

Minutes of a Town of Pictou Committee of Council meeting convened 6:30 pm in the Council Chambers on the above date. Mayor Joe Hawes presiding.

**PRESENT:** Deputy Mayor Cam Beaton; Councillors Lynn Vigneault, Bob Naylor and Alta Munroe

**ALSO PRESENT:** Scott Conrod, CAO  
 Jim Chisholm, Superintendent  
 Michelle Young – Recreation Coordinator  
 Eldon MacDonald, Town Accountant  
 Cpl. Shawn Reynolds, RCMP  
 Kyle Slaunwhite, Chief Operator  
 Jo-Anne McNamara – Meeting Recorder

**REGRETS:** Paul Janes, Fire Chief

**1. PRIVATE SESSION (5:30 pm)**

**2. CALL TO ORDER**

Mayor Joe Hawes called the meeting to order at 6:30 pm.

**3. APPROVAL OF AGENDA**

MOVED: A. Munroe  
 SECONDED: B. Naylor

*COC-10-06-14-1343*

MOTION: To approve the agenda as circulated with one addition:  
 5f. Partial Exemption Curbside Collection  
 MOTION CARRIED

**4. DELEGATIONS**

a. Brief overview of hydrant rental charges and proposed exemption By-Law

The CAO gave a brief overview of the hydrant rental charges proposed for the 2014-15 fiscal year. The Town water bills plus fire hydrant rental fees pay for the Water Utility expenses. Section 80 of the MGA can be used to levy a hydrant rental area rate to any properties that are exempt from normal tax rates. The only properties that can be exempt from a fire protection charge (s.80) include those held by the Province on behalf of her Majesty, the Queen, and those exempted by Town By-Law.

b. Reverend Mary Beth Moriarity and Ruth MacKay

Rev Moriarity and Ruth MacKay made presentations to Council on behalf of the Pictou United Church. In their presentations they noted that the churches provide a “valuable service” to the town and an exemption is a way for council to say thank you for that service. They are offering valuable services through the opportunity shop, winter hot lunch program, March break children’s programs or support of the fuel fund. Along with the Legion, Hector Quay Society, and numerous other organizations, churches are a valuable part of our

community and their contribution should be duly recognized and supported by the town in whatever ways possible.

Mayor Hawes thanked Rev. Moriarity and Ruth MacKay for their presentations.

## 5. DEPARTMENTAL REPORTS

### a. R.C.M.P.

The RCMP monthly report was included in Council's package. Cpl Reynolds reported back to Council in regards to motorized vehicles that they cannot be in the lane of traffic.

### b. CAO Report

The CAO's report was included in Council's package:

- Financial

Working collaboratively with Kyle Slaunwhite on an updated Capital Investment Plan for the Town. Worked collaboratively with Doreen Walker and Eldon MacDonald on the assembly of year-end financial statements for Active Pictou County.

- Operation

Meetings with CUPE representatives and Town employees on labour related matters. Co-participated in overview presentations of the MOU on Municipal Reform to two separate groups. Assisted Pictou Shared Services Authority Finance Manager with reporting requirements, ie developed and reviewed templates for quarterly filings.

- By-laws

No substantive initiatives during the month.

- Capital Projects

Corresponded with the Program Manager of Grants with Municipal Affairs concerning upcoming Infrastructure Program conditions and timelines (specific to a Water Treatment Plant for the Town). Engaged CBCL Consulting Engineers to prepare a mini (letter) report on the building envelope options related to a new Water Treatment Plant. Project management related to the water meter installation project continues. Undertook a project meeting with the designer of the roundabout and road realignment project in concert with the lead Engineer from the NS Dept of Transportation and Infrastructure Renewal.

- Upcoming Priorities

Finalization of draft Internal Control Policies for consideration by Council.  
Electoral boundary review.  
Capital Investment Plan.  
Completion of RFP for Train Station.  
MOU work plan development/refinement.

### c. Fire Department

Report was not available.

d. Public Works

The monthly report for Public Works was included in Council's package. The water upgrades are complete, however there will be a period of fine tuning of alarms, turbidity metering, pump speed and so on. The meter installers are finished and a more detailed report will be available as to the number of meters left out and specific reasons for each after the project manager, the town and the contractor hold a final meeting.

e. Recreation & Parks

Michelle Young, Recreation Coordinator, highlighted a number of items in her report which Council received at the meeting:

- 234 enrolled in public swim lessons now running
- New "Active for Life" pool program will begin October 15<sup>th</sup>
- Jitney Trail – Trail monitor equipment will be installed during the month of October to gather data on trail use (numbers, time of day, type, etc.)
- Cruise – planning and coordination of cruise ship visits in partnership with Town of New Glasgow, the Municipality of the County of Pictou, Pictou Business and Marketing Society and the Committee. Next visit October 25<sup>th</sup>.
- The Municipal Recreation Directors of Pictou County are working on a policy template to support affordable access to recreation and physical activity within each of our Recreation Departments.
- Fall Issue of Town Newsletter completed and distributed.
- Promotions of fall programs.
- Planning begun for the following events: Pictou Christmas Light Up, Christmas Events in November and RBC Sport Day in Canada.

f. Variance Report

A copy of variance report was included in Council's package and the Town Accountant briefly went over the report. Committee questioned overage in fire department spending.

**6. BUSINESS ARISING FROM MINUTES**

a. Regional Enterprise Networks

A copy of the Declaration of Co-operation (DOC) REN 4 was included in Council's package. The DOC serves as the guidelines and ground rules to help the REN4 Interim Liaison Committee work most productively together over the course of this phase of the REN 4 development. The DOC is a living document and may be updated as the need arises throughout the REN 4 creation. Any updates will be discussed with and ratified by the project team members.

**7. NEW BUSINESS**

a. CARMA – Cat Shelters

The CAO presented the background on a current program with Pictou County Society for the Prevention of Cruelty to Animals and previously received requests from CARMA.

MOVED: L. Vigneault  
SECONDED: A. Munroe

*COC-10-06-14-1344*

MOTION: That staff be instructed to prepare a policy for Council consideration that without limitation contains provisions to:

- treat temporary shelter and trap and release programs separately;
- only permit seasonal shelters on specifically identified Town owned land near existing colonies of feral cats and strictly under specific License Agreement(s);
- entertain a treatment policy developed by CARMA related to cats trapped under a trap, spay and neuter program;
- not allow the release of cats having gone through the trap and release program in any other neighborhood other than the neighborhood where the cat was initially trapped; and
- consider a monetary contribution towards a trap and release program provided that there is prior agreement in place with respect to the aforementioned treatment policy, and the appropriate License Agreement(s) has been executed.

MOTION CARRIED.

Ms. Plexman would like a copy of the recommendations.

b. Recommendations from Private Session – none

c. Recommendation report – Paving

That Council consider the following paving options and accept staff recommendation of Option 2. Due to extended road repairs, the Street Maintenance operating budget is projected to be over budget by almost \$20,000. To accommodate this excess spending, the total capital costs should be reduced to avoid deficit.

**Option 1:** Eliminating curb and gutter on Welsford St. reduces the bid to \$63,951. By combining the operating and capital budgets for street repairs the projected deficit is approximately \$2,500. The deficit could be avoided by reducing operating spending for the remainder of the fiscal year.

**Option 2:** Eliminating curb and gutter on Welsford and not resurfacing Oak St reduces the bid to \$48,384. By combining the operating and capital budgets for street repair a surplus of about \$10,000 is projected. This option, however, only extends Prince St and resurfaces Front.

**Option 3:** Eliminate the entire capital paving project this year and use it for the operating fund to patch and repair potholes.

After some discussion Council would like to see budget estimates if Welsford curb and gutter was left in and Prince St. paving taken out.

d. Errors and Omissions Insurance

Volunteers/public appointments made by Council are covered by Town's Errors and Omission coverage.

e. Hector Arena Commission – Appointment

MOVED: L Vigneault *COC-10-06-14-1345*  
SECONDED: C. Beaton

MOTION: To recommend to Council that Craig Clarke be appointed to the Hector Arena Commission.  
MOTION CARRIED.

f. Partial Exemption Curbside Collection

MOVED: C. Beaton *COC-10-06-14-1346*  
SECONDED: L. Vigneault

MOTION: To recommend to Council that a policy be adopted to partially exempt qualifying property owners from Curbside Collection costs.  
MOTION CARRIED.

8. CORRESPONDENCE - none

9. PUBLIC COMMENTS/QUESTIONS - none

10. ADJOURNMENT

MOVED: C. Beaton *COC-10-06-14-1347*  
SECONDED: L. Vigneault

MOTION: To adjourn the meeting.  
MOTION CARRIED

APPROVED

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Joseph F. Hawes  
Mayor

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Scott W. Conrod  
CAO