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## **Committee of the Whole Meeting**

March 26, 2024

Berwick Town Hall Council Chambers

6:30pm

### **AGENDA**

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of the Minutes**
  - a. February 27, 2024
- 4. New Business**
  - a. RFD011-2024: Grand View Manor Life Station
  - b. Information Report: Customer Service & Communications Position
- 5. Department Reports**
  - a. BDVFD
  - b. Community Development
  - c. Public Works
  - d. Finance
  - e. CAO
- 6. Committee Reports**
  - a. AREA Board Meeting
  - b. Police Services Advisory Committee
- 7. Mayor's Report**
- 8. In-Camera**
- 9. Adjournment**

**REQUEST FOR DECISION  
RFD011-2024: Grand View Manor  
Sanitary Servicing**



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**To: Town Council**  
**From: Tim Bouter, Town Engineer**  
**Date: February 8, 2024**  
**Subject: Grand View Manor Sanitary Servicing**

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**References/Attachments**

N/A

**Recommendation**

That the Town facilitate the construction of a private lift station on PID 55240048 to allow for sanitary servicing of the Grand View Manor Expansion, with an agreement (accounting for depreciation charges) for the Town to take ownership upon final approval of the Bentley Built Homes development.

**Background**

The Town Engineer initially reviewed a plan of survey and engineering drawings related to the expansion of Grand View Manor in November and December of 2022. This was followed by a Teams meeting with the Grand View Manor team on January 30, 2023. One of the points of discussion at the meeting was sanitary servicing for the new buildings. The original design included a private on-site pumping station for the new buildings, tied into the existing sewer lateral that connects to the Town's sewer main along Commercial Street. At the same time, Bentley Built Homes was working with the Town on the initial stages of a development agreement on the parcel immediately adjacent to the north of Grand View Manor (PID 55240048 — see Figure 1-1) that included a new public lift station that would be taken over by the Town. It was suggested that there would be a possible opportunity for a partnership between the two developers, providing financial savings and reducing the environmental footprint.

At the time of these discussions, it was anticipated that the Bentley Built Homes project would begin or be completed sooner than Grand View Manor. This would have made the sequencing of the sanitary servicing seamless, with a new public lift station on PID 55240048 being available for Grand View Manor to tie into. Over the last year, progress on the Bentley Built Homes development agreement has been slowed by unforeseen factors. Meanwhile, the Grand View Manor construction tender has been awarded, with a Development Permit Application being granted by the Town in January 2024.

# REQUEST FOR DECISION

## RFD011-2024: Grand View Manor Sanitary Servicing



**Figure 1-1.** Project Site



Grand View Manor and Bentley Built Homes are still keen on partnering on a single lift station on PID 55240048. The construction costs would be fully covered by these two partners. Additionally, they have requested that the lift station be taken over by the Town upon its commissioning in 2025, in time for the opening of the Grand View Manor expansion. Normally, the Town does not take over new infrastructure unless it involves the extension of public services (roads and sewer lines). This will be the case when the Bentley Built Homes development is approved and constructed. However, even though the intention of Bentley Built Homes is to proceed with this project, the ultimate timing is unknown.

Three options have been identified for Council to consider:

- 1. The Town take ownership of a lift station on PID 55240048 upon its construction.**
  - Town would own public infrastructure on private property and require an easement to access, that may be different than the easement when the development is completed.
  - Precedent would be set for the Town owning and operating lift stations for private development.

**REQUEST FOR DECISION**  
**RFD011-2024: Grand View Manor**  
**Sanitary Servicing**



**2. The Town facilitate the construction of a private lift station on PID 55240048, with an agreement to take ownership upon final approval of the Bentley Built Homes subdivision.**

- The operating costs of the lift station would fall upon the two developers until such time.
- The risk to the Town in this case would be the acceptance of aged infrastructure. This could be addressed through depreciation charges in the agreement or a requirement for the replacement of the pumps before the Town accepted the infrastructure. Council could also decide to exempt the depreciation charge if final subdivision is completed within a certain time period of construction.

**3. Deny the request and require Grand View Manor to construct a private lift station on their own property according to the original intent.**

- At this stage, a redesign and change order to the awarded contract for Grand View Manor would be required.
- Would result in two lift stations in close proximity and increase environmental risk.

Ultimately, finding a solution that enables a single lift station to service the two projects makes sense from both a financial and environmental perspective. It also allows the Town to contribute to economic development in a tangible way. Staff recommend Option 2 as a reasonable compromise to allow the benefits of the partnership while protecting the interests of the Town.

**Financial Implications**

The developers would be responsible for the cost of construction for each option.

1. In Option 1, the Town would become responsible for operating and maintenance costs as soon as the lift station is commissioned.
2. In Option 2, the developers would be responsible for the operating and maintenance costs until final approval of the Bentley Built Homes development.
3. In Option 3, Grand View Manor would be responsible for operating and maintaining a private lift station on their own property.

**REQUEST FOR DECISION**  
**RFD011-2024: Grand View Manor**  
**Sanitary Servicing**



**Priority Alignment**

Check Applicable	Strategic Priority Area	Comments
X	Economic	
X	Environmental	
	Social	
	Cultural	

**Alternatives**

1. That Council approve the construction of a public lift station on PID 55240048 to be taken over by the Town upon its commissioning, to allow for sanitary servicing of the Grand View Manor Expansion.
2. That Council require Grand View Manor to construct a private lift station on their own property for sanitary servicing.

**Community Engagement/Communication**

N/A

**CAO Comments**

I support the recommendation and will provide any legal comments related to the options presented above prior to April 9<sup>th</sup> decision date.

CAO Initials: JB

Target Decision Date: April 9, 2024

# INFORMATION REPORT

## Customer Service & Communications Position



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**To:** Town Council  
**From:** Jen Boyd, CAO  
**Date:** March 26, 2024  
**Subject:** Customer Service & Communications Position

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### References/Attachments

- 2024/25 Draft Operating Budget
- 2024 Council Priorities

### Legislation

N/A

### Background

The following information has been prepared to demonstrate the added value of a full-time vs. part-time customer service and communications role for the Town of Berwick. Staff have provided the direct and indirect costs of a full-time vs. part-time position to seek Council direction for the final draft of the 2024/25 Operating Budget.

Customer service is an important role of any municipality, and as such it can take a lot of time to provide exceptional service. Historically, customer service was provided in the most part by the Town's finance department. Through a review of financial services last year, the department requested additional support to enable staff to have the time to concentrate on completing necessary tasks. As a result, customer service coverage has been shared among the departments/staff at Town Hall. Finance covers 2.25 days, administration 1.75 days and community development 1 day.

Although this provided some relief for the finance department, it has only spread the frequent interruptions among the other departments/staff at Town Hall, impacting productivity. As a result, staff tracked the number and types of service inquiries over one month to understand the need for a full-time position to cover the front counter. From August 14 to September 21, there were a total of 321 front counter inquiries: 139 related to utilities, 82 community development, 51 taxes, 42 general and 7 planning and development. The impact on staff will become greater when the Communications & Special Projects Coordinator position's term ends at the end of September, leaving one less staff available to share in the coverage, while the priorities remain the same, if not increased. Therefore, management is recommending the hiring of a Customer Service & Communications position.

In late 2023, a Communications survey was presented to Town of Berwick residents asking for feedback about municipal communications. One of the findings from the survey was that it was hard to reach people at town hall, particularly when you needed to contact

# **INFORMATION REPORT**

## **Customer Service & Communications Position**

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someone directly for more information, and/or it would take a few days to get in contact/receive a reply from someone by phone or email. The Communications Plan will provide recommended changes and processes to improve communications, but it has been determined that a full-time dedicated resource will not be required.

The Communications Plan will be presented to Council in late April, though two of the three objectives for external communications will be greatly improved by having a dedicated individual who handles and tracks inquiries, complaints, and resident concerns.

The customer service position will be responsible for, but not limited to:

- Customer service at the front counter and general phone inquiries
- Recording phone greetings
- Complaint and resident concern tracking and follow-up
- Mail pick-up, process, distribute/file, and drop-off
- Deposit drop-off
- Preparing utility and tax bills for mail
- Process payments
- Reminder calls for account receivables including recreation programs, utilities, taxes, sports hall of fame, etc.
- Ordering of office supplies
- Opening and closing Town Hall Facility
- Coordinate maintenance for heating system, doors, initiating keys for changing employees
- Maintain facility bookings - Council, Small Meetings, Gym, Carol's Place, Fields, Parks
- Coordinate and assign keys for all rentals, facilities and seasonal/new staff
- Support equipment loan program by maintaining agreements and organizing pick ups
- Coordinate requests from tenants regarding building maintenance or supplies
- New services i.e. wire permits, service contracts, book king, filling forms, low income tax
- Provide administrative support for public works, including occupational health and safety records and training
- Records Management - scanning old documents, maintaining records management system
- Communications such as posting on the electronic sign, scheduling social media and website updates, and managing a text and email notification system.

The financial implications section provides a breakdown of the direct costs associated with a full-time vs. part-time position; though there are indirect costs associated with the decision as well.

A full-time position would mean that potentially only one hour of the day would need to be

# **INFORMATION REPORT**

## **Customer Service & Communications Position**

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covered by another employee. Also, the customer service employee would receive the general phone inquiries. Last year, the phone directory was updated to try and direct calls to the appropriate departments instead of routing all calls through general inquiries. However, this change has not been effective and having a general inquiries line would improve the issue identified in the communications survey.

The prolonged concentration that this position will provide to other employees in the organization will contribute to focusing on key priorities identified by Council such as: a review of BEC regulations and equal payment plan, going to market for insurance and audit services, sewer rate review and developing a climate action plan and supporting community homelessness initiatives.

A part-time position would reduce the likelihood of the above priorities being addressed coupled with staff priorities such as BEC meter inventory, cleaning request for proposals, work order program for public works and BEC, the Equity Diversity & Inclusion strategy, as well as the opportunity to increase programming.

### **Financial Implications**

The 2024/25 Operating Budget included the full time position of a Customer Service & Communications position.

To date, the Finance Administrative Coordinator (FAC) is paid for by the Town of Berwick with 80% being recovered from the Berwick Electric Commission (BEC). The 20% covered by the Town represents the portion of the time the FAC spends providing customer service outside of BEC specific work. With the addition of a full-time customer service position, management felt that the FAC could be covered 100% by BEC, which is reflected in the 2024/25 draft operating budget. If the proposed customer service position is not full-time, a portion of the FAC should be expensed back to the Town to cover customer service requirements. Further, Council inquired about the position being term, where benefits would not be provided.

Reducing the customer service position to 6 hours per day or 85% of a full time position and making it term, with no benefits, would reduce the loaded salary of a full-time, permanent employee from \$58,000 to \$45,000. If the position is 85% permanent, with benefits would be \$50,000.

If the customer service position were not full-time, and office hours were to remain the same, 15% of the FAC should be charged back to the Town to cover the customer service role, adding \$10,000 to the operating budget. Therefore, the direct impact on the operating budget would be:

85%, term (no benefits):	(\$3,000) savings
85%, permanent (with benefits):	\$2,000 increase in expense

# INFORMATION REPORT

## Customer Service & Communications Position



Full-time, term (no benefits or health):(\$4,000 to \$6,000) savings  
Full-time, permanent (with benefits): no change

Per Council's direction on March 18, the savings or increased expense related to the decision of Council would reduce or increase the impact on the Town's Operating Reserve.

### **Priority Alignment**

Check Applicable	Strategic Priority Area	Comments
X	Economic	
	Environmental	
X	Social	
X	Cultural	

### **Community Engagement/Communication**

N/A

CAO Initials: JB

# **BDVFD CoTW Report for March 2024**

**Fourteen alarms from Feb. 22- Mar. 19**

**Mini Pumper Update:** The chassis for our new Mini Pumper has made its way over to Lantz Truck and Body to begin fabrication of the body.

**Water Storage Project:** This project should soon be starting in the next few weeks as we begin to see warmer temperatures. This will be a great asset for the department. Thank you to everyone from the town who has helped with this project.

**Woods fire Season:** With woods fire season upon us, we will be shifting our training towards grass fires and woods fires. With the acquisition of some new equipment over the winter months, we feel that we will be more prepared to fight these types of fires. We will begin our campaign of reminding residents to check the burn restrictions website before they burn on our electronic sign.

Regards,

Luke A. Redden

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**Department: Community Development**  
**Date: March. 21, 2024**

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**Key highlights**

- The Trails Coalition announced it has created a task force to develop a five-year plan as they navigate funding applications to the province. While the coming budget year operations are covered, a new application will need to be submitted for future years. Our trail maintenance contract this year will remain with the Trails Coalition and the contractor they supply.
- The third draft of the Active Living Strategy has been submitted for final edits to the Province.
- Fitness Centre is reviewing rates and continuing to look at efficiencies for the coming year. Although still operating at a deficit, there has been a significant increase in revenue from past years.
- Cycle Nova Scotia provided a document summarizing feedback from the community consultation session hosted last month. They will return in the spring to do pop up consultation throughout the community.
- Free skates over March Break were well attended, averaging 40-50 skaters a day.
- A meeting to discuss the process and thought behind the well-received "welcome packages" occurred mid-March. Staff will work to ensure a process is in place for new residents.
- In partnership with Annapolis Valley Welcome Network, there will be a Welcome event hosted in Council Chambers on March 22<sup>nd</sup> at 6pm. The event will include a presentation and information on the Town of Berwick!
- March break camps were successful and well received by the community.
- Winter Fest was held March 1st to 3rd. While all events went ahead as scheduled, mother nature was not on our side. Staff have received positive feedback on planning and preparations and will note suggestions for the coming year.
- We have a co-op student from West Kings, Aiden Bent, who has joined the Community Development team to work 80hrs over the next ten weeks. Having spent many summers with the Town of Berwick, he is working to review programming and build a summer manual.
- Work at Heritage Station Park continues, with the deck near completion, new benches and picnic tables ordered as well as accessible parking signage. An

unveiling of the new park sign will take place on June 1<sup>st</sup>, on National Trail Day.

- Three plaques have been ordered and should arrive in 6-8 weeks including one for the Centennial Garden in Centennial Park, one for "Kay's Garden" and an appreciation plaque for Rainforth Park.
- Staff attended the Acadia job fair to promote summer staff positions.
- We were successful in securing a 16-week grant for a senior summer park position through Parks Canada. Results from both Federal and Provincial summer grants are also starting to come in and have been favorable.
- Summer staff positions have been advertised to the public.
- A community food, access, and literacy grant will be submitted next week in partnership with the Community Garden group focusing on food security workshops. If successful, workshops will be offered to the community focusing on low-cost cooking and growing your own food.
- The call for summer concert applicants has been released. Although mostly circulated online, targeted emails and invitations were sent to diverse populations in our area.

**Next Month Priorities:**

- Transitioning and planning for the Welcome Package
- Review of rates including programming, rentals and Fitness Centre
- Reviewing resumes and planning interviews for summer staff positions
- Planning a local trail walk through and clean up in April to prepare for increased summer usage.
- Easter Egg Hunt on March 28<sup>th</sup> at 5:00PM in both Rainforth and Centennial Parks open to families and friends. Events will start at Carol's Place with a fundraiser BBQ, outdoor games and face painting.

# Committee of the Whole Monthly Report



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**Department:** Public Works  
**Date:** March 2024

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## **Key Highlights:**

- We have been working on the budget with the management team.
- The team is out filling pot holes when the weather is good to do this work.
- We have used two pallets of Cold Pack with 56 bags on each pallet, and will have to get a third pallet.
- I had Howard Little deliver two loads of Class A gravel to 216 Main St. to help out with the Lagoon walls and roads. The roads are closed this time of year.
- The lagoons are holding their own in level, and starting to recede each day.
- The water table is very high this spring in the Town of Berwick, many flooded basements.
- We are changing out a few traffic signs in town and will be starting cleanup along the streets and sidewalks as soon as we can.
- I am planning for a few days of ditching in many places in Town this spring that have been a problem for water movement.
- We have our Plows and Salter ready to use until April, then season change over.

## **Next Month Priorities:**

- Safety training is ongoing this time of year.
- We will be starting our yearly spring cleanup.
- We will be working on the cleanup of streets and parks.
- There is brush and limbs all over town that need to be trimmed back from the streets and trails.
- Street clean up to get ready for painting.

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**Department:** Finance  
**Date:** March 2024

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**Key Highlights**

**BEC**

- **Factorydale Generator Claim:** Currently with review of a forensic auditor the insurance company has secured. The final claim requested is \$420,000.
- **Factorydale Turbine Claim:** Request for Proposal (RFP) was advertised on March 8<sup>th</sup>, 2024. A site visit was conducted on March 19<sup>th</sup>, 2024. Valuable feedback was received from the potential bidder, and BEC has elected to cancel the initial RFP and RFP for an Owner’s Engineer to define the scope of work and cost-benefit analysis of the various options. Staff will work to prepare this information and advertise.
- **Dam Safety Review:** An RFP for a Dam Safety review at Factorydale will be advertised. This was a directive from the UARB within our recent general rate application decision.
- **Voltage Conversion Capital Project:** UARB approval for the Voltage Conversion capital project has been applied for as the total cost of the capital project exceeds \$250,000. All information requests have been completed and we are awaiting the board’s decision.
- **2024 Flow Through:** A preliminary hearing with the UARB was held on February 27<sup>th</sup>, 2024. Staff responded to clarifying questions and made amendments to the flow through application to include an estimate of energy to be produced from the Town’s solar garden. Advertising was completed, per the UARB regulations and the hearing was held on March 24<sup>th</sup>, 2024, via telephone as there were no respondents to the advertisements. The 2024 Flow Through application has been approved with a rate of 2.29% effective March 15<sup>th</sup>, 2024. This flow through was necessary because Nova Scotia Power increased the cost of power the BEC purchases.
- **Cash Flow Constraints:** This is primarily due to the working cash requirements to repair the Factorydale Generator, coupled with the delayed rate increases. We continue to monitor diligently, and the recent rate increase(s) should alleviate this strain over time. Timely meter reads are important in maintaining a consistent billing cycle, which also assists with a healthy cash flow. Staff are working through overdue accounts with customers to make payments.
- **Contracted Meter Reading Service:** BEC will be tendering for a contracted meter reader within the next month or two. This will allow the Power Line Technicians to refocus their workload and efficiently perform tasks within their area of expertise while completing their operational priorities.

**TOWN**

- **2022/23 Audit:** Staff have responded to inquiries from the external auditor and are awaiting feedback with the expectation this will be concluded promptly. An audit committee meeting will be scheduled once we hear from the auditor.
- **2024/25 Operating and Capital Budgets:** V3 of the draft 2024/25 operating and capital budgets were presented for Council's consideration on February 27<sup>th</sup>, 2024. As directed by Council, staff brought options for Council's consideration to reduce the tax rate by 1-2 cents, on March 12<sup>th</sup>, 2024. A special Council meeting was held on March 18<sup>th</sup>, and Council discussed options to reduce the tax rate by two cents and a resolution was prepared. Both the capital and operating budgets were deferred to a future meeting. The Director of Finance is away from the office, followed by the CAO, therefore work to revise the budgets will be delayed. The budgets will come back for Council's consideration later in April.
- **Solar Garden Project:** Financial consultant has been working through an in-depth audit of the solar garden project expenses as the solar garden is operating and the Town plans to place the debenture in the Spring intake. Awaiting communication from AREA to confirm what, if any costs, are outstanding for the project.
- **Purchase Orders:** Finance staff is working on the implementation of an electronic purchase order process for the Town and BEC. This will strengthen internal controls by ensuring proper approvals for purchasing for both entities. Staff will bring forward a recommendation for the Signing Authority/Purchasing Policy at a future date for Council's consideration.
- **Director of Public Works Recruitment:** Attended interview with potential candidate for the Director of Public Works role.

**Next Month Priorities:**

- **22/23 Financial Audit Finalization**
- **22/23 Financial Information Return**
- **2024/25 Budget Schedule:**
  - TBD-Approval of 2024/25 Operating & Capital Budgets
- **Interim Property Tax Bills:** Bills will be prepared and mailed by April 30<sup>th</sup>. Should the 24/25 operating budget not be passed, the current tax rate will be utilized to prepare the bills, with any required adjustments made on the final tax bills in the Fall.
- **Solar Garden Interim Power Purchase Agreement:** Staff will bring forward a recommendation for an interim power purchase agreement; awaiting O&M costs from AREA as a result of their tender.

- **Solar Garden CRA Inquiry:** Staff have requested a written ruling from the CRA to confirm the Solar Garden is considered a commercial entity when in operation, and what is required to implement this shift.
- **Maritime Municipal Electric Utility:** Attend meetings with partners on April 17<sup>th</sup> and 18<sup>th</sup>.
- **Debentures:** Place debentures with Municipal Finance for the refinancing of the Fire Hall and BEC Dam and the Solar Garden.

# Committee of the Whole Monthly Report



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**Department:** CAO and Administration  
**Date:** March 2024

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## **Key Highlights**

- The new Director of Utilities Glen Bannon started on March 18. The Director position is a shared position between the utilities of Berwick, Mahone Bay and Riverport. AREA staff and the Director are working on modernization recommendations to be presented in June.
- Attended the AREA Board meeting on March 21 to discuss the 2024/25 budget. The Board approved a provisional budget.
- Participated in the UARB hearing for BEC's flow through application, which has been approved effective March 15. In response to the many inquiries received about increases in utility bills, a mail related to the general rate application and flow through increases has been prepared and will be mailed out the week of March 25.
- Work with team on next steps for the Factorydale Request for Proposals for a Owner's Engineer to develop the scope of work and manage the project.
- Staff are preparing an interim Power Purchase Agreement for the solar garden to cover the avoided costs for year one of operations.
- The summary report for the review of the HOME Program has been received and will be shared with Council in the coming months to consider recommendations and next steps.
- In February, the Nova Scotia Clean Energy Task Force released their report on February 23. The Task Force has made recommendations for a new independent energy system operator, which is currently embedded within Nova Scotia Power. The recommendations also included legislated climate change goals and overall will create a more level playing field for all electric utilities in Nova Scotia. Bill 404, the Energy Reform Act that includes recommendations from the report is currently before the house.
- Met with Fire Service Sub-Committee to finalize capital budget requests. A steering committee has been established for the water storage tank and building and kick-off meeting was held with Rosco to discuss the additional scope of phase 2.
- Staff continue to meet with community stakeholders on homelessness.
- Continue to work with legal, planning and engineering on the Kent Field Estate Appeal. The hearing for the appeal has been scheduled for the end of May.
- There are currently two active Dangerous and Unsightly Premises complaints. The new complaint is being investigated and legal direction is being sought.

- A Municipal Planning Strategy Review flyer that includes information regarding the proposed changes has been mailed out and updates made to the website. A meeting will be held on March 27 with two presentation times and opportunity for members of the public to meet with staff and discuss the proposed changes.
- A call for volunteers to fill vacancies on the Accessibility Advisory Committee, Audit Committee and Planning Advisory Committee will be pushed out next week.
- Attended a virtual presentation on the cost model tool being developed for Valley Waste as part of the Interim IMSA Pilot Project. The Board will receive a presentation at the next meeting on March 27. The cost model purpose is to conduct cost accounting to understand the cost structure and cost drivers of Valley Waste and Diversion streams to support decision-making that improves cost efficiencies and recoveries.
- The Interim Intermunicipal Service Agreement (IMSA) Board will meet on March 27 and receive a presentation from WSP on the transit study and MNP on the Valley Waste Cost Model.
- Meeting with Valley REN on March 25 to review the 2024/25 budget and business plan.
- Interviewed for Director of Public Works position.
- The Police Services Advisory Committee received Police Advisory Board 101 training on March 19. The training provided clear guidance for the Committee regarding their mandate and role and an update on the provincial policing services review. Staff will work on implementing learnings from the training.

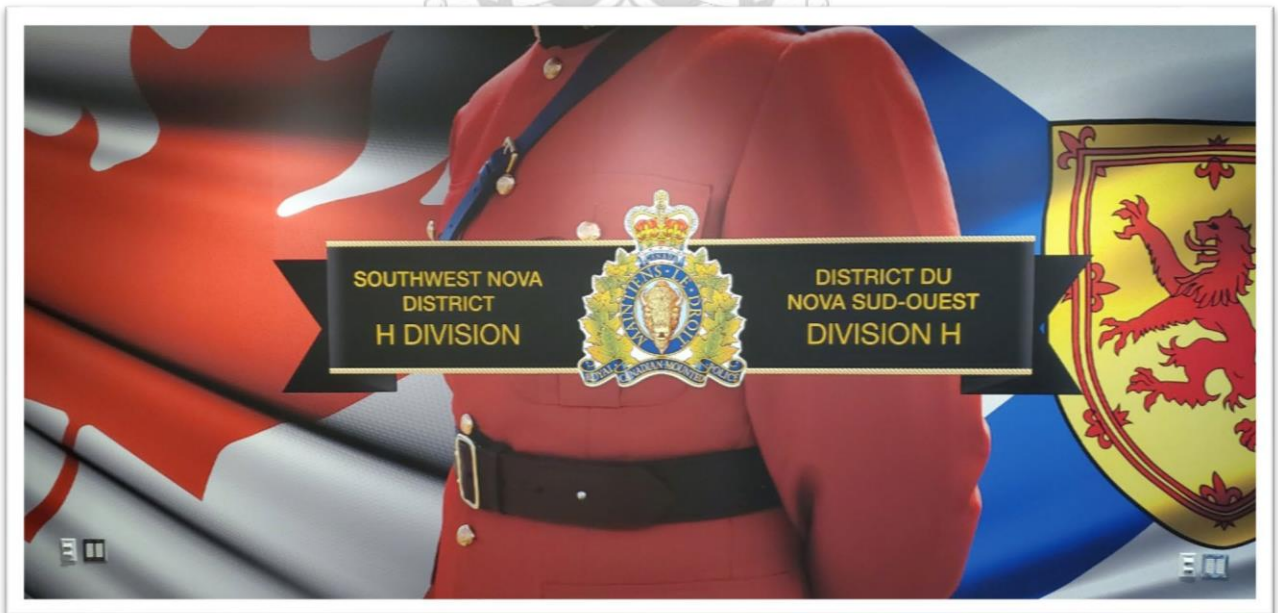
### **Next Month Priorities:**

- BEC RFP preparation
- 2024/25 Operating Plan completion.
- Participate in the initial meeting of the Municipal Staff – Regional Rural Homelessness Working Group.
- Finalize Communications Plan for presentation to Council.
- Grant writing and project management for 2024 capital projects design work.

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# Berwick Policing Report



January & February  
2024 Kings District  
RCMP

**RCMP·GRC**



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

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## Kings District Employees

S/Sgt. Ed Nugent, acting OIC Kings District RCMP.

Forty general duty constables police Kings District as first responders. These officers are supervised by eight corporals, two sergeants, and one staff sergeant.

The Kings East School Safety Resource Officer is Cst. Jennifer Britton, and the Kings West School Safety Resource Officer is Cst. Jeff Wilson.

Our Kings District General Investigation Section members are Cpl. Glenn O'Halloran, Cst. Kelly McPherson and Cst. Chris Jones. Our Kings District Street Crime Enforcement Unit is an integrated team consisting of Cst. Brian Green and Cst. Layla Fish from Kings District RCMP and Cst. Andrew Waters from the Kentville Police Service.

The Kings District Community Policing Officer position is currently vacant. The Kings District Domestic Violence/Victim Services investigator is temporarily vacant.

Kings District has ten Detachment Services Assistants who perform administrative functions at the three Kings District offices.



**RCMP·GRC** 

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

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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. SSROs update the National Safe Plan every year for each Kings County School. SSROs do the initial investigation in cases that stem from schools. SSROs 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, encompassing 11 schools. Cst. Britton's service area is from Coldbrook District School to LE Shaw Elementary, encompassing 12 schools.

Distracted driving presentations, human trafficking awareness presentations, and lock down safety 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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## **RCMP Warning Public About Threatening Solicitation Scams**

The Nova Scotia RCMP is warning the public about a number of threatening phone and computer scams being reported throughout the province.

There are many types of scams on the rise in the province and the most recent one involves callers falsely representing an organization, such as police or government agency. The caller will then threaten to arrest the individual or suspend their travel visa or tax account if immediate payment is not made. Police want to remind the public that legitimate organizations do not conduct business this way.

"If someone portrays themselves as representing a government institution or another organization, and are threatening you with arrest unless you send immediate payment, regardless of reason, it's a scam," says Cpl. Laurie Haines of the Nova Scotia RCMP Commercial Crime Section. "These scams are very convincing because the caller ID or spoofed email address appear associated to the police or government institution in question," he further adds.

Recipients of these calls are asked to hang up and not continue with the calls. Anyone who suspects they have been targeted in a phone or computer scam is encouraged to contact their local police, and also the Canadian Anti-Fraud Centre at 1-888-495-8501 or online at <https://www.antifraudcentre-centreantifraude.ca/index-eng.htm>.

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## Annual Performance Plan

The Kings District Annual Performance Plan runs from April 1<sup>st</sup>, 2023 to March 31<sup>st</sup>, 2024. Objectives of Annual Performance Plan include:

- **Safe Roads and Safe Highways in Nova Scotia**  
Since April 1, Kings District members have charged 60 people with impaired driving, issued 18 roadside suspensions for alcohol use, issued 1068 traffic enforcement charges, and conducted 52 check stops.
- **Crime Prevention – Property Crime**  
Kings District senior managers are holding and/or attending public meetings in several County communities to hear and address residents' concerns about thefts and vandalism. Members continue to conduct physical checks on offenders/accused parties who are on court ordered curfews or house arrest, with the goal of preventing recidivism.
- **Community Engagement – Municipal/Indigenous Governments & Stakeholder Groups**  
Kings District's dedicated First Nations Policing officer continues to build relationships and mutual trust and understanding in local communities. As noted above, Kings district senior managers have committed to meeting and engaging personally with concerned community and stakeholder groups to address issues.
- **Intelligence-Led Policing**  
As this is a National Policing Strategic priority, Kings District officers continue to advance challenging investigations by cultivating and managing confidential human sources.

## Traffic Enforcement and Proactive Patrols Update

In addition to the above, for the months of Jan./Feb. there were 2 violation tickets issued on Highway 101 near Berwick. There were 2 violation tickets issued on Highway 1 near Berwick.

Members continue to conduct traffic enforcement on the main street and other areas of high traffic volume. 4 other motor vehicle associated traffic tickets were enforced 0 tickets regarding ATVs. There were 0 impaired operations of motor vehicle violations in this period and 0 checkpoints were conducted.

There were 470 patrols conducted with 3 foot patrols done in the parks and various sidewalks in the community. Police visibility continues to be high resulting in a reduction of offences.

## Calls for Service

In January and February, Kings District RCMP responded to 55 and 39 service calls in the Town of Berwick respectively. See the attached chart for a breakdown of those service calls.

Type of Crime & Occurrence Type	Jan Berwick	Jan Kings	Feb Berwick	Feb Kings
<b>Crimes Against Persons</b>				
Offences Related to Death	0	0	0	0
Sexual Offences	1	7	0	6
Assault	2	25	2	22
Kidnapping/Hostage/Abduction	0	1	0	0
Robbery	0	1	0	0
Extortion / Intimidation	0	3	0	1
Criminal Harassment	0	7	0	5
Indecent   Harassing Comm.	0	0	0	0
Uttering Threats	0	22	0	7
<b>Property Crime</b>				
Arson	0	0	0	0
Break and Enter	0	18	0	4
Unlawfully in a Dwelling House	0	1	0	0
Theft Over	0	2	0	0
Theft of Motor Vehicle	0	2	0	4
Theft of Other MV / Motorcycle	0	1	0	2
Take MV w/o Consent	0	0	0	0
Theft Under	5	30	1	19
Shoplifting	3	15	0	19
Theft (mail, bicycle, et al)	0	6	0	2
Theft from Motor Vehicle	0	4	0	8
Possession of Stolen Goods	0	4	0	0
Fraud	4	14	1	13
Identity Theft	0	1	0	2
Mischief	3	62	1	26
<b>Drug Enforcement</b>				
Possession	0	0	0	1
Trafficking	0	0	0	3
Import/Export	0	0	0	0
Production	0	0	0	0
Other	0	2	0	1
<b>Traffic</b>				
Dangerous Op of MV	0	0	0	0
Impaired by Alcohol	0	10	0	7
Impaired by Drug	0	0	0	0
Failure/Refusal	0	1	0	0
Driving while Disqualified	0	7	0	1
Fail to Stop or Remain	1	10	0	4
Seatbelt Violation	0	11	0	0
Intersection Violation	3	11	0	5
Speeding Violation	2	122	1	18
Insurance Violation	1	7	0	2
Road Side Suspension (Alcohol)	0	1	0	1
Road Side Suspension (Drug)	0	0	0	0
Collision - Fatal	0	1	0	0
Collision - Non - Fatal Injury	0	12	0	4
Collision - Reportable	2	50	3	39
Collision - Non Reportable	3	34	1	27
Off-Road Vehicle Collision	0	1	0	0
Municipal By-laws	0	3	0	0
Other Traffic Offence/Violation	3	151	1	54
Other Traffic Related Duties	1	28	0	8
Checkstop	0	2	0	0
<b>Other</b>				
911 Call	3	46	3	27
Breach of Court Order	0	24	0	12
Liquor Act	0	31	0	2
Mental Health Act	2	49	2	42
Missing Person	0	29	2	37
Municipal Bylaw - Other	1	13	1	4
Other	7	221	9	147
Suspicious P V P	1	48	2	24
Trespass At Night	0	0	0	0
Wellbeing Check	0	42	0	0
<b>Total Founded &amp; SUI Occurrences</b>	<b>52</b>	<b>1254</b>	<b>33</b>	<b>660</b>
<b>Total Occurrences*</b>	<b>55</b>	<b>1324</b>	<b>39</b>	<b>714</b>



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## **Significant Investigations**

Members have been busy responding to various types of calls yet continue to be proactive with traffic enforcement and other self-generated work. The following are a couple of the significant investigations we've undertaken in January and February:

### **Driver runs over RCMP member's foot, flees scene File 202474290**

A man pulled over by Kings District RCMP early on the morning hours drove away from the female constable who stopped him, running over her foot in the process.

The suspect, later identified as a 26 year old Dartmouth man, was stopped for erratic driving at 2:00 in the morning on January 18<sup>th</sup> in New Minas. The constable approached the suspect and made a demand for breath samples, which the suspect refused before speeding away. The constable became briefly entangled with the driver's door and the vehicle then drove over her foot, causing minor injuries.

Moments later a second Kings District constable took up pursuit of the vehicle which soon began to emit smoke. The vehicle broke down near Highway 101 and the driver fled on foot, evading a foot pursuit and subsequent search using a Police Dog Service canine. The vehicle was seized for further investigation. A search warrant later executed on the vehicle resulted in a significant drug seizure.

Tips from the public resulting from a media release assisted with the positive identification and subsequent arrest in Windsor of the suspect. He fled from police in that jurisdiction as well but was apprehended, and is facing numerous charges from both incidents including assaulting a police officer with a weapon, flight from police, dangerous operation of a motor vehicle causing bodily harm, and possession of a controlled substance for the purposes of trafficking. He remains in custody awaiting trial.



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## **Woman facing charges after three thefts in two days**

### **File 20231777889**

A 24 year old female from North Kentville has been banned from two area businesses and facing charges from a third after three reports of theft between February 14<sup>th</sup> and 15<sup>th</sup>.

On February 14th Kings District RCMP received a report of theft from a retail business in Canning. The complainant reported that a female had stolen a bottle of rum and had been captured on surveillance video. A female, later confirmed to be the suspect, called New Minas later that day to identify herself and complain about the surveillance video being posted to social media by the business owner.

Aided in part by the above-mentioned call to police, Kings District members subsequently issued a Protection of Property Act notice to the suspect banning her from the business in question. That was not the end of her legal issues, however, as a second theft was reported that day by another business in New Minas. The same female suspect was arrested and released with a court date for a charge of theft under \$5,000 for allegedly leaving the store with a shopping cart full of un-purchased items.

It would seem that those two incidents were insufficient as deterrents to further such behaviour, as Kings RCMP received a third theft complaint the following day. In this instance, the NSLC store in New Minas reported that a female stole a small bottle of tequila, and surveillance video showed the same subject yet again. As luck would have it, the female had just been arrested for one of the previous day's thefts and was in police custody when this new call was received. She was formally banned from the liquor store's premises as well, prior to her release.

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

Sgt. H.V. (Harold) PRIME  
Operations NCO – Kingston  
Kings District RCMP  
Tel: 902-765-3317

**RCMP·GRC**



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