



**Town of Westville
Regular Council Meeting
Monday, November 25th, 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; Recreation Coordinator Susan Oliver; Building Inspector Roland Burek; Recording Secretary Vicki Heighton

Absent:

None

Visitors Present:

A number of Westville residents;

Media Organizations Present:

The News; 94.1 FM, Pictou Advocate

1. CALLING OF MEETING TO ORDER

- 1.1 Mayor MacKay called the meeting to order welcoming Pictou East MLA Tim Houston.
- 1.2 Mayor MacKay called for a moment of silence for former councillor and police commission member Bob Gregory.

2. APPROVAL OF AGENDA

- 2.1 *It was motioned by Deputy Mayor MacDonald to approve the tentative agenda and was seconded by Councillor Murphy.*
Deputy Mayor MacDonald wanted to add the Police Commission are seeking new members, an interview committee for the new CAO for the town of Westville, a request from Westville Minor Hockey Association for a Donation for their Christmas tournament and trapping of coyotes in the field to the agenda. Mayor MacKay added Community of Municipality workshop and Heritage Conference in the spring to the agenda.
Motion Carried.

3. APPROVAL OF MINUTES

- 3.1 *It was moved by Councillor Murphy and seconded by Councillor White to approve the minutes of the October 28th, 2013 regular Council Meeting as presented.*
Deputy Mayor MacDonald noted the spelling of Mayor Hawes in section 9.4 should be Hawes not Hauz. She also wanted it noted during the discussion of the flight topic she asked several times if there is knowledge of financial benefit to

the town of Pictou. There was no answer to her question.

Motion carried.

4. BUSINESS ARISING FROM MINUTES

- 4.1 Deputy Mayor MacDonald noted at the last meeting they tabled Canada Post requests and it is not on the agenda. She asked if council was ready to deal with it or if it had to be tabled again. Councillor White asked if it was tabled to this meeting or if it was just tabled. Deputy Mayor MacDonald stated it was tabled to a future date. Mayor MacKay stated it did not appear they were ready.
Deputy Mayor MacDonald moved to table Canada Post to the December meeting and was seconded by Councillor Murphy. Motion carried.
- 4.2 Deputy Mayor MacDonald asked if the agreement in 4.1 regarding Jerry Lane was signed. CAO Fraser noted it has not been yet. Deputy Mayor MacDonald noted she is getting worried and asked if she should be. CAO Fraser noted he has not heard anything but the planning staff may know more. Deputy Mayor MacDonald stated it had to be signed and cleaned up. Building Inspector Roland Burek stated Randy Langille has proceeded and done the work he was suppose to and said he should have everything done by the end of November with the exception of hydro seeding or sodding. Burek stated the amendment is not signed. Councillor White asked why he did not sign it. Inspector Burek noted Langille is getting legal advice not to sign it yet. Deputy Mayor MacDonald stated Langille brought his lawyer to the council meeting that he brought forward the amendment. Inspector Burek stated he would call him first thing in the morning to see if he can get him in to sign it.
Deputy Mayor MacDonald asked if the Campbell's Road issue was cleared up. Inspector Burek noted he was not sure and will check on it. CAO Fraser stated the development was just for Jerry's Lane and it is a different issue. Deputy Mayor MacDonald asked if Inspector Burek would check on it.
Councillor White asked if there was a PAC Committee meeting scheduled. Mayor MacKay noted if it is not done by a certain date Langille will be penalized. Councillor Murphy stated that could only be done once the agreement is signed. Councillor White noted until the agreement is signed they have no say. Mayor MacKay asked what they were going to do. Councillor White stated they will have to make him come in and sign. Mayor MacKay asked who is responsible of the signing of the agreement. Inspector Burek stated it would be his job. Deputy Mayor MacDonald asked if we warned Langille regarding Campbell's Road. Mayor MacKay noted they would have to look in the previous minutes.
- 4.3 Deputy Mayor Lynn MacDonald stated they did a tour of Highland Consolidated Middle School on November 1st. She thought the school was in good condition and thinks they should send a letter to the Minister of Education to tour the school. Deputy Mayor MacDonald noted she and Councillor Murphy went to a school meeting at MacLeod school and it is costing them \$3.5 million to fix up MacLeod to accommodate two student bodies and it would cost \$1.5 million to fix Highland Consolidated. She thinks it is a better idea to deal with Highland Consolidated.
Councillor Murphy noted the conditions at W.A. MacLeod were in a rough position and there is not a lot of space or resources there and looks at our Highland school and as a parent he would want to be insured it is a healthy building even if it is fixed. Councillor Murphy noted the meeting was more to put views out to the committee and they could collect the information and put a report to the school board. Deputy Mayor MacDonald pointed out the school in Yarmouth cost \$40 million and they had to take the kids out and it needs to be addressed. Deputy Mayor MacDonald feels in her opinion the school board is

very hard to deal with. She noted when they did the tour of HCMS they were not allowed to take pictures and it is a public building. She asked why council was not allowed and noted the meeting was held at MacLeod and you had to preregister to ask questions and no one preregistered.

Councillor Murphy stated it is about the children; if they go back to HCMS he wants it to be safe and the focus has to be on the kids. He hopes the minister of education will have that in mind.

Deputy Mayor MacDonald stated Councillor Murphy was well prepared for the meeting and they are not getting the whole picture.

Deputy Mayor MacDonald moved to have a letter written to the Minister of Education to look at Highland Consolidated Middle School and was seconded by Councillor Murphy. Motion carried.

Mayor MacKay stated a former teacher spoke very well of the councillors who attended the meeting.

4.4 Councillor Murphy thanked CAO Fraser regarding section 9.11, the town website. Councillor Murphy reported to the school things they can do to improve communications and will expand it to other schools.

4.5 Councillor Sutherland noted 7.1 CUPW. The community mailboxes are in an unsafe condition. He noted several had asphalt and he was under the understanding everything is supposed to be asphalt and is concerned about a third party liability with someone falling at these community mailboxes.

5. APPROVAL OF ACCOUNTS

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

6. COMMITTEE REPORTS

6.1 ***Police - It was moved by Councillor Sutherland and seconded by Councillor White that the Police Report be approved as presented. Motion carried.***
Councillor Sutherland noted Halloween in Westville appeared to be quiet.

6.2 ***Fire Report - It was moved by Deputy Mayor MacDonald and seconded by Councillor Murphy that the Fire Report be approved as presented.***
Councillor Sutherland thanked the fire department for all they did on Halloween. Councillor White asked if the fire truck had been ordered. CAO Fraser stated it has been.
Motion carried.

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

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

6.5 ***Environmental Health Report - It was moved by Deputy Mayor MacDonald and seconded by Councillor White that the Environmental Health Report be approved as presented.***

Councillor Sutherland asked if it included the water quality in Westville.

Councillor White noted it does and it is all A's.

Motion carried.

- 6.6 Transportation Report – It was moved by Councillor Sutherland and seconded by Councillor Murphy to approve the transportation report as presented.**

Councillor Sutherland noted it a busy department. Councillor White stated there are lots of water repairs again. Deputy Mayor MacDonald said it speaks to the age of the infrastructure.

Motion Carried.

- 6.7 Animal Control Report – It was moved by Deputy Mayor MacDonald and seconded by Councillor White that the Animal Control Report be approved as presented.**

Councillor Sutherland noted there are a lot of calls compared to the little revenue from dog licenses.

Motion carried.

- 6.8 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 NRHS

CAO Fraser stated there was a request for a donation for NRHS's hockey tournament they hold every year. He noted they usually purchase a \$40 business card advertisement. Deputy Mayor MacDonald asked how much they have left in their discretionary fund and if they would have enough. CAO Fraser stated they would have enough to do this.

Deputy Mayor MacDonald moved to purchase a business size ad for the NRHS hockey tournament and seconded by Councillor Murphy. Motion carried.

7.2 Silent Witness

CAO Fraser stated there was a request from the Pictou County Silent Witness looking for a donation. They are a newly formed organization and there is some information in the letter regarding the organization. Deputy Mayor MacDonald noted she was not aware of the organization until she received the council package. Council White noted they are looking for start up funds to create the organization. Deputy Mayor MacDonald noted they do not have a dollar amount. Mayor MacKay suggested asking them if they are looking for a set amount. Deputy Mayor MacDonald asked to revisit this item in December.

8. NEW/UNFINISHED BUSINESS

8.1 Pension Plan

CAO Fraser discussed the UNSM no longer having a plan. He noted the town went to find services and put out proposals. CAO Fraser recommends the town stay with Standard Life and with the same plan. He stated they have the lowest fees and believes it will be more beneficial for the employees and will be the easiest transition. Deputy Mayor MacDonald stated it does not include council.

Deputy Mayor MacDonald moved to accept staff's recommendation to stay with Standard Life for the town's pension plan and was seconded by Councillor Murphy. Motion carried.

8.2 Trails Proposal

CAO Fraser stated the recreation coordinator and trails coordinator are going to speak regarding trails in Westville. Recreation Coordinator Susan Oliver not they put together a proposal for a trail to link all of Pictou County and it is broken into different segments.

Mayor MacKay asked what the deadline is. The trails coordinator Sally O'Neill stated they would like approval as soon as possible to get into the system and there are multiple deadlines. She noted she does not have the dates with her but Susan has them.

Recreation coordinator Oliver stated it is an \$80,000 project and they are looking for \$5,000 from the town. Councillor Murphy noted a \$5,000 investment for an \$80,000 return is great.

Deputy Mayor MacDonald noted she and Mayor Mackay are on the same page and the town's budget is set for the year. Mayor MacKay asked if they would be able to use the gas tax for it. CAO Fraser stated gas tax can be used for sidewalks and green transportation. He would have to take a look at the gas tax agreement particularly on trails but does not think \$5,000 would be an issue.

Deputy Mayor MacDonald asked if they were just looking for approval tonight and they can pay later. Councillor White stated they are looking for commitment from the town to get it going. Deputy Mayor MacDonald asked if the environmental study would be done before the town writes the check as the trail goes through the Black Diamond and it is under the mine. Recreation Coordinator Oliver noted they are just looking for the commitment of money and then the study will be done to decide.

Councillor White moved to support the presentation from the recreation department for \$5,000 and seconded by Councillor Murphy. Motion carried.

Mayor Mackay stated everyone on council is thrilled about it because it is something they do not have and do need. Deputy Mayor MacDonald noted O'Neill was with PRDA before and is glad she stayed in the county and doing this kind of work. O'Neill stated she was and noted Westville offers a lot of opportunity.

8.3 **Third Party Coverage – Oil Tanks**

CAO Fraser stated they had to replace an oil tank and they reviewed the insurance policy and noted the third party liability coverage was not there for oil tanks and environmental issues. He noted they received a quote for \$2 million coverage for the price of \$4,084 and was asking for council's approval. Councillor Sutherland asked if it was going to be a onetime payment. CAO Fraser stated it would be annual and moving forward it would be included in the cost of their annual insurance. Councillor Sutherland asked if \$2 million is enough to cover all the oil tanks. CAO Fraser noted the policy is to cover all the buildings and it depends if there is an actual occurrence. Deputy Mayor MacDonald stated it sounds like a high addition and noted spills can cost a lot to clean. CAO Fraser noted going forward if something were to happen it would impact the premiums. Deputy Mayor MacDonald asked what they are referring to when they say aggregate. CAO Fraser noted it is if you have more than one incident; it would be the aggregate cost of incidents.

Councillor White asked how many oil tanks they have and CAO Fraser stated they have three and one underground. Councillor White asked if the underground tank was covered. CAO Fraser noted it is an issue if it spills and goes into someone else's property. He stated it covers the above ground tanks.

Councillor Sutherland noted the railway incident in Quebec was in the Chronicle Herald. He stated it happened on a main railway line and it is a major worry when a rail line goes through your community.

Councillor White moved to accept staff's recommendation on the third party tank storage liability coverage and seconded by Councillor Murphy. Motion carried.

8.4 **MCCAP**

Roland stated the deadline for the MCCAP is December 31st, 2013. If they are not approved by council and do not have a plan in place the town will not receive their Gas Tax allocation. Burek stated the town of Stellarton has approved the

MCCAP and he is presenting it to Trenton tomorrow.

Deputy Mayor MacDonald moved to accept the municipal climate change annotation plan and was seconded by Councillor White. Motion carried.

8.5 Finance Report – October

CAO Fraser presented the statement of operations to council. No one had any questions.

8.6 Civic Building – Entrance

CAO Fraser noted the entrance to the civic building has been discussed for some time now and asked to have accessibility buttons installed. He stated with the MLA office upstairs it is a requirement to be completed. He stated the quote on it is \$6,541.40 by Pictou County Glass. Deputy Mayor MacDonald asked what the extent would be. CAO Fraser noted it would be a push button and the two doors would be replaced with one.

Councillor Sutherland moved to approve to have the accessible doors and was seconded by Deputy Mayor MacDonald. Motion carried.

Councillor Sutherland asked if it would be in place by January 1st. CAO Fraser stated it would be there as soon as possible.

8.7 Police Commission Members

Deputy Mayor MacDonald stated they have applicants being brought forward to interview and would like council to approve.

Councillor White noted the Chair, Vice-chair and the CAO would be conducting the interviews. Mayor MacKay handed the gavel over to Deputy Mayor MacDonald as there are three people on the Police Commission Board,

Councillor Sutherland moved to approve the interviews and seconded by Mayor MacKay. Motion carried.

Deputy Mayor MacDonald noted it would be Councillor White, Chair Dorothylane Hale and CAO Scott Fraser would be conducting the interviews.

8.8 Interview CAO

Deputy Mayor MacDonald noted they were looking for a new CAO and are working with the province and have an ad on career beacon as well. She asked if council would do the interviews. Mayor MacKay thought it would be the Municipal Advisor and the CAO. CAO Fraser noted council would have to be involved. He stated the closing for the position is December 6th, 2013 and they could have a committee or the whole council. Councillor Murphy stated he has no objected to having a committee. Councillor Sutherland noted citizens sat in on the interview process as well. Deputy Mayor MacDonald would like the auditor Kevin MacDonald to sit on the committee he would know what was required. She stated CAO Fraser, Paul Wills, Kevin MacDonald and two members of council should make up the committee. Deputy Mayor MacDonald asked Mayor MacKay if he would like to sit on the committee. Mayor MacKay thinks he should be on the committee as he is the Mayor of the town for now. Councillor Murphy suggested Deputy Mayor MacDonald sat on the committee as well. Deputy Mayor MacDonald accepted the request and noted it would be nice to have someone in with CAO Fraser for a few days.

8.9 Coyote Trapping

Deputy Mayor MacDonald did not know about the coyote trapping until the mayor was contacted by a resident. Councillor White asked who set the traps. Mayor MacKay stated he did not know. Recreation Coordinator Oliver stated to contact Natural Resources. Councillor Sutherland noted they caught five coyotes in Summerside and noted they can be a problem.

8.10 Westville Minor Hockey

Deputy Mayor MacDonald stated she was contacted by the treasurer of Westville Minor Hockey and they have a tournament at Christmas time and traditionally the town makes a donation to that tournament.

Deputy Mayor MacDonald moved for council to approve a donation matching last years for this tournament and was seconded by Councillor Murphy.

Councillor White asked if they knew the amount. Deputy Mayor MacDonald stated it was \$40 or \$50.

Motion carried.

8.11 Unit of Nova Scotia Municipalities Spring Conference

Mayor MacKay noted they agreed they would participate. They were not sure of the funding but it looked like \$2500 for the municipality and they are asking someone to sit on the committee. Councillor White asked what the dates and location are. Mayor MacKay stated it was at the Wellness Centre and Councillor Sutherland noted it was always four days leading up to Mother's Day. Councillor White noted it was well attended and very beneficial and is delighted for it to come and he supports it.

Deputy Mayor MacDonald moved to nominate Councillor White to serve on the board and was seconded by Councillor White.

Councillor White accepted.

Motion carried.

8.12 Heritage Conference at Museum of Industries

Mayor MacKay noted they do not have all the details for the event but they wanted to bring it forward to see if all the municipalities would be interested in participating in it. He noted they will be meeting very soon with the heritage group to find out what is going to take place.

8.13 UNSM Conference

Councillor White stated himself and Councillor Sutherland attended the fall conference and it was beneficial. He noted some received awards and the conference touched a lot of issues of what they talk about here. He wanted to reference Building Our New Economy in Nova Scotia. He highly recommends going online and to Google it. Councillor Sutherland noted on Friday morning he attended and they talked about OHS being an important issue. Councillor Sutherland congratulated CAO Fraser and believes one of the strengths he brought to the table was his interest and commitment to Occupational Health and Safety.

Mayor MacKay congratulated Councillor Sutherland for 25 years of service. Deputy Mayor MacDonald noted she was able to attend the commission session Mr. Ivey held at New Glasgow Square and it was an interesting meeting. She noted for her one of the main things they need here in Pictou County is jobs. She noted people are leaving and they are becoming a province of retired or semi-retired people.

9. QUESTIONS FROM CITIZENS

- 9.1** Morris Campbell of North Main St. commented on Highland Consolidated Middle School. He noted Deputy Mayor MacDonald and Councillor Murphy attended the last meeting and did a fine job. He stated there are a lot of questions not brought up. He asked why the meetings are in Riverton and he would like to attend with Pat Dunn. He is trying to set up a meeting; there is a small committee in town looking at the school and it is put on hold until council hears back from the Minister of Education. He noted if there is no response the committee will start up again. He also noted the Minister of Education should have been asked to deal with this from the start as he thinks the school board wants to get rid of it.

He stated HCMS is there and it is a lot of work to keep it and there needs to be a lot of participation from council. If the school board does not want it he doesn't think the town can afford it and they have to keep it as a school. Mayor MacKay hopes the Minister of Education will come and they will have the background of the school for her and not just have her come and look at the school.

- 9.2 Deputy Mayor MacDonald had a question regarding Doug Porter's concern of 1979 Munroe St. and wanted to know if they have looked into that. CAO Fraser noted the police were advised about the entries to the property.
- 9.3 Mayor MacKay asked if December 16th, 2013 would be good for everyone for the next council meeting. Everyone was okay for that date. The next meeting is scheduled for December 16th, 2013.

10. IN-CAMERA

- 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 Murphy motioned to adjourn the public meeting and Deputy Mayor MacDonald seconded. Motion carried.*

Certified to be a true copy of the minutes of the November 25th, 2013 regular Council Meeting for the Town of Westville.


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MAYOR


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RECORDING SECRETARY