

June 1, 2015

The Municipal Council for the Municipality of the County of Pictou met in the Council Chambers of the Municipal Administration Building on Monday, June 1, 2015 at 7:00 p.m.

**PRESENT**

Dist.	1	Clr. Sally Fraser
	2	Clr. Deborah Wadden
	4	Warden Ronald Baillie
	5	Clr. Robert Parker
	6	Clr. Jim Turple
	7	Clr. David Parker
	8	Clr. Leonard Fraser
	9	Clr. Larry Turner
	10	Clr. Jamie Davidson
	12	Clr. Chester Dewar
	13	Clr. Randy Palmer
	14	Clr. Scott Johnston

**ABSENT**

	3	Clr. Edward MacMaster
	11	Deputy Warden Andy Thompson

**IN ATTENDANCE**

Donn Fraser, Solicitor, MacIntosh, MacDonnell & MacDonald  
Brian Cullen, CAO/Municipal Clerk-Treasurer  
Karen E. Cornish, Deputy Municipal Treasurer  
Carolyn MacIntosh, Deputy Municipal Clerk  
Jane Johnson, Recording Secretary

**PRAYER**

Warden Baillie opened the meeting with a prayer.

**WELCOME**

Warden Baillie welcomed Ms. Cameron's Grade Six Class from West Pictou Consolidated and Karla MacFarlane, the MLA for Pictou West.

**AGENDA**

It was moved by Clr. Palmer and seconded by Clr. L. Fraser that the agenda be approved as circulated.

Motion carried.

**MINUTES**

It was moved by Clr. D. Parker and seconded by Clr. Turple that the minutes of May 4, 2015 be approved as presented.

Motion carried.

## **CORRESPONDENCE**

Correspondence was received and acknowledged from the following:

- (a) NS Tourism Agency – Advising that the decision to close the VIC in Pictou remains unchanged. The agency continues to have discussions with DEANS on potential future opening options.
- (b) Minister of Business – Addressing the basis for the closure of 2 VICs in Nova Scotia and measures that will be taken in the future to move tourism forward as requested by industry.
- (c) Letters of Appreciation (uncirculated) expressing appreciation for financial support have been received from the Scotsburn 4-H Club, the District 13 Recreation & Planning Commission, & the North Nova Education Centre.

Clr. Dewar inquired if there was further information on the VIC Centre and Warden Baillie replied that they are still working on correspondence with Transportation & Infrastructure Renewal regarding a working agreement. Currently the plan is that DEANS will still open the VIC Centre sometime this month.

## **RECOGNITION OF INDIVIDUALS/GROUPS – FRANCES MACDONALD**

Clr. S. Fraser reported that she was honoured to introduce one of District One's finest residents ... Frances MacDonald.

Frances is being recognized tonight for her dedication to the preservation of Gaelic culture in Pictou County. Each year Frances facilitates the Celtic Summer School offered this year at the Lismore hall for ages 5 to 95. All levels of ability are invited to attend.

To help fund the Gaelic workshop, Frances has established the Pictou County Celtic Association local lottery. The summer workshop offers instruction in rug hooking, fiddle, guitar, step dance, piano, tin whistle and Gaelic language. Frances has raised money this year to offer three children free tuition in memory of Fleur Mainville.

Frances has developed a District 1 brochure distributed quarterly which is designed to promote the summer workshop and our Celtic heritage. Frances has been a member of Pictou County Fiddlers for the past 15 years. Recently, with the help of Donald MacLellan, she has spearheaded the creation of some original Shore Road fiddle tunes such as Father Colin's Trip to Scotland and Robert MacEachern's Winnings.

Her industrious fundraising has been used for many causes but this year she will be awarding 3 instrument giveaways at this summer's Celtic Workshop. Her community involvement does not end with her work with cultural heritage ....she volunteers with the Lismore Garden Club, the Wintertime Review, the 4 Season Horse and Pony Club, the Merigomish Fire Department, and this list goes on...

Tonight we congratulate Frances on her tireless dedication to the preservation to Gaelic Culture in Pictou County.

Clr. S. Fraser advised that she was proud to have Frances as a resident of District One!.

On behalf of the Municipality Warden Baillie and Clr. S. Fraser presented a certificate of recognition to Ms. Frances MacDonald for the preservation of Gaelic Culture in Pictou County.

## **RECOGNITION OF INDIVIDUALS/GROUPS – MS. CAMERON'S GRADE SIX CLASS**

Warden Baillie reported that Ms. Cameron's Grade Six Class from West Pictou Consolidated School watched and participated in the Blue Dot Movement video this year, following which the class sent him letters and he read every one of them. The letters were very interesting and a lot of thought was put into them and Warden Baillie informed Council that it is great when the young people start caring about the environment. At this time Council would like to recognize Ms. Cameron's Grade Six Class for their efforts to bring awareness to the residents of Pictou County, residents of Nova Scotia, residents of Canada and the world in regards to all residents have a right to clean air, clean food and clean water.

Warden Baillie, Clrs. R. Parker and Turple presented certificates of recognition to the following students of Ms. Cameron's Grade Six Class:

Charlotte Adams	Cole Dennis	Skye MacDonald	Declan Rorison
Liam Bethell	Samantha Fagan	Lyda Manley	Felicity Ward
Abby Cameron	Jake Falconer	Cal Maxner	Carter Welsh
Carson Campbell	Samara Hawkes	Meg Maxner	Lawen Whiffen
Nick Carrigan	Abby Jameson	Henry Parks	
Jake Cock	Lauren Langille	Kristen Ross	

## **PRESENTATION OF BLUE DOT MOVEMENT PETITION**

Clr. S. Fraser presented a petition to Warden Baillie with 276 signatures calling on the Municipality to recognize its citizens rights to a healthy environment and these rights include breathing clean air, drinking fresh water, consuming safe food, accessing nature, knowing about pollutants released into the local environment and participating in government decisions that will affect the environment. History shows that the greatest changes start with the simple acts of local leadership and that is why the signers were calling on the Warden and Council to enact a declaration recognizing the right to a healthy environment.

## **COMMUNITY ANNOUNCEMENTS**

There were no community announcements to present to Council at this time.

## **PROPERTY SERVICES COMMITTEE REPORT**

Clr. D. Parker presented the report of the Property Services Committee as follows:

### **PROPERTY SERVICES COMMITTEE REPORT**

For information purposes the Property Services Committee submits the following report on the activities of the Committee for the month of May:

1. Reviewed the report of the Building Inspector, By-Law/Dog Control Officer and Warden for the month of April.
2. Discussed the status of on-going projects. The River John Wastewater Extension and the Highway 4 Water & Wastewater projects are expected to proceed in the current construction season. Work continues with the consultants and contractor in finding a solution to achieving the flows and velocity needed in the Lyons Brook/Scotsburn Wastewater system.
3. Discussed the possibility of implementing weight restrictions on municipal roads. The Committee is awaiting a legal opinion on this issue. In the interim the Public Works & Development Department will arrange for improvements to Stanwood Drive. The improvements will be dependent on the availability of a grader locally.
4. Discussed issues around the accessibility of Comfort Stations during the winter months and the role EMO plays in activating the stations when circumstances warrant.
5. Received letters from Miss Cameron's Grade 6 class at West Pictou Consolidated expressing the opinion that every Canadian deserves the right to a healthy environment. The Committee has agreed to recognize the efforts of these students at a future Council meeting.
6. Reviewed the list of Accounts Paid for the month of April.

DATED at Pictou, N.S. this 1<sup>st</sup> day of June, 2015

(Sgd.) David Parker  
Jim Turple

**MOTION**

It was moved by Clr. D. Parker and seconded by Clr. Turple that the report of the Property Services Committee be received for information purposes.

Clr. R. Parker referred to Item #2 and reported that he received a visit today from Mr. MacNeil the owner of Magic Valley in regards to extending the water/wastewater lines to his park. Clr. R. Parker reported that he informed Mr. MacNeil that he brought up this issue at Council several times already. He asked Mr. MacNeil to contact the Warden or CAO with a proposal. Clr. R. Parker asked Warden Baillie if Mr. MacNeil contacted him or the CAO today regarding the Magic Valley Park.

Warden Baillie replied that either the CAO or he heard from Mr. MacNeil today and the plans are still to go to the crossroads, unless Mr. MacNeil comes forward with a proposal to extend the water/wastewater lines, at which point staff would have to cost the proposed extension and determine whether or not Mr. MacNeil was prepared to commit financially to move the project forward.

Clr. R. Parker referred to Item #3 and asked if there was any update from legal counsel on Stanwood Drive and the Solicitor replied he will provide a legal opinion later in the meeting during a closed session of Council.

Clr. R. Parker asked if there was an update from the Director of Public Works & Development on when the road may be repaired and the CAO responded that he will get that information from Mr. MacMillan.

Clr. L. Fraser commented that Mr. MacNeil in the past was only talking about water and he asked if he now wants water/wastewater and Clr. R. Parker responded that he now wants both.

Motion carried.

**FINANCIAL SERVICES COMMITTEE REPORT**

Clr. Palmer presented the report of the Financial Services Committee as follows:

**FINANCIAL SERVICES COMMITTEE REPORT**

For information purposes the Financial Services Committee submits the following report on the activities of the Committee for the month of May:

1. Reviewed the report of the Recreation Coordinator for the month of April.
2. Considered requests for financial assistance, and requests to extend deadlines to expend moneys previously granted by Council. (Resolution to follow)
3. Discussed a request from Highland Community Residential Services to have two residential properties on the Viggo Holm Road in Abercrombie which are used to support persons with intellectual disabilities and/or mental health included in Schedule "A" of the Municipality's Tax Exemption & Tax Reduction Policy. As Council does not provide a tax exemption for other similar facilities, the Financial Services Committee is not prepared to grant this request.
4. Received a report from the CAO advising that for the 2015/16 fiscal period administrative support for the Pictou County Trails Association will be provided using the part-time services of the former Trails Coordinator and the Active Pictou County Coordinator.
5. Agreed not to participate in REN 4 for the 2015/16 fiscal period.
6. Agreed to write the Minister of Health & Wellness expressing concern with the sudden loss of the Recreation Facility Development Grant as part of the Province's recent budget.

7. Discussed the status of the closure of the Land Registry Office and its impact on the current rental agreement to the Municipality.
8. Agreed to amend the Municipal Grant Program policy to provide clarity on funding for tournaments. (Resolution to follow)
9. Agreed not to purchase membership in the Nova Scotia Association of Police Governance.
10. Requested that the Heritage Advisory Committee organize a ceremony commemorating the Queen's Reign.

DATED at Pictou, N.S. this 1<sup>st</sup> day of June, 2015.

(Sgd.) Randy Palmer  
Chester Dewar

### **MOTION**

It was moved by Clr. Palmer and seconded by Clr. Dewar that the report of the Financial Services Committee be received for information purposes.

Clr. D. Parker referred to Item #5 and asked when it will reappear on the agenda for consideration the next fiscal year and Warden Baillie replied it can be put on a Committee meeting agenda in October or November, 2015.

Clr. Wadden referred to Item #7 and asked if there has been any notification from the Province on what may happen with the lease.

Warden Baillie replied the Registry of Deeds closed on May 29, 2015 and we received notice that it will officially close on June 11, 2015 but nothing has been said about the lease so the Province will continue to pay the lease.

Motion carried.

### **HERITAGE ADVISORY COMMITTEE**

Clr. S. Fraser presented the report of the Heritage Advisory Committee as follows:

#### **HERITAGE ADVISORY COMMITTEE REPORT**

As requested by Municipal Council, the Heritage Advisory Committee met to review proposed changes to the Heritage Property Act and Regulations for Heritage Conservation Districts. In summary, the proposed changes were as follows:

- #1 Definition of Substantial Alteration to be clarified as "any action not supported by the standards and guidelines that affects or alters the character-defining elements of the property.
- #2. Municipal Registry of Heritage Property to be provided to the Minister on an annual basis.
- #3. Composition of the Heritage Advisory Committee will require two members of the general public.
- #4. Scope of Municipal Heritage Property Registration will provide Council the opportunity to consider requests to amend the scope of the municipal heritage designation for a registered municipal heritage property.
- #5. Deregistration of Municipal Heritage Property will provide Council the opportunity to consider the deregistration of a municipal heritage property based on a reasonable rationale for such a request.

- #6. Advice on Deregistration Application requires advice from the Heritage Advisory Committee on applications to deregister a municipal heritage property.
- #7 Timeline to consider Municipal Heritage Conservation Districts enables Council, property owners and the general public to be better aware of the timeline to process the application to consider a new Municipal Heritage Conservation District.
- #8. Public Notice to adopt a Conservation Plan and By-law – enables reasonable public notice of Council's intention to adopt a conservation plan and by-law associated with a municipal heritage conservation district.
- #9. Approval Procedures enables Council to better plan for the consideration of new or amended conservation plan and conservation bylaw.
- #10. Consideration of a Cultural Landscape will permit for the establishment of Cultural Landscapes which will align with the process for Heritage Conservation Districts.

The Committee recommends that Council endorse proposals #1 – #7 and proposal #9. With respect to proposal #8 we recommend that the Department of Communities, Culture & Heritage be reminded that the standard for public notice in the MGA is 14 days. With respect to proposal #10, there is a typographical error in the reference to section 3(k[1]) which quotes “substantial alteration” and should quote “cultural landscape”

DATED at Pictou, N.S. this 1<sup>st</sup> day of June, 2015

(Sgd.) Sally Fraser  
Deborah Wadden

### **MOTION**

It was moved by Clr. S. Fraser and seconded by Clr. Wadden that the report of the Heritage Advisory Committee be received for information purposes.

Motion carried.

### **MUNICIPAL ALCOHOL PROJECT**

Clr. Wadden reported the non-school sanctioned grad parties' conversations were held with two schools participating and we were quite impressed by the maturity of the students involved with the discussions. A major concern raised is the liability insurance. Students pay \$20 to \$25 for covering expenses associated with their non-school sanctioned grad party with the majority of this money designated for liability insurance. What they were not aware of was that if underage drinking is involved, the insurance is null and void. The majority of high school student graduates are under the legal drinking age.

Secondly, we met last week with representatives from various festival organizers in the county. We had reps attending from the New Glasgow Riverfront Jubilee, the Pictou Lobster Carnival and the Pictou North Colchester Exhibition. This turned out to be a real good forum for learning all the things they are doing right and ways they can continue to improve some issues they do have with their respective festivals. It was a great way to share best practices amongst the organizers and for our committee to see how much they share now. There was such a positive result from this meeting that we are now planning a forum for all organizers in the county in the fall time frame to come together and have a good discussion on the season they just had and to continue working with this group as a unit.

Clr. R. Parker reported that we are trying to teach young people the proper use of alcohol and not abuse. Clr. R. Parker pointed out that he had concerns brought to him regarding the Jubilee and the Lobster Carnival where the drinking area is beside the non-drinking area and he asked if there were any discussions on these concerns.

Clr. Wadden replied there were discussions on this issue and she pointed out the Riverfront Jubilee has a division between the non-drinking and drinking areas. The Lobster Carnival is a bit different because the area has a different layout and they are looking at other alternatives.

**RESOLUTION - MUNICIPAL GRANTS**

Clr. R. Parker presented a resolution to Council as follows:

**RESOLUTION**

**BE IT RESOLVED** by the Municipal Council for the Municipality of the County of Pictou that Council approve the payment of the following Municipal Grants:

**Municipal Services:**

D 5 West River Presby. Church	\$ 2,500.00	Furnace
D 5 Durham Community Hall	1,000.00	Tables & TV
D 5 Burns Presbyterian Church	764.00	Insulation
D 5 Bethel Presbyterian Church	2,500.00	Completion of Manse Renovations
D 5 Scotsburn Fire Department	2,000.00	Scott Pack Bottles, Pressure Washer, Helmets
D 5 West River Fire Department	2,500.00	Excavation & Drainage Pipes
D 5 West Branch & Area Comm. Ass.	2,500.00	Sill Repairs, Wheelchair Ramp, Parking Lot Gravel, Light Fixtures
<b>TOTAL:</b>	<b>\$13,764.00</b>	
D 4 Royal Can. Legion, Bch 108	\$ 1,061.39	Approval to extend the completion of this project (originally approved on July 7, 2014) to March 31, 2016

**Council:**

Multicultural Assoc. of Pictou Co.	\$ 500.00	To assist with Multicultural Fusion Festival Expenses
River John Action Society	<u>1,000.00</u>	To assist with expenses for the River John Farmer's Market
<b>TOTAL</b>	<b>\$ 1,500.00</b>	

**DATED** at Pictou, N.S. this 1<sup>st</sup> day of June, 2015.

(Sgd.) Robert Parker  
Jim Turple

## **MOTION**

It was moved by Clr. R. Parker and seconded by Clr. Turple that the preceding resolution be adopted as presented.

Motion carried.

## **RESOLUTION – MUNICIPAL GRANT PROGRAM POLICY**

Clr. D. Parker presented a resolution to Council as follows:

### **RESOLUTION**

**BE IT RESOLVED** by the Municipal Council for the Municipality of the County of Pictou that Council adopt the following policy with respect to Municipal Grants:



**POLICY #2015-06-27**

### **MUNICIPALITY OF THE COUNTY OF PICTOU MUNICIPAL GRANTS PROGRAM POLICY**

In accordance with Section 65 of the Municipal Government Act, being Chapter 18 of the Revised Statutes of Nova Scotia, 1998, the Municipal Council for the Municipality of the County of Pictou hereby enacts a policy with respect to grants to community non-profit organizations and charities.

#### **(1) PURPOSE**

- (a) To provide direct financial assistance to
  - ( i) the voluntary sector within the context of strategic social, economic and cultural goals with the aim of reducing reliance on the municipal government in the direct delivery of programs and services to the general public;
  - ( ii) Community-based programs and services, which replace, supplement, or complement a departmental or municipal mandate;
  - (iii) Community initiatives that are of vested interest to the Municipality, albeit not within a departmental or municipal mandate;
  - (iv) Local non-profit organizations that may be better located, either geographically or operationally, to provide a specific type of service as compared to the municipal government;
  - ( v) Community-owned and operated properties in communities whose population is too small to support a government facility;
  - ( vi) Communities whose socio-cultural or socio-economic composition lends itself to service delivery by non-profit groups with specific language or cultural competencies.

#### **(2) OBJECTIVES**

- (a) To identify on an annual basis the amount of funding that the Municipality will provide in grants.
- (b) To establish a process for applying for grant money which is fair and consistently applied, as well as a process by which the Municipality will consider grant requests.
- (c) To identify criteria upon which grant applications will be evaluated.



**(3) GENERAL POLICY STATEMENTS**

- (a) The Municipality of the County of Pictou Grants Program shall be defined by the following categories:
  - ( i) Council Grants;
  - ( ii) Marketing and Tourism Grants;
  - ( iii) District Grants;
  - ( iv) Municipal Services Grants;
  - ( v) Community Development Grants;
  - ( vi) Recreation and Cultural Grants;
  - ( vii) Recreation Program Grants.
- (b) This program does not govern the following, which are separately administered:
  - ( i) County of Pictou Fire Services Grants;
  - ( ii) Tax Exemption for Non-Profit Organizations (full and partial tax exemption bylaws);
  - ( iii) Residential Property Tax Rebates (low-income homeowners).
- (c) Grants shall be awarded on the basis of the type of project and intended outcomes, not on the type of organization or financial need.
- (d) Grants are not awarded for the salary/wages of staff positions, volunteer bursaries or honoraria.
- (e) Letters shall be sent to all grant recipients, noting program reporting requirements and any restrictions.
- (f) Letters shall be sent to any unsuccessful applicants of grant applications.
- (g) Awards may be issued in full or can be paid in installments.
  - ( i) The letter of confirmation will state if a holdback applies to the applicant's grant.
- (h) The applicant shall be in good standing with the County of Pictou and shall not have a debt or legal claim outstanding.
- (i) The Municipality shall publish annually a list of all grants paid.

**(4) BUDGET ALLOCATIONS AND LIMITATIONS**

- (a) The Grants Program is limited in its ability to respond to large requests with short notice, therefore Council considers it is essential for an organization planning an expensive multi-year project to give the Municipality as much notice as possible (usually at least one year) so that it can be considered within the Municipality's fiscal framework well in advance.
- (b) The Municipal Council shall determine annually as part of its budget deliberations the amount of funds to be provided to support the various grant programs and subsidies outlined in Section 3(a) above.
- (c) The Municipal Council may allocate up to 25 percent of the Council Grants for projects relating to community halls.

- ( i ) A community hall shall not include fire halls or church halls for the purpose of this policy and funding allocation;
  - ( ii ) A community hall may receive up to a maximum of 40 percent of the eligible project cost;
  - ( iii ) Project costs shall not include any in-kind non-monetary contributions.
- (d) The allocation of Municipal Services Grants to each district shall be made in accordance with the formula approved by the Municipal Council.
- ( i ) Organizations that provide a county-wide service, or substantially so are not eligible for municipal grants.
- (e) The Municipal Council may allocate a portion of the Recreation Programming Grants to assist new and established community organizations (start-up grants) who wish to develop programs for the residents of the Municipality.
- ( i ) The maximum allotment per grant is \$350 and the grant shall be provided on a one-time per organization basis.
- (f) The Municipal Council may subsidize the cost of Recreation programming provided by sports organization who use major recreation facilities and provide recreation programs to the residents of the County of Pictou.
- ( i ) Funding for the high cost programs will be calculated at a rate of \$20.00 per County participant;
  - ( ii ) The minimum grant allotment to any organization will be \$100.
- (g) The Municipal Council may subsidize the costs of recreation programming provided by sports organizations that provide low costs programs to the residents of Pictou County.
- ( i ) Funding for low costs programs (i.e. soccer, baseball, etc.) will be calculated at the rate of \$7.50 per County participant;
  - ( ii ) The minimum grant allotment to any organization will be \$100.00
- (h) The Municipal Council may provide funding to tournaments in accordance with the terms
- ( i ) A grant of \$100 for each individual player from the Municipality to attend a National or International Tournament;
  - ( ii ) For sponsoring groups to host a Provincial Tournament in Pictou County a grant of \$250 may be made payable to assist with tournament expenses, where one or more players from the Municipality is a member of the host team;
  - ( iii ) For sponsoring groups to host a National or International Tournament in Pictou County, a grant of \$500 may be made payable to assist with tournament expenses where one or more players from the Municipality is/are a member of the host team;
  - ( iv ) For greater certainty a Provincial, National, or International Tournament referenced in Section 4(h)(ii) and 4(h)(iii) shall be defined as a tournament that determines the overall position of a champion, teams or individuals in a sport or event for the given year or season.
- (i) The Municipal Council may allocate a portion of its recreation programming grants to provide funding to assist groups who wish to constructs or renovate their facilities, which will enhance programs or services for the residents of Pictou County.

- ( i) Consideration will also be given to requests to purchase machinery and or equipment not normally purchased through operating funds;
  - ( ii) The maximum allotment for the grant is 50 percent of the cost of the project, up to a maximum of \$1000;
- (j) The Municipal Council may allocate a portion of its recreation program grants to community organizations that provide summer recreation programs for the residents of the County of Pictou.
- ( i) In order to qualify the organization must provide summer staff for their programs.
- (k) The Municipal Council may provide funds to a community organization to subsidize the wages of an individual whose job or mandate is to:
- ( i) Enhance development opportunities of the municipality for business, industrial and tourism purposes;
  - ( ii) Support or increase tourism traffic within the Municipality;
  - ( iii) Promote and attract institutions, industries and businesses, the stabilization and expansion of employment opportunities and economic development within the municipality;
  - ( iv) Promotes the development of lands and other facilities for the encouragement of economic development;
  - ( v) Provides for the coordination of multiple community development projects and programs;
  - ( vi) Supports community social and economic development within multiple districts of the municipality;
  - (vii) Promotes sustainability of a community organization or community as a whole;
  - (viii) Promotes development of the volunteer sector, which includes providing administrative oversight to community led projects.

**(5) ELIGIBILITY COUNCIL GRANTS**

- (a) In order to be eligible for a grant from the Municipality, the applicant shall be:
- ( i) A federally registered Canadian charity or a non-profit organization registered with the Nova Scotia Registry of Joint Stocks;
  - ( ii) A society within the meaning of the Children and Family Services Act;
  - ( iii) A mental health clinic in receipt of financial assistance from the Province;
  - ( iv) An exhibition held by an educational institution in the Municipality;
  - ( v) A club, association or exhibition within the meaning of the Agriculture and Marketing Act;
  - ( vi) Any charitable, nursing, medical, athletic, educational, environmental, cultural, community, fraternal, recreational, religious, sporting or social organization within the Province;
  - ( vii) Grants are not awarded to individuals, commerce, business, industry or sole proprietorships;
  - (viii) The applicant organization is located within the geographic boundary of the County of Pictou.
- (b) The intent is to invest local resources in local initiatives and build residents' organizational capacity, not to supplement campaigns developed and delivered into the region through international, national or provincial organizations.
- (c) The County of Pictou will not consider requests received as part of general (mass) mailing or telemarketing campaigns.

- (d) Due to the large geographical size of the County of Pictou, the Council may waive clause 5 (viii) Grants Eligibility, if the majority of Council members agree by way of motion that it is:
  - ( i) Not practical for residents to reasonably obtain the service or program delivered within boundaries of the Municipality of the County of Pictou;
  - ( ii) The service or program provides regional benefits to one or more municipalities.

**(6) REPORTING AND ACCOUNTABILITY**

- (a) All grant recipients have until March 31st of the following year to submit their reporting form and documentation to demonstrate the grant was spent and in accordance the terms of funding.
- (b) Failure to report may result in ineligibility for further grant funding.
- (c) In rare circumstances, an applicant's eligibility may be suspended for a specified time period for misappropriation of funds, failure to report, or misrepresentation.

**(7) APPLICATION and REVIEW PROCESS**

- (a) The deadline for applications for the April 1<sup>st</sup> to March 31<sup>st</sup> fiscal year is the last working day of February of the preceding fiscal year for each of the following grants
  - ( i) Council Grants;
  - ( ii) Marketing and Tourism Grants;
  - ( iii) Community Development Grants;
  - ( iv) Recreation and Cultural Grants.
- (b) District grants must be awarded by March 31<sup>st</sup> of the fiscal year in which the funds are allocated.
- (c) Applications for Municipal Services Grants and Recreation Program Grants may be received at any time and made payable subject to the availability of funds in the programs.
- (d) In January of each year, the Municipality shall advertise in a local newspaper the Grants Program, indicating details of the program and the deadline for applications to be submitted for consideration.
- (e) Applications received after the deadline, and prior to the approval of the annual operating budget shall be referred to the Grant Review Committee for review. The Grant Review Committee may:
  - ( i) Recommend that Financial Services give consideration to the request as part of its annual budget deliberations, if
    - (1) The Committee is satisfied that the funding is for a project or program that was not known to exist prior to the deadline for applications; or
    - (2) The Committee is satisfied that the funding request is a result of an event or circumstance that occurred after the deadline had passed (Emergency Situation)
  - ( ii) Recommend that the request be received for information purposes only.
- (f) Applications received after the approval of the general operating budget in excess of \$2000 shall be referred to the Grants Review Committee for evaluation. The Grant Review Committee may:

- ( i) Recommend to the Financial Services Committee that the funding request be considered, if
    - (1) The Committee is satisfied that the funding is for a project or program that was not known to exist prior to the deadline for applications; or
    - (2) The Committee is satisfied that the funding request is a result of an event or circumstance that occurred after the deadline has past (Emergency Situation)
  - ( ii) Recommend to the Financial Services Committee that the funding request be considered as part of the subsequent year's budget deliberations;
  - ( iii) Recommend to the Financial Services Committee that the funding request be received for information purposes only.
- (g) Grants applications may be reviewed directly by the Financial Services Committee. The Financial Services Committee may:
- ( i) Recommend to Municipal Council that the funding request be considered, if
    - (1) The Committee is satisfied that funding is for a project or program that was not known to exist prior to the deadline for applications; or
    - (2) The Committee is satisfied that the funding request is a result of an event or circumstance that occurred after the deadline has past (Emergency Situation)
  - ( ii) Recommend to the Municipal Council that the funding request be considered as part of the subsequent year's budget deliberations;
  - ( iii) Recommend to the Municipal Council that the funding request be received for information purposes only.
- (h) All grant applications shall be submitted on a form specified by the Municipality.
- (i) Additional information may be requested by the Grants Review Committee or the Financial Services Committee if the application is incomplete;
- ( i) An incomplete application shall not be considered late should the additional information requested not arrive prior to the date specified in Clause 20.
- (j) Applications shall be reviewed and evaluated in accordance with the provisions of Section 9 of this policy by a Review Committee and then submitted to the Financial Services Committee for consideration.
- (k) The Grants Review Committee shall submit a report to the Financial Services Committee explaining the rationale for the recommendations.
- (l) The Grants Review Committee shall consist of two members of the Financial Services Committee and Property Services Committee, the Warden and Deputy Warden.
- (m) All Grants shall be approved by the Municipal Council by way of resolution at a duly called meeting of Council.

**(8) SPECIAL PROVISIONS MUNICIPAL SERVICES GRANTS**

- (a) Applications for a Municipal Services Grant shall be received by the Municipal Councillor at any time throughout the fiscal year.

- (b) The Municipal Councillor shall hold a public ratepayers meeting to review Municipal Service Grant applications received and to recommend allocations to the Financial Services Committee.
- (c) The Municipal Councillor shall determine the time and place for the ratepayers meeting.
- (d) The Municipal Councillor at the ratepayers meeting shall inform the ratepayers of the requirements and rules of this policy including but not limited to:
  - ( i) The Requirement for the applicant to submit to the Municipality a copy of its most recent financial statements;
  - ( ii) That an applicant cannot receive Municipal Services Grant funding if they have received funding from the Council Grants Program for the same fiscal period;
  - ( iii) Decisions of the ratepayers meeting are recommendations only and that the Municipal Council is the only body that can authorize the expenditure of funds in accordance with the Municipal Government Act.
- (e) The Financial Services Committee will review recommendations from the ratepayers meetings and determine if funding shall be recommended to Council.
- (f) Prior to the Financial Services Committee reviewing the recommendations of the ratepayers meeting, the applicant shall submit to the Municipality a copy of their most recent financial statements, which shall include a reporting on investments held and balances in all bank accounts.
- (g) Any application for a Municipal Services Grant shall be declared null and void if the applicant has received funding from the Council Grants Program pursuant to this policy for the same fiscal period, or any applications for a Council Grant shall be declared null and void if a Municipal Services Grant has been approved for the same fiscal period.

**(9) EVALUATION CRITERIA**

- (a) In considering a grant application the Grants Review Committee shall determine if the program/funding request is:
  - ( i) A Core service the Municipality would otherwise provide;
  - ( ii) An important service the Municipality might otherwise provide;
  - ( iii) A discretionary service the Municipality does not normally provide but is legally allowed to provide.
- (b) Should no mandate exist for the request or the request is not enabled by legislation, the Review Committee shall deny the request.
- (c) In considering a grant application the Grants Review Committee shall determine if the request is:
  - ( i) Vital or fundamental to County's mission or key result areas;
  - ( ii) A solid fit within County's key result areas'
  - ( iii) Is a Non-Critical request with some relevance to County's mission, not strategic.
- (d) In considering a grant application the Grants Review Committee shall evaluate the application to determine if the request has:
  - ( i) Demonstrated that there is a general need to the Community at Large and that the program/funding request is broad-based;

- ( ii) Demonstrated that there are multiple Interests, some need, or that a number of areas/communities are to be affected.
- (e) In considering a grant application the Grants Review Committee shall determine if the request has:
  - ( i) Demonstrated that the program is within the public interest in that all residents/communities may derive benefit;
  - ( ii) Demonstrated that some residents/communities derive benefit;
  - ( iii) Demonstrated that some specific residents/communities benefit.
- (f) In considering a grant application the Grants Review Committee shall determine if the request has:
  - ( i) Demonstrated a human development and inclusion practice with a strong volunteer and participant rate;
  - ( ii) Demonstrated equality of access and opportunity to a range of demographic groups and/or development potential.
- (g) In considering a grant application the Grants Review Committee shall determine if the request has:
  - ( i) Demonstrated that the program/funding request adds to the Community's ability to become a sustainable community;
  - ( ii) Enhances image or public perception of the community;
  - ( iii) Instills pride or helps develop a sense of community.
- (h) In considering a grant application the Grants Review Committee shall determine if the request has:
  - ( i) Demonstrated that there are no other potential providers of the service.
- (i) In considering a grant application the Grants Review Committee shall determine if the request has clearly demonstrated a financial need.
- (j) In considering a grant application the Grants Review Committee shall determine if the request has clearly demonstrated active fundraising efforts to support the continuation of a program, project or service.
- (k) In considering a grant application the Grants Review Committee shall determine if the request has developed an Accountability framework ("Track Record"), and has submitted an annual report and/or financial statements of previous year received.
- (l) Should the Grants Review Committee feel that Criteria K has not been complied with; a recommendation shall be sent to the Financial Services Committee to deny the application.
- (m) Policy #1213-08-27 is hereby repealed.

DATED at Pictou, NS this 1<sup>st</sup> day of June, 2015.

(Sgd.) David Parker  
Jim Turple

**MOTION**

It was moved by Clr. D. Parker and seconded by Clr. Turple that the preceding resolution be adopted as presented.

Motion carried.

**RESOLUTION – OH&S POLICIES**

Clr. Palmer presented a resolution to Council as follows:

**RESOLUTON**

BE IT RESOLVED by the Municipal Council for the Municipality of the County of Pictou that Council adopt the following policies with respect to occupational health & safety, the same having been prepared on behalf of Council by the Joint Occupational Health & Safety Committee:

**POLICY #2015-06-15**

**MUNICIPALITY OF THE COUNTY OF PICTOU  
OCCUPATIONAL HEALTH & SAFETY POLICIES**

**SAFETY**

The Municipality of the County of Pictou is committed to a strong safety program that protects its staff, its property, and the public from accidents.

Employees at every level, including management, are responsible and accountable for the Municipality's overall safety initiatives. Complete and active participation by everyone, every day, in every job is necessary for the safety excellence the Municipality expects. Management supports coordination of safety among all workers on the job site.

Management supports participation in the program by all employees and provides proper equipment, training and procedures. All employees are responsible for following all procedures, working safely, and wherever possible, improving safety measures.

An injury and accident free workplace is our goal. Through continuous safety and loss control effort, we can accomplish this.

**PERSONAL PROTECTIVE EQUIPMENT**

**Purpose**

The purpose of this policy is to minimize injuries to employees by utilizing personal protective equipment.

All employees, guests and visitors will wear appropriate C.S.A. approved Personal Protective Equipment required for the job site.

All PPE used by the Municipality will be within the requirements of the Nova Scotia Occupational Health & Safety Act and C.S.A. standards.

All PPE used by the Municipality will be maintained in accordance with manufacturer's instructions & requirements.



Municipally issued PPE will be inspected at the time of issue and before each use by the employee using the PPE.

All PPE that is of questionable reliability, damaged, or in need of service or repair will be removed from service immediately.

All PPE that has been removed from service will be tagged “**OUT OF SERVICE**”. Any PPE tagged “**OUT OF SERVICE**” will not be returned to service until repaired and inspected by a qualified person.

The Municipality will maintain appropriate inspection and service logs for specialty PPE.

No piece of PPE will be modified or changed contrary to manufacturer’s instructions or specifications or the Nova Scotia Occupational Health & Safety Act.

### **MAINTENANCE PROGRAM**

All tools and equipment shall be properly maintained so as to reduce risk of injuries to employees or damage to property.

Supervision shall ensure that all preventive maintenance is carried out by qualified personnel according to established schedules and that records are maintained.

All employees shall regularly check all tools and equipment that they are working with, and shall take out of service any tools or equipment that poses a hazard due to a need for repair.

### **SAFETY TRAINING**

#### **Purpose**

The purpose of this policy is to provide for general specialized safety and related training throughout all levels of the organization.

#### **Policy**

The Municipality will provide, and employees will participate in, all safety and related training that is necessary to minimize losses of human and physical resources of the Municipality.

This training will include, but not be limited to:

- New hire safety orientations;
- Job-specific training;
- Task and trade-specific training and certification;
- WHMIS in accordance with the Occupational Health & Safety Act;
- First Aid in accordance with the Occupational Health & Safety Act;
- Tracking System;
- Specialized safety and related training.

### **INSPECTION**

It is the policy of this Municipality to maintain a program of safety inspections. The objective of this program is to control hazards in the workplace.

All Municipal facilities and job-sites shall be included in the inspection program.

Informal inspections shall be conducted by supervisors, or designate, on an ongoing basis in their areas of responsibility.

Formal inspections shall be conducted by the supervisor or designate at each facility or job-site at a minimum of once yearly.

## **INVESTIGATION**

### **Purpose**

To investigate incidents, including those that fall under the jurisdiction of the Anti-Harassment Policy and the Violence in the Workplace Prevention Policy, so that causes can be determined and corrective actions can be implemented to prevent recurrence.

### **Policy**

In this Municipality, the following types of incidents shall be fully investigated:

1. Accidents that result in injuries requiring medical aid;
2. Accidents that cause property damage or interrupt operation;
3. Incidents that have the potential to result in (1) or (2) above;
4. All incidents that, by regulation, must be reported to Department of Labour, WCB, or other regulatory agencies.
5. Incidents involving harassment or violence.

### **Responsibilities**

1. All employees shall report all incidents to their immediate superior.
2. Supervisors shall conduct initial investigations and promptly submit their reports to the CAO.
3. The CAO shall review all supervisors' reports, determine corrective action to be taken, and ensure that such action is implemented.
4. Where the investigation involves an allegation of harassment, the employee to whom the complaint is directed against shall be informed that the complaint has been filed and is under investigation.

## **ENVIRONMENTAL**

The Municipality of the County of Pictou will ensure that the proper safeguards are taken to protect our environment.

All individuals will have responsibilities and will take the necessary action to protect the environment. The Municipality will ensure that land and vegetation, water and fisheries, air, wildlife and wildlife habitat will be protected.

The Municipality will train and educate its employees on environmental issues that may affect their work. Employees will also have a good understanding of environmental practices and what measures are needed to control them.

We shall use, store, and dispose of products in such a manner that will provide appropriate protection to the environment through our waste management program.

Management will develop and enforce good environmental standards in accordance with relevant legislation.

All environmental incidents will be reported, ensuring compliance to statutory obligations.

## **VIOLENCE IN THE WORKPLACE PREVENTION**

### **PURPOSE**

This Municipality of the County of Pictou is committed to a policy of zero tolerance for violence. No elected or appointed official, employee or volunteer shall engage in any violence in the workplace, or threaten violence in the workplace. The Municipality of the County of Pictou will not tolerate talk of violence or joking about violence.

"Violence" includes physically harming another, shoving, pushing, harassing, intimidating, coercing, brandishing weapons, and threatening or talking of engaging in those activities.

It is the intent of this policy to ensure that everyone associated with the Municipality, never feels threatened by any individual's actions or conduct.

### **POLICY**

1. That all municipal employees, contractors, subcontractors and vendors comply with the following Violence in the Workplace Prevention Policy.
2. Any employee who fears for their personal safety or for the safety of others should not hesitate to call police assistance at **9-1-1**.
3. Any person who makes threats, exhibits threatening behavior, or engages in violent acts on municipally-owned or leased property may be removed from the premises pending the outcome of an investigation.
4. Threats, threatening behavior, or other acts of violence executed off municipally owned or leased property but directed at municipal employees or members of the public while conducting official municipal business, is a violation of this policy. Off-site threats include but are not limited to threats made via the telephone, fax, electronic or conventional mail, or any other communication medium.
5. Violations of this policy will lead to disciplinary action. In addition, if the source of such inappropriate behavior is a member of the public, the response may also include barring the person(s) from municipally-owned or leased premises, termination of business relationships with that individual, and/or prosecution of the person(s) involved.
6. Employees are responsible for notifying their immediate supervisor of any threats, which they have witnessed, received, or have been told that another person has witnessed or received. Employees should also report any behavior they have witnessed which they regard as threatening or violent when that behavior is job related or might be carried out on municipally-owned or leased property or in connection with municipal employment.

7. Violations of this policy, including knowingly providing a false report, can lead to disciplinary action up to dismissal from employment.
8. All managers, employees and other persons who are aware of a complaint, or involved in its resolution, must recognize the seriousness of the situation and respect the sensitivity and confidentiality that must be accorded to the matter.
9. All information and documentation concerning a complaint will therefore be kept and transmitted as confidential/protected material. Those who do not fully respect such confidentiality may be subject to discipline.
10. All employees must cooperate fully when questioned regarding violations of this policy.

#### All weapons banned

11. With the exception of tools required for the performance of work-related duties, the Municipality of the County of Pictou specifically prohibits the possession of weapons by any employee while on municipal property. This ban includes keeping or transporting a weapon in a vehicle in a parking area, whether public or private. Employees are also prohibited from carrying a weapon while performing municipal services off the company's business premises.
12. Weapons include guns, knives, explosives, and other items with the potential to inflict harm. Appropriate disciplinary action will be taken against any employee who violates this policy.

#### Inspections

13. Desks, telephones, and computers are the property of the municipality. The Municipality reserves the right to enter or inspect any work area including, but not limited to, desks and computer storage disks, for the purpose of investigating a complaint made pursuant to this policy.

#### Employee Assistance Program

14. The Municipality provides an employee assistance program (EAP) for all full-time and part-time employees. This EAP offers services to these employees and their eligible dependents. While we receive periodic reports on the number and types of visits or calls made to the EAP, we do not receive information about individual contacts with the EAP.
15. Employees are encouraged to use the EAP whenever they feel the need for guidance in coping with life's difficulties. If you have difficulty handling drugs or alcohol, the EAP can provide information on treatment. The EAP is a confidential service to be used when you need help.
16. In the event of a major workplace incident that affects, or has the potential to affect, the mental health of our workforce, the municipality may provide initial counseling and support services to employees and immediate family members.

As the crisis passes and support systems are put into place for individuals affected by the incident, the municipality will make every effort to return to normal business operations. A reasonable effort will be made to notify employees, customers, stockholders, and others who need to know of the status of business

operations directly whenever possible. In cases where direct contact is not possible or practical, an effort will be made to communicate through the news media and other available resources.

All former policies with respect to occupational health & safety are hereby repealed.

DATED at Pictou, N. S. this 1<sup>st</sup> day of June, 2015.

(Sgd.) Randy Palmer  
Scott Johnston

### **MOTION**

It was moved by Clr. Palmer and seconded by Clr. Johnston that the preceding resolution be adopted as presented.

Motion carried.

### **RESOLUTION – ABERDEEN HOSPITAL LOAN GUARANTEE**

Clr. Palmer presented a resolution to Council as follows:

#### **RESOLUTION**

WHEREAS the Pictou County Shared Services Authority (“hereinafter referred to as the Authority”) was incorporated on April 1, 2010 pursuant to Section 60 of the Municipal Government Act;

AND WHEREAS the Authority has determined to borrow the aggregate principal amount of Six Million Eight Hundred Thousand Dollars (\$6,800,000) for the purpose of bridge financing renovations to the Aberdeen Hospital and has applied to the Municipality of the County of Pictou for its guarantee of share of the borrowing based upon the Municipality of the County of Pictou’s share of the total population of Pictou County;

AND WHEREAS the Authority has requested the Municipality of the County of Pictou, one of the municipalities that executed the instrument of incorporation of the Pictou County Shared Services Authority to guarantee the said borrowing;

AND WHEREAS Section 88 of the Municipal Government Act, provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister has approved of the proposed borrowings or debenture and of the proposed guarantee;

BE IT THEREFORE RESOLVED that the Municipality of the County of Pictou does hereby approve the borrowings of Six Million Eight Hundred Thousand Dollars (\$6,800,000) for the purpose set out above;

THAT subject to the approval of the Minister of Municipal Affairs of the borrowing by the Authority and the approval of the Minister of Municipal Affairs of the guarantee, the Municipality of the County of Pictou unconditionally guarantees an amount equal to the percentage of population attributable to the Municipality of the County of Pictou from the total population of Pictou County as included within the 2011 Statistics Canada publications;

THAT upon the issue of the Temporary Borrowing Resolution, the Warden and Clerk of the Municipality of the County of Pictou do sign the guarantee and attached it to the Temporary Borrowing Resolution of the Pictou County Shared Services Authority and affix hereto the seal of the Municipality of the County of Pictou.

DATED at Pictou, N.S. this 1<sup>st</sup> day of June, 2015.

(Sgd.) Randy Palmer  
Jamie Davidson

### **MOTION**

It was moved by Clr. Palmer and seconded by Clr. Davidson that the preceding resolution be approved as presented.

Clr. Dewar asked the Municipality's share of the \$6,800,000 and Warden Baillie replied that the Municipality's share is based on 48% of the population. Warden Baillie explained that there will be a financing plan to come forward regarding the length of the debenture.

Clr. Dewar asked if the amount the Municipality is going to pay now is more than the amount discussed at the time of the Wellness Centre project.

The CAO replied the \$6.8 million will accrue interest but the financing plan will address whether or not it will be funded through the Deed Transfer Tax or some other mechanism. This project is a 3 year project so you will not be able to go to market for the long term debt for 3 years so in the interim you are just short-term borrowing.

Warden Baillie pointed out the amount of the original project was \$4.1 million and now it has gone up to \$6.8 million.

Clr. D. Parker asked what happens if the Town of Westville does not approve this guarantee and Warden Baillie responded that the Town has already approved it. Warden Baillie explained that it is the Deed Transfer Tax body that is collecting the money and if Westville decided not to participate they would still have to contribute their share of the funding.

Clr. D. Parker asked how this process is different then what happened with the Wellness Centre and Warden Baillie replied as part of the agreement Westville was only going to participate in the construction costs and not the operating costs.

Clr. D. Parker asked if a tender has been awarded as yet and Warden Baillie replied that Lindsay Construction was awarded the tender.

Clr. D. Parker reported that sometime ago it was mentioned in regards to this project that there would be extensive street realignment required and asked if that was still part of the project.

Warden Baillie confirmed that there will be some realignment but the Town of New Glasgow will be looking after that.

Motion carried.

### **EMERGENCY RESOLUTIONS – RIVER JOHN SCHOOL CLOSURE**

Clr. R. Parker reported on June 10, 2015 a very important decision is going to be made regarding school closures that will have a tremendous impact on the students and residents in Pictou West. He asked for Council's consent this evening to send a final message to the School Board on the importance of this decision and where this Council stands on it.

### **AGREED**

It was agreed that Council move forward with a debate on the closure of the River John School.

Clr. R. Parker reported the decision that is going to be made is going to have an impact on the students. Clr. R. Parker point out it will take away the center and the core of the community. He read in the newspaper that Bullfrog Energy has agreed to put solar power into the River John School to help control the costs. There are a lot of companies willing to help out the River John School and the School Committee has put forward some very creative plans. The spokesperson for Bullfrog Energy had commented that River John was a community that deserved help and he stated that rural municipalities can be part of the solution and not part of the problem. This is an opportunity for the School Board to help rural communities survive and it would set a pattern by allowing rural schools to survive, particularly if we could get one of these hub schools working because we need these centers in the communities. We need to ask the School

Board to look at the survival of the rural communities and that they have the opportunity that would allow rural communities to be part of the solution and not part of the problem.

### **MOTION**

It was moved by Clr. R. Parker and seconded by Clr. Dewar that a letter be sent to the Chignecto Central Regional School Board, with copies to each Board Member and the local MLA's, stating that Council very strongly recommends that the River John School remains open with the opportunities promoted by the River John Save Our School Committee and that the School Board will be setting the pattern in Nova Scotia to allow for the growth of rural communities.

Warden Baillie reported that the Small School Summit was held last Saturday in River John and Bulldog Energy made an announcement that was well received by the community. Warden Baillie pointed out that the Committee has worked very hard over the last 18 months and hopefully their efforts will be successful.

Clr. Turtle asked how many organizations or businesses have guaranteed they will move into the school.

Warden Baillie replied the Read by the Sea group agreed to move into the school and so has the RCMP. Warden Baillie reported the HUB concept is very doable with a lot of hard work.

Clr. D. Parker reported this trend has been going on for at least 25 years and when we use a formula to fund our school boards that do not adequately recognize the fundamental differences between Halifax and rural Inverness County then we are effectively forcing school boards to make cuts. The easiest way to make those cuts is to neglect your capital projects and then you get to a point where you no longer have the capacity to bring a building back up to a standard so it is easier to close a school then to fix it. We have to pressure the Provincial Government to create more liberal funding of those portions that are directed at rural Nova Scotia.

Clr. R. Parker reported that he would like to see this resolution go forward in the spirit of asking the School Board to be a partner in helping to save rural Nova Scotia. This is an opportunity for individual school board members to make that decision regardless of where administration stands on this issue.

Motion carried.

### **CLOSURE OF SPRINGVILLE BRIDGE**

Clr. Johnston reported that it has been almost a month since the Springville Bridge has been closed and he pointed out there are 2 large farms owned by the MacLean's' and the MacGregor's' and they farm on both sides of the river.

### **MOTION**

It was moved by Clr. Johnston and seconded by Clr. Dewar that a letter be sent to Transportation & Infrastructure Renewal, with copies sent to the 3 MLAs and the Minister of Economic & Rural Development & Tourism, asking them to consider the hardships caused by closing the Springville Bridge.

Clr. Dewar reported the MacLean's farm is located in his area and half of their farm is located on the other side of the river. This is something that did not happen overnight and the bridge needs to be repaired but there is never any money put into maintenance projects. He pointed out that he does not know how to put pressure on these departments to get things done anymore.

Clr. D. Parker reported when they start pulling out these bridges because of neglect and budget cuts it is difficult but when it effects these farms there is going to be real impacts.

Clr. L. Fraser asked if the Springville Bridge has weight restrictions and Clr. Johnston replied it is restricted to 20 tons.

Motion carried.

## **UPDATE – MEMORANDUM OF UNDERSTANDING**

Clr. Johnston asked if Council could have an update on the MOU on a monthly basis and Warden Baillie replied the plans are to give Council quarterly updates because there would not be much information to bring forward on a monthly basis.

## **ADMINISTRATION BLDG. TELEPHONE SYSTEM**

The CAO reported that there is a problem with the current phone system in the Administration Building which has been repaired temporarily, however there is no guarantee how long the system will last. Replacing the system will cost in the range of \$10,000 - \$15,000.

Clr. R. Parker pointed out that the administration building is only 6 years old and it does not seem like a very long time for a telephone system to last. He asked if the telephone system has reached its life expectancy and the CAO explained that the ability to source parts for the system is an issue. He further advised that at the time of installation the technology was new and was purchased by the Municipality, therefore the Municipality is responsible for maintaining the infrastructure. New solutions currently being investigated would see the primary infrastructure owned and maintained by the service provider.

Clr. R. Parker asked what the \$15,000 will pay for and the CAO replied it will buy the replacement for the individual phone sets.

When asked by Clr. L. Fraser if the quote is from Bell Aliant, the CAO confirmed that Bell supplied the quote and currently has the Provincial Standing Offer for land lines which would make Bell Aliant compliant with the Municipality's recently adopted Procurement Policy.

## **MOTION**

It was moved by Clr. Palmer and seconded by Clr. S. Fraser that the CAO be authorized to proceed with the installation of a new telephone system for the Administration Building.

Clr. Dewar asked if there was a warranty and the CAO responded the infrastructure is owned by Bell.

Motion carried.

## **REFERRALS TO COMMITTEES & NOTICE OF MOTION**

There were no Referrals to Committees & Notice of Motion to present to Council at this time.

## **CLOSED SESSION**

Council met in closed session at 8:35 p.m. to discuss matters relating to legal advice eligible for solicitor-client privilege.

## **OPEN SESSION**

Council resumed in open session at 9:12 p.m.

## **ADJOURN**

It was moved by Clr. D. Parker and seconded by Clr. Turple that the meeting adjourn.



Motion carried. (9:12 p.m.)

Ronald Baillie  
Warden

Brian Cullen  
Municipal Clerk