



**Town of Westville  
Regular Council Meeting  
Monday, February 25, 2013**

*Commencing at 6:00 pm*

**Council Members Present:** Mayor Roger MacKay; Deputy Mayor Lynn MacDonald; Councillor Charlie Sutherland; Councillor Bernie Murphy; Councillor Lennie White

**Town Employees Present:** CAO Scott Fraser; Superintendent of Public Works Samuel Graham; Recording Secretary Diane Morrison

**Visitors Present:** A number of Westville residents;

**Media Organizations Present:** The News; 94.1 FM

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**1. CALLING OF MEETING TO ORDER**

1.1 Mayor MacKay called the meeting to order welcoming everyone in attendance.

**2. APPROVAL OF AGENDA**

2.1 *It was moved by Deputy Mayor MacDonald and seconded by Councillor Murphy that the agenda be approved as amended. Motion carried.*

2.2 Mayor MacKay made an announcement and gave congratulations to Samuel Graham on accepting the position of Superintendent of Public Works.

**3. APPROVAL OF MINUTES**

3.1 *It was moved by Councillor Murphy and seconded by Councillor Sutherland to approve the minutes of the January 25th, 2013 regular Council Meeting as presented. Motion*

*carried.*

**4. BUSINESS ARISING FROM MINUTES**

**4.1 None at this time.**

**5. APPROVAL OF ACCOUNTS**

**5.1** *It was moved by Deputy Mayor MacDonald and seconded by Councillor Sutherland to approve/pay the accounts as presented. Motion carried.*

Councillor Sutherland inquired on Page 1 to buy salt is \$5600.00 and to transport it costs almost ½ as much. He noted that the cost of salt has not increased but the transportation part has.

Deputy Mayor MacDonald inquired on the payment to Nova Enterprise and CAO Fraser noted that would be parts for equipment for public works. She also inquired on the payment to PDI for \$10,775.00. CAO Fraser noted that this was in part for the infiltration study that was funded through the Province.

She also noted that payment to the Town of New Glasgow \$103,533.22 and CAO Fraser noted that would be mostly for water, as well as a lease payment that is still being paid through New Glasgow and the balance would be for IT services.

**6. COMMITTEE REPORTS**

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

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

**6.3 Fire Inspectors Report –** *Report not available as the Fire Inspector is off on sick leave.*

**6.4 Recreation Report -** *It was moved by Councillor Sutherland and seconded by Councillor Murphy that the Recreation Report be approved as presented. Motion carried.*

**6.5 Compost, Garbage & Recycling Report -** *It was moved by Deputy Mayor MacDonald and seconded by Councillor White the Compost, Garbage & Recycling Report be approved as presented. Motion carried.*

**6.6 Environmental Health Report –** *It was moved by Councillor Murphy and seconded by Deputy Mayor MacDonald that the Environmental Health Report be approved as presented. Motion carried.*

- 6.7 **Transportation Report - It was moved by Councillor Sutherland and seconded by Councillor White that the Transportation Report be approved as presented. Motion carried.**
- 6.8 **Animal Control Report – It was moved by Deputy Mayor MacDonald and seconded by Councillor White that the Animal Control Report be approved as presented. Motion carried.**  
Councillor White questioned his inquiry last month that names were showing.  
CAO Fraser noted that we intended to remove names from the report and would only be reporting addresses.
- 6.9 **Building Report – It was moved by Deputy Mayor MacDonald and seconded by Councillor Murphy that the Building Report be approved as presented. Motion carried.**

## 7. CORRESPONDENCE

### 7.1 **Cheri Hallam – By-Law Request**

CAO Fraser noted that this request was received for 1760 Victoria Street as per the land use By-law. She would like to have some leeway given for a home based business. CAO Fraser advised to have it forwarded to the Planning Advisory Committee to have Jeff Turnbull take a look at it as it is a Land Use By-Law and this is where we should start.

Deputy Mayor MacDonald asked what type of time frame would be involved if this was to happen.

CAO Fraser noted that it would be 2 to 3 months if it goes to the Planning Advisory Committee and an amendment was suggested. There are 2 readings necessary before adoption.

Mayor MacKay suggested that we go a little more in depth in the by-law and see if there is some kind of a loophole as we don't want to turn this business away.

Deputy Mayor MacDonald asked if we could add an amendment to the by-law for the time being.

CAO Fraser noted that it would still have to follow the same process even if Council wanted to do that. He noted that it would have to go to a Planning Advisory Committee meeting and you may be able to relax any penalties pertaining to the by-law and if Council was to agree he will forward same to Mr. Turnbull to have a look at it. He noted that there is a Planning Advisory Meeting in the works shortly and we could add this to the Agenda.

### 7.2 **MUNICIPALITY OF THE DISTRICT OF BARRINGTON**

CAO Fraser noted that this was a request concerning the recent report titled Municipal Property Taxation that was circulated by the Nova Scotia Chamber of Commerce. The letter notes that they believe this is an issue that affects all 54 municipal units in Nova Scotia and therefore, should be dealt with by the Union of Nova Scotia Municipalities.

The letter goes on to request that all municipal units in Nova Scotia

request the Union provide the appropriate response to this report in support of the municipalities.

*Deputy Mayor MacDonald made a motion and it was seconded by Councillor White to have the UNSM analyze the report and provide a response to the Chamber of Commerce. Motion Carried.*

Councillor White noted that in the recent days a couple of other bodies have come on board with the recommendations of the Chamber and are endorsing same. So now it is not just the Chamber of Commerce but also a couple of other organizations.

Deputy Mayor MacDonald also noted that the gentleman that spoke offered to speak to any of the Councils and she and Councillor White thought it would be good to have all the Councils meet and invite this gentleman to speak to everyone as she feels he has a lot of information and unfortunately Bob Parker was the only other Councillor to attend the meeting.

#### **7.4 Feed Nova Scotia**

CAO Fraser noted that this was the annual report and statistics showing the number of people that access the food banks in Nova Scotia.

Councillor White noted that he wanted again to commend the Westville Fire Department on the successful food drive they held during the month of December and that we continually encourage our citizens to support the food banks.

Councillor Sutherland noted that the statistics shown were broken down for the 5 districts. He also commented that he found it hard to believe that Antigonish, Pictou and Guysborough showed a smaller number of people being helped in 2012 as compared to 2010 and 2011.

#### **7.5 SPCA**

CAO Fraser noted that this correspondence was concerning the announcement last week in the media that the SPCA would no longer be responding to complaints of abuse and cruelty to animals due to not being able to secure adequate funding to provide that service. He noted that this may put a further demand on local Police Departments which would be a point of interest to the Town.

#### **7.6 The Union of Nova Scotia Municipalities – Regional Enterprise Network**

CAO Fraser noted that he and the Council members attended a meeting in Antigonish concerning the replacement for PRDA and it will be Regional Enterprise Network (REN). They are now asking each Municipality to appoint a member to sit on the committee and they would be the contact person and they would be able to provide feedback from the Town on the new REN system. He noted that the committee would have Provincial Appointee's as well. He noted that it could be elected or staff members from the Towns.

Councillor White noted that it was a great discussion from around the Province and he noted that the PRDA's are gone and that we now have to

move on to a new format. He noted that the Valley, South Shore, Colchester and Cumberland Counties are already working on this project and that there seems to be a great willingness to co-operate and find a solution to move forward.

He hopes that locally we can put aside our differences and work together. Mayor MacKay asked Councillor White if he would like to represent Westville on this committee.

Councillor White noted that he would accept the position and CAO Fraser will let them know.

Deputy Mayor MacDonald noted that not all of Pictou County is interested in this committee. She noted that the Municipality of Pictou County does not feel that there is any benefit to them to take part in these discussions. She asked Mayor MacKay if there had been any discussion at the Mayors and Wardens Meeting and through Shared Services if there was any discussion on this committee and he informed her that it was briefly discussed at the PRDA meeting but not at great length but he noted the Municipality of Pictou is not interested they would prefer to keep it as it is and the relationship they have with a couple of other Municipalities. He also noted that he spoke to people from Guysborough who are not interested.

Deputy Mayor MacDonald noted that there will be real dollars to be lost if we don't have something like this as Councillor White pointed out such as the Municipality putting in \$100,000.00 per year and the government would match that. She feels if they are not at the table then our REN will lose that funding.

## **8. NEW/UNFINISHED BUSINESS**

### **8.1 Unsightly Properties**

CAO Fraser noted that there are 4 properties listed since January 2013 and 2 show that no further follow up is needed. He noted that 1875 Purvis Avenue is still an ongoing issue and the homeowner is in possession of the demolition permit. He noted that he will take a look at the progress and check to see what date the permit was issued.

Deputy Mayor MacDonald inquired if the permit was good for a year and CAO Fraser noted that is correct.

Councillor Sutherland noted that he feels this Council and other Councils have been very fair concerning this property and he was hoping that we would not have to go through another summer.

CAO Fraser noted also that the 2695 Foxbrook Road property was given another 2 weeks on February 15<sup>th</sup> to finish the work.

### **8.2 Strategic Plan**

CAO Fraser noted that he had included a synopsis of the work done to date and included SWOT analysis that we have been working on. He feels that we are now prepared to move onto the next step which he feels will be to work on a Mission Statement and Values. He mentioned that a good discussion was had on Economic Development as a solution to threats and partnerships with other levels of Government and the private sector. He went on to note that it is important to remember the strategic plan begins with "what do we do/offer" as an organization, where are we and how do

we get where we want to be in the future. Another comment was that at the next meeting they could discuss individual departments and services to see what can be rolled into the plan at the departmental level.

After further discussion the next meeting was set for March 4<sup>th</sup>, 2013 at 6:30 PM.

### 8.3 Council Salary

*Deputy Mayor MacDonald made a motion and it was seconded by Councillor White to adopt the remuneration as outlined in this memo by staff for the years 2012, 2013, 2014 and 2015. Motion passed. 3 Yays Deputy Mayor MacDonald, Councillor Murphy, Councillor Sutherland. 2 Nays – Mayor MacKay, Councillor White.*

Councillor White asked for clarification concerning the year 2015 as it reads it would revert back to the level in 2011 + CPI and CAO Fraser noted that was a typo and should have read 2014 + CPI. Councillor White noted that he still had some concerns that this leaves this Council fairly far removed from similar communities our size. He noted that Pictou currently pays \$11,323 by comparison in 2014 we would be receiving \$9,375.00. He feels this is quite a gap and similarly Springhill according to the study is \$9,000.00 at this time for Council and again he mentioned that we would be considerably behind them. He also noted the Town of Stellarton and the fact that he did some quick calculations and since we are fairly close in population and based on that if we took 67% of their current rate of \$12,535.00 we would have \$8398.45 based on that. He may vote against the motion as presented and he is not sure if he can make an amendment to the motion but he would like to see us starting higher and the Deputy Mayor using the same equation should be \$10,200. If this was accepted then moving forward we would be on more of a level playing field even though we will still be lower than most of comparable size. He noted that the responsibilities are mostly the same and he has been thinking that as far as he is concerned this is a novel situation where we are talking about giving ourselves a raise. He feels it needs to be looked at because the last municipal election Charlie and I ran uncontested. He questions why this happened and commented that he is sure there are people out there who have the ability in this Town to do this job and sit around this table and challenge us all to do a better job. He went on to mention looking at the kind of commitment and the work that is involved at being on Council and looking at the compensation that is offered he feels that it is not unreasonable and that most people in the public would understand it and at this time this is his suggestion. Councillor Murphy noted that he appreciated the fact that Councillor White has looked at the matter but feels that more than what is fair between each Town has to be considered including the budgetary responsibilities and how this will affect the Budget. He went on to mention that Stellarton's commercial base is considerably larger than Westville's commercial base. He noted that it is good to recognize that there is a problem but he feels that it is a bit of a conservative jump. Councillor White noted that when he filed his nomination papers he did not realize what was offered for compensation for the position or the fact if there was any at all. He noted that in his case it was certainly not a determining factor but feels it could be in the minds of a lot of other

people when considering same. He noted that his concern was that at the base we start at now will affect matters in the coming years.

Deputy Mayor MacDonald noted that she agrees with Councillor Murphy and the fact that when you look at the overall picture it is without a doubt that Stellarton has a far larger commercial base to draw on and she mentioned that what she likes about this proposal are actually two things and it one is that it addresses the issue of compensation and she keeps thinking about Councillor Sutherland's remark some time ago about young families and if the mother or father want to take part in Council and they have to hire babysitters that right now you may not be able to do it with what is offered and this would be a deterrent. She feels that what is being offered it is appropriate for our budget and also noted that the CAO was cautious but feels with the knowledge that he has gathered he is keeping an eye on the budget.

Mayor MacKay asked Councillor Sutherland for any comments and Councillor Sutherland just noted that he is very uncomfortable deciding his own salary and he will be voting yes to the remuneration as presented. Mayor MacKay noted that this will sound odd but for the jump that he will be given in the next couple of years it is just as well that he stays where he is at this time. He went on to note that compared to what the Deputy Mayor and Councillors are going to get it is quite substantial to his percentage and if it is alright with the Council then he will stay at the 2012 amount and at that he put the motion on the floor.

Deputy Mayor MacDonald noted that she understood his reasoning but he feels that there is quite a bit of difference between a Councillor's pay and a Mayor's pay and he noted that he understands that and he has no problem with it but on the other hand when things come down it is the Mayor that catches the flak for quite a bit of stuff. He also noted that he does not have a problem with the Deputy and Council receiving a raise and again he noted that he does not have any issue with that. He noted what he was saying that the difference from 2012 to 2014 is really not going to affect his much and he is happy with what he is receiving at this time.

Deputy Mayor MacDonald noted that she thought he should take it and that we should do this as a package and in the future years whoever, is sitting in your chair will have a higher starting point.

Mayor MacKay noted that for the benefit of those that come after him he noted that they can start at what the starting rate for what the Mayor's going to be.

Deputy Mayor MacDonald noted that if we adopt the package it will be what is outlined here as that is her motion to adopt the package as presented.

Mayor MacKay noted in that case he will be voting No on the motion and that is not an issue and he still wants to stay where he is at this time.

**8.4 Police Department – Policy Off-Duty Extra Duty**

CAO Fraser noted the package contained a Policy concerning Off-Duty and Extra Duty Employment Activities for the Westville Police Officers. This policy was recently passed by the Westville Police Board and is now being forwarded to Council approval.

*Councillor White made a motion and it was seconded by Councillor Murphy to accept the Policy for Off-Duty Extra Duty for the Westville Police Department as presented to Council.  
Motion carried*

**8.5 Water Utility – Replacement Planning**

CAO Fraser looking to begin the Capital Budget planning and if we put out to Tender now and then bring it back to Council when we have a price to work on. He basically explained that we are trying to get this started now so that we will be ready for the summer season and he went on to explain that if we wait until Spring to Tender a lot of the contractors have a full schedule. He noted that they are looking for the area Grant Street and Foley Street from Diamond to Cowan Street where we have experienced a great number of leaks and the loss of treated water that turns out to be an expense to the Town. He went on to say that the rule of thumb in municipalities is to try to replace 1% of your distribution system per year and in our case we have 34 kilometers of water mains and that would work out to approximately 340 meters per year and this area would entail just over the 1% at approximately 400 meters. He feels it is the most critical area of Town as far as water line replacement. He went on to mention that the price should be around \$200,000 and this will be incorporated into the Capital Budget if this is approved.

*Deputy Mayor MacDonald made a motion and it was seconded by Councillor Murphy to accept the recommendation of staff to proceed with Tendering for water line replacement on Grant and Foley from Diamond to Cowan Street.  
Motion carried*

Councillor Sutherland inquired if by doing this now will we be blindsiding the Utility Review Board as they set the water rates and this will be paid for out of the water rates and when we accepted the water rates this was not included.

CAO Fraser noted that actually Capital Projects were approved in the rate increase. He noted that there were a number of capital projects over 4 years. He mentioned that one year there was a capital water replacement for \$500,000.00 and we have not done anything to that level so what we would do when we get to the budgeting and he went on to note that the Water Utility is a separate entity from the Town so when we borrow for this it does not affect the Town's borrowing level and when we look at the Water Utility as it is right now there is very little debt on its books and this is mainly because the Utility has not begun a replacement program. He noted that we would take out a borrowing for approximately 20 years and each year that payment would come out of the ratings and this would be roughly \$10,000.00 or 12,000.00 per year. At the same time the Utility Fund which it puts money into each year called the Utilities Depreciation Fund and you can take from that fund the \$10,000.00 or \$12,000.00 and he noted that each year the Depreciation Fund gets around \$50,000.00 and



of that you would pay back the \$12,000.00 so you are basically taking it out of the reserve.

Councillor Sutherland noted that

CAO Fraser noted that the Capital Replacement shouldn't affect the rate but to safe guard the Town's supply and he noted that it can be very expensive when we have a leak and you can see up to 20 to 30 gallons a minute that is going into the ground and in some cases we can't find them as easily as others. He noted that at times they may come to the surface and other's can take several days or weeks to find them so during that time you are spending that money on treated water and so to overhaul in the long term it will make the water utility more efficient to have more solid pipe in the ground and reduced leaks.

#### **8.6 Public Works**

Councillor Sutherland noted that he wanted to comment and give congratulations on the fact that the Public Works Department used sand combined with salt during the cold we have experienced this winter. He thought they would find sand too dirty to work with and the fact that the price of freight impacts Pictou County far more than it impacts Cumberland County with the distance that the salt has to come. He felt this was a good combination and is better for the environment as the sand does not kill the vegetation they way that salt does. He also commented on the good job that was done by the Department on the major snow falls that we have had this past winter.

Councillor White also echoed the same sentiments and wanted Public Works to know it was greatly appreciated.

### **ITEM 9. QUESTIONS FROM CITIZENS**

#### **9.1 Stop Signs**

Doug Porter- 2210 South Main Street – noted that the stop signs have been removed and now he feels much safer and knows that he has to wait. He mentioned that he has heard some negativity but also had phone calls that people were glad to see the stop signs gone.

### **ITEM 10 ADJOURNMENT OF MEETING**

**10.1** *It was moved by Councillor White and seconded by Councillor Murphy to move to an In-Camera session. Motion carried.*

**10.2** *It was moved by Councillor White and seconded by Deputy Mayor MacDonald to adjourn the meeting. Motion carried*

*Certified to be a true copy of the minutes of the February 25th, 2013 Regular Council Meeting for the Town of Westville.*

*Roger McKay*  
MAYOR

*Diane Morrison*  
RECORDING SECRETARY