



**Town of Westville
Regular Council Meeting
Monday, January 31, 2011**

Commencing at 6:00 pm

Council Members Present: Mayor Roger MacKay, Deputy Mayor Gerald Jones; Councillor Charlene Thompson; Councillor Charlie Sutherland; Councillor Lynn MacDonald

Town Employees Present: CAO Scott Fraser, Recording Secretary Diane Morrison, Fire Chief Ken Dunn, Police Chief Don Hussler

Visitors Present: A number of Westville residents

Media Organizations Present: ECFM Radio, The News, Pictou Advocate

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.

2. APPROVAL OF AGENDA

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

3. APPROVAL OF MINUTES

3.1 *It was moved by Councillor Thompson and seconded by Councillor Sutherland to approve the minutes of the December 20th, 2010 Regular Council Meeting as amended. Motion carried.*

4. BUSINESS ARISING FROM MINUTES

4.1 Councillor Thompson inquired as to an update on the planned visit to Groupe Savoie. CAO Fraser advised that Friday, February 4th in the AM was convenient if any of the Council is available.

5. APPROVAL OF ACCOUNTS

5.1 *It was moved by Deputy Mayor Jones and seconded by Councillor Thompson to approve/pay the accounts as presented. Motion carried.*
Councillor MacDonald questioned the ITT Flight bill for \$19,000.00. CAO Fraser advised it could have been for the lift station update but he would check and get back to Council. Councillor Thompson inquired on the payment to the Pictou County Wellness Centre and was advised that this was for a 3 month period.

6. COMMITTEE REPORTS

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

Councillor Sutherland mentioned that the Annual Fire Report was also attached and very impressive numbers. Mayor MacKay gave thanks for the wonderful group of volunteers that make up the Fire Department. It was noted that they are the backbone of the Town and do a great job in many things other than the Fire Department itself. They are doing a good job helping with the skating rink and Councillor MacDonald also wanted to extend congratulations on the Provincial Grant they received recently for new equipment. Mayor MacKay also mentioned that there has been assistance from the Westville Rink with the use of the second Zamboni when needed for the outdoor rink.

6.3 Fire Inspectors Report – *It was moved by Deputy Mayor Jones and seconded by Councillor Thompson 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.*

Councillor MacDonald wanted to extend congratulations to the Town of Westville Volunteer of the Year – Morris Campbell.

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

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

CAO Fraser noted that the month of December was a fairly easy month but was not expecting the same for the month of January with all the snow removal.

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 **Pictou County Wellness Center**

CAO Fraser received correspondence indicating the status of the building. It was noted that the ground work has been done. Tender will be out in February for the building. Also enclosed was a list of invoices paid and the list of funds received for the Transfer Fund.

7.2 **LORDA**

It was moved by Councillor MacDonald and seconded by Deputy Mayor Jones that the matter be moved to the Finance Committee. Motion carried.

7.3 **Labour and Workforce Development**

CAO Fraser advised it was dealing with the amendments to the Nova Scotia Building Code Regulations that will come into effect June 1, 2011.

7.4 **Nova Scotia Environment – Water Strategy**

CAO Fraser advised a copy of the Nova Scotia's Water Resource Management Strategy has been provided to Council and appropriate staff.

7.5 **Federation CM and Infrastructure Canada**

CAO Fraser advised it was mainly for informational purposes.

7.6 **Big Brothers & Big Sisters**

It was moved by Councillor MacDonald and seconded by Councillor Thompson that the matter be moved to the Finance Committee. Motion carried

7.7 **UNSM- Town Task Force**

CAO Fraser advised letter is informational with a request if interested to apply for a position on the Task Force. All necessary information to make application is included in the letter.

7.8 **URAB- Rate Decision**

CAO Fraser advised this is a copy of the Report received from the Utility Board showing the rate decision for the Water Utility. A copy is available on the web site for the public.

7.9 **E-mail from Gary MacLaughlin**

Councillor Thompson requested that the email received be added to Correspondence. CAO Fraser read the email which included several questions. Email was read and questions answered.

1. What is in place for a work force?

Answer: Advertised in November for a Public Works Supervisor and earlier in January Mr Tom Arnold was given the position and he will be starting in February. Last weekend an Advertisement was placed for Operators, we have received several applications to date and expect more.

Councillor Thompson also mentioned that an Engineer Firm has been hired for Design work if needed.

2. Where are we financially?

Answer: As was shown in the budget for last year – it did show a surplus of approximately \$75,000.00 and it brought accumulative debt from \$321,000.00 to

approximately \$245,000.00. To date we have been able to maintain the budget. January is going to show as a rough month with the snow storms and since they are on the weekends overtime is necessary. Public Works will probably be over. Councillor MacDonald noted that meetings are held with Council and CAO frequently to discuss each Department and if they are on track with the budget projections. CAO Fraser works diligently to stay within budget and reduce the accumulative debt.

3. Will there be a Rate Payers Meeting?

Answer: Mayor MacKay noted that the Regular Council Meeting is held each month and everyone is welcome to come and attend the meeting.

4. Where are resources coming from to run operations?

Answer: CAO Fraser noted it would be through the Operating Fund and we have looked at the Departments and what we can afford to do and looking at the trends from the past he feels that it will not be an issue. Not a guarantee as some years there is more snow than others but in general feels that the Works Department will be fine.

5. Can we afford to be placed in greater financial debt?

Answer: CAO Fraser feels that if public works costs skyrockets and we could not afford it we would have to relook at things and do what we could do with what is available. Councillor Thompson hoped that this will answer Mr MacLaughlin's questions as well as for the general public.

8. NEW/UNFINISHED BUSINESS

8.1 National Flag Day of Canada

Mayor MacKay read a Proclamation declaring February 15th 2011 National Flag Day of Canada in the Town of Westville, Nova Scotia.

8.2 Unsightly Properties

Mr Barry MacIntosh advised that there are 4 properties left for inspection. Three orders have been given by the Town and the 4th will be done when weather permits. Deputy Mayor Jones inquired if residents are advised of the date when a property is going to be cleaned. Mr MacIntosh advised not usually in the event that something prevented them from doing same on the scheduled date, such as a water break or other emergency.

8.3 Wind Energy LUB Amendment – Roland Burek Re: Proposed Amendments to Land Use By-Law Respecting Wind Energy Development

Mr Buerk noted he was here to re present the proposal to the Amendments for Land Use By-Law Respecting Wind Energy Development. It was first presented in 2008 and since the demand for wind turbines as a source of power will continue to increase it was noted that the amendments are primarily for the smaller wind turbines. Mr Buerk advised that similar by-laws across Nova Scotia have been looked at such as Cumberland and Hants Counties. They were trying to find By-Laws that mirror the situation of Pictou County. Shared Authority is presenting a By-Law with amendments for smaller sized turbines. For the noise issue a recommendation of 40 decibels is being recommended and this is in line with the Noise By-Law. He has spoken to Stellarton and now Westville Town Councils and he will be presenting the same to Pictou, New Glasgow and Trenton in the future. Mr Buerk noted that as amendments they will require Public Hearings.

8.4 Public Works Supervisor

CAO Fraser noted that Mr Tom Arnold has been hired for the position of Public Works Supervisor for the Town. Mr Arnold previously held the position of Public Works Supervisor in the Town of Shelburne and was in a Foreman position with the County of Colchester and most recently in Kings County as the Water Treatment Operator. Mr Arnold has all the qualifications requested.

Mayor MacKay inquired about returning employees and CAO Fraser advised there would be 1 full time employee returning to the Town on April 1st. CAO Fraser noted that there could possibly be 2 returning, however, this was the reason for the Ad at this time so they could be in place for April 1st. Councillor Sutherland noted this is a big step with 4 full time employees. He noted that years ago the Public Works Department was a third larger and he is aware with financial restraints it is a big commitment. He is wondering where the number 4 for employees comes from. CAO Fraser noted that he had spoken with Pictou and Trenton and also with Mr Arnold and that is the number deemed appropriate. CAO Fraser also mentioned Part-time/Casual positions, hoping to have 3 people on call. Councillor Sutherland noted that the Town of Westville is 15 square miles and the Town of Pictou is only 9 square miles and at this time the Town of Pictou has 4 fulltime employees.

8.5 Purchasing Policy

CAO Fraser noted that a purchasing policy template has been made available from the Association of Municipal Administrators of Nova Scotia to develop a Purchasing Policy. Council can review same and get back to staff on this matter.

8.6 Council Appointments for the Year 2011

A list of Committee Appointments presented.

CAO Fraser advised there is no change from the previous year.

Deputy Mayor Jones will continue with this position for the year 2011

Councillor MacDonald requested that the Shared Services Committee Members Be added Councillor Thompson and Councillor MacDonald are the Representatives at this time. CAO Fraser advised that will be added.

It was moved by Councillor Thompson and seconded by Deputy Mayor Jones that the List of Committee Members be accepted as presented. Motion carried.

8.7 Drummond Road

CAO Fraser advised that this has been an ongoing problem. Engineer was out to look at the site as well as Water Street and the issue is the material that was used for the backfill. The soil that was removed was used and Westville does not have good quality soil and this is the reason for the subsidence. The Contractor did not use quality gravel but they will be responsible for correcting the problem.

At this time the asphalt plant is closed and feel anything done at this time will not be a long term solution. It does not look like there will be any further subsidence and it would be best to wait until Spring so the job can be done properly. CAO Fraser noted that there is also some subsidence in the park where work was done and the Contractor will also be responsible for that. CAO Fraser advised he would meet with the Traffic Authority and Engineering to see about having signs erected warning people.

9 QUESTIONS FROM CITIZENS

9.1 None at this time

10. ADJOURMENT OF MEETING

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

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

Certified to be a true copy of the minutes of the January 31st, 2011 of the Town of Westville Regular Council Meeting.

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MAYOR

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RECORDING SECRETARY