
Committee of the Whole Meeting

Tuesday, November 25, 2025

Berwick Town Hall Council Chambers

6:30 pm

AGENDA

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of the Minutes**
 - a. COTW Minutes, October 28, 2025
- 4. Review of Action Items**
- 5. Councillor Announcements**
- 6. New Business**
 - a. RFD 030-2025: Development Agreement Discharge, 287 Commercial Street
- 7. Department Reports**
 - a. Fire Department
 - b. Community Development
 - c. Public Works
 - d. Finance
 - e. CAO
- 8. Committee Reports**
 - a. Accessibility Committee
 - b. Annapolis Valley Regional Library Board
 - c. Berwick Electric Commission
 - d. Diversity Kings County
 - e. Fire Department Sub-Committee
 - f. Homelessness Meeting/Round Table
 - g. Kings Point to Point
 - h. Kings County Trails Society
 - i. Valley Regional Services (Tidal Transit/Valley Waste)
 - a. EPR Changes, December 1, 2025
- 9. Mayor's Report**
- 10. Adjournment**

REQUEST FOR DECISION
RFD030-2025: Discharge of Development
Agreement, 287 Commercial Street



To: Council
From: Jen Boyd, CAO
Date: November 20, 2025
Subject: Discharge of Development Agreement, 287 Commercial Street

References/Attachments

- Development Agreement, 287 Commercial Street, between Preston Isley and the Town of Berwick, December 13, 1983.

Legislative Authority

Section 229 of the *Municipal Government Act* authorizes discharging of a development agreement. A development agreement is in effect until discharged by the council, council may discharge a development agreement, in whole or in part, and after a development agreement is discharged, the land is subject to the land-use bylaw.

Recommendation

That Council discharge the development agreement between Preston Isley and the Town of Berwick for 287 Commercial Street and not require the property owner to reinstate the property to its original condition at the time of entering into the agreement.

Background

The previous owners of 287 Commercial Street entered into a development agreement with the Town in 1983 to construct an addition to the existing building which was a non-confirming use of the property under the zoning bylaw in effect at the time.

Staff have identified this development agreement as irrelevant given that zoning has changed since 1983 and the current use is permitted.

Prior to approving the development agreement discharge, staff request direction on clause 22. On Termination:

On termination of this Agreement the Developer shall cease operations of the business of electrical service and repair on the lands and at the option of the Town shall restore the lands and property to their original condition at the time of entering into the Agreement.

Given the property use has changed since the original development agreement and the use of the property is permitted under the current land use bylaw, staff recommend Council waive the requirement to reinstate the land to the original condition.

REQUEST FOR DECISION
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Financial Implications

(Source of funding, budgeted/not budgeted, variance from budget, grants, will it have a significant impact on year-end, reserves, etc.)

Priority Alignment

| Check Applicable | Strategic Priority Area | Comments |
|-------------------------|--------------------------------|-----------------|
| | Economic | |
| | Environmental | |
| | Social | |
| | Cultural | |

Alternatives

(If applicable)

Community Engagement/Communication

n/a

CAO Comments

I support the recommendation.

CAO Initials: JB

Target Decision Date: December 14, 2025

Berwick & District Vol. Fire Dept. Nov. 2025

November 17, 2025

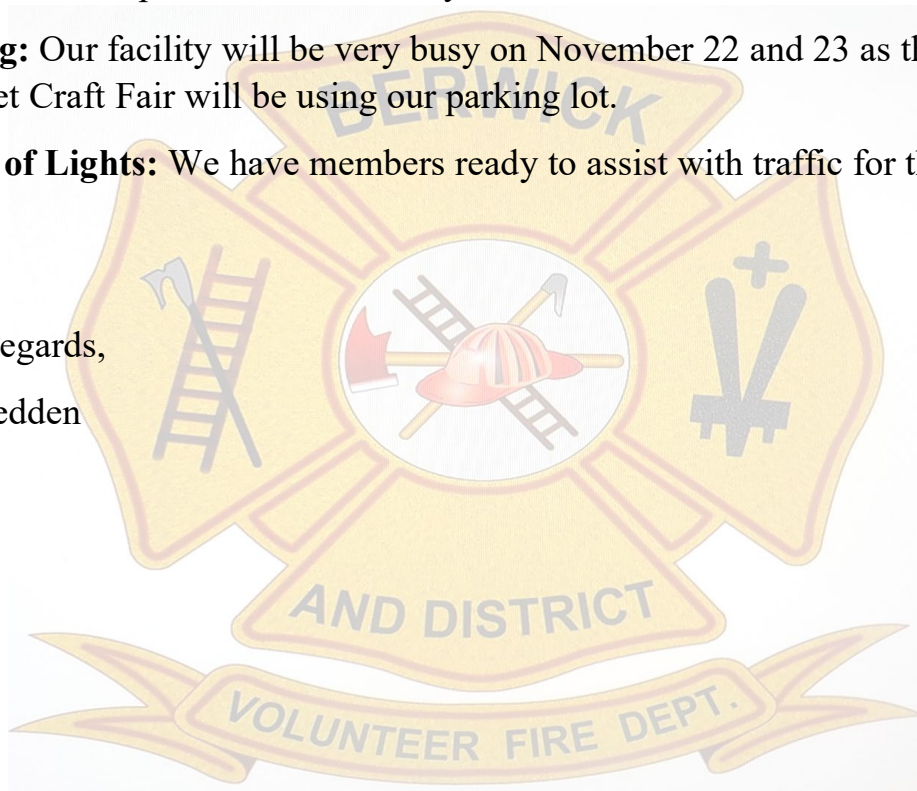
Training: We are focusing on building ventilation this month.

Equipment/ Repairs: Our trucks have had their annual pump flow testing completed. This testing has brought up some issues with both our tankers. We are determining the significance of the failures to prioritize the repairs. The rough estimate of the repairs is in the vicinity of \$10000.00.

Building: Our facility will be very busy on November 22 and 23 as the annual Somerset Craft Fair will be using our parking lot.

Parade of Lights: We have members ready to assist with traffic for this annual event.

Kind Regards,
Luke Redden



Committee of the Whole Monthly Report



Department: Community Development
Date: November 2025

Key highlights

- The Holiday season officially kicked off on November 20, with the Community Connections Expo and Volunteer Celebration. The Tree Lighting will be held Friday, November 21 and the Parade on Saturday, November 22. Community Development will continue to support community organization's holiday events in December.
- Free skate at the KMCC as part of the Nights Aglow weekend is taking place on Friday, November 21st from 3-3:50 pm.
- Staff attended the Berwick and District School Remembrance Day ceremony on November 6th.
- The Welcome Network will host a crafting station during our Tree Lighting Ceremony.
- Canada Summer Job grants have an early deadline this year and must be submitted by December 11th. Staff are working diligently to meet this deadline.
- Drop-in Gym time now takes place every Thursday for ages 8-12 (6-7pm) and every Sunday ages 4-7 (10-11:30 am). Numbers have been inconsistent, consideration is being given to "themed" drop in nights where each one is a different activity ex: Laser Tag, Camp Games, Sport Day etc.
- Staff received a grant to host a free Stay Safe at Home and Babysitting course, with a targeted approach to youth in need in the community. These are booked to take place before Christmas Break.
- Registration for Winter Pickleball and Active for Life sessions open in December.
- Staff have established a gym cleaning schedule to address the anticipated wet, dirty, and slippery conditions that occur on the floor during winter weather.
- Staff attended the Immigration and Community Fair held at Acadia on Nov. 1st.
- The County of Kings is once again hosting their holiday light map, Light Up Kings, beginning December 1st. Town entries are encouraged, and prizes are awarded to residents of the Town.
- The Sports Hall of Fame committee has begun meeting and planning for the 2026 event to be held on June 13, 2026. Nomination deadline for consideration for the 2026 event is January 30, 2026.
- The Town of Berwick annual Holiday Reception will take place on Wednesday, December 10th from 4:30 – 6:00 PM at the Lions Hall.
- The Fitness Centre is planning a mini tree-lighting event with candy cane protein smoothies on December 21st.
- The Memory Cafe begins December 2nd at the Evangeline Hub.
- Staff are looking into creating an online "Town of Berwick" swag shop where individuals can place Town of Berwick orders.

Next Month Priorities:

- Prepping for the Winter Equipment Loan Program.
- Music will begin on December 1, with speaker testing taking place during the last week of November.
- MPAL, J.Hebb, is attending the Physical Activity Practitioner Exchange conference on December 9-10 in Dartmouth.

Upcoming Dates of Significance:

| Date | Day/Month of Significance |
|-------------|--|
| December 3 | International Day of Persons with Disabilities |
| December 6 | National Day of Remembrance and Action on Violence Against Women |

Committee of the Whole Monthly Report



Department: Public Works
Date: November 2025

Operations:

Beautification / Community:

- Leaf drop-off ongoing until end of November.
- Installed "Car Pool Parking" signs at the Firehall.
- Painted parking lot arrows, hashing, stop lines, and added signs in KMCC Parking Lot.
- Legion Commemorative Banners removed along Commercial Street.
- Christmas Decorations installed along Commercial Street and in front of Town Hall.

Parks / Trails:

- Play boxes put away for the winter.

Streets, Sidewalks:

- Speed Radar sign on South Street moved to the other side of the road.
- Installed "No Parking" signs along Orchard Street from Commercial to the Health Centre.
- Repaired sidewalk hump in front of PetroCanada.
- Repaired sewer cuts on Foster Street, Union Street, Main Street.
- Completed Line painting on Union Street.
- Cold Patch along Mill St, South St, Hayden Dr, Autumn / Ron Smith intersection.
- Maple tree stumps ground down on Maple Ave, Union St.
- BEC has worked to repair street lights along Commercial Street.

Stormwater:

- Clearing of storm drain basins planned to be completed by end of November.

WW Treatment:

- Emergency Response plan created in November and shared with NSECC.
- Communications with NSECC underway for the renewal of the Permit to Operate (expires March 2026).
- Job posting a Class II Wastewater Treatment Operator, and has been shared with the ACWWA, MPWWA, MPWANS, and AMANS associations for improved visibility.
- Development of a SCADA system underway for Town of Berwick WW infrastructure.
- Blower 1 repairs cancelled due to cost; blowers 2 and 3 have been adjusted from 60 hz to 53 hz to keep them from tripping out. The lower frequency should suffice in the colder weather.
-

WW Collection:

- Pump stations to be cleaned before end of November.
- New pump installed in Morse Pond pump station.
- Process improvement to wastewater pre-treatment at Eden Valley still underway.

Other:

- Actively looking to hire a crosswalk attendant.

Capital:

Asset Management

- Brightly Software configuration began 23 April (ongoing).
- Software is being populated.

Storm Water Management

- Draft Report expected from CBCL in mid-December.
- A public engagement session will be held in mid-January.
- Final Report received from CBCL in mid-February.

WWTP Upgrades – Aeration & Blowers

- New aeration equipment has been installed in Lagoon 2.
- New Blower pad completed; blowers on order; estimated arrival mid-December (delayed).

WWTP Upgrades – Tertiary Filtration

- Veolia design work is complete; new building design work underway.
- Tender for Construction to be released before year end.

Next Priorities:

- Compile data for Asset Management Software.
- WWC patch on Cottage Street (spalling, cracked concrete gravity line).
- Vactor work in WWC system.
- Winter Maintenance, Contractor Management.
- RFP for WWT Laboratory Testing.
- WWTP upgrades progression.

Department: Finance
Date: November 2025

Key Highlights

Berwick Electric Commission (BEC)

- **Factorydale Turbine:** The insurance provider has confirmed the costs to dismantle the turbine, per their instructions, will be reimbursed entirely by the insurer. Hysovent is proposing a meeting to review recommendations to award the replacement project.
- **Solar Garden:** Minimal progress has occurred on the reconciliation in the past several months and no timeline has been provided as to when AREA will complete the reconciliation. The NSEB has approved the solar garden capital application. BEC/Town staff have begun moving the solar garden asset and expenses to the BEC books. An update regarding the financial impact will be provided to Council when the financial implication of moving the solar garden to the BEC books is known for 2024/25, the final costs of the solar garden project are identified and how the \$1-2M will be funded.
- **Superintendent/Director of BEC:** The Commission has approved reinstatement of a full-time, permanent leader for the electric utility. This will ensure the utility is modernizing and operating in the most efficient and effective manner possible, to maintain the high level of service and reliability for the customers.
- **NSP Power Purchase:** Invoicing has resumed from NSP, which had lapsed since March as a result of their cyber attack.

Town of Berwick

- **2024/25 Audit Preparation:** Our team continues to work through audit preparation. We continue to await valid financial information from AREA for both solar and non-solar related expenses. As minimal information has been received over the past several months, the external auditors have postponed until at least mid-January. The Town will not receive annual federal and provincial grants until the 2024/25 Audited Financial Statement and Financial Information Return have been submitted and reviewed by the Province.
- **Mid-Year Financial Review and Forecast:** Completed and presented for both the Town and the BEC.
- **Strategic Planning Sessions:** Reviewed information from the last session with the management team.
- **CUPE Bargaining:** Continued attend meetings relating to bargaining.

Next Month Priorities:

- **Solar Garden Reconciliation**
- **Finalize 24/25 AREA outstanding expenses to be invoiced**
- **Audit Preparation**
- **Prepare and circulate 26/27 Operating and Capital budget templates for Town and BEC.**
- **Attend meetings to review Kings Transit and Valley Waste proposed budgets**
- **Prepare EIF claim for the second quarter for the BEC AMI Smart Grid project**
- **SJE on-site for Road Map work November 25 & 26, 2025**
- **Insurance tender preparation**
- **Attend MMEUA meeting in Saint John on December 11 & 12**

Committee of the Whole Monthly Report



Department: CAO and Administration
Date: November 2025

Key Highlights

Berwick Electric

- **Superintendent/Direct of BEC:** The Commission approved the reinstatement of the superintendent role for Berwick Electric.
- **10 Year Road Map:** through the Maritime Municipal Electric Utility Alliance (MMEUA), staff from Saint John Energy will be onsite November 25 and 26 to meet with BEC staff and view assets to develop a 10-year strategic road map for investment to ensure reliability, resiliency, and efficiency of our system.
- **Solar Garden Capital Application:** The capital application for the solar garden was approved by the Nova Scotia Energy Board on November 7, 2025.
- **Solar Garden Reconciliation:** The CAO's and AREA CEO have settled all outstanding cost sharing issues. Once AREA provides the outstanding credit notes and invoices as agreed we will be able to complete the reconciliation.

Town

- **Fire Sub-Committee:** Met on October 30 to discuss tanker replacement. See committee report for more information.
- **NSFM Fall Conference:** Attended the NSFM Fall Conference in Halifax, November 4-7. The program included discussions with provincial ministers and leaders,
- **Municipal Working Group DMMO:** met on October 31 to discuss the feedback from October 17 joint council session. Valley REN is available to present to Council's regarding the DMMO and Marketing Levy upon request.
- **Homelessness Meeting:** attended a roundtable held by MLA John Lohr in Kentville on November 14. See Councillor Kwakernaak's committee report for more information.
- **Strategic Planning:** participated in and supported workshop on November 18. Once the input from the workshop has been compiled, an afternoon workshop with Council and Staff will take place.
- **CUPE:** staff continue to work with legal counsel to reach an agreement with CUPE.
- **AREA CAO/CEO Check-In:** the CAO's of Antigonish, Berwick and Mahone Bay and the CEO of AREA have established monthly check-ins to discuss significant issues such as the solar garden reconciliation, BUTU Tariff, and progressing the strategic plan.

- **AVRL Funding:** Attended a virtual meeting with Valley Region CAO's and the Deputy Minister of Communities, Culture, Tourism and Heritage and staff to discuss library funding. The CAO's are debriefing the week of November 24 and I will provide an update soon after.
- **Association of Municipal Administrators of Nova Scotia (AMANS) Board Meeting** – the monthly meeting took place on November 21. Following the resignation of the Executive Director, Jeff Sunderland has been appointed as the new Executive Director starting on November 19. Jeff has more than 15 years of leadership and public sector experience. His most recent municipal experience was as CAO for the Municipality of Digby.

Next Month Priorities:

- **AREA Monthly Meeting:** virtually on November 26.
- **Strategic Planning:** Council/Staff workshop.
- **Solar Garden Reconciliation**
- **CUPE Conciliation**
- **HR Needs Assessment**
- **NS Engagement Days: Economic Prosperity Roundtable:** November 28
- **Budget review meetings with Valley Waste and Kings Transit**



Library Board Meeting Summary: November 20, 2025

1. 🚨 Critical Funding & Correspondence Overview

The meeting was dominated by the library's **severe funding crisis** and its implications for service delivery.

| Type | Action/Received | Key Details |
|-----------------|---|--|
| Outbound | AVRL to Minister of CCTH (Oct 6) | Acknowledged ~\$180K emergency funding, but stated it does not prevent service reductions . Warned that an estimated \$265,000 deficit for 2025-26 will lead to "unprecedented branch closures and significant service reductions." |
| | AVRL to Municipalities (Oct 7) | Notified them of unavoidable service disruptions and the need for a separate 2026-27 budget request to avoid major service restructuring. |
| Inbound | NSPL Update (Oct 28) | Noted that CCTH provided \$800,000 in bridge funding in late 2024-25 and another \$800,000 for 2025-26 to address current pressures. Crucially, a recommendation for a permanent funding increase was not included in the 2025 provincial budget process. |
| | Valley REN Letter | Affirmed the library's "vital role in the economic and social wellbeing," noting service cuts risk diminishing support for newcomers, workforce readiness, and local business vitality . |

2. 💰 Financial & Budgetary Updates

2.1. Income Statement (April 1 - October 31)

- **Net Income: \$381,850.22**, significantly above the budgeted deficit (\$203,102). This is attributed to the timing of major budgeted expenses (e.g., Salaries & Wages) and unspent funds (\$923,639 remaining in Salaries & Wages).
- **Budget Alignment:** Spending is on track to realize the full budgeted deficit by year-end.
- **Variances:**
 - **Program Costs** exceeded budget by 65.00%.
 - **Donation Revenue** exceeded budget by 195.40%.
- **Professional Fees Over Budget:** Due to \$7K-\$8K for national PR (offset by a disbanded association's revenue) and an unanticipated \$8K + HST for the switch from Sage to QuickBooks.
- **Miscellaneous Revenue:** Included nearly \$10,000 from the Library Boards Association and \$4,000 from a fire ratio.

2.2. Interim Budget (2026-2027)

- **Projected Deficit:** The draft interim budget projects a deficit of **\$528,280**.
- **Reserves:** The 2025-26 deficit is expected to deplete the reserve fund by **\$250,000**, leaving \$400,000 for 2026-27.
- **Assumptions:** Assumes **no change** in Provincial or Municipal funding formulas.
- **Salary/Benefits:** Includes a step-increase for Salaries and Wages (per the Collective Bargaining Agreement) and a **15% increase** in Extended Health Care rates.
- **Software (Circe Dynex):** Contract is expected to increase by a **minimum of 5% annually** (up from 2% previously).

2.3. Same Page Shipping & Staffing Costs Analysis

- **High Cost Factor:** The **true cost** of the Same Page shipping program is the significant **staff labor** required for manual processing (packaging, sorting, labeling, etc.). This leads to staff time burden and potential repetitive strain injuries.
- **Courier Model Benefit:** A courier model offers **significant time savings** and reduces staff burden by allowing bulk handling (bins).
- **Budget Misalignment:** The \$63,155 "alliance software contracts" budget **only covers the software**, not the substantial staff labor component.
- **Future Uncertainty:** The shipping grant ends next March, making the future delivery model (Canada Post vs. commercial courier vs. alternative) unknown.

3. 📖 Strategic Discussions

3.1. Future Library Model Workshop (Late Spring 2026)

- **Goal:** To re-imagine a cost-efficient and service-efficient operating model, as the current one is ~50 years old.
- **Process:** The CEO is developing **multiple service models** based on a status quo funding scenario for 2026-27.
- **Workshop:** A recommended Board workshop is planned for **April/May 2026** to consider different service levels based on projected deficits (e.g., \$500,000 deficit impact).
- **Staff Input:** Crucial, but may occur via separate sessions due to the sensitivity of financial discussions.

3.2. Funding Model & Municipal Contributions

- **Funding Formula Review:** The Review Committee held its final meeting, but **no definitive plan** for implementing recommendations for the 2025-26 Provincial budget exists.
- **Municipal Request:** A formal motion was passed to circulate a request to CAOs and councils for a **50% increase in municipal contributions** to gauge support and address future challenges.
- **Digital Books:** Raised as an alternative, but concerns include **higher costs, expiration dates, and the lack of universal access.**

3.3. Public Relations (PR) Campaign

- **Soft Launch:** A public communications "soft-launch" regarding potential service impacts began the week of **November 3rd, 2025.**
- **Call to Action:** Staff have been trained to refer the public to speak to their **MLAs and municipal councils.**
- **Impact:** The Provincial Conservative Party caucus is actively discussing the issue (indicated by MLA infographics).
- **Strategy:** National PR advises against direct responses (unless positive re-sharing); focus on **demonstrating community engagement** (e.g., strong activity in Wolfville, a Grade 4 class writing letters).
- **Phase 2:** Scheduled for **January-March 2026** to coincide with the active budget development period.
- Amended talking points for government officials to be circulated.

4. 📄 Policy Updates

| Policy | Status | Key Rationale/Content |
|----------------------|---------------|--|
| Intellectual Freedom | New (Adopted) | Formally defines AVRL's commitment to intellectual freedom and links to the Charter of Rights and Freedoms, in response to increasing challenges and censorship. |
| Public Computer Use | Updated | Update to the 2017 policy due to changes in technology; addresses basic risks, limitations, and procedural behaviour to enhance consistency across 11 locations. |

5. 👤 CEO Report Updates

- **Infrastructure:** New roofs installed in **Windsor and Hantsport** libraries in October.
- **Staff Training:** The 2SLGBTQIA+ Staff Learning Committee held its first meeting, focusing on developing **trans awareness training**.
- **Statistical Reports (April 1 - Oct 31, 2025 vs. 2024):**
 - **Total Circulation:** Down by -10.3%.
 - **Total Program Attendance:** Down by -13.6%.
 - **Total Patrons:** Slightly increased by +1.9%.

Report by Ty Walsh,
Councillor at Large
Town of Berwick

Committee Report

Committee Name: Fire Services Sub Committee

Meeting Date: October 30, 2025

Submitted by: CAO Boyd

Key Agenda Items:

- Tanker Replacement
- Review of Agreement
- Debris in pond
- Paving

Key Discussion or Decisions:

Tanker Replacement

- Pricing was presented based on spartan pricing for chassis
 - 14 month delivery of chassis
 - Total delivery time for complete build is 24 month.
- Town would require debt to pay for it's 1/3. There is currently, \$130K in debt payments for fire on the books. Small amount of debt is retiring in the next 5 years for all town assets.
- Discussed requirements for Fire Underwriter Insurance and Refurbishing process.
- Recommended:
 - Hire a third party to assess the economic requirements for our fleet replacement and requirements.
 - Invite the fire underwriters to a future meeting and develop a list of questions and send in advance.

Review Current agreement

- Defer to next meeting. Should update/simplify the funding formula language and develop a Terms of Reference for the sub-committee.

Paving of Carpool Lot

- Commission sent a letter to MLA re: carpool parking lot paving and designation
- No response
- Parking lot signs - the Town ordered and installed "Carpool Parking Only" signs and installed.

Committee Report

Committee Name: Meeting with Minister John Lohr regarding Homelessness

Meeting Date: November 14, 2025

Submitted by: Councillor Johanna Kwakernaak

Key Agenda Items:

- Introductions
- Opportunities and Social Development – Vision for Addressing Homelessness. How Funding Flows. Who Are We Funding? Jaime Smith and Lisa Ryan
- Open Arms – Overview of Programs in the Valley – Leanne Jennings, ED
- The Portal – Overview of Programs in the Valley - Coby Milne, Interim ED
- Project HOPE CMHA – Brief Overview of Programs – Joanne Thompson, ED CMHA, NS
- Kids Action Program - Overview of Programs - Nathan Brown
- Vision of Coordination of Services – Shawna Bourassa
- Proposal for greater coordination
- General Discussion – Minister John Lohr
- Next Meetings

Key Discussion or Decisions:

While I did not take a full count, there were more than 50 community members attending this meeting including Municipal Mayors, Councillors and Staff, MLA's and Staff, Health Care, RCMP, Kentville Police Service, Not-For-Profit agencies, and business leaders who participated in the meeting.

- This meeting was organized following increasing concerns expressed by residents and the business community of Kentville on the concentration of support programs for unhoused and precariously housed valley residents in Kentville.
- Minister Lohr introduced the issue. He reflected on the fact that Kentville is not the only urban centre struggling with the impact of concentration of individuals experiencing homelessness in their communities.
- Jaime Smith-Homeless is complex, much has been done but more is needed. Government working with the range of agencies who are working at the community level to address the issue. Appropriate solutions are affected by the acuity and complexity of the issues that have led to each individual move into homelessness. A range of wrap-around services needed to address specific individual's needs. 750 supportive housing units added, more still needed.
- Open Arms has 20 shelter beds on Bridge Street, Kentville and 20 ((Pallet Units) at Tiny Meadows. Provides supportive services including the Foundations Program which supports individuals be successfully housed in their chosen communities where they have a circle of support. More Housing Options are needed. Open Arms is the only shelter between Yarmouth and Halifax.

- The Portal provides services for unhoused youth. A shelter for youth is Phoenix House in Halifax. Youth under 19 are not eligible for Open Arms shelters. Portal provides the only program for youth in the valley. Definition of Youth varies dependent on program funder. Ensuring that youth who are housing insecure move successfully and quickly into a safe housing solution is critical in protecting their safety and security and supporting future success.
- CMHA provides Project Hope, Trustee services and Coordinated Access. Coordinated Access Annapolis Valley provides support to individuals from Clare to West Hants. Focus in those who are homeless or at risk of homelessness. Have 291 referrals and have connected 140 individuals to housing. This is less to 50%. The remaining referral are part oof the 449 know homeless individuals in the valley.
- Kids Action Program focus is on children and families and ensuring families are supported to remain housed. Note there are very limited affordable 2-3 bedroom units available and even those that are potentially considered affordable are out of reach for those on Social Assistance. This program supports 500 individuals per year.
- There are not enough resources currently to house all of those who are unhoused or housing insecure. There are many reasons that individuals lose their safe housing. Currently 100 of the unhoused are seniors. To solve this issue there needs to be a coordinated approach.
- General discussion.
 - This discussion has not met the expectations of the Town of Kentville as there is no solution to their unique concerns.
 - This problem needs involvement of the whole community.
- Next steps:
 - Formation of a representative committee to be chaired by the MLA.
 - I believe that the Town of Berwick should participate in the committee to ensure we can inform how we will be part of the solution.

Johanna Kwakernaak

Submitted: Nov 15, 2025

COTW, Nov. 25, 2025.

Kings County Trails Society.

Board Meeting, Sept. 18, 2025.

Attendance - Liz Wright, John Weir, Chris Goddard, Sherry Filmore, Butch Slade, Shannon Parker. Jason Calen.

Regrets - John Murphy, Gina Martin, Steve Krysak.

Annapolis Valley Trails Coalition, update.

Meeting was held in New Minas, facilitator Bette went through ideas and options for going forward. Representatives there from the Province, Annapolis County, Black Rock Trails Society, Kentville and New Minas. Another decisive meeting with all parties, before end of year, to have a plan going forward, and if needed, to send to Councils for approval. Overall, the feeling remains that the AVTC is needed going forward.

Greg Young, Nova Scotia Trails, doing a study with destination trails - what's available along the

trails, such as fuel, food, accommodation, etc. He will be in touch to either meet with all groups or individually, for further discussion.

John W. and Jason offered to check Harvest Moon Trail for items that could be done; gate repairs, stop signs, other signage, tree removal and trimming, etc. Kiosk roof in Kingston still needs to be done. Some money will go to the Waterville Fire Department for the new covered table by the trail.

Discussion around proposal for a new logo that will create more awareness among trail users. Some of this could be done in-house. To make official and register the logo, trademark search, etc. will be around \$1000. Motion from Sherry, seconded by Chris to move forward with the new logo, budget to be determined and approved at a later date. Approved.

Info from Shannon re: wagon rides on the trail at Aylesford.

Board Meeting, Oct. 30, 2025.

Attendance - John Murphy, Shannon Parker, Chris Goddard, Jason Calen, John Weir.

Regrets - Liz Wright, Gina Martin, Steve Krysak, Sherry Filmore, Butch Slade.

Annapolis Valley Trails Coalition, update.

No update from AVTC on moving forward, still pending discussions.

25/26 Budget Allocation.

John W. presented a plan for the remaining budget for the 25/26 year, including gate repairs, kiosk roofs, signage replacement, gate keys & locks, bridge refurbishment and more brush clearing. The group agreed not to use generative AI tools to create the new branding for the logo and to postpone this work until 2026. Motion from Shannon, seconded by Chris, that KCTS complete the outstanding maintenance tasks outlined by John W. and keep a balance of \$5000 in the account for the end of year. Approved.

Follow up from trail inspection.

- The municipality is responsible for road crossings.
- Ask Dept. of Highways about installing "ATV Crossing" sign on Hwy. #1 in Auburn.

Next Meeting - 7:00pm, Nov. 20, 2025 at Waterville Firehall.

Respectively submitted by
Councillor Goddard.

Committee Report

Committee Name: Valley Regional Services

Meeting Date: November 19, 2025

Submitted by: CAO Boyd

Key Agenda Items:

- Kings Transit Authority
 - General Manager's Report
 - Financial Statement Report as of September 2025
 - Request for Decision – Mechanic Hiring
- Kings Transit and Valley Waste-Resource Management Authorities
 - Request for Decision for Banking Services
 - Request for Decision for Auditing Services
- Valley Region Solid Waste-Resource Management Authority
 - General Manager's Report
 - EPR – December 1, 2025
 - Financial Statement Report as of September 2025

Key Discussion or Decisions:

Kings Transit Authority

- The Greenwood 2 (G2) Route will remain suspended until at least early December. A continued focus on fleet stabilization and vehicle commissioning will be necessary before G2 can be reinstated. While the temporary suspension is regrettable, a reduced yet reliable service remains preferable to unpredictable, piecemeal operations that creates confusion for riders.
- The *Tidal Transit Authority* name was submitted to the Registry of Joint Stocks and awaits approval.
- The financial forecast is projecting a surplus; however, this is largely due to timing of municipal contributions. Staff indicated it was closer to a breakeven forecast before consideration of a new position.
- The Board approved the hiring of an additional heavy-duty mechanic. This will be a permanent full-time position and will increase capacity to deal with an aging fleet and frequent repairs, as well as provide Maintenance Coordinator and Fleet Manager to focus on planning, scheduling and preventative maintenance oversight.

Kings Transit and Valley Waste-Resource Management Authorities

- The Board approved the change to BMO (Bank of Montreal) for banking services for the next five years. Currently, both organizations use different banking providers.
- The Board approved BDO as the auditor for both organizations for a five year term.

Valley Region Solid Waste-Resource Management Authority

- The new Extended Producer Responsibility for packaging and printed paper will take effect on December 1, 2025. New Recyclable items for curbside and depot include:

Curbside Program:

- Paper Cups
- Pet food bags
- Blister packaging (gum)
- Tubes (cream, toothpaste)
- Ice cream containers
- Cardboard cans

Depot Program:

- Foam polystyrene
- Chip bags
- Coffee bags
- Candy and cheese wrappers
- Empty, non-hazardous aerosol cans

- Certain hard-to-recycle items must be taken to depots. As of November 12, 2025, there are 4 registered depots in the Valley region:
 - CN Orde & Sons, Lequille
 - Greenwood Recycling Centre
 - New Minas Recycling
 - L.W. Layton Salvage, Canning
- As of December 1, 2025, tipping fees at the management centers for residential recycling will be removed. The revenue will come from Circular Materials.
- ReGroup will process all residential recycling materials in NS and NB.
- Fall cleanup is nearly complete with higher than usual tonnage. Clean-up will be replaced with bi-weekly bulky collection beginning April 1, 2026.
- The complementary bylaw and directives will need to be updated to reflect new regulatory requirements and service level changes. Staff are tracking all necessary changes as well as errors in the current bylaw.
- 2026 Calendars will be available the first week of December.
- The financial forecast is projecting to be on budget.