



**Town of Westville
Regular Council Meeting
Monday, May 26th, 2014**

Commencing at 6:00 pm

Council Members Present:	Mayor Roger MacKay; Deputy Mayor White; Councillor Charlie Sutherland; Councillor Bernie Murphy; Councillor Lynn MacDonald
Town Employees Present:	CAO Kelly D. Rice; Superintendent of Public Works Samuel Graham; Development Officer Roland Burek; Recording Secretary Vicki Heighton
Absent:	None
Visitors Present:	A number of Westville residents
Media Organizations Present:	94.1 FM; Pictou Advocate; The News

1. CALLING OF MEETING TO ORDER

- 1.1 Mayor MacKay called the meeting to order welcoming everyone in attendance; with a special welcome to Pictou East MLA Tim Houston.

2. APPROVAL OF AGENDA

- 2.1 *It was motioned by Councilor Murphy to approve the tentative agenda and was seconded by Deputy Mayor White.*
Councilor Macdonald asked to add the Municipal Alcohol Project and Heritage Conference in Pictou County in September to the agenda under New/Unfinished Business. Mayor MacKay added the Department of Municipal Affairs to correspondence and Councilor Sutherland asked to add the June Council Meeting to the agenda.
Motion Carried.

3. APPROVAL OF MINUTES

- 3.1 *It was moved by Councilor MacDonald and seconded by Councilor Murphy to approve the minutes of the April 28th, 2014 regular Council Meeting as presented.*
Councilor MacDonald noted 9.2, the last sentence it should be clarity not Charlie.
Motion carried.

4. BUSINESS ARISING FROM MINUTES

- 4.1 Councilor MacDonald asked if they received a response from New Glasgow, Pictou and the County regarding the MOU on the Governance Study. Mayor

MacKay stated they have not. Councilor MacDonald asked if they should send it again or leave it. Mayor MacKay noted he hand delivered the three letters to each unit and Deputy Mayor White noted on each letter it stated a 21 day response request and it is past that date.

5. FINANCIAL REPORT

- 5.1 *Councilor MacDonald moved to accept the finance report as presented and was seconded by Deputy Mayor White. Motion carried.*

6. COMMITTEE REPORTS

- 6.1 *Police - It was moved by Councillor Sutherland and seconded by Deputy Mayor White that the Police Report be approved as presented. Motion carried.*

- 6.2 *Fire Report - It was moved by Councilor MacDonald and seconded by Councillor Murphy that the Fire Report be approved as presented. Motion carried.*

- 6.3 *Recreation Report - It was moved by Councillor Murphy and seconded by Deputy Mayor White that the Recreation Report be approved as presented. Motion carried.*

- 6.4 *Compost, Garbage & Recycling Report - It was moved by Councillor Sutherland and seconded by Councilor MacDonald that the Compost, Garbage & Recycling Report be approved as presented. Motion carried.*
Deputy Mayor White noted we received a notice of changes coming regarding solid waste and it is important that council review the changes.

- 6.5 *Environmental Health Report - It was moved by Councilor MacDonald and seconded by Councillor Sutherland that the Environmental Health Report be approved as presented. Motion carried.*

- 6.6 *Transportation Report – It was moved by Councillor Murphy and seconded by Deputy Mayor White to approve the transportation report as presented. Motion Carried.*

- 6.7 *Animal Control Report – It was moved by Councilor MacDonald and seconded by Councillor Sutherland that the Animal Control Report be approved as presented. Motion carried.*

- 6.8 *Building Report – It was moved by Councilor MacDonald and seconded by Councillor Murphy that the Building Report be approved as presented. Motion carried.*

7. CORRESPONDENCE

- 7.1 **Application to amend the Stellarton LUB**
CAO Rice stated this is for information purposes. She noted the Town of Stellarton is looking to amend their Land Use Bylaw to correct wording in respect to parking of commercial vehicles in residential zones. She stated there is a public hearing to be held on June 9th at 7:00 p.m. in the town council chambers in Stellarton.

- 7.2 **Feed Nova Scotia**
CAO Rice read a letter requesting a donation for Feed Nova Scotia. Councilor MacDonald believes we should continue to support our own food bank directly

and she suggested sending a letter to Dianne Swinemar stating same and thank her for all her work. After a brief discussion, Council agreed.

- 7.3 Pictou County 4-H**
CAO Rice read a letter from Pictou County 4-H Club requesting a donation. *Councilor Sutherland motioned to have the donation request from Pictou County 4-H moved to Finance and was seconded by Councilor MacDonald. Motion carried.*
- 7.4 Canadian Red Cross Prepared Campaign**
CAO Rice read a letter from the Canadian Red Cross Prepared Campaign asking each municipality to donate \$1 per each resident. *Councilor MacDonald motioned to have the donation request from the Canadian Red Cross Prepared Campaign moved to Finance and was seconded by Councilor Murphy. Motion carried.*
- 7.5 UNSM 2014 Spring Workshop**
CAO Rice read a letter from Mayor Dave Corkum, President, UNSM expressing his appreciation of the work the Pictou County units did for the UNSM 2014 Spring Workshop. Mayor MacKay thanked Deputy Mayor White for being the representative.
- 7.6 Response Hon. Peter MacKay's Office**
CAO Rice read the letter from the Hon. Peter MacKay's Office stating that PICCOLA and ACALA are very important programs to him and he appreciates hearing of Council's support of these programs.
- 7.7 Response Honourable Lena Metlege-Diab Office**
CAO Rice read a letter from the Honourable Lena Metlege-Diab thanking Council for their support on the Westray Campaign. In the letter it states that government is working on a number of initiatives to enhance inspection and investigation activities.
- 7.8 Department of Municipal Affairs**
CAO Rice read a letter from Municipal Affairs stating their acceptance of our Municipal Climate Change Action Plan.
- 8. NEW/UNFINISHED BUSINESS**
- 8.1 REN**
Deputy Mayor White noted there still has been no meeting to discuss an REN in our area. Mayor MacKay noted the Warden has been in contact with REN 4 and Mayor MacKay noted the discussion included some preliminary costs as New Glasgow and County will be putting in \$20,000 and the smaller units would be putting in \$8,000.
Councilor MacDonald noted the county is reaching out to Amherst and other areas and not talking to their own areas first and she feels it does not make sense. Mayor MacKay suggested giving the authority to Deputy Mayor White to contact the other units and everyone agreed. Deputy Mayor White stated he would make contact.
- 8.2 Municipal Boundary Review**
CAO Rice stated Council was given the document to review and they are required to set a date for public consultation. Deputy Mayor White asked about the timeframe. CAO Rice stated they would need two weeks' notice to advertise for the public meeting.
Councilor MacDonald asked if the public consultation meetings could be held in

September because of summer vacations. It was agreed the meeting would be held on September 22nd, 2014.

8.3 Regional Inter-municipal Planning Strategy

Planner Burek stated this document was prepared originally by planning staff of the Shared Services Authority and then went for legal review for 14-15 months. He noted it did get to the shared services board at the last meeting and it was a unanimous decision on behalf of the board. He stated they now have documents that can go forward to the public participation program. CAO Rice stated the PCSSA Board have already put forward an approval process flowchart which is extremely aggressive and are looking at completing a second reading for all five towns by August 31st. Councilor Murphy asked if there were any circumstances that this has to be done by August 31st; other then PCSSA Board want it completed by August 31st. Planner Burek stated that there is no legal requirement for it to be completed by August 31st, 2014.

8.4 HCMS Update

CAO Rice stated on Thursday May 22nd, 2014, CCRSB turned over the keys and drawing to HCMS. CAO Rice stated a letter was sent to CCRSB stating the Town would not accept responsibility for Highland Consolidated Middle School until such a time as the premises were brought up to the standards as stated in the Act. Public Works and staff members went through the school and secured the building noting the broken window and general disrepair of the premises. CAO Rice stated the Town has put insurance in place on the building. After a lengthy discussion the Town will continue to work towards getting HCMS open again.

8.5 Fire Inspection Services

CAO Rice stated she had circulated a policy for Fire Inspection for Town of Westville. She also requested that Council appoint Allan Morris as the Fire Inspector.

Deputy Mayor White moved to approve the recommendation from staff and was seconded by Councilor Murphy. Motion carried.

Councilor Sutherland moved to appoint Allan Morris as the Fire Inspector for the Town of Westville and was seconded by Councilor MacDonald. Motion carried.

8.6 BCF Sewer Upgrades

CAO Rice stated they will be going ahead with the sewer upgrades this summer and she also stated we have received some extra funding. CAO Rice stated they will be videoing the sewer in the areas of North Main St. and Diamond St. as the first phase and hopefully tenders will be going out shortly for this work.

8.7 Post Office Building

CAO Rice noted Building Inspector Van Rossum accompanied by Superintendant Graham and CAO Rice conducted a building inspection of the Post Office building on May 2nd, 2014. CAO Rice stated the building appeared to be in great condition and has been designated a Heritage Property. Once Council has reviewed the building inspection report Council will open dialogue with the Hon. Peter MacKay to discuss the future of the building.

8.8 Municipal Indicators

CAO Rice stated the municipal indicators have been released for public information. She noted staff has initiated a new approach to uncollected taxes and in the last four months it has been extremely successful.

A couple of areas on our report showing that we do not meet the average were: Commercial Assessment and Uncollected Revenues. So it is apparent, Westville

has a small Commercial Assessment base and therefore affects our challenge to meet the average.

8.9 Petition Residents of Irving Street

CAO Rice stated she received a petition from concerned citizens on Irving St. asking to have the sidewalk removed. After discussion, *Deputy Mayor White moved to receive the residents of Irving St.'s petition and agree to act upon the request and was seconded by Councilor MacDonald. Motion carried.*

8.10 Municipal Alcohol Project

Councilor MacDonald noted in 2010 the Municipal Alcohol Project was formed as a result of the Nova Scotia Provincial forums that offered insight into the complex relationships that Nova Scotians have with alcohol. She noted as the representative from Westville, she wanted to update Council and stated they are planning an event in November.

8.11 Heritage Conference

Councilor MacDonald noted the Municipality of Pictou County applied to have the Heritage Conference held in Pictou County this year and Councilor Sally Fraser is the lead councilor. The theme for the conference is going to be our industrial heritage and we have been meeting regularly to plan the conference. The conference will be September 23rd and 24th.

8.12 June Council Meeting

Councilor Sutherland asked to change the Monday June 30th council meeting to Monday June 23rd due to the July 1st Canada Day celebrations in Westville. *Councilor Sutherland motioned to move the next council meeting to Monday June 23rd instead of June 30th and was seconded by Councilor Murphy. Motion carried.*

9. QUESTIONS FROM CITIZENS

- 9.1 Marilyn Cameron, Acadia Street, asked if the house next door to hers is coming down soon. CAO Rice noted the town does not legal title to this property at this time, so no action can be taken.
- 9.2 Robert Dean stated on May 2nd water was shut off on three of his properties. He would like to know why two of them were shut off as the arrears were paid off in full on those properties. He stated there was no written notice or phone call in regards to a day set to be shut off. He also stated they charged him \$150 to have the water turned back on for the three properties and it only took ten minutes to do so. He noted the guys who turned the water on then went over to his neighbor's and talked to him for 40 minutes about buying tractor for their personal use. CAO Rice stated that water is shut off due to nonpayment and her understanding is that there were notices sent out. CAO Rice stated that he had an arrangement to make payments and he did not keep his arrangement. CAO Rice noted that when arrangements are not kept that is also grounds to have the water shut off. She stated in regards to \$150 that is in the Nova Scotia Utility Review Board directive and they have no control over that fee.

10. ADJOURNMENT OF MEETING

- 10.1 *Deputy Mayor White motioned to adjourn the public meeting at 7:35pm and Councilor MacDonald seconded. Motion carried.*

Certified to be a true copy of the minutes of the May 26th, 2014 regular Council Meeting for the Town of Westville.

Roger McHenry
.....
MAYOR

Vicki Hightower
.....
RECORDING SECRETARY