

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**  
**November 24, 2015**

Present:           Chair           Mayor Don Clarke  
  Deputy Mayor Reeves  
  Councillor Prall  
  Councillor Ilsley  
  Councillor Redden  
  Councillor Ashford-Morton

  Mr. Don Regan, Chief Administrative Officer  
  Mr. Greg Towne, Director of Finance  
  Tim Harding, Public Works Foreman  
  Chief Laurie Saunders (left after report)  
  Cpl. Jamie Green, RCMP (left after report)  
  Chantal Pineo-Atwood, Executive Coordinator

Absent with regrets:           Councillor Bustin

In attendance:                 John DeCoste, Transcontinental  
  Julian West

**1. Call to Order**

The Committee of the Whole Meeting was called to order at 6:30 pm.

**2. Approval of Agenda**

The Committee approved the Agenda as circulated.

**3. Approval of Previous Minutes**

The September COTW Minutes were approved as circulated.

**4. Departmental Reports**

*a. RCMP*

Constb. Jamie Greene highlighted that there was 35 calls of service for the month of October. Mr. Greene noted that was one complain of Child Luring over the Internet and one person has been charged in this instance.

*b. Berwick & District Fire Department*

Chief Saunders noted that there has been 7 alarm calls since the last report. The plan for the new addition to the kitchen at the BDVFD have been completed and the RFP is nearing completion.

*c. Public Works*

Mr. Harding reviewed the Public Works Report and explained that they are beginning work with Berwick Electric to clean up a few bad trees in Town. Crews have been busy with Christmas decorations, etc.

*d. Community Development and Recreation*

The Committee reviewed the Community Development and Recreation Report, prepared by Carol and Katie. It was highlighted that the Santa Claus Days Celebrations are taking place this weekend – November 27-29<sup>th</sup>. Berwick Recreation is hoping to see you there!

*e. Berwick Electric Commission and CAO:*

Mr. Regan noted, among other things, that the Ellershouse Grand Opening has been postponed to December 4<sup>th</sup>, due to poor weather. Don also explained that BEC staff will assume the standby responsibility for Ellershouse, as we are the closest by far, on a cost recovery basis. Enercon is looking after machine maintenance but for powerline and substation issues BEC will be called.

*f. Finance Department*

Mr. Towne reviewed the Finance Report indicating that the Finance department has hired Adam Lee, a new part time employee, mostly to process Kings Transit transactions as part of the financial services provided to the organization. Adam has quickly gotten staff up to date with their accounting and has started to assist in other areas within the Accounting Department.

**5. Adjournment**

The Committee of the Whole Meeting adjourned at 7:17pm.

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Mayor Clarke, Chair

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Chantal Pineo-Atwood  
Recording Secretary