



**Town of Westville  
Regular Council Meeting  
Monday, February 28, 2011**

*Commencing at 6:00 pm*

<b>Council Members Present:</b>	Mayor Roger MacKay, Deputy Mayor Gerald Jones; Councillor Charlie Sutherland; Councillor Lynn MacDonald
<b>Absent:</b>	Councillor Charlene Thompson with regrets.
<b>Town Employees Present:</b>	CAO Scott Fraser, Recording Secretary Diane Morrison, Fire Chief Ken Dunn, Public Works Superintendent Tom Arnold
<b>Visitors Present:</b>	A number of Westville residents
<b>Media Organizations Present:</b>	ECFM Radio

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**1. CALLING OF MEETING TO ORDER**

- 1.1 Mayor Roger MacKay called the meeting to order at 6:00 PM and welcomed all in attendance. At this time Mayor MacKay introduced the new Public Works Superintendent Tom Arnold.

**2. APPROVAL OF AGENDA**

- 2.1 *It was moved by Councillor MacDonald and seconded by Councillor Sutherland that the agenda be approved as presented. Motion carried.*

**3. APPROVAL OF MINUTES**

- 3.1 *It was moved by Deputy Mayor Jones and seconded by Councillor MacDonald to approve the minutes of the January 31st, 2011 Regular Council Meeting as amended. Motion carried.*

**4. BUSINESS ARISING FROM MINUTES**

- 4.1 Councilor MacDonald on the visit that was to take place at the Group Savoie Mill. CAO Fraser advised that due to a scheduling conflict the tour had to be re-scheduled. Councillor MacDonald also inquired on the payment of \$19,000.00 to ITT Flight on the last list of Accounts and CAO Fraser confirmed that it was for the purchase of pump for the lift station.

**5. APPROVAL OF ACCOUNTS**

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

## 6. COMMITTEE REPORTS

- 6.1 **Police** - *It was moved by Councillor Sutherland and seconded by Deputy Mayor Jones that the Police Report be approved as presented. Motion carried.*
- 6.2 **Fire Report** - *It was moved by Deputy Mayor Jones and seconded by Councillor MacDonald that the Fire Report be approved as presented. Motion carried.*
- 6.3 **Fire Inspectors Report** – *It was moved by Councillor Sutherland and seconded by Councillor MacDonald that the Fire Inspectors Report be approved as presented. Motion Carried.*
- 6.4 **Recreation Report** - *It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones that the Recreation Report be approved as presented. Motion carried.*
- 6.5 **Compost Garbage & Recycling Report** - *It was moved by Deputy Mayor Jones and seconded by Councillor Sutherland that the Compost Garbage & Recycling Report be approved as presented. Motion carried.*
- 6.6 **Environmental Health Report** – *It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones that the Environmental Health Report be approved as presented. Motion carried.*
- 6.7 **Transportation Report** - *It was moved by Deputy Mayor Jones and seconded by Councillor Sutherland that the Transportation Report be approved as presented. Motion carried.*  
Councillor Sutherland noted that January would have been hard on the budget with all the snow. He also said a good job was done to keep ahead of it the best they could.
- 6.8 **Building Report** – *It was moved by Deputy Mayor Jones and seconded by Councillor MacDonald that the Building Report be approved as presented. Motion carried.*

## 7. CORRESPONDENCE

- 7.1 **PCSSA – Garbage**  
CAO Fraser noted the letter was confirmation that the Town is part of the contract at a cost of \$3.85 per home per month. This contract will expire July 31<sup>st</sup>, 2011 and the Town of Westville will be part of the new contract.  
*It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones to have Westville join the Pictou County Shared Services Authority for waste pickup. Motion carried*
- 7.2 **Guysborough Waste Management Facility**  
CAO Fraser advised letter was about tipping fees increase April 1, 2011. Increase will be 2% present cost \$69.09 and the increase will be \$70.48 per ton.

- 7.3 Government of Canada – New Horizons for Seniors**  
Informational letter concerning the New Horizons Program and a list of locations and times where the Call for Proposals will take place. Councillor MacDonald noted that she appreciated the information and since there is nothing scheduled for Pictou County she was glad a phone number was available for contact. Councillor Sutherland noted that the Provincial Meeting of Municipalities will be held in Digby during the month of May and this may be a good topic for an early morning discussion.
- 7.4 NSAR – CAP Program**  
CAO Fraser noted the letter from the Nova Scotia Association of Realtors to Service Nova Scotia concerning the CAP program and the fact that if this removed it will bring a large increase in taxes to people who are presently benefitting from the program. They would like to see if it is removed that it be done over a period of years. Councillor MacDonald noted that she lived in a CAP home and had another resident note that what you don't pay in taxes you pay in fuel costs. CAO Fraser noted that last year the Non-Cap residences in Westville were assessed at approximately One Hundred Thirteen Million while the CAP residences were approximately One Hundred Six Million. Councillor MacDonald noted that this also should be on the agenda for the upcoming meeting of Municipalities.
- 7.5 Weeks Crushers – Funding Request**  
*It was moved by Councillor MacDonald and seconded by Councillor Sutherland that the matter be moved to the Finance Committee. Motion carried*
- 7.6 Westville Fire Department – July 1<sup>st</sup> Committee 2011 Funding Request**  
*It was moved by Councillor MacDonald and seconded by Councillor Sutherland that the matter be moved to the Finance Committee. Motion carried*
- 8. NEW/UNFINISHED BUSINESS**
- 8.1 Riverview Home By-Law Amendment**  
CAO Fraser noted that everyone had a copy of same. He noted that Councillor Sutherland is the Town of Westville Representative on the Board and the Amendment is calling for the addition of 2 Members to the Board.  
*It was moved by Councillor Sutherland and seconded by Deputy Mayor Jones to accept the Amendment of adding 2 additional Members to the Board of the Riverview Home Corporation. Motion carried.*
- 8.2 Unsightly Properties**  
CAO Fraser noted 2130 So Main and 2104 Church Street have received 30 day notices and are presently waiting on direction from the Council. It was agreed that as soon as weather permits the Town should proceed with cleanup on these properties if still deemed necessary.  
*It was moved by Deputy Mayor Jones and seconded by Councillor MacDonald to proceed with clean up of 2130 So Main and 2104 Church Street as soon as weather permits. Motion carried*
- 8.3 Purchasing Policy Draft**

CAO Fraser noted that this draft was provided through the Association of Municipal Administrators and is being made available for Council to review.

**8.4 Pictou County Shared Services Authority –File C-W/10-7**

CAO Fraser noted this is a package received from Van MacLeod concerning the Land Use By-Law. He is requesting feedback from Council on the land use of unprocessed firewood on the property of MacIntosh Service Station Limited located at 2070 Court Street, Westville, N.S. Question raised by Councillor MacDonald if the property still contained unprocessed firewood. At this time the property does not seem to have any unprocessed firewood. She suggested that we talk to the property owner and if the matter has been resolved have the file closed by Mr MacLeod.

**8.5 Capital Projects 2010 – 2011**

CAO Fraser provided an update on Capital Projects for the last year. Most notable the Trunk Sewer project completed in November and the Police Station Retrofit. He noted that Trunk Sewer project came in within budget. There was also a couple of smaller projects and these were unexpected notably the Church Street Lift Station which was not budgeted for. He included a breakdown of costs involved for the projects. Presently this is showing the major Trunk Sewer Project coming in under budget.

**8.6 MFC – Borrowings**

CAO requested motion from Council to proceed with the borrowing resolution as determined by staff. This procedure takes place every spring.

*It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones to accept the MFC Borrowing as per staff recommendation. Motion carried*

**8.7 Governance Study – Terms of Recommendation**

CAO Fraser noted a copy of the final draft as presented to Mayors & Wardens and once approval has been recommended by the six Councils this will then be forwarded to the Province for their approval. Councillor MacDonald requested more time to review the Terms as did Deputy Mayor Jones and Councillor Sutherland.

**8.8 Tax Exemption Notice**

CAO Fraser presented the Tax Exemption Notice as presented every February.

*It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones to approve the 2011 Property Tax Exemption of \$169.00 for residents with total income of equal or less than \$14,685.00. Motion carried*

**8.9 Fire Inspector – Recommendation**

CAO Fraser introduced Roland Burek who commented on the Power Point Presentation provided by the Pictou County Shared Services Authority proposing that the PCSSA provide a planning, building, by-law administrator and fire inspection service. This will be a new full time position under the PCSSA and would be provided on a pay per service basis. Breakdown of figures for proposed salary was provided with estimated costs for each Municipality. The estimated cost for the Town of Westville is \$3573.00. The Province of Nova Scotia is now mandating fire inspections for all commercial, industrial, institutional and multi (4 or more) residential occupancies. While the requirements will vary by occupancy type, the initial inspections must be carried out immediately to comply with the Act. It was also noted that PCSSA are going to cross train some of the existing staff such as building inspectors and by-law administrator officer. So that when they have a slow time during the season they will be available to do fire inspections.

**8.10 Public Works – Update**

CAO Fraser introduced Mr Tom Arnold, Public Works Superintendent. Mr Arnold noted he has been with the Town since the 7<sup>th</sup> of February, 2011 and for the month of February was monitoring winter operations with the New Glasgow Staff to see how they handle things. The NS Environment is starting to set up a transfer of operations for the water and sewer system from New Glasgow to Westville. It is quite an extensive undertaking. He noted that support from the Town of New Glasgow has been pretty good and he has requested documentation from all departments concerning the Town of Westville for the last year or so.

Feb 15<sup>th</sup> was the closing date for Operators and he now has a short list and will be setting up interviews shortly. At the shop he has been involved with cleaning, maintenance and getting supplies ordered as he has to start from scratch.

On April 1<sup>st</sup> he has training lined up and a new scale system for water and sewer which is to be in place by March 15<sup>th</sup>. Weather permitting one of the first things to be done is to look into drainage for blockages and remedy any areas of concern. In April we will look into spring clean up of sods, sidewalks, etc.

**8.11 Drummond Road**

CAO Fraser noted that paving has been done. Paving was done by the Contractor ACL. Councillor Sutherland noted that he read in the paper where there was a call for paving the Three Brooks Road of 9.3 Km. and he noted that this would be the same as Cowan Street and Drummond Road where there is a lot of heavy truck traffic. Councillor Sutherland suggested that a letter be sent to our MLA Clarrie MacKinnon to request same for our infrastructure.

**9. QUESTIONS FROM CITIZENS**

**9.1** Raymond Cameron made a request to pick up a copy of the Monthly minutes on the Friday before the meeting so that it can be reviewed as most times it is quite lengthy. He also questioned the time frame shown for the PCSSA garbage pickup noting it showed from April 1<sup>st</sup> to July 31<sup>st</sup>, 2011. He wanted to know if this was an error. CAO Fraser noted that the contract with PSSSA ends July 1<sup>st</sup> and a new contract would be tendered at that time and since Westville was previously included with New Glasgow we would now be shown as a separate identity.

**10. ADJOURNMENT OF MEETING**

**10.1** *It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones to move to in-camera. Motion carried.*

**11.2** *It was moved by Deputy Mayor Jones and seconded by Councillor Sutherland in-camera session be adjourned. Motion carried*

Certified to be a true copy of the minutes of the February 28<sup>th</sup>, 2011 of the Town of Westville Regular Council Meeting.

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MAYOR

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RECORDING SECRETARY