



**Minutes
Town of Westville
Regular Council Meeting
Council Chambers
November 29, 2021 - 6:00 pm**

1. Call To Order

Deputy Mayor MacKinnon called the meeting to order at 5:59 pm.

2. Territorial and African Nova Scotian Acknowledgement

3. Roll Call

Deputy Mayor Clarrie MacKinnon, Councillor Meghan Bragg, Councillor Mitchell MacGregor, Councillor Betty Jean Sutherland, Chief Administrative Officer Linda Brown, Recording Secretary Kristen Reed, Dave Innis, Kevin MacGlaughlin, and Colin Dorrington of the Westville Rink Coalition and 3 members of the public.

Regrets

Mayor Lennie White

4. Declaration of Conflict of Interest

None

5. Additions, Deletions and/or Approval of the Tentative Agenda

2021.11.29.419 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to approve the agenda as circulated.

Motion Unanimously Carried

6. Approval of the Minutes

a. Regular Council Meeting October 25, 2021

2021.11.29.420 Moved by Councillor Bragg, **seconded by** Councillor Sutherland to approve the minutes for the Regular Council Meeting as circulated.

Motion Unanimously Carried

b. Special Council Meeting November 1, 2021

2021.11.29.421 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to approve the minutes of the Committee of the Whole Meeting as circulated.

Motion Unanimously Carried

c. Committee of the Whole Meeting November 22, 2021

2021.11.29.422 Moved by Councillor Sutherland, **seconded by** Councillor Bragg to approve the minutes of the Committee of the Whole Meeting as circulated.

Motion Unanimously Carried

7. Presentations

a. Westville Miners Arena

Dave Innis, Kevin MacLaughlin and Colin Dorrington from the Rink Commission were on hand to discuss the Rink study and need for funding.

The Town donated the land for the Rink and then the Community had the Arena built in 1976. It is run by the Rink Commission and not the Town. The Commission is a non profit group and had a Rink Study done to figure out where they are at and where to go from here. The Study cost \$23,000 but they received a grant of \$10,000. They can't fix the rink on their own and need help from the community and the Federal and Provincial governments.

The Structure is sound but the rink floor needs repairs and the ice condenser needs to be replaced. The estimate to do the work is \$1.5 million. The Commission could be responsible for one third of the cost. They currently have the Chase the Ace with the Westville Legion and started a Go Fund me page last week. They are trying to raise awareness of the Rink as well as raise funds to get the work done.

The Rink Commission is currently asking the Town for a letter of support as well as for the Town members to share the Go Fund Me page on social media. Their goal is to keep the building going for many years to come.

Councillor Bragg asked in the current state how long do we have? They explained that the Rink is on borrowed time. They have been doing repairs and last year the Rink was closed for a number of days for the Rink floor to be fixed. They can only plug so many holes until it can't be repaired anymore but they don't know exactly when that will happen. The Ice plant was phased out and so they are required to buy recycled Freon which is more expensive.

Deputy Mayor MacKinnon acknowledged the Commission for keeping the rink running year after year.

Councillor Sutherland commended the Rink Commission and that without them the Rink wouldn't run. It's a whole community and not just Westville. The Commission acknowledged that there are many from outside of Westville that use the rink, especially now the way hockey operates. One of the donations was from a former resident that is currently in Singapore.

Mayor White texted his support. The Commission is also setting up meetings with MP Sean Fraser and Premier Houston's office.

8. Business Arising from the Minutes

9. Committee Reports

a. General Government

i. Mayor Lennie White -

Mayors report was circulated. Deputy Mayor MacKinnon highlighted that Mayor White attended the virtual NSFMC Conference for three days and

during the Town Caucus meeting he was honoured to be elected as Chair for the coming year.

Also, unfortunately the month ended with the announcement that CAO Linda Brown was resigning. Although sorry to see her leave, we understand her reason and wish her nothing but the best in the future. Linda has made a very significant contribution to operations in our town. We are extremely thankful for her work on our behalf during her two year term.

ii. Councillors Reports -

1. Deputy Mayor Clarrie MacKinnon

Report was circulated at the meeting. On October 27 Deputy Mayor MacKinnon attended the Westville Fire Department monthly meeting as Council's Rep. At that time there were 20+ floats for the Parade of Lights on Dec 4th at 7pm. The decision was made to buy a new Santa Claus suit. Motions were also passed to purchase running boards and have body work done to the 2001 truck. The jobs have been completed and decals have been put on. It looks very good.

He also attended two meetings for Riverview Home Corporation. Most important issue is the loss of revenue as Adult residential Centre numbers are lowered, and a year end deficit is predicted.

2. Councillor Meghan Bragg

Councillor Bragg attended the NSFM fall council. She also attended the Crisis Mental Health meeting, examining where there are gaps and what they would like to see. What is in place is not what is needed. She also attended the DEANS event for Heroes in Hospitality.

3. Councillor Mitchell MacGregor

Councillor MacGregor had regular correspondence with Citizens and to keep it coming. He attended the Finance Committee, Committee of the Whole, and the Municipal Alcohol Project which is working on a Harm reduction checklist. He also attended the Firemans banquet and award night, Congratulations to all that got awards including Tom Steele on his 45 years of Service.

4. Councillor Betty Jean Sutherland

Councillor Sutherland attended Remembrance Day Service and the Fireman's banquet. Pantry's Kitchen is really on top of their game. She also attended the 1 day session for NSFM, Police, and Social Committee. The Christmas concert will be on Wednesday. Glen Haven will eventually get straightened out.

CAO Linda Brown – Report was as submitted. Nothing else to add.

b. Protective Services

i. Chief of Police Report

2021.11.29.423 Moved by Councillor MacGregor, **seconded by** Councillor Sutherland to approve the Chief of Police Report as circulated.

Motion Unanimously Carried

ii. Animal Control Report

2021.11.29.424 Moved by Councillor Bragg, **seconded by** Councillor MacGregor to approve the Animal Control Report as presented.

Motion Unanimously Carried

c. Recreation, Culture & Leisure Services

i. RCLS Coordinator Report

2021.11.29.425 Moved by Councillor Bragg, **seconded by** Councillor Sutherland to accept the Recreation, Culture & Leisure Services Report as presented.

Motion Unanimously Carried

d. Transportation & Environmental Health Services

i. Water Report

2021.11.29.426 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to accept the Water Report as circulated.

Motion Unanimously Carried

ii. Public Works Report

2021.11.29.427 Moved by Councillor Bragg, **seconded by** Councillor Sutherland to accept the Public Works Report as presented.

Motion Unanimously Carried

iii. Solid Waste Report

2021.11.29.428 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to accept the Solid Waste Report as circulated.

Motion Unanimously Carried

e. Environmental Development

i. Fire Inspection

2021.11.29.429 Moved by Councillor Sutherland, **seconded by** Councillor Bragg to accept the Fire Inspection Report as circulated.

Motion Unanimously Carried

10. Review of Accounts

None this month.

11. Correspondence

Thank you letter from McDonald Family

The Family of Jeanne McDonald sent a letter acknowledging their sisters recognition as Volunteer of the Year.

Thank you Card

A Thank you card for Mayor White attending the Sunny Brae Remembrance Day Service.

12. New/Unfinished Business

a. **Community Grant Program – Awards Recommendation**

2021.11.29.430 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to approve the Finance Committee Recommendation to award the community grants as listed.

Motion Unanimously Carried

Big Brothers/Big Sisters of Pictou County - \$200
CARMA - \$200
Carmichael - Stewart House - \$100
Creative Pictou County - \$200
Firefighters Benevolent Fund - \$200
LORDA - \$100
Pictou County 4-H - \$50
Pictou County Sports Hall of Fame - \$300
Pictou County Ground Search and Rescue - \$805
Christmas Daddies - \$100
Pictou County Roots for Youth – Team Fees
Seniors Festival - \$100
Pictou county Home Heating Fund - \$700
Helipad - \$1000

b. **Surplus Properties - Recommendation**

Recommendation: to list the surplus properties as described in the October 2021 tender for sale with a local Real Estate Company.

It was unanimously agreed to park this item until Spring.

c. **Highland Consolidated School RFP - Recommendation**

Recommendation: as there has been no respondent with a plan to take on the property and rejuvenate it, It is the recommendation of the Finance Committee to list this property with a Real Estate Company.

It was unanimously agreed to park this item until Spring.

d. **Police Officer Appointments- Recommendation**

The Police Commission recommended the appointment of Bobbi McCommick as a Term Officer, and Stephen Boyle as a Full Time Officer to the Westville Police Service.

2021.11.29.431 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to approve the recommendation of the Police Commission.

Motion Unanimously Carried

e. **Surplus Fire Equipment**

2021.11.29.432 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to declare the 2001 Ford F350 Rescue Truck and 2006 Ford F350 4 Door Truck as surplus and to issue a Tender for the equipment.

Motion Unanimously Carried

The Department will be setting a reserve price on the Rescue Truck of \$5000, they have requested if the reserve price is not met, the truck be given to the Public Works Department for use.

f. Appointment of Interim CAO

With the announcement of the resignation of Linda Brown as CAO from the Town of Westville, Council will need to appoint an interim CAO until a replacement is hired.

2021.11.29.433 Moved by Councillor MacGregor, **seconded by** Councillor Bragg to appoint Public Works Superintendent Samuel Graham as Interim CAO beginning on December 11, 2021 until such time as a new CAO is hired for the Town of Westville.

Motion Unanimously Carried

g. Engagement of Service – Gerald Walsh

Due to the pending vacancy in the CAO position. Council will need to approve the service engagement of Gerald Walsh as a talent recruiter to help fill the position. The cost of this service is \$17,200 (professional services) + \$2000 (misc. expenditures) + HST. (This item falls under the Domestic Trade Agreements requirement for tendering and a direct engagement can occur.)

2021.11.29.434 Moved by Councillor Bragg, **seconded by** Councillor Sutherland to engage the services of Gerald Walsh as a talent recruiter to help fill the position of Chief Administrative Officer for the Town of Westville.

Motion Unanimously Carried

h. Installation of Camera for Livestreaming in Council Chambers

CAO Brown received a quote for the provision and installation of a camera system in Town Council for the purpose of livestreaming Council and Committee Meetings. The cost of this proposal is \$3229.09 + HST. This would allow better streaming and streaming of meetings such as the Police Commission meetings.

2021.11.29.435 Moved by Councillor Sutherland, **seconded by** Councillor Bragg to approve the acquisition and installation of a camera system in Town Council.

Motion Unanimously Carried

13. Public Engagement

Catherine Baker – Park St. Agrees with Concern of manholes and storm sewers. Some have drains and some just have holes. Some storm sewers have trees growing in them and are so full of dirt that water doesn't go in them. The storm drains are being watched after, the no parking signs are being ignored and Victoria St gets icy and nothing is done.

14. Closed Session

2021.11.29.436 Moved by Councillor Sutherland, **seconded by** Councillor MacGregor to move into closed session.

Motion Unanimously Carried

The meeting adjourned into closed session at 7:00 pm.

a. Update on Legal Matters

i. Building Development - Provincial Court (MGA Section 22 (2) (f) (g))

- Update only
- ii. **Utility Connection and Occupancy - Supreme Court (MGA Section 22 (2) (f) (g))** Update only
- iii. **Building Development - Small Claims Court (MGA Section 22 (2) (f) (g))** Update only

b. Land Transfer Proposal (MGA Section 22 (2) (a))
Update only

c. Operational Security (MGA Section 22 (2) (f) (g))
Update only

d. Contract Negotiations – CUPE (MGA Section 22, Subsection 2 d and e)
Update advising the conclusion of negotiations and awaiting document for review.

e. Contract Negotiations – Planning Services (MGA Section 22, Subsection 2 e)
Staff directed to withdraw from Shared Planning Services

f. Contract Negotiations – Pension (MGA Section 22, Subsection 2 e)
Staff directed to engage in third party review of APA Pension Plan

g. Contract Negotiations/Operational Security – WPS – (MGA Section 22 (2) e)
Staff directed to review the financial implication of the Chiefs request

2021.11.29.437 Moved by Deputy Mayor MacKinnon, **seconded** by Councillor Sutherland to return to open session.

Motion Unanimously Carried

15. Next Meetings

a. Regular Council Meeting
Westville Council Chambers
December 20, 2021 – 6:00 pm

a. Board of Police Commissioners
Westville Council Chambers
December 21, 2021 – 6:00 pm.

16. Adjournment

Meeting was adjourned at 8:35pm.

Mayor: _____

Chief Administrative Officer: _____

Date Approved: _____