

MINUTES OF THE MUNICIPAL COUNCIL MEETING
9 DECEMBER 2003

Present: Chairman Mayor John P. Prall
 Deputy Mayor Donald E. Clarke
 Councillor Gary W. Whittier
 Councillor Michael E. Trinacty
 Councillor J. Richard Horsburgh
 Councillor Murray Bezanson
 Councillor Danny Lecky
 Mr. Craig Burgess, Recreation Director
 Ms. Linda Parker, Chief Administrative Officer
 Ms. Michelle Millett, Recording Secretary

In attendance: Ms. Sara Keddy, Berwick Register
 Mr. Brian MacCulloch, Citizens' Roundtable
 Ms. Polly Scott, Citizens' Roundtable

1. The Chairman called the meeting to order at 6:33 p.m. and welcomed guests in attendance.

2. Presentations

(a) Declaration of Election & Administering Oath of Office

Ms. Parker declared Danny Lecky the elected candidate from the Special Election held on 22 November 2003. Mr. Lecky took the Oath of Allegiance and of Office as Councillor for the Town of Berwick with Judge Don Hall performing the ceremony. Of an interesting note, Councillor Lecky was sworn into office with an heirloom family bible.

(b) Citizens' Roundtable/Council Mission Statement

Mr. MacCulloch read and gave an explanation behind the Mission Statement developed by Council and the Citizens' Roundtable. Discussion ensued regarding the mission statement and it was acknowledged that not all of the members of the Roundtable had seen the draft before it was put before Council. Ms. Parker will send the "mission statement" to members of the Roundtable for their agreement and approval. The members of the group in attendance requested that the term "Community" in the title of the mission statement be changed to read "District".

IT WAS MOVED and seconded to accept the Berwick and District Mission Statement.

Motion Carried

3. Approval of the Agenda

The Chairman made the following changes and additions to the Agenda:

New Business and Business Arising were reversed in the order listed on the Agenda. Under Correspondence a Thank You Card from the Board of Trade was added. Item 8.c) was removed from the Agenda. Hearing of no further changes the Chairman approved the Agenda as amended.

4. **Approval of the Previous Minutes**

Hearing of no errors or omissions the Chairman approved the previous minutes of 12 November 2003.

5. **Recommendations from Committee of the Whole**

(a) **Purchase of Fire Rescue Unit**

IT WAS MOVED and seconded to purchase of a replacement for the existing Fire Rescue Unit at a cost not to exceed \$74,000 in the next fiscal year budget.

Motion Carried

(b) **Amendment of Purchase and Tendering Policy**

IT WAS MOVED and seconded to amend the Purchase and Tendering Policy to read “All sub-contactors and contractors submitting proposals to the Town of Berwick must provide verification of an Occupational Health and Safety Program in compliance with the Nova Scotia Occupational Health and Safety Act.

Motion Carried

(c) **Snow and Ice Control Policy**

IT WAS MOVED and seconded to approve the Snow & Ice Control Policy.

Motion Carried

(d) **Addition of St. Eudora Rebekah Lodge to Schedule A of the Exemption and Reduction By-law**

IT WAS MOVED and seconded to approve first reading of the addition of the St. Eudora Rebekah Lodge No. 43 I.O.O.F to Schedule “A” of the Exemption and Reduction By-law to Council.

Motion Carried

(e) **NSF Cheque Policy**

IT WAS MOVED and seconded to approve the new NSF Cheque Policy.

Motion Carried

f) Project Manager for Storm Water Management Strategy

IT WAS MOVED and seconded to approve the appointment of the 4Site Group to act as Project Managers for the development of a Storm Water Management Strategy for the Town of Berwick at a cost not to exceed \$2,500.

Motion Carried

g) Request for Proposals for Storm Water Management Strategy

IT WAS MOVED and seconded to issue a Request for Proposals, review, and evaluation of all proposals received and the preparation of a recommendation to Council for a Storm Water Management Strategy by the 4Site Group.

Motion Carried

6. Recommendations from Other Committees

(a) Planning Advisory Committee

(i) *MPS review Related Project*

IT WAS MOVED and seconded to approve a MPS Review-related Project of Policy and By-law Integration for In-fill Development and Client Services Information, Planning and Development Control Administration to begin in January 2004 at a cost not to exceed \$5,925 during the current fiscal year to be facilitated by the 4Site Group.

Motion Carried

Councillor Trinacty explained to Council the timeline and future planning for other items that would be recommended in the future including the Clean-up of Land Use By-law, with a time frame beginning in April 2004. The next option that the Planning Advisory Committee would recommend to Council would be the item, Commercial Growth, Berwick and Beyond to begin in January 2005.

(ii) *Resignation of Planning Advisory Member*

Mr. Allan Shay had e-mailed a letter to the Chairman of the Planning Advisory Committee, Councillor Trinacty, on December 2, 2003, resigning his position from the Planning Advisory Committee due to other commitments. The vacant position on the Committee will be advertised in order to facilitate another member of the Committee being appointed.

IT WAS MOVED and seconded to accept the resignation of Allan Shay from the Planning Advisory Committee.

Motion Carried

(b) Police Services Advisory Committee

Mayor Prall and Ms. Parker and reported that they had met with Inspector Brown and Corporal Allen of the RCMP on December 8, 2003. It was determined that there was a need to identify other options for Police Services in Berwick.

IT WAS MOVED and seconded that the Mayor and Chief Administrative Officer enter into preliminary discussions with the County of Kings and RCMP to discuss policing options with the Town of Berwick and surrounding areas.

Motion Carried

Discussion took place regarding the proposed motion of providing a Crosswalk Strategy to the PSAC. Ms. Parker noted that three courses of action had already been determined that included strategy #1 of public education (information brochures, bulletins, statistics regarding accidents and fatalities, how to activate crosswalk signals, tips on how to cross the street safely and modeling this behavior to children, along with approaching the Berwick school to discuss crosswalk safety with children). Strategy #2 would include prominent signage at all crosswalk sites and strategy #3 would be strengthened enforcement through ticketing of offenders not obeying crosswalks throughout the Town.

7. Business Arising

(a) Agriculture – Hog Industry

Mayor Prall reported that he had spoken with staff at the Premier's Office and talked to the Deputy Minister of Agriculture. He discussed with those contacted the negative impact for producers of the degradation of the agricultural industry. Mayor Prall communicated to those he spoke with that loans accessible by producers are of minimal help if producers are unable to repay them due to financial hardship. Mayor Prall suggested that non-repayable financial assistance may be in order. Mr. Lester Palmer and Mr. James Lamb, both local large-scale local producers had been contacted personally by the Mayor for input on this issue.

(b) Trails Strategy

Mr. Burgess handed out a sheet with a compilation of answers from the responses received after his distribution of the survey at the Committee of the Whole Meeting in November 2003. He relayed plans to have focus group sessions held in the new year. Mr. Burgess noted that there is a diverse sector to accommodate in the construction of trails that include ATV users, snowmobile riders, hikers, runners, etc. The Recreation Advisory Committee would set up Public Input Sessions and invite Councillors when a time and date was set.

8. New Business

(a) Communication Strategy

Ms. Parker prefaced this item as being one of the top priorities set by Council. She noted that what was presented is a draft version to develop a complete Communication Strategy that attempts to look at internal and external communications. The report was reviewed with members of Council for input.

She relayed that in regard to external communications, one of the most important items is to determine the target audience that the message was to be communicated to. Methods of communication were discussed within the document and what efficiencies and targets audiences may be reached by various methods of communications. Councillor Clarke questioned whether letters to the Editor from Councillor's should be drafted and reviewed by Council prior to publication. It was agreed that the word "wish" would be deleted from the External Communications section #4.

Ms. Parker noted that in regard to internal communications the process is a two way street. She noted the practice of hand delivering packages to Council members as an extremely costly and inefficient means of communication and offered to help Councillor's communicate electronically with resources staff and the Town can offer. Staff agreed to investigate the availability of dated computers within the Town to determine if there were any that could be utilized by Councillor's without electronic means of communication at this point.

(b) Fire Services Agreement

Ms. Parker distributed a revised version of the Fire Services Agreement. She noted that the Fire Department was now a body corporate and thus would be recognized as a partner in any legal documentation with the Town of Berwick. Ms. Parker noted and distributed a revised version of the Fire Services Agreement (changes appear underlined and in bold) after changes made by the Fire Services Sub-Committee at a meeting held December 8th, 2003. All parties agreed to revise the Agreement every four years in order to allow the document to remain current. The B&DVFD issued an invitation to Council and the Register to the signing of the Agreement pending the adoption of the document by Council. The signing would take place at 8 p.m. on December 15, 2003. Councillor Trinacty wanted the second sentence in item 4. deleted from the agreement regarding the disposal of capital assets.

IT WAS MOVED and seconded to approve the Mayor and Chief Administrative Officer as signing officers for the Fire Services Agreement between the Town of Berwick, the Fire Protection Commissioners for the District of Berwick, and

the Berwick and District Fire Department in regard to the revised Fire Services Agreement.

Motion Carried

The commission had indicated during the meeting held on December 8th, 2003 that they would be unable to contribute to funding of the thermal imaging camera at this time.

IT WAS MOVED and seconded to purchase chains for the Pumper truck tires at a cost of \$3,000 and the thermal imaging camera at a cost of \$10,000 for the Berwick and District Fire Department.

Motion Carried

9. Jodi Pineo – Re RCMP Concerns

Ms. Pineo did not attend meeting, however, a letter from Ms. Pineo was distributed to Council. The RCMP had been contacted in regard to Ms. Pineo's concerns and Mayor Prall explained an officer had been sick that evening and thus New Minas officer's had responded to the call. He noted that there were four RCMP vehicles that responded to the incident within 16 minutes of the call that stayed on the scene for ½ hour and caught the vandals that evening. Mayor Prall will write a letter to Ms. Pineo regarding the issue and Councillor Whittier will talk directly to Ms. Pineo regarding discussion that occurred at the Council meeting in her absence.

10. Other Business

(a) MADD

Deputy Mayor Clarke mentioned his attendance in the place of the Mayor with Mothers Against Drunk Driving and the RCMP to educate the public regarding the issue at this crucial time of year.

11. Correspondence

(a) Berwick Board of Trade

A letter had been sent to Council thanking the Town of Berwick for their sponsorship of the joint Berwick and District's Board of Trade and Town of Berwick Wine and Cheese Reception held on November 28, 2003.

12. Next Meeting Date

The next meeting of Council would be held the 13th January 2004.

13. Hearing of no further business the Chairman adjourned the meeting at 9:21 p.m.

John P. Prall
Chairman

Michelle Millett
Recording Secretary