MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
November 24, 2008

Present:	Chair	Mayor John Prall
		Deputy Mayor Donald E. Clarke
		Councillor Marianne Woodworth
		Councillor Anthony Morse
		Councillor Mike Trinacty
		Councillor Gary Whittier
		Mr. Mike MacLean, Accountant
		Mr. Bob Ashley, Chief Administrative Officer
		Tim Harding, Public Works
		Ashlyn Sulis, Recreation Director
		Mrs. Chantal Pineo-Atwood, Recording Secretary
Absent with Regrets:		Chief Laurie Saunders, Berwick & District Fire Department
		Gary Gould, Supervisor Public Works
		Councillor Anna Ashford-Morton
		Dave Keddy
In attendance:		Ms Sara Keddy, Kings County Register

1. Call to Order

The Committee of the Whole Meeting was called to order at 6:28 pm.

2. Approval of Agenda

The Agenda was approved with the following additions:

a. Ongoing Business – update on the old fire hall disposal
b. New Business – new playground lighting - school

3. Approval of Previous Minutes

The October COTW Minutes were approved as circulated.

4. Departmental Reports

a. ***RCMP***

Cpl. Merrill Buglar reviewed the RCMP Report. Cpl. Buglar highlighted the members have increased the RCMP visibility at the arena, there have been a few liquor charges there. He also pointed out there was no complaints on Halloween night.

b. ***Berwick & Dist Fire Department***

Mr. Saunders was not available for the COTW Meeting.

*c. **Finance***
Mr. Mike MacLean reviewed the Finance Department Monthly Report and highlighted that the tax receivable number was at $106,000.00 as of today's date.

Mr. MacLean and Mr. Regan explained to Councillor Morse the process of an electric rate increase.

*d. **Public Works***
Tim Harding reviewed the Pubic Works Department Report.
Discussion ensued about the leaf collection. Mr. Harding explained that mechanical problems and the snow has slowed the process.

*e. **Economic Dev Committee***
Mr. Keddy was unavailable for the meeting.

*f. **CAO Report***
Mr. Ashley reviewed the CAO Report. Discussion ensued about the Valley Waste surplus. Mr. Ashley noted that it is the staff recommendation to put this in reserve. The budget is to be looked at, at December Council and any questions and concerns to be directed to Valley Waste in January when they visit our Council Meeting.

Councillor Trinacty congratulated Mr. Ashley on his efforts and hard work with regard to the new fire hall.

Both Councillor Morse and Councillor Woodworth reported the Councillor Orientation in Truro was most beneficial and interesting.

*g. **Berwick Electric Commission***
Mr. Regan reviewed the BEC Report. There were no questions of the Report.

*h. **Recreation***
Ashlyn Sulis reviewed the Recreation Report.

Councillor Morse asked about the Demo Trail. Both Ashlyn and Councillor Trinacty explained the trail.

5. New Business
a. 2009/10 Budget Process
Mr. MacLean introduced the capital budget spread sheet.

Councillor Trinacty asked Mr. MacLean if he could have something ready for the ICSP Focus Groups to rank the capital budget projects.

Mr. MacLean asked if anyone had any feedback to please contact him.

b. ***Old Fire Hall Update***

Mr. Ashley noted that we have a proposal on the table. The purchaser wants to buy it as an investment, Mr. Ashley is looking for direction.

After some discussion, it was decided that the property be given to real estate firms for quotes to list the property. Mr. Ashley said he would have a Motion for next Council.

6. New Business:

a. Code of Conduct for Municipals Officials

Mr. Ashley reviewed the Code of Conduct for Elected Municipal Officials report. Mr. Ashley noted that some Councils felt there was no problems arising from the present conduct which is currently being followed.

After some discussion, Council felt this was redundant, and because it was not legally binding to sign, Council would not sign.

b. Financial Update

Mr. MacLean reviewed the Operating Fund Interim Statement. Councillor Morse noted he finds some of the financial information overwhelming, being new at the table. Mr. Ashley indicated he was set up a small tutorial with Councillor Morse and Councillor Woodworth.

c. 2009/10 Priority Setting

Mr. Ashley reviewed all priority setting documents. Mr. Ashley explained that staff is attempting to produce a budget that reflects some of these priorities and to underline the idea is that its not only what you can do its what you can't do. Staff has to make it clear that we are directed by the MGA and the mandates, such as streets, sewage and stormwater, police, fire and finance, everything else is automatically secondary.

Mr. Ashley asked to have the Priority exercise completed and returned by December 2nd.

d. Public Works Tender – Sidewalk Machine

Tim Harding reviewed the report and noted the machine is about $500.00 over what the department. After some discussion ensued, the following Motion was put forth:

IT WAS MOVED and seconded

THAT

Committee of the Whole recommend to Council to accept the bid from Planters Equipment to supply one sidewalk machine for the amount of $84,348.17 plus HST.

MOTION CARRIED

e. New Lighting for Playground at Berwick School

Don Regan has attended the area, and estimates the costs will be approximately $1500.00, as it is a lengthy area, being approximately 300 to 400 feet from the closest power supply. Mr. Regan indicated that he will obtain a tight cost estimate. We will then approach the School Board for cost sharing.

7. Adjournment

The Committee of the Whole Meeting adjourned at 9:04pm.

Mayor John Prall	Chantal Pineo-Atwood
Chairperson	Recording Secretary