

Council Meeting

June 14, 2022

Time: 6:30pm

AGENDA

1. **Call to Order**
2. **Approval of Previous Minutes**
3. **Approval of the Agenda**
4. **Second Reading – A&J Balcom Development Agreement**
5. **Budget 2022-23:**
 - a. Tax Rate Scenarios
 - b. Sewer Budget Recommendation Report
6. **Committee of the Whole Recommendation Report**
7. **Mayor Report**
8. **In Camera – Legal**
9. **Adjournment**

Town of Berwick
Report to Council

Agenda Item

From: Mike Payne, CAO
Date: June 9, 2022
Subject: Second Reading – A&J Balcom Holding Inc.
PID 552443372 135 Foster Street

Council gave First Reading in this matter at May 10, 2022 Council Meeting. Staff recommends that Council give Second and Final Reading at June Council.

**IT IS RECOMMENDED
THAT**

Council give second reading to the Development Agreement between the Town of Berwick and A&J Holdings Ltd.

TAX INCREASE SCENARIOS 2022-23

Tax Increase	Add. Res. Tax Revenue	Add. Com. Tax Revenue	Add. Comb. Tax Revenue	Oper. Surplus to Fund Shortfall
0 Cents	\$ -	\$ -	\$ -	-\$135,317
1 Cents	\$ 15,478	\$ 2,563	\$ 18,041	-\$117,276
1.5 Cents	\$ 23,365	\$ 3,845	\$ 27,210	-\$108,107
2 Cents	\$ 31,252	\$ 5,126	\$ 36,379	-\$98,939
2.5 Cents	\$ 39,139	\$ 6,408	\$ 45,547	-\$89,770
3 Cents	\$ 47,026	\$ 7,690	\$ 54,716	-\$80,601
3.5 Cents	\$ 54,913	\$ 8,971	\$ 63,885	-\$71,433
4 Cents	\$ 62,800	\$ 10,253	\$ 73,053	-\$62,264
4.5 Cents	\$ 70,687	\$ 11,535	\$ 82,222	-\$53,095
5 Cents	\$ 78,574	\$ 12,816	\$ 91,391	-\$43,927

**REQUEST FOR DECISION
F2023 Town of Berwick Sewer Services
Operating Budget Approval**



To: Town Council
From: Director of Finance
Date: June 14, 2022
Subject: 2022/23 Town of Berwick Sewer Services Operating Budget Approval

Guiding Principles for Decision-Making

Economic Sustainability	Energy Innovation	Environmental Sustainability	Environmental Stewardship	Social Sustainability	Entrepreneurial Spirit	Cultural Sustainability
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References/Attachments

- F2023_Operating Budget_Master_Council
- F2023_Operating Budget_Council_March 17 2022
- F2023_Operating Budget_Master_Council_March 22
- F2023_Operating Budget_Master_Council v3 May

Legislation

- MGA Section 65

Recommendation

That Council approve the 2022/23 Sewer Services Operating Budget as presented. No change is proposed for Fees for Sewer Charges.

Background

In accordance with the Municipal Government Act, municipalities are required to deliver a balanced operating budget. Berwick's F2023 Operating Budget encompasses the Community Vision and reflects both short and long-term planning to ensure Berwick meets the required needs in the community, with a focus on long-term financial stability.

The F2023 Sewer Services Budget Surplus is anticipated to be \$46,592. The most notable changes over the F2022 budget relate to an increase in salaries of \$23,000 and supplies and maintenance of \$11,000. There has been no proposed changes to the existing sewer rates.

REQUEST FOR DECISION
F2023 Town of Berwick Sewer Services
Operating Budget Approval



Financial Implications

The balanced F2023 Sewer Services Operating Budget will include a transfer to sewer capital reserves, which reflects sound fiscal practices to prepare for significant future capital investment.

Community Vision Statement Alignment

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

Alternatives

N/A

Community Engagement/Communication

A detailed Financial Update was presented at a public engagement session on April 7, 2022.

CAO Comments

Supported

CAO Initials: MAP

Target Decision Date: June 14, 2022

Town of Berwick
Report to Municipal Council
Agenda Item

Subject: May, 2022 Committee of the Whole Recommendations
From: Mike Payne, Chief Administrative Officer
Date: June 9, 2022

The following recommendations to Council are being forwarded from Committee of the Whole (May, 2022), for further discussion and action:

THAT

Council approves the PSAC's request to conduct a review of policing services. Staff should be directed to draft a term of reference and a budget for Council consideration and approval.

THAT

Council approve the proposal supplied by Howard little ltd., for the 2022 paving season.

THAT

Council direct staff to conduct the 2022 Review of the Number of Councilors using the process outlined in the CAO Issue Report dated May 24, 2022.

THAT

That Council approve the Town of Berwick's loan guarantee as requested by the VWRM, in the amount of \$72,205 or 3.43% of the total amount of \$2,105,100, as per the attached loan guarantee schedule

THAT

Council approve the Town General Capital budget for the year of 2022/23 in the amount of \$861,750.

THAT Council approve the 2022/23 Operating Budget of the following amounts:

Total expenditures of \$4,972,251
Non-taxation revenues of \$1,458,489
Taxation revenues of \$3,513,762

**REQUEST FOR DECISION
2022/23 Debt Guarantee-VWRM**



To: Town Council
From: Director of Finance
Date: May 24, 2022
Subject: 2022/23 Debt Guarantee- Valley Waste Resource Management (VWRM)

Guiding Principles for Decision-Making

Economic Sustainability	Energy Innovation	Environmental Sustainability	Environmental Stewardship	Social Sustainability	Entrepreneurial Spirit	Cultural Sustainability
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References/Attachments

- Valley Regions Solid Waste-Resource Management Authority Municipal Partner Guarantee Resolution
- Schedule A- Breakdown of Guarantees
- Schedule B- Capital Budget Funded by Debt
- Standard Loan Guarantee Resolution- VWRM

Legislation

- Pursuant to the Municipal Government Act Section 88
- VWRM IMSA

Recommendation

That Council approve the Town of Berwick’s loan guarantee as requested by the VWRM, in the amount of \$72,205 or 3.43% of the total amount of \$2,105,100, as per the attached loan guarantee schedule.

Background

The Town of Berwick is one of the Inter-Municipal Service Agreement (IMSA) parties within the VWRM. Under the IMSA, parties are required to guarantee their share of any long-term borrowings of VWRM.

**REQUEST FOR DECISION
2022/23 Debt Guarantee-VWRM**



Financial Implications

There are no immediate budget impacts as the annual budget of VWRM considers the required debenture repayments.

Community Vision Statement Alignment

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

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

The CAO supports the recommendation of management.

CAO Initials: MP

Target Decision Date: May 24, 2022

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

WHEREAS the Valley Region Solid Waste-Resource Management Authority (hereinafter referred to as the Authority) was incorporated on October 1, 2001 pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Town of Berwick, the Town of Kentville, the Town of Middleton, the Town of Wolfville, the Town of Annapolis Royal, and the Municipality of the County of Kings entered into an inter-municipal services agreement pursuant to Section 60 of the Municipal Government Act;

WHEREAS the Authority pursuant to the inter-municipal agreement states that the body corporate shall be vested with the power to borrow money for the purpose of capital projects, the estimated amounts and descriptions of which are contained in Schedule "B";

WHEREAS any borrowing and/or entering into debt obligations of the municipal body corporate must be approved by the municipal units and the Municipal Guarantee percentages and amounts for each of the six municipal parties are attached at Schedule "A"; and,

WHEREAS pursuant to Section 88 of the Municipal Government Act no money shall be borrowed by a municipality, village, committee by an inter-municipal agreement or service commission pursuant to this Act or another Act of the Legislature until the proposed borrowing and municipal guarantees have been approved by the Minister of Municipal Affairs;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 92 of the Municipal Government Act, and subject to the approval of the Minister of Municipal Affairs and Housing, the Authority borrow a sum or sums not to exceed Two million, One Hundred and Five Thousand, One hundred Dollars (\$ \$2,105,100) for the purpose set out above;

THAT the sum be borrowed by the issue and sale of debentures of the Authority of an amount as the Authority deems necessary;

THAT pursuant to Section 92 of the Municipal Government Act, the issue of debentures be postponed and that a sum or sums not to exceed Two million, One Hundred and Five Thousand, One hundred Dollars (\$ \$2,105,100) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

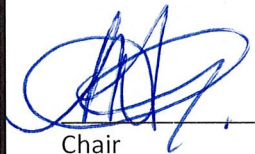
THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and,

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read and duly passed at a meeting of the Valley Region Solid Waste-Resource Management Authority held on the 18 day of May, 2022.

GIVEN under the hands of the Chair and the Secretary and under the seal of the Authority this 18 day of May, 2022.


Chair


Secretary

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

SCHEDULE "A"

MUNICIPAL GUARANTEES

MUNICIPAL PARTNER	GUARANTEE PERCENTAGE	GUARANTEE AMOUNT
Municipality of the County of Kings	73.92%	1,556,090
Town of Kentville	10.23%	215,352
Town of Wolfville	8.85%	186,301
Town of Berwick	3.43%	72,205
Town of Middleton	2.49%	52,417
Town of Annapolis Royal	1.08%	22,735
Total Capital Requirements for Borrowing Resolution	100.00%	\$2,105,100

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

**SCHEDULE "B"
CAPITAL PROJECTS**

		Estimates \$
Heading: Vehicles		
Item	Car C&E (Convert to Electric & Charging Station)	45,000
Item		
Item		
Item		
Heading Sub Total:		45,000
Heading: Machinery and Equipment		
Item	Utility Trailer(s)	15,000
Item	Roll Off Containers	23,000
Item		
Item		
Heading Sub Total:		38,000
Heading: Land and Land Improvements		
Item	Land Improvement -Storm-drainage & road safety - EMC	30,000
Item	Land for Future Expansion (EMC)	238,000
Item		
Item		
Heading Sub Total:		268,000
Heading: Sites / Facilities		
Item	Replace Outgoing Scale -WMC	127,100
Item	Outgoing Scale House Window-WMC	27,000
Item	Sorting Building and transfer building-EMC	775,000
Item	Public Drop off / HHW Center -EMC	125,000
Heading Sub Total:		1,054,100
Heading: Sites / Facilities-Equipment		
Item	Compaction Equipment - WMC	200,000
Item	Compaction Equipment - EMC	500,000
Item		
Item		
Heading Sub Total:		700,000
Heading:		
Item		
Item		
Item		
Item		
Heading Sub Total:		0
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		2,105,100

VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY

TEMPORARY BORROWING RESOLUTION

Amount: \$ \$2,105,100

Capital Projects: Detailed in Schedule "B"
Capital FY2022-23

**SCHEDULE "B"
CAPITAL PROJECTS**

		Estimates \$
Heading: Vehicles		
Item	Car C&E (Convert to Electric & Charging Station)	45,000
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Item		
Item		
Heading Sub Total:		45,000
Heading: Machinery and Equipment		
Item	Utility Trailer(s)	15,000
Item	Roll Off Containers	23,000
Item		
Item		
Heading Sub Total:		38,000
Heading: Land and Land Improvements		
Item	Land Improvement -Storm-drainage & road safety - EMC	30,000
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Heading Sub Total:		268,000
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Item	Replace Outgoing Scale -WMC	127,100
Item	Outgoing Scale House Window-WMC	27,000
Item	Sorting Building and transfer building-EMC	775,000
Item	Public Drop off / HHW Center -EMC	125,000
Heading Sub Total:		1,054,100
Heading: Sites / Facilities-Equipment		
Item	Compaction Equipment - WMC	200,000
Item	Compaction Equipment - EMC	500,000
Item		
Item		
Heading Sub Total:		700,000
Heading:		
Item		
Item		
Item		
Item		
Heading Sub Total:		0
TOTAL REQUEST CONTAINED WITHIN THIS RESOLUTION		2,105,100

TOWN OF BERWICK

**TAX RATE RESOLUTION
2022/23**

BE IT RESOLVED THAT the Council of the Town of Berwick estimates that the sum required for the lawful purposes of the Town for the year 2022/23, after crediting probable revenues from all sources, other than the rates for the year, is the sum of \$4,972,251 and;

FURTHER RESOLVED that the Town Council hereby authorizes the levying and collection of a rate for the current year of \$X.XXX per \$100 on the value of the property assessed in the assessment roll as **Commercial property** and \$X.XXX per \$100 on the value of the property assessed in the assessment roll as **Residential or Resource property**, these being the rates the Council deems sufficient to raise the sum to defray the expenditures of the Town for the current year and;

FURTHER RESOLVED that the rates and taxes be due and payable the last business day of October, 2022 and;

FURTHER RESOLVED that an interest rate of 1.5% per month, be charged on the 2022/23 final tax bills still outstanding after the last business day of October, 2022.

Passed in open Council this 14th day of June 2022.

MAYOR

CLERK

CERTIFICATE

I hereby certify that the foregoing is a true copy of a resolution of the Council of the Municipal Corporation of the TOWN of BERWICK passed at a meeting of said Council duly called and held on 14th day of June A.D. 2022 at which a quorum of the Council was present and voting.

CLERK