



**Town of Westville
Regular Council Meeting
Zoom - Virtual
August 31, 2020 - 6:00 pm**

1. Call To Order

Mayor White called the meeting to order at 6:01 pm.

2. Roll Call

Mayor Lennie White, Deputy Mayor Bernie Murphy, Councillor Charlie Sutherland, Councillor Clarrie MacKinnon, Councillor Lynn MacDonald, Chief Administrative Officer Linda Brown, Recording Secretary Kristen Reed, Auditor Kim Livingston, Contract Accountant Brenda MacKay

3. Declaration of Conflict of Interest

None

4. Approval of the Tentative Agenda

2020.08.31.134 Moved by Councillor MacKinnon, seconded by Deputy Mayor Murphy to approve the agenda as presented.

Motion Unanimously Carried

5. Approval of the Minutes

a. Virtual Regular Council Meeting - July 27, 2020

2020.08.31.135 Moved by Councillor Sutherland, seconded by Councillor MacKinnon to approve the minutes of the July 27, 2020 Virtual Regular Council Meeting as presented.

Motion Unanimously Carried

b. Virtual Special Council Meeting - August 10, 2020

2020.08.31.136 Moved by Councillor MacDonald, seconded by Councillor to approve the minutes of the August 10, 2020 Virtual Special Council Meeting as presented.

Motion Unanimously Carried

6. Presentation to Council

a. Auditor Report- Fiscal Year Ending March 31, 2020

Kim Livingston, Principal at Grant Thornton LLP presented Consolidated Financial Statements.

2020.08.31.137 Moved by Councillor MacDonald, seconded by Councillor MacKinnon to accept the Audit report as presented.

Motion Unanimously Carried

7. Business Arising from the Minutes

None

8. Committee Reports

a. General Government

i. Mayor Lennie White

Mayor White submitted his monthly report which was attached to the Council package. Also welcomed 2 new staff to office.

ii. Councillors

Councillor MacKinnon

Councillor MacKinnon commented that many concerns will be dealt with Sept 3rd with the Patching tender. Many residents have expressed how much Barb's Diner is missed and recommended a letter be sent to company.

It was agreed Mayor White and CAO Brown will work together to draft letter to local businesses.

Deputy Mayor Murphy

Deputy Mayor Murphy commented that many of the committees he serves on has suspended meeting due to COVID-19. Many are discussing upcoming patching tender as well as railway crossing on Main St.

Councillor MacDonald

Councillor MacDonald commented on the work carried out by Glen Haven Manor. They should be proud that there have not been any COVID cases there. They received Continuing Care Innovation Fund for living lab and new online training for foreign nurses to receive Canadian training before arriving in Canada. CUPE and management had a test wing that increased hours per patient with tremendous results and much lower stress for all. Councillor MacDonald wrapped up her report relating to the work being done with the local Libraries and the grants they have received to reopen as well as handing out reusable masks.

Councillor Sutherland

Councillor Sutherland commented that the Air Flight Engineers group was still unable to meet due to COVID 19, however the Municipal Alcohol Group is preparing for first in person meeting. Also mentioned concerns about Halloween risk and suggested considering different options. CAO Brown will add Halloween to September agenda.

iii. CAO Linda Brown

The report was presented as attached to the agenda. Also discussed Gym and Council chambers have been measured for new COVID 19 safety numbers.

b. Protective Services

i. Chief of Police Report

2020.08.31.138 Moved by Councillor MacDonald, seconded by Councillor Sutherland to approve the Chief of Police Report for July as presented.

Motion Unanimously Carried

ii. Chief of Fire Department Report

2020.08.31.139 Moved by Councillor MacDonald, seconded by Councillor MacKinnon to accept the Chief of Fire Department Report for the month of July as presented.

Motion Unanimously Carried

iii. Animal Control Report

No Report Submitted

c. Recreation, Culture & Leisure Services

i. RCLS Coordinator Report

2020.08.31.140 Moved by Councillor Sutherland, seconded by Deputy Mayor Murphy to accept the Recreation, Culture & Leisure Services Report for the month of July as presented.

Motion Unanimously Carried

d. Transportation & Environmental Health Services

i. Water Report

2020.08.31.141 Moved by Deputy Mayor Murphy, seconded by Councillor MacDonald to accept the Water Report as presented.

Motion Unanimously Carried

ii. Public Works Report

2020.08.31.142 Moved by Councillor MacKinnon, seconded by Councillor Sutherland to accept the Public Works Report as presented.

Motion Unanimously Carried

iii. Solid Waste Report

2020.08.31.143 Moved by Deputy Mayor Murphy, seconded by Councillor Sutherland to accept the Solid Waste Report as presented.

Motion Unanimously Carried

e. Environmental Development

i. Fire Inspection

2020.08.31.144 Moved by Councillor MacDonald, seconded by Councillor MacKinnon to accept the Fire Inspection Report as presented.

Motion Unanimously Carried

ii. Building Inspection/Unsightly Premises

No Report Submitted

iii. Planning & Development

No Report Submitted

9. Correspondence

None

10. New/Unfinished Business

a. Asset Management Funding- FCM

2020.08.31.145 Moved by Deputy Mayor Murphy, seconded by Councillor MacDonald. Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Westville Asset Management Planning – Remaining 4 Asset Groups.

Be it therefore resolved that the Town of Westville commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Collect and Verify Date of Streets, Storm Sewer and Curb and Sidewalks
- Evaluate and Prioritize Assets based on Probability of Failure, Consequence of Failure and Risk, and
- Planning & Cost Projections/Complete State of the Infrastructure Reports.

Be it further resolved that the commits \$25,000 from its budget toward the costs of this initiative. Moved by Deputy Mayor Murphy, seconded by Councillor MacDonald

Motion Unanimously Carried

b. Police SUV Lease

2020.08.31.146 Moved by Councillor MacDonald, seconded by Councillor MacKinnon to award lease tender to Dartmouth Dodge for a 2020 Dodge Durango Enforcer for \$1272 + HST per month for a period of 48 months.

Motion Unanimously Carried

c. Commercial Development Area

2020.08.31.147 Moved by Councillor MacKinnon, seconded by Deputy Mayor Murphy to direct CAO Brown to review necessary protocols for the implementation of a Commercial Development Area with the Planning Advisory Committee and Finance Committees and prepare a detailed report back to Council once completed.

Motion Unanimously Carried

d. Pride Celebration 2021

2020.08.31.148 Moved by Councillor MacKinnon, seconded by Councillor MacDonald, to support Pride 2021 with a flag raising ceremony.

Motion Unanimously Carried

e. Appointment of Officers

2020.08.31.149 Moved by Councillor MacDonald, seconded by Councillor Sutherland, to appoint Breanna Kyte, Matthew Caulder and Stephen Boyle as term Officers.

Motion Unanimously Carried

f. Municipal Grants

2020.08.31.150 Moved by Councillor MacKinnon, seconded by Deputy Mayor Murphy to release a grant of \$743.00 to the Pictou County Ground Search and Rescue Organization to help offset their costs.

Motion Unanimously Carried

11. Closed Session

2020.08.31.151 Moved by Councillor MacDonald, seconded by Deputy Mayor Murphy to move into closed session at 7:30 pm.

Motion Unanimously Carried

- a. **Sweeper Truck Contract**
- b. **Highland Consolidated School**

2020.08.31.152 Moved by Deputy Mayor Murphy, seconded by Councillor MacKinnon to return to open session at 7:45 pm.

Motion Unanimously Carried

Sweeper Truck

Direction was given to staff regarding the future of the Sweeper Truck

Highland Consolidated School

Direction was given to staff to organize discussions with Planning Advisory Committee and potential future use of the property.

Municipal Clerk

Council agreed via consensus that CAO Brown also occupies the role of Municipal Clerk for the Town of Westville.

11. Next Meetings

- a. **Special Council Meeting**
To Award Patching Tender
September 3, 2020 – 6:00 pm
- b. **Police Commission**
September 15, 2020 – 6:00 pm
- c. **Regular Council Meeting**
September 28, 2020 – 6:00 pm

12. Adjournment

2020.08.31.153 Moved by Councillor MacKinnon, seconded by Councillor MacDonald to adjourn at 7:57 pm.

Motion Unanimously Carried

Mayor: _____

Chief Administrative Officer: _____

Date Approved: _____

DRAFT