



**Town of Westville  
Regular Council Meeting  
Monday, June 24, 2013**

*Commencing at 6:00 pm*

**Council Members Present:** Mayor Roger Mackay, Deputy Mayor Lynn MacDonald; Councilor Charlie Sutherland; Councilor Bernie Murphy; Councilor Lennie White

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

**Absent:** None

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

**Media Organizations Present:** The News; 94.1 FM, Pictou Advocate

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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 motioned by Deputy Mayor MacDonald to approve the agenda with amendments and was seconded by Councilor Murphy.*  
Items added to the agenda were: DEANS request, and Councilor Murphy's summary of the FCM Conference.  
*Motion Carried.*

**3. APPROVAL OF MINUTES**

3.1 *It was moved by Deputy Mayor MacDonald and seconded by Councilor Sutherland to approve the revised minutes of the May 27, 2013 regular Council Meeting as presented. Motion Carried.*

**4. BUSINESS ARISING FROM MINUTES**

4.1 9.7 Deputy Mayor MacDonald had the memorandum of understanding for the construction of the engineer flight and thinks it is something council needs to discuss. Deputy Mayor MacDonald noted we did have correspondence from Mayor Hawes of a draft agreement and it is going to be \$1500 for a commitment and wanted to know if council wanted to add

to the grant list. Mayor MacKay stated it could be added to the list of grants.

- 4.2 3.2 Councilor White was wondering if there was anything further on the governance study. Mayor MacKay noted they have not received anything as of yet. They were going to go over it and make sure they have all their i's and t's looked after and as far as he knows they have not sent out the final agreement. Councilor White asked what the delay was as there is nothing happening until September and the terms of reference were drawn up well over a year ago. He noted they are all onboard with it. Mayor MacKay agrees with Councilor White but it is not going out until September. Deputy Mayor MacDonald wanted to know who was running it and what the holdup is. Mayor MacKay noted that it was the Mayors and Wardens that said they were going to send it out in September, and he is not saying they are holding it up but they are going over the terms of reference again and the CAO's are making sure it is done properly. Deputy Mayor MacDonald asked how they arrived at September, and was it a general idea from the Mayor and Warden's group. Mayor MacKay noted that it was and the CAO's also sit in on those meetings and were well aware of it also. Deputy Mayor MacDonald asked who chairs that group. Mayor MacKay stated Ronnie Bailey was the chair of the Mayor and Wardens Committee. Deputy Mayor MacDonald suggested approaching the chair and Councilor White noted that he will do that and he doesn't understand what the holdup is.

## 5. APPROVAL OF ACCOUNTS

- 5.1 *It was moved by Councilor Sutherland and seconded by Councilor Murphy to approve/pay the accounts as presented.*

Deputy Mayor MacDonald asked what ACG equipment was.

Superintendent of Public Works Samuel Graham noted it was for Flow Monitors.

Deputy Mayor MacDonald also asked about Art Coleman. CAO Fraser noted it was a customer who had paid twice and his money was returned.

Deputy Mayor MacDonald also had Fred Hampton in question. Mayor MacKay noted it was for the shirts for the Fred Lays Memorial Races.

Deputy Mayor MacDonald asked about Ken Dunn and Mayor MacKay noted it was for the Fire Chiefs Convention in Prince Edward Island.

Deputy Mayor MacDonald also asked about Red Devil. Mayor MacKay believes it was for the manholes and flushing.

Deputy Mayor MacDonald also questioned Royal Bank. CAO Fraser noted it was a Capital Lease for the snowplow.

Deputy Mayor MacDonald asked what Wilson's Security was for and CAO Fraser noted it was for the installation and security system at the Public Works Garage.

*Motion carried.*

## 6. COMMITTEE REPORTS

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

Councillor White noted the Police Commission has undertaken a Strategic Plan session and feels it was a very fruitful exercise and is going to benefit the town in the next number of years.

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

Deputy Mayor MacDonald noted the prep the Fire Department does for July 1<sup>st</sup> and we owe them a debt of gratitude over the years. Also Helen Dunn, JoAnne Pittman, Amanda Pittman, Jason Pittman and Chris Selig did a great job with the pageant for the July 1<sup>st</sup> princesses and little miss fashion show. Their decorating was excellent and there is a lot of dedication. Mayor MacKay also noted the food prep for the senior's tea was delicious.

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

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

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

Deputy Mayor MacDonald wanted to note that Sam Graham has done a great job on the reports and the town looks wonderful. They are doing a great job.

Councillor Murphy also added he received a call from a resident on South Main St. who had an issue with bushes protruding on the sidewalk and noted Sam was very polite, professional and quick.

**6.6 Animal Control Report - *It was moved by Deputy Mayor MacDonald and seconded by Councillor Murphy that the Animal Control Report be approved as presented. Motion carried.***

**6.7 Building Report - *It was moved by Councillor Sutherland and seconded by Councillor White that the Building Report be approved as presented. Motion carried.***

**6.8 Deputy Mayor MacDonald noted there was an unsightly report. Mayor MacKay stated he believes the building report would include the unsightly.**

**7. CORRESPONDENCE**

**7.1 Multicultural Fusion Festival**

CAO Fraser noted it is an annual festival and it is being held in New Glasgow on September 28<sup>th</sup>, 2013. This is the fifth year for this event and they are looking for funding.

*Deputy Mayor MacDonald motioned to move this item to the Grants List and was seconded by Councilor Sutherland. Motion carried.*

**7.2 ALS Walk**

We received a letter of thanks from Sara Watters for the use of our facility. Deputy Mayor MacDonald noted it was very well organized. It is a young person in the community organizing something really good and should be congratulated. Mayor MacKay thanked Deputy Mayor MacDonald for stepping in to say a few words for this event as he was away.

**7.3 Pictou County Senior's Festival**

*Deputy Mayor MacDonald motioned to move this item to Grants and was seconded by Councilor Murphy. Motion carried.*

**7.4 Race on the River**

CAO Fraser advised the opening ceremonies kick off is on Friday July 26<sup>th</sup> at 5:30pm and you should RSVP by July 19<sup>th</sup>. Deputy Mayor MacDonald noted she has attended for years but will be away this year. Mayor MacKay noted that he will be in attendance. Superintendent Graham announced The Westvillans placed 2<sup>nd</sup> last year.

**7.5 Museum of Industry**

*Deputy Mayor MacDonald motioned this item be moved to Grants and was seconded by Councilor Murphy. Motion carried.*

**7.6 374 F/L Chisholm Air Cadet Squadron**

CAO Fraser noted they would like to keep using our auditorium as they are trying to rehabilitate their building. They were advised with the new armory being built in New Glasgow it would be available if needed but they would like to remain in the community. Deputy Mayor MacDonald noted Pictou County can be proud of this squadron, they are very well trained and some have national recognition in their fields. They are doing a great job. She also noted everything is supplied, there are so many opportunities and it is a great place for young people. Mayor MacKay noted that he was a member of that squadron when he was younger. *Councilor White moved for 374 F/L Chisholm Air Cadet Squadron to continue to use our facility and was seconded by Councilor Murphy. Motion carried.*

Deputy Mayor MacDonald noted CAO Fraser could contact them.

**7.7 CUPW Local 87**

CAO Fraser noted they received a request to have a resolution brought to council regarding the downsizing and downgrading of the public postal system.

*Deputy Mayor MacDonald motioned to adopt this resolution regarding the downsizing of Postal Systems and was seconded by Councilor Sutherland.*

Deputy Mayor MacDonald noted they had a big loss and she thinks we deserve a good reliable postal service. She also noted our mail is sorted in Halifax and not Pictou County. Councilor Sutherland stated he could not imagine Westville without our post office. It is a strength of our

downtown. Deputy Mayor MacDonald noted the building was for sale and that we need an active post office.

*Motion carried.*

**7.8 VON**

CAO Fraser noted the town of Westville annually contributes \$2,000 to the VON and they sent a letter acknowledging our continued support.

**7.9 Joseph Green PID#01031343**

CAO Fraser noted we received a request to purchase a small parcel of town land adjacent to his.

*Councillor Sutherland moved to contact the other owner's of this property for purchase of sale and was seconded by Councillor Murphy.*

Mayor MacKay asked if it was any value to us. CAO Fraser noted it was too small to build on and we received it in a tax sale in 1991.

Deputy Mayor MacDonald asked if the motion included the sale of the property. CAO Fraser noted it was just to contact the other owner then at the next meeting he will advise council what the outcome was and council can formally decide if it is going to be sold. Councillor Murphy asked if \$2,500 was a fair value and CAO Fraser noted it is something they would have to review but thinks it would be.

*Motion carried.*

**8. NEW/UNFINISHED BUSINESS**

**8.1 Taxi License**

*Councillor Murphy moved to accept the taxi license renewals and was seconded by Deputy Mayor MacDonald. Motion carried.*

**8.2 Grants**

Deputy Mayor MacDonald noted Finance talked about having a meeting but wanted to put them on the agenda. She asked if our budget is \$2,500 for Grants for the year. CAO Fraser confirmed it was.

Deputy Mayor MacDonald went over the list of Grants.

Mayor MacKay noted that we will probably receive more requests later in the year.

Deputy Mayor MacDonald noted the Fire Fighters are looking for sponsorship. Councillor Sutherland stated it is for 2014 they are just hoping all the towns will help out. Councillor White stated the Fire Fighters noted they are prepared to do a presentation.

Deputy Mayor MacDonald noted Spring Garden Child Care Centre is a private business and does not see how we can donate to them. She also noted the Museum is looking for \$500 and it is a provincially operated museum.

Deputy Mayor MacDonald noted DEANS is already in the budget.

Councillor Sutherland noted the list doesn't include Christmas Daddies.

Deputy Mayor MacDonald also noted there are usually students who make requests as well. Councillor Murphy asked if we could assume this would be about ½ the list. Deputy Mayor MacDonald thinks it would be most of the list.

Councillor Sutherland asked about Ground Search and Rescue. Deputy Mayor MacDonald confirmed they are looking for \$2,400.

Mayor MacKay asked how many are on deadline. CAO Fraser noted the Museum is the end of June, Ground Search and Rescue have been asking and the Air Flight Engineers have been wondering mainly about the MOU but also the funding. Councillor Murphy asked if it can be done at the finance meeting. Deputy Mayor MacDonald noted there was not one scheduled. CAO Fraser noted there is one on Wednesday June 26, 2013 but it does not have to go to finance it can be done at this meeting.

Councillor Sutherland questioned how we find \$1500 for flight. Deputy Mayor MacDonald noted it comes to \$2325 for everything including the air flight. Councillor White stated we need more discussion. Councillor Murphy asked about getting more information before Wednesday night's meeting.

Deputy Mayor MacDonald asked if there were any more. Mayor MacKay noted it is up to council and some are ongoing, some we cannot afford and maybe give them a little to show we respect them for what they do.

Councillor White noted a lot of these play a vital role. Councillor Murphy stated we cannot do for everyone.

Deputy Mayor MacDonald noted to give \$100 to LORDA, Multicultural Fusion Festival, Pictou County Christmas fund, Senior's Festival and Pictou County Sports Heritage Hall of Fame Society, \$200 to Ground Search and Rescue and \$325 to our team for Race on the River.

Mayor MacKay noted the Strength Conference being held at the museum of industry expenses are charged to other General Governments. Deputy Mayor MacDonald noted there is probably no money for it. She believes the conference is good and will benefit the county. Councillor White stated it is not a museum event. Mayor MacKay said they were going to do a presentation on Westville area's history of their coalmining. Deputy Mayor MacDonald again noted that it is a provincial body. Mayor MacKay asked CAO Fraser what his recollection was. CAO Fraser believes the museum is organizing the event and the conference takes place at different locations every year. He could not say if they have funding for it and only knows what is presented. Deputy Mayor MacDonald noted they have held conferences and their budget should cover it, there are people coming from all over. Mayor MacKay noted CAO Fraser will find out how it is being funded and what the situation is with the conference. Deputy Mayor MacDonald noted she has tried to contact Deborah McNab but she is very hard to get a hold of. Councillor White asked if we can move on the items excluding the air flight and museum.

*Deputy Mayor MacDonald moved to award the Grants with exception of the air flight and the museum and was seconded by Councillor Murphy. Motion carried.*

### 8.3 Communications Policy

Deputy Mayor MacDonald noted a recent item that happened coming out of a motion regarding Mayor MacKay's pay made her think council needs a communications policy. She does not want to suppress anyone on council for making a public statement it is just to insure notice is given to council that a press release is coming and what it is about and to make sure a council representative does the release. The release Mayor MacKay gave out refusing his council raise was sent out by Tyler Cameron and he has no standing with the town of Westville. She noted she checked with

their municipal advisor, Mark Peck and he said the Mayor cannot sign a press release and have someone else like Tyler send it out for the town or for the mayor. Mayor MacKay asked why Mark Peck didn't call him and tell him about it. Deputy Mayor MacDonald noted she did discuss the situation with Mark and Mark did say he was speaking with Mayor MacKay as Mayor MacKay called Mr. Peck to tell him about his intention to make this motion and Mark advised him not to do it that it was an improper motion because once council made the decision it has been made as a collective group and it under minded council. Deputy Mayor MacDonald stated council made the motion to increase council's wage and the next month Mayor MacKay made a motion he did not want to take the raise. She also noted that Mayor MacKay did talk to the CAO to contact our lawyer and he said that Mayor MacKay could rescind it, so there is a difference between our advisor and our legal advisor. She stated that it should be once council has spoken that should be the end of it. She noted she went on to ask Mr. Peck about Tyler issuing the press release and it was signed Mayor Roger MacKay and it carries an incorrect statement on the bottom. It states the motion was passed on a three to two vote but it was defeated and we need a communications Policy.

Mayor MacKay noted Mr. Mark Peck did not tell him he was not allowed to do that and Mr. Peck was going to check into the situation. Mayor MacKay also noted the media was here the night of the meeting and published it in the paper. He stated other media called to do an interview so he did an interview. Deputy Mayor MacDonald noted the press release came from Tyler Cameron and that was her concern. Mayor MacKay stated he did not see any press release that Tyler Cameron sent out.

Deputy Mayor MacDonald noted that she has a copy of the press release and will be given to Mayor MacKay after the meeting.

Councillor White asked what the communications policy would look like. Deputy Mayor MacDonald noted it would ensure notice is given to council for any press releases and the press release would be issued from someone like our CAO or the Mayor himself. She noted that the Mayor could have sent a press release out in his name but cannot send it out as the Mayor of Westville. Mayor MacKay apologized and noted he did not say one bad thing about council. Deputy Mayor MacDonald noted she looked up a communication policy on the government of Canada website and shared some of that information.

Councillor Murphy mentioned if the Mayor did not have knowledge of the press release being sent out it would require a letter. Deputy Mayor MacDonald noted if we have a policy it would stop it from happening and noted Councillor Murphy is right we do we need to contact our solicitor and have a letter sent to Tyler Cameron to tell him to cease and assist representing himself as a representative of our mayor and council. Mayor MacKay noted if that is what they think needs to be done and thinks CAO Fraser could send him a letter. Councillor Murphy wants to check with our solicitor and does not want to do anything to overstep our own boundaries by even suggesting he get a letter. Deputy Mayor MacDonald noted council are constantly learning and the release should have come directly from the Mayor himself or the CAO and noted Mayor MacKay has been on council for a long time. She feels the Mayor needs to work with council, respect them and let them know when press releases are coming. Councillor White noted they can speak as a councillor or an individual.

We have to be careful with how we conduct ourselves as a group and agrees council should have the communication policy. Deputy Mayor MacDonald complimented the media on what they wrote as her opinion. They had accurate quotes.  
*Deputy Mayor MacDonald moved to have a Communications Policy created and was seconded by Councillor Murphy. Motion carried.*

#### **8.4 Council Expense Policy**

Councillor Murphy noted he had funds left over from his conference and there is no way to return it.

*Councillor Murphy motioned if there is extra money there should be a vehicle to return it and if you had expenses over and above there should be a way for the town to pay you back and was seconded by Deputy Mayor MacDonald.*

Councillor Sutherland asked if he meant a meal allowance. Councillor Murphy confirmed it was. Councillor White asked if there was something the CAO is going to recommend. CAO Fraser stated there is and believes Councillor Murphy just wants a policy for the process. He will look at a few different drafts and should have something for the next meeting. Deputy Mayor MacDonald asked if the motion could be reworded to include overages. Councillor White stated it will all be in the draft of the policy.

*Motion carried.*

#### **8.5 FCM Conference**

Councillor Murphy attended his first Federation of Canadian Municipalities National Conference on May 30<sup>th</sup> – June 3<sup>rd</sup>, 2013. He felt as a new councillor it was an excellent learning opportunity by having access to the leading governing minds.

Councillor Murphy noted he took in a lot of interesting points of view. One being that our area needs to cooperate and combine services wherever possible to avoid duplication and provide a stronger voice in the development of Federal and Provincial policy. Also the negative aspect was when the municipalities amalgamate they are able to cut cost but the delivery of the municipal services were affected. He was advised to be aware that the services that were once ready at hand now had lead times associated with them.

Councillor Murphy feels Westville needs to focus on its strategic plan and work on building relationships with our neighbouring municipalities. He noted we have to have a clear understanding of where we want to go or it will be dictated to us. He thanks the town for this learning opportunity and would highly recommend the FCM to any member of council who has not yet attended.

Mayor MacKay was also at the conference and there were a lot of great speakers including Rick Hanson, leader Mr. Mulcair NDP, Justin Trudeau, Elizabeth May and a few others. He also noted Don Mills stated municipal government were voted the most liked by people and the most disliked were provincial. Mayor MacKay also noted he appreciated going and brought back information on electronic voting.

#### **8.6 DEANS**



Councillor White wanted to deal with DEANS marketing levy.  
*Councillor White moved to indorse and sign the DEANS Marketing Levy act and was seconded by Deputy Mayor MacDonald. Motion carried.*

Deputy Mayor MacDonald asked if could be transcribed on our letterhead for the mayor to sign.

**9. QUESTIONS FROM CITIZENS**

9.1 A citizen asked about the monthly inspection report and wondered if it was an open report. Deputy Mayor MacDonald asked which one he was referring to. The citizen noted it was the first one. Deputy Mayor MacDonald specified May 8<sup>th</sup>, 1769 Jerry Lane and the citizen noted it was correct. CAO Fraser believes the inspection was for the berm that was being constructed. On May 10<sup>th</sup> the unsightly officer went and inspected when a complaint was filed and his understanding was it was part of the development agreement that the developer at that site was intending to build a berm. It begins with wood and debris that it placed along the property line then filled in over time until it creates a grassy knoll that is filled in over a period of time. The citizen asked what the period of time was. CAO Fraser noted he would have to check but every so many weeks within a couple of months. His understanding was the soil would be added to it until it was completed. The citizen asked what final meant. CAO Fraser noted that when the inspector inspected it he advised to have a fence put around it and it meant the development agreement would be constructed as a berm was constructed and because of that it was not something we would issue a cleanup on. CAO Fraser noted that if it was something that would be cleaned up they would issue an order on it.


**10. INCAMERA**

10.1 *Councillor White moved to go to an in-camera session and was seconded by Councillor Murphy. Motion carried.*

**11. ADJOURNMENT OF MEETING**

11.1 *Councillor White motioned to adjourn the public meeting and Councillor Murphy seconded.*

*Certified to be a true copy of the minutes of the May 27, 2013 regular Council Meeting for the Town of Westville.*

  
MAYOR

  
RECORDING SECRETARY