
Committee of the Whole Meeting

Tuesday, August 25, 2026

Berwick Town Hall Council Chambers

Immediately following the Special Council Meeting

AGENDA

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of the Minutes**
 - a. COTW Minutes, June 23, 2026
- 4. Review of Action Items**
- 5. Councillor Announcements**
- 6. New Business**
 - a. Winter Maintenance Information Report
- 7. Management Report**
- 8. Committee Reports**
 - a. AREA
 - b. Audit Committee
 - c. Annapolis Valley Regional Library
 - d. Annapolis Valley Trails Coalition
 - e. Kings County Trails Society
 - f. KMCC Governance Committee
 - g. Kings Point to Point
 - h. REMO
 - i. Valley REN LOC
 - j. Valley Regional Services (Tidal Transit/Valley Waste)
- 9. Correspondence**
- 10. Mayor's Report**
- 11. In-camera**
 - a. Contract & Personnel
- 12. Adjournment**

Department: Management

Date: August 2026

COMMUNITY WELL-BEING AND INCLUSION

- **Provincial Policing Services Review:** the Town received correspondence regarding the estimated annual contribution for policing under the new municipal billing model indicating a decrease which will be reflected on the October invoice. The Department of Justice (DOJ) has communicated that municipalities will reinvest the savings into complementary public safety initiatives. The Mayor and CAO have had one meeting with DOJ and future negotiations regarding the potential saving will be ongoing.
- **Commemorative Crosswalk on Veterans Drive:**
 - Commemorative design that is approved by the Royal Canadian Legion obtained in July; RRFB Crosswalk Hardware was installed in July.
 - Stencils (english text, french text, maple leaves) picked up in early August.
 - Awaiting asphalt patching then crosswalk will be painted, ideally before the start of the school year.
- **Trail:** Brush grubbed back and sides of trail mowed to improve accessibility and sight lines.
- **Brown Street Connector Trail:** Brush grubbed back to improve accessibility and sight lines.
- **Volunteer of the Year:** This year, the Town of Berwick Volunteer of the Year is Tim Steadman. The Provincial recognition ceremony will take place on September 28th in Halifax. Our local volunteer event will take place in October.
- **Programming:** Several new programs launched this summer, including Brave the Bike and Sand & Serve, have proven to be very successful. As we transition into the fall, we look forward to offering activities such as Active for Life, Pickleball, and more.
- **Council Coffee Chat:** a coffee chat was held on July 21, 2026. Although the turnout was low, the group discussion related to policing, planning and Berwick Electric was informative.

INFRASTRUCTURE

- **Regulatory Approval Received, Factorydale Hydro Rehabilitation:** The provincial regulator has given approval for the Factorydale Hydro Rebuild to proceed as submitted. This is a big milestone for the project and it is a testament to the work that the BEC put into developing the application and responding to the requests for information from the regulator. With this approval, we can now work to confirm financing and grant options with the Green Municipal Fund and begin the detailed design process.
- **Strategic Road Map:** BEC continues to work towards the development of a multi-year road map in collaboration with the Engineering team at SJ Energy. We have received the recommendations from SJE and are now working towards pricing and planning to determine how best to structure execution. The Road Map will be used to support upcoming funding and general rate applications.
- **Engineering Specifications:** Initial draft specifications reviewed with DesignPoint and Municipal Engineer on 20 July. Next draft expected in late-August.
- **Fire Roads:**
 - Danial Drive to Maple Ave: Brush grubbed back to improve accessibility and sight lines.
 - Hayden Dr to Spicer Park: Brush grubbed back to improve accessibility and sight lines.
- **Streets and Sidewalks:**
 - Paving work underway since late April. Next priorities:
 - Cottage St, Orchard St, Front St, Veterans Dr, elsewhere as budget allows.
 - Line painting underway since mid-June.
- **Stormwater Management:**
 - New storm catch basin installed at South and Commercial to mitigate water accumulation in a natural low-spot in the vicinity of the crosswalk.
 - Open ditch that separates Danial Drive and Main Street cleaned out, with a portion of a culvert replaced for improved drainage. The portion replaced was plugged with tree roots.
 - Open ditch along portion of Ron Smith Dr cleaned out in the vicinity of the pump station for improved drainage.
- **Wastewater Treatment (WWT) Operations:**
 - Acute lethality testing of the effluent underway since late-June due to high ammonia concentrations.

- Environment and Climate Change Canada (ECCC) performed an inspection of the facility on 3 July.
 - Residual Management and Disposal Plan drafted in July and shared with Nova Scotia Environment and Climate Change (NSECC) on 6 August.
- **WWTP Upgrades – Aeration & Blowers (Phase 2):**
 - Commissioning completed in July.
 - Awaiting final installation of CT panel for electrical metering, which should be completed in August.
- **WWTP Upgrades – Tertiary Filtration (Phase 3):**
 - Kick-off meeting with Mid-Valley Construction, Dillon Consulting, BEC, and Town held on 27 July.
 - Purchase Orders by Mid-Valley Construction for materials underway.
- **WWTP Upgrades – Pre-Treatment (Phase 3):**
 - Design work underway by Dillon Consulting.
- **WWC:** GR Pump Station on Main Street cleaned by vactor truck in late-July.
- **Highway Sign:** The original sign and design for the Town of Berwick HWY 101 sign have been secured and sent to the Province for manufacturing.

ENVIRONMENTAL SUSTAINABILITY

- **Trees:**
 - Two dead trees removed from vicinity of Bargain Harleys on Commercial St.
 - One dead tree removed from front of Town Hall; mulch replaced with top soil and seeded.

ECONOMIC DEVELOPMENT

- **Welcome New Business:** We welcomed two new businesses to our community over the summer. Both businesses have been given information on how to register for our website directory and email list.
- **Valley Regional Enterprise Network:** a special Valley Regional Enterprise Network (REN) Liaison and Oversight (LOC) meeting was held on July 27, 2026 to present and receive feedback on public-private partnership governance structures and funding models. The LOC made a motion to provide participating partners with a proposed governance model, including funding contribution scenarios under a sale of service structure beginning April 1, 2027, no later than December 1, 2026. Staff will prepare for a discussion at the September Committee of the Whole.

ADMINISTRATIVE

- **BEC Flow Through Application:** the Flow through is was approved and new electricity rates went into effect as of August 1st.
- **Terms of Reference Review:** Both the Community Development Committee and the Accessibility Committee are currently reviewing and updating their respective Terms of Reference.
- **2024/25 Audit Status:** the 2024/25 draft financial statements have been reviewed by the audit committee and will be presented to Council on August 25 for approval.
- **Staffing Updates:**
 - **Powerline Technician/Electrical Inspection:** NSP and the IBEW have agreed on a 3-year contract with 4% pay increases in each year of the contract. Berwick PLTs have a clause in their contract where they follow the same pay structure as NSP IBEW Employees and will see the same increases as NSP.
 - **Crossing Guard Position:** Active Job Posting for a part-time Crossing Guard to start next school year; application deadline 15 August.
 - **Active Living Coordinator (ALC) Position:** Kyle Garde joined the Town as our ALC, with his first day on August 10. Welcome Kyle!



Committee Report Template

Committee Name: Annapolis Valley Trail Coalition

Date of Meeting: Thursday, June 11, 2026

Name: Councillor Goddard

Key Agenda Items

The key agenda items covered in the meeting.

	Description
#1	Moving Forward
#2	Next Steps
#3	
#4	
#5	
#6	

Key Discussion or Decisions:

Give a brief overview of the key discussions or decisions from the meeting.

#1). The AVTC, having completed its mandate, will be phased out and replaced by a Harvest Moon Trail Working Group. The role of this group is to: bring trail managers together on a regular basis; provide a space to discuss corridor-wide issues; share information on projects, funding opportunities, maintenance needs and trail conditions; identify areas where regional consistency may be helpful; support collaboration between trail managers and external partners; help align efforts across the Harvest Moon Trail corridor. The Core Working Group would include the primary trail managers responsible for sections of the Harvest Moon Trail. They are: Municipality of the County of Kings; Town of Wolfville; Town of Berwick; Town of Kentville; Village of New Minas; Town of Annapolis Royal; Kings County Trail Society; Annapolis County Trail Society. Each organization may identify a primary representative and an alternate. Meetings twice yearly, in the spring, prior to the primary trail season and in the fall, after primary trail season. Additional meetings as needed.

#2). Complete AVTC wind-down, establish new working group structure, finalize Terms of Reference for new structure, transition of AVTC files and information, and implementation of the working group.
Respectfully submitted by:
Councillor Goddard.



Committee Report Template

Committee Name: Kings County Trails Society

Date of Meeting: Thursday, May 21, 2026

Name: Councillor Goddard

Key Agenda Items

The key agenda items covered in the meeting.

	Description
#1	Annapolis Valley Trails Coalition Updates
#2	Ongoing Maintenance
#3	Financial Report
#4	New Business
#5	Next meeting
#6	

Key Discussion or Decisions:

Give a brief overview of the key discussions or decisions from the meeting.

- #1). No update at this time. Next meeting is June 11, Chris and Steve will attend.
- #2). John W. to inspect pot holes in Kingston and submit a request to Howard Little Excavating for a proper quote on this project. This summer we will be repairing bridge decks and staining the new kiosks. We'll be requesting new Trans Canada Trail support signs for the kiosks.
- #3). We have received Province of NS funding of \$11,610.00. Our account is now at \$20,092.45.
- #4). Volunteer Appreciation- Steve is ordering sweaters and hats, with our new logo, for Board Members and volunteers.
- #5). June 25 2026 at 8:00pm, after the AGM.
- Respectfully submitted by:
Councillor Goddard.



Committee Report Template

Committee Name: Kings Point to Point Transit

Date of Meeting: Wednesday, July 15, 2026

Name: Councillor Goddard

Key Agenda Items

The key agenda items covered in the meeting.

	Description
#1	KPPT Board meeting
#2	KPPT AGM
#3	
#4	
#5	
#6	

Key Discussion or Decisions:

Give a brief overview of the key discussions or decisions from the meeting.

#1). RTA update by Dillon Consulting, Morgan from Dillon Consulting will be on site for a meeting with Kathleen and Chris on July 29th. A new driver has completed training and is doing well. All drivers viewed a video on securing scooters in our vehicles. Coby to draft an Executive Director performance evaluation.

#2). Discussion on a succession plan for the executive Director's position. Executive Officers will be the same for the next year. Kathleen presented the Compellation Engagement as prepared by mfb CPA.- approved. It was agreed to engage mbf for 2026/27 fiscal year. Annual review and approval of KPPT bylaws and Practices and Procedures, two new policies were added.

Respectfully submitted by:
Councillor Goddard.



Committee Report Template

Committee Name: Valley Regional Services

Date of Meeting: Wednesday, July 15, 2026

Name: Councillor Goddard

Key Agenda Items

The key agenda items covered in the meeting.

	Description
#1	Tidal Transit Authority
#2	Valley Waste-Resource Management
#3	
#4	
#5	
#6	

Key Discussion or Decisions:

Give a brief overview of the key discussions or decisions from the meeting.

#1). New schedule came into effect August 4th., should get feedback at next meeting. The Summer Youth Pass launched July 1st. and has been positively received. The new hybrid SUV has arrived and the hybrid truck will arrive in the fall.

Presently working on: bus tracking software; development and installation of new signage at the New Minas Depot; getting the new Transfer Station open in Cornwallis Park. The Board agreed to amending the hybrid-electric bus purchase to six busses instead of seven. The Board authorized the General Manager to enter into a contract with New Flyer Industries for six 40-foot hybrid-electric busses at a value of \$9.35 million.

#2). Valley Waste welcomes Nyla Frank-Rodgers to the Communications & HR Manager position. The new cardboard baler is now fully operational. Expansion of the Eastern Management Centre is on schedule for completion in November. Construction of the warehouse at the Western Management Centre is expected to begin in August. Other construction projects are ongoing.

Datacall results for 2024/25 show that the Valley Region had the lowest disposal rates in landfill and one of the lowest overall costs per capita.

Respectfully submitted by:
Councillor Goddard.