



**NOTICE**

**MEETING:** Meeting of the Mulgrave Town Council  
**DATE:** March 4, 2019  
**TIME:** 6:30 PM  
**PLACE:** Former Mulgrave Education Centre, Mulgrave, N.S.

**AGENDA**

AGENDA	
ITEM	
<b>1.</b>	<b>Call Meeting to Order</b>
<b>2.</b>	<b>Approval of Agenda / Addition of Agenda Items</b>
<b>3.</b>	<b>Minutes – February 19<sup>th</sup> 2019,</b>
<b>4.</b>	<b>Reports</b>
a.	Town policy framework-Recommendations
b.	WCB- 2019 Experience rating is 1.69 (unchanged) -scale of \$1.69- \$2.84-Merit rating
c.	Mulgrave Fire Dept-Budget lines over spent, heat, report sharing, approval
d.	All Job Descriptions disseminated to employees for review (Info only)
<b>5.</b>	<b>New Business / Correspondence</b>
a.	Focus Group -Women in Politics-tabled from Feb 19, 2019
b.	Strait Area Chamber of Commerce-Request for funding for \$5000
c.	Strait Area Ground Search and Rescue Association-Request for funding for \$5000
d.	ESREN-John Beaton-Letter of Acknowledgement and organizational changes
e.	EMO- CAO to take ICS 100 -Fire Permit Issue process to be reviewed: value /objectives of process
f.	Rental fees-gym (rate schedule needed)
g.	Compliant-Road damage-Weight of trucks –Letter/Call requested Weight scale enforcement
<b>6.</b>	<b>Approved Additions to the Agenda</b>
<b>7.</b>	<b>Date of Next Meeting- March 18, 2019</b>
<b>8.</b>	<b>Gallery</b>
<b>9.</b>	<b>In-Camera</b>
	<b>Adjournment</b>



**Town of Mulgrave  
Council Meeting Minutes  
Feb 19<sup>th</sup>, 2019**

**Present:** Mayor Hadley, Deputy Mayor Snow, Councillor Chisholm, Councillor Russell, CAO, Darlene Berthier Sampson.

**Regrets:** Councillor Sheila Brophy

**1. Call to Order**

Meeting called to order at 6:30 by Mayor Hadley.

**2. Approval of Agenda**

**Moved by C'lr Chisolm and seconded by C'lr Russell that the agenda be approved as circulated with the following changes.**

-Defer Topic -Engaging, supporting, educating women about first nations Mikmaw and Municipal councils -Topic added by Councillor Brophy who was not in attendance.

**Motion Carried**

**3. Minutes**

**Moved by C'lr Russell and seconded by Deputy Mayor Snow that the minutes of Feb 4<sup>th</sup>, 2019 be approved as presented (after correction of spelling error on page 2).**

**Motion Carried**

**4. Reports/Presentations**

**a. Recreation, Heritage and Culture:**

- New Horizons seniors activities include Wed fun days, heart health day and 55+ games in May.
- Two grant applications in progress and/or completed for 1. Spring clean up 2. Walkability
- Winter Carnival events occurred, dance planned for March 15<sup>th</sup>, craft market on March 30<sup>th</sup> , nightly events in the gym and daily indoor walking. Dept of Lands and Forest to attend market. (***ACTION-Darlene to invite ERSWM, Home warming Prog and CBDC***)
- Heather to attend 3<sup>rd</sup> session of Guysborough tourism strategy on Feb 26<sup>th</sup>.
- Volunteer nomination deadline Feb 20<sup>th</sup>. Forms available

**b. Public Works**

- Cameras -from old WTP moved to new plant.
- Post office- Furnace cleaned to address alarming smoke detectors
- Diesel tank -at PW garage past expiry. New tank ordered
- School gym-heating issues resolved
- Training-All PW staff received Dangerous goods refresher  
-Confined space scheduled for March
- Generator- To be serviced by staff. Savings of \$3k doing internally

- Manor-Frozen water due to door being left open-water shut off to be installed in the spring
- Hydrant-next to Gail Fitzpatrick repaired
- Crosswalk light-DSM paying to install light at 28 England Drive as per traffic authority regulations

**c. Water Treatment Report**

- Testing-regular water testing duties were carried out
- Incident- Employee had incident: eye flushing required. Report filed. No medical attention required
- Genset test- Generator tripped (undervoltage) during testing. Service required/to be conducted
- New Booster(Grundfos) pump-leaked due to mechanical seal. Samson Equipment billed \$638 to provide warranty information. Invoice being contested. New seal ordered for \$565 + tax
- Warf hydrant #2- would not open: hydrant repaired by PW
- Nova Scotia Environment-Approval for waiver of Residual Management plan given residuals discharge to sewage system
- Calibration- Standard water analysis and metal scan on WTP /distribution system taken to determine how plant operating since on line and to check if instruments calibrated properly. Results o/s
- Cameras- 6 moved from old WTP-3 used on new building and 3 spares. Cameras working and recording
- Smoke detectors- in post office being replaced
- Training- B.Keeping did 2 weeks training with WTP. Spare in case of emergencies
- Fire dep- Repaired/replaced emergency exit lights  
-relocated electric heater
- Quote-2<sup>nd</sup> raw water control valve- Quote from Lynk electric for \$11200. ***ACTION- Quote with CAO-to be put on website -RFQ-Re. Value***
- Fire Extinguishers at WTP and WWTP recertified.

**d. Waste Treatment Report**

- Testing-regular waste testing duties were carried out
- Mechanical Failure- Jet aspirator pump (Loggie St WWTP) was in fault mode (high temp). Minicase controller replaced.
- Federal Govt Inspection-surprise inspection- Recommendation on need to calibrate and record flow meters.
- WWTP Exceedances-some exceedances, mostly on fecal coliform. UV lamps changed/cleaned however DSM high levels of cleaner (as evidenced by thick foam) likely cause. Cleaner kills domestic bacteria needed in the treatment process. Dep of Env notified of exceedances as required. Continue to test and monitor.

**e. Financial report**

-Financial report for the period ended January 31, 2019 -surplus of \$405,418.

-YTD Surplus will need to absorb last two months bills and year end accruals which can be significant.

-In good financial shape at this point however monitoring expenses closely out to year end.

-Starting budgeting for 2019/2020 shortly

**5. New Business /Correspondence**

- Financial Indicators report-** Comparison of 2017 and 2018 showed slight improvement in report. CAO noted that report should be considered when making financial decisions with the goal of improving indicators.
- DSM-Crosswalk light-**Town provided approval contingent on regulations being met/no cost to town
- Landfill changes March 2020-** Banned items effective March 1, 2020 include microwaves, E-book readers, GPS devices, Video game systems/controllers, external hard drives, optical drives, modems, used oil, glycol, empty oil and glycol containers and used oil filters
- ESREN-** Letter to ESREN was read. Letter noted Mulgrave will not be rejoining membership for the 19/20 year.
- ERSWM-** Town letter of support sent to ERSWM Feb 11, 2019 regarding regional approach to ban of plastic bags.
- Focus Group -**Women in Politics-table to future meeting
- Fire Department-** letter of interest in the old WTP received from the fire department. Discussion ensued.
  - Gallery member noted someone interested in buying it. WTP operations still tied into water at old WTP . In spring Hydrant to be installed to break connection with plant.

- Siding-coming off building-***ACTION-Darlene to notify PW to see if repair possible***
- Fire Chief Breen noted building wanted for fire training/drills as currently no proper place to train. Noted other departments may have interest.
- Town Council noted that selling the building would need be looked at given the cost of upkeep/liability etc.
- Chief Breen noted concern over lack of training and the event of a fire at DSM. Also noted training in Waverly but expensive.
- ***ACTION item-Consensus for Darlene to get appraisal on building and call steel salvage companies regarding salvage value of steel (ie Wilf's salvage/cooper)***

## 6. Additions to Agenda

There were no additions to the agenda.

## 7. Gallery

- Question from the Gallery on the nature of discussions occurring in camera. Mayor and CAO explained HR issues, legal issues or sensitive financial decisions.
- Guys/Antigonish giving Industry land free of charge. Second reding Feb 19<sup>th</sup>.. Minister Poan and MacMaster stood up and apposed. Action item-CAO to look into and possibly draft letter to Mr Hines/Ralph Delorey opposing.
- Street lights-Mike Breen noted street light out. Town to report. Mayor Hadley noted that PW periodically reviews street lights to note any out.
- Old rink- Boards are now unsightly. Rec dept doesn't want anything to do with it.
- **ACTION Item-Include note in newsletter that boards to be torn down unless someone wants to take it over. Spring work project for PW.**

## 8. In Camera;

**Motion to move in camera at 7:55PM made by Ron Chisolm and seconded by Tanya Snow. Motion carried**

-Discussed WTP contract deficiencies

-Discussed plots of land for sale in town center

-Discussed sewer levy-report provided by Superport not reviewed in detail

**Motion to move out of camera at 8:09 made by Councillor Chisolm and seconded by Councillor Russel. Motion carried**

-Consensus of council to express interest in 3 lots of land in town center owned by B.Ryan and S.Reid

-Consensus of council to hold position on sewer levy and that a letter of position be drafted.

## 9. Adjournment

**Moved by Deputy Mayor Snow and sec'd by C'lr Chisolm that the meeting be adjourned at 8: 15 pm . Motion Carried**

Minutes approved by:

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Mayor Ralph Hadley/Deputy Mayor Snow

Minutes recorded by:

\_\_\_\_\_  
CAO Darlene Berthier Sampson

