building and transfer building-EMC	25			carry forward from 20/21	75,000		900,000							
EMC	Public Drop off / HHW Center	10					125,000								
EMC/WMC	Miscellaneous Capital-dropped from budget- projects not identified	10													
EMC	Video Camera Scale House and Sit	5	75,000	75,000	TBR approved FY 20/21										
EMC/WMC	Green Carts-moved to operations per current policy	10													
EMC	Forklift HHW and Recycling (5,000 lb) with Pneumatic Tires	5	42,000	42,000	TBR approved FY 20/21										
Reuse Centre	Trailer(s) for recovered lumber Re-Use Center	10			carry forward from 20/21	15,000									
EMC/WMC	Scale Program	5	50,000		TBR approved in 20/21 for \$50,000. Budget estimate revised for 21/22 to \$85,000	85,000									
I.T.	Computer Switch	5	8,000	8,000	TBR approved FY 20/21										
I.T.	Computer Server	5				8,300									
	Total Annual Capital Replacement		\$945,000	\$426,281		\$ 959,050	\$ 803,000	\$ 1,230,000	\$ 578,000	\$ 315,000	\$ 575,000	\$ 50,000	\$ 55,000	\$ -	\$ 40,000

**Municipal Party Guarantee Requirements
Capital Budget FY2021-22-Draft**

Authority Approved: Feb 03 2021
Parties Approval: Pending
Prior update: Feb 01 2021

Current Year Capital Budget	\$ 959,050
Less: Capital Items Deferred to Future Year	-
Net Capital Budget Expenditures in 2021-22	959,050
Less: Draw From Operations / Capital Reserve Fund	8,300
Debt Financing Requirement	\$ 950,750

Financed Capital Requirements	Draft Percentages ¹ 2021-2022	Party Guarantees
Municipality of Kings	74.56%	\$ 708,879
Town of Kentville	10.05%	95,550
Town of Wolfville	8.31%	79,007
Town of Berwick	3.53%	33,561
Town of Middleton	2.50%	23,769
Town of Annapolis Royal	1.05%	9,983
Total Financed Capital Requirements	100.00%	\$ 950,750

¹ Draft percentage values are current at the time of budget development and subject to change based on updated population and uniform assessment values.

Issue Report

Michael Payne, Chief Administrative Officer

2021 Jan 12

Issue

Grants to organizations F2022 (\$2500.00 budget)

Discussion

The Town has received one formal application from Kings County Seniors Safety Society and an informal request concerning the annual Appledome golf tournament fundraiser.

Kings County Seniors Safety Society mandate is to provide for the safety, security and well being of seniors throughout the County of Kings in all four municipalities. Their detailed application with an annual report, audited F2021 financial statement and their F2022 budget are attached; They are asking for \$5,000.00.

The Appledome golf tournament fundraiser is one of two significant community fundraisers that financially support the operations of the Kings Mutual Century Centre (KMCC). A prorated portion of funds based on % of space occupied at the KMCC (Berwick Fitness Centre) are returned to the Town or alternatively applied to the Town's share of the common operating costs. They are asking for a \$500.00 donation and the sponsorship of two teams for a total ask of \$1,300.00.

The Town has allocated \$2,500.00 in the Grants to Organizations fund for F2022.

Financial Impacts

Related fiscal allocations for F2022:

- Council has a \$20,000.00 Sponsorship Fund that has been historically earmarked for the Valley Wildcats organization and the Berwick and District Community Association.
- Council has a Special Events budget that has traditionally covered the Town's community Christmas event and Christmas turkeys for employees and firefighters.
- The CAO's office has a \$500.00 budget for subscriptions and donations.

Recommendation

Staff recommends that Council financially support the KCSSS. They provide a valuable service to senior residents of Town by identifying solutions and resources for safety and quality of life concerns.

COTW, Apr. 27, 2021.

Mar.17, 2021.

5:15pm. Kings Point To Point Transit (KPPT) monthly board meeting via Zoom.

The hiring committee for a new manager has, after numerous meetings and interviews, offered the position and we are waiting for a response.

Financial reports by Manager Faye Brown were approved.

Motion to approve the 2021/2022 ATAP application for the purchase of a 2021 accessible van.

Motion to approve 2021/2022 NS Trip Grant application, total cost not to exceed \$15,000 of which the grant will pay 75%.

Motion to approve that KPPT pay a \$5000 deposit to secure delivery of the 2021 accessible van to be delivered this fall.

Next meeting Apr.21, 2021 at 5:00pm via Zoom.

Mar. 24, 2021.

5:00pm. Kings Transit Authority (KTA) monthly board meeting at the County of Kings Municipal building.

Interim Manager Rick Ramsay presented operating budgets for 2021/2022 for the Core, Annapolis and Digby. All three were approved as presented and that a supplementary budget be drafted if fare revenues have drastically changed as of Sept. 30, 2021.

The capital budget has been tabled until more information is available regarding the County of Kings application regarding electrification of the fleet.

February financial statements were reviewed. Projected year end results indicate a deficit for Digby of \$37,701, for Annapolis of \$38,650 and a surplus for the Core of \$83,700.

The hiring committee will start interviews shortly for the Managers position.

Next meeting Apr. 28, 2021 at 5:00pm at the County of Kings Municipal building.

Respectively submitted,
Councillor Goddard.

