

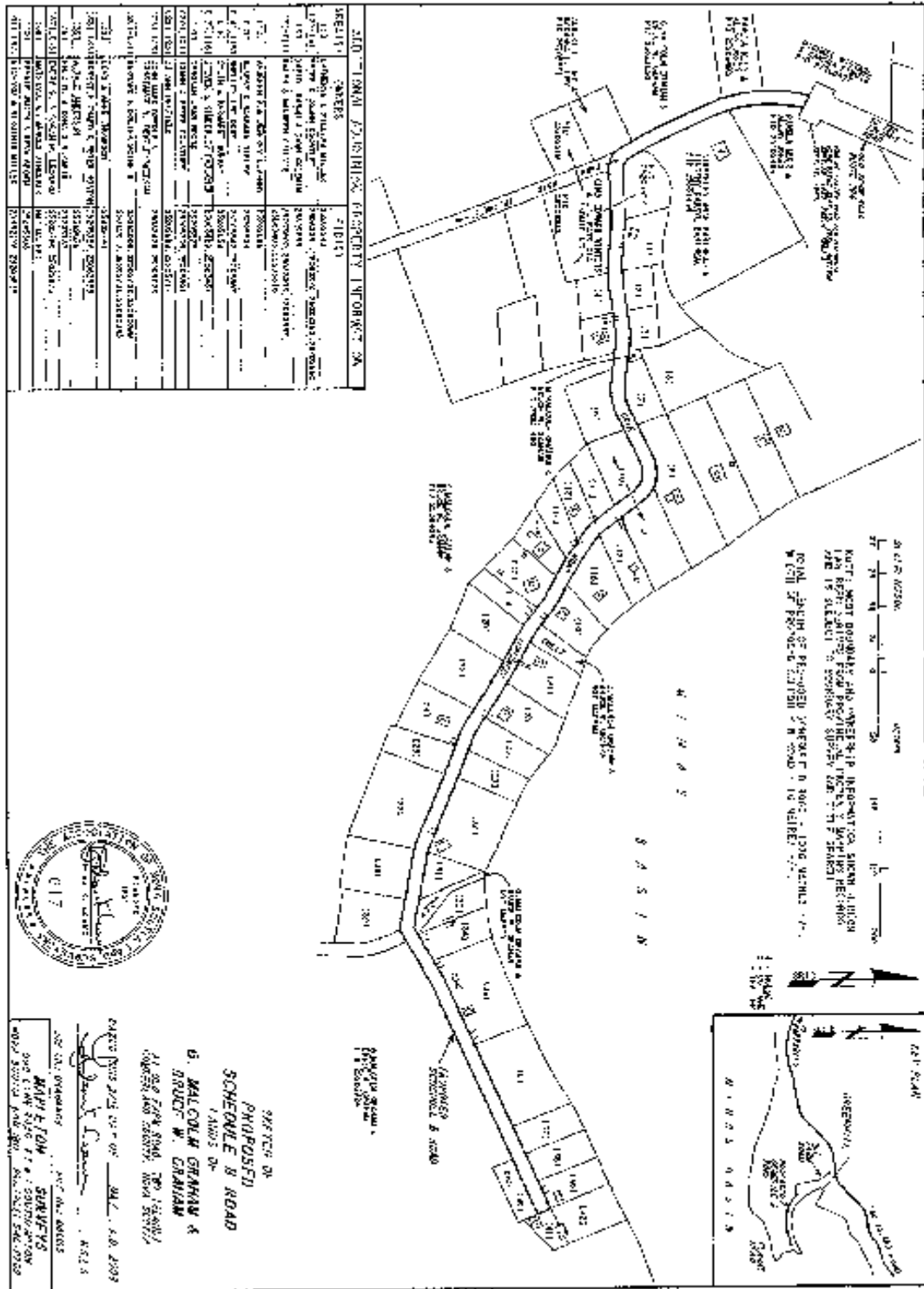
1. **Council Convenes - O Canada** - Warden Keith Hunter called to order the July 16, 2008 session of Cumberland Municipal Council at 1:00 p.m. The meeting was held in the Council Chambers of the E. D. Fullerton Municipal Building, Upper Nappan. O Canada was sung.
2. **Roll Call** - The roll call was done by Brenda Moore. In attendance were Councillor Gerald Read, Councillor John Kellegrew, Warden Keith Hunter, Councillor Kathy Langille, Councillor Gerald Langille, Councillor Kathy Redmond, Deputy Warden Ralph Welton, Councillor Ernie Gilbert, Councillor John Reid and Councillor Ratchford Merriam. Staff in attendance were Rennie Bugley, CAO, Jim Coughlin, Director of Planning and Development, Nelson Bezanson Planning Officer, Vicki Weaver Recreation and Physical Activity Coordinator, Andrew MacDonald, Director of Finance, Robert Streach, Director of Public Works, Peter Cottingham, Solid Waste and By-Law Administrator..
3. **Approval of Agenda (Additions/Deletions)** - The agenda was approved with the following deletions and additions.

Deletions: 11.4 is being moved to
7.2 Dangerous and Unsightly Premise

Additions: 9.3 Development Officer;
11.6 Notice of intent to revise the Septage Charges Policy;
11.7 Pugwash Fire Hall Funding Agreement;
11.8 Sewer Connection;
11.9 Fire Protection;
12.4 Wellness Committee;
13.3 CBC Radio Coverage;
15.2 National Historic Site Designation - Thinkers Lodge;
15.3 Councillors intent for Next Election

4. **Approval of Minutes**
 - 4.1 **June 18, 2008 Council Session** - The Minutes of the June 18, and June 30, 2008 Council sessions were approved as circulated.
5. **Business Arising from the Minutes**
 - 5.1 **June 18, 2008 Council Meeting**
6. **Delegations and Presentations** - There were none.
7. **Public Hearings**
 - 7.1 **Amendments to a Subdivision By-Law (Indexing Schedule "B" Road)** - There were no written submissions and no members of the public in attendance at this hearing.

IT WAS MOVED BY Councillor Ratchford Merriam and seconded by Councillor Ernie Gilbert that Council approve the Amendment of the Sub Division By-Law. (Indexing Schedule "B" Road)



MOTION CARRIED 08-088

7.2 Dangerous and Unightly Premise - This item was tabled until a later date as this property is coming up in the next tax sale.

8. Correspondence - Action

8.1 Action

From	Summary	Action
<p>Municipality of East Hants</p>	<p>Ian R. Glasgow, CAO, requesting support for two resolutions they will present at the fall UNSM conference. First resolution deals with the issue of mobile homes and the difficulty of collecting taxes on these properties; the second resolution deals with the challenges in going through the water rate setting process under the regulations governing the UARB. (COPY ENCLOSED)</p> <p>IT WAS MOVED by Deputy Warden Ralph Welton and seconded by Councillor Ratchford Merriam that the Municipality send a letter of support to the UNSM regarding the resolution put forth by Municipality of East Hants asking that the UNSM pursue with the province a requirement that mobile homes be required to be registered with all purchase/sales transactions.</p> <p style="text-align: center;">MOTION CARRIED 08-089</p> <p>The request for support for the issue of water rate setting process through the UARB was table until next meeting. Council requested that Robert gather background information and distribute it to Council before the next meeting.</p>	<p>Refer to Council</p>
<p>Canadian Union of Postal Workers</p>	<p>Writing to inform of a review being conducted by the federal government called the Canada Post Corporation Strategic Review. Requesting Municipalities to consider passing a resolution (enclosed) and/or writing a letter to Canada Post. (COPY ENCLOSED)</p> <p>IT WAS MOVED BY Deputy Warden Ralph Welton and seconded by Councillor John Read that</p> <p>WHEREAS the Canada Post Strategic Review, which was launched by the federal government on April 21, 2008, is looking at deregulating our public post office (i.e. reducing or removing Canada Post’s exclusive privilege on letters)</p> <p>WHEREAS it will become increasingly difficult for our public post office to provide affordable service to everyone, no matter where they live, if the government erodes or eliminates the very mechanism that funds universal postal service – exclusive privilege.</p> <p>WHEREAS postal deregulation in other countries has led to post office closures, less service, fewer jobs and higher postal rates for the public and small businesses.</p> <p>WHEREAS the government is not holding public hearings as part of its strategic review or adequately consulting with the real owners of the post office – the public.</p>	<p>Refer to Council</p>

	<p>BE IT RESOLVED THAT the Municipality of the County of Cumberland send a letter to the Canada Post Corporation Strategic Review opposing deregulation of Canada Post and insisting that the government hold public hearings and properly consult with the true owners of Canada Post – the public.</p> <p style="text-align: center;">MOTION CARRIED 08-090</p>	
SNSMR	<p>Bob Caldwell, Manger, N.S. Geomatics Centre, seeking Expressions of Interest to participate in the large scale mapping program for fiscal year 2009/10. Advising that proposals must be received by September by 30, 2008.</p> <p>(COPY ENCLOSED)</p> <p>Deferred to next council meeting. Council requested staff make recommendations to Council before the next Council meeting.</p>	Refer to Council/staff
Lieutenant Governor of NS	<p>Enclosing an invitation for the Warden and all Councillors to a garden party with the Honourable Mayann E. Francis, ONS on Tuesday, August 26th, 3-5 p.m. at the Cumberland County Museum and Archives. Also advising the dress to “Business”.</p>	Refer to Council
NS Association of Health Organizations	<p>Mary Lee, President/CEO, advising September 2008 as marking the 5th Annual NSAHO - Sponsored Continuing Care Month campaign. Inviting our municipality to declare the month of September as Continuing Care Month.</p>	Refer to Warden

8.2 Information

From	Summary
SNSMR	Maxine Wallace, Manager of Operating Grants, informing of the rate for the 2008/2009 Farm Property Grant which is \$2.62 per acre.
Town of Amherst	Greg Herrett, CAO, advising the Town approved the appointment of the three Municipality of Cumberland Building Inspectors as Building Inspectors for the Town of Amherst. Also expressing their appreciation for the temporary assistance.
Cumberland Mental Health	Advising of a national initiative <i>Understanding the Early Years</i> sponsored by Human Resources and Social Development Canada. Also advising the purpose of the initiative is to help community members work together to address the needs of young children and their families and that Cumberland County is 1 of 21 Canadian Communities to be awarded this program.
CREDA	Minutes of CREDA Board of Directors for June 20, 2007 (Annual General Meeting) and May 28, 2008. Also enclosing a copy of CREDA’s 2007/2008 Annual Report. (The minutes have been provided via your boxes)
CCRSB	Trudy Thompson, Board Chair, acknowledging with thanks our correspondence which outlines suggestions for school reorganization and capital construction projects associated with Amherst Regional High School, E. B. Chandler, Spring Street Academy and River Hebert District Elementary and High Schools.
Recreation Nova Scotia	Nicole MacDonald, Special Projects Coordinator, advising of preparations for the 11 th annual Conference and Trade Show. Also advising of an Elected Officials Breakfast, which will take place Friday, November 7, 2008.

Tourism, Culture and Heritage	Bill Dooks, Minister, providing copy of correspondence to the Pugwash & Area Chamber of Commerce. Advising that they provided \$45,000 in funding to CNTA to support the various VIC's in their region (which is the same level of funding as the previous year). Also advising that the Province does not determine which VIC's in the region get funding, that those decisions are made by the CNTA and their Board of Directors.
Consulting Engineers of Nova Scotia	Mike Topley, P. Eng. , President, providing the current Guideline for Engagement of Consulting Engineering Services, which was prepared to assist public and private sector clients in acquiring and using consulting engineering services.

9. **Planning Issues**

9.1 Subdivision Fees Policy and Road and Street Standards Manual -

IT WAS MOVED BY Councillor John Kellegrew and seconded by Councilor Ratchford Merriam to approve the Subdivision Fees Policy.

Municipality of the County of Cumberland Subdivision Fees Policy 08-XX

General

1. This policy is entitled "Subdivision Fees Policy"
2. The purposes of this Policy is to establish a policy for fees charged by the Municipality related to the application and approval of subdivisions.
3. Subdivision application fees shall be as follows
 - (a) Preliminary Plan of Subdivision application: No Charge
 - (b) Tentative Plan of Subdivision application: \$75.00
 - (c) Final Plan of Subdivision application: \$75.00
 - (d) Instrument of Subdivision application: \$75.00
 - (e) Repeal of Subdivision application: \$75.00
 - (f) Where a public or private road is to be approved on a Plan of Subdivision: \$200.00
4. Recreation Fee

In addition to the application fees listed in Section 3, a Recreation Fee in the amount of: \$100 per lot for which approval is being requested on a final plan of subdivision or Instrument of Subdivision. This fee to be used by the Municipality in the manner described in Section 273 (5) of the Municipal Government Act.
5. This policy shall be administered by the Development Officer.

IT WAS MOVED BY Councillor Ernie Gilbert and seconded by Councilor Kathy Redmond that Council send a letter to Service Nova Scotia and Municipal Relations in support of their efforts to convince Department of Transportation to allow the use of un-maintained public roads as intermediate connections from public to private roads stating clearly the Municipality will in no way assume the responsibility for the maintenance of these roads.

MOTION CARRIED 08-092

IT WAS MOVED BY Councillor John Kellegrew and seconded by Councilor Gerald Read to approve the Roads and Street Standards Manual Policy.

Road and Street Standards Manual

Municipality of the

County of Cumberland

PURSUANT TO THE SUBDIVISION BY-LAW

Policy 2008-XX

1 TITLE

This policy may be cited as the *Road and Street Standards Manual*, Municipality of the County of Cumberland.

2 PURPOSE

This policy is intended to set out the conditions and standards which must be met before the Municipality will approve a Private Road. The Municipality assumes no liability or responsibility for Private Roads. The approval of Private Roads by the Municipality is to serve the following purposes:

- (a) To determine if lot access requirements are met for subdivision approval and other zoning requirements; and
- (b) To make as certain as possible that fire and other emergency equipment can service properties from the road.

3 INTERPRETATION

In this policy,

- (a) "Municipal engineer" means the engineer of the Municipality as appointed under section 39 of the Municipal Government Act and includes a person acting under the supervision and direction of the Municipal engineer;
- (b) "private road" means any road which
 - (i) is not public,
 - (ii) is shown on an approved plan of subdivision,
 - (iii) extends to and has access to a public street, and

and includes any private road

(v) approved by the Department of Transportation and Infrastructure Renewal, and
(vi) shown on a plan of subdivision approved prior to the first day of August, 1987 and filed in the registry of deeds;

(c) "Provincial public street" means any street or road owned and maintained by the Department of Transportation and Infrastructure Renewal excluding designated controlled access highways pursuant to Section 20 of the Public Highways Act;

(d) "Schedule "B" road" means a road approved by the municipality for indexing in a schedule of its subdivision bylaw for the purpose of allowing subdivision on that road and includes any road which had been indexed in Schedule "B" of previous provincial subdivision regulations and listed in Schedule "B" of this Policy;

4 PRIVATE ROAD GENERAL REQUIREMENTS

All Private Roads shall:

- (a) be approved only as a separate lot on a plan of subdivision and are deemed to meet minimum lot area and lot frontage requirements of the Land Use By-Law;
- (b) be constructed prior to approval of the final plan of subdivision being granted by the Development Officer;
- (c) be constructed completely within the road parcel described in Section 4 (a); and
- (d) have names approved by the Municipality prior to approval.

5 INTERSECTIONS

- 5.1** Were a proposed Private Road intersects a municipal public street or a provincial public street, that intersection shall be approved by the authority having jurisdiction over the public street or highway.
- 5.2** There shall not be more than four public street or private road approaches, or any combination thereof, in an intersection.

6 MINIMUM LOT WIDTH FOR ROAD PARCEL

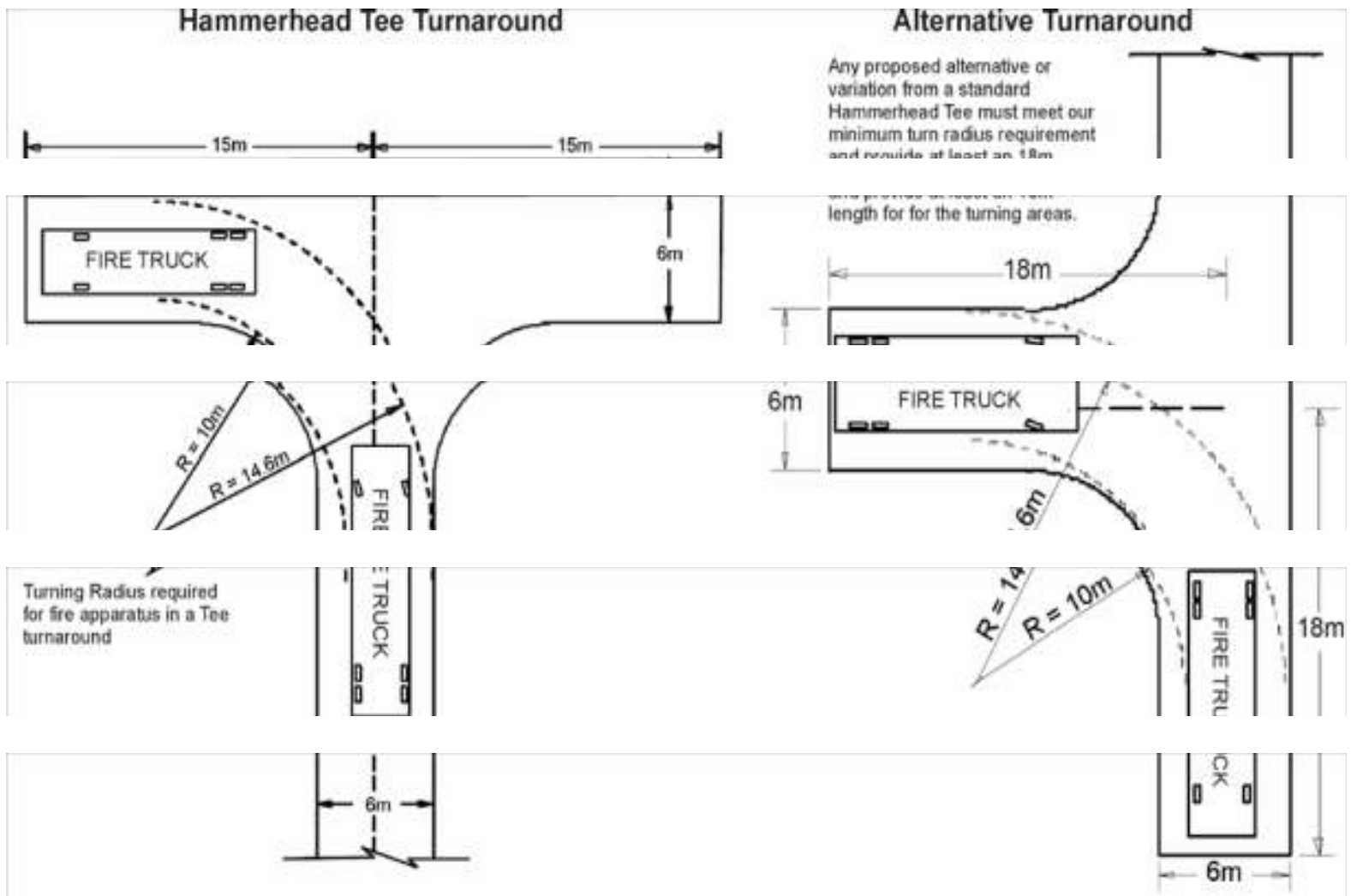
- 6.1** The minimum width of the road parcel for a proposed Private Road shown on a Plan of Subdivision shall be 20 meters (65.6 feet) over the entire length of the private road.
- 6.2** Notwithstanding Section 6.1, where the applicant is unable to maintain a 20 meter (65.6 feet) road parcel width over the entire length of the private road, the lot width may be reduced to 15 meters (49.2 feet) providing:
 - (a) the reduction is necessary due to restrictions caused by property ownership, existing easements, built structures or physical site limitations that impact road construction; and
 - (b) reducing the width of the road parcel has no adverse affects on the safety, durability, drainage, erosion control, or the all-weather access aspects of the road.

7 CONSTRUCTION REQUIREMENTS

- 7.1** All Private Roads shall be constructed and approved in accordance with the requirements of Section 7.3.
- 7.2** Construction and approval requirements:

-
- (a) If the Private Road accesses another Private Road or Schedule "B" Road, the intersection must be designed for an average daily traffic volume of 200 vehicles.
 - (b) The minimum travel surface width of the Private Road as constructed shall be 6 meters (19.6 feet).
 - (c) The maximum permissible road grade shall be twelve percent (12%).
 - (d) All bridges must be certified as having been designed and constructed to Canadian Standards Association specifications "*S6 Design of Highway Bridges*".
 - (e) The travel surface must have a base course of gravel, meeting NSTIR Type I gravel specifications, a minimum thickness of 150 mm (6 inches) overlying a sub base course of gravel, meeting NSTIR Type II gravel specifications, a minimum thickness of 250 mm (10 inches).
 - (f) The road surface must have adequate crown or cross-slope of 2% to get water off the roadway.
 - (g) Provision must be made for surface drainage of the private road through the use of culverts, ditches, and natural watercourses of appropriate capacity, and the subdivider shall be responsible for the effects of any downstream flow onto other properties.
 - (h) The centerline radius of the road must not be less than 90 meters (295 feet); and
 - (i) Overhead and side clearances as measured from the limit of the traveled surface must not be less than 5 meters (16.4 feet).
 - (j) The road surface and bed must be capable of supporting the expected loads imposed by emergency and service vehicles.
 - (k) Roots, stumps, moss, sod and all other organic or material prone to degradation must not be placed in roadway fills or allowed to remain under roadway fills.
 - (l) Ditches must have a maximum road slope and back slope of 50 percent (50%); and
 - (m) Culverts must be buried a minimum of 50 cm below the road surface, and be placed substantially at 90 degrees to the roadway centerline.
 - (n) Where the length of the road is greater than 50 meters (164 feet), a cul-de-sac or other turnaround for emergency and service vehicles shall be provided, which meets the following requirements:
 - i) the maximum grade of turnaround areas is 3%;
 - ii) the minimum radius for cul-de-sac is 15 meters (49.2 feet);
 - iii) The minimum turn radius for a turnaround is 10 meters (32.8 feet);
 - iv) The minimum turning length for a turnaround is 18 meters (59 feet); and
 - v) NO PARKING signs must be installed in the turnaround.

Note: The following diagrams have been provided for information and assistance only. They do not form part of the policy.



(o) The following signage must be erected prior to approval:

(i) Stop Signs to be erected at any intersection of the Private Road and another Private Road, a Schedule "B" Road, an unmaintained public Road (K-Class Road), or a Public Road. Stop signs must be 600mm x 600 mm reflective on a 150mm x 150mm pressure treated post being 2.4 meters from the road surface to the centreline of the sign.

(ii) Street name signs must be erected at any intersection of the Private Road and another Private Road, an unmaintained public road (K-Class Road), or a Public Road as determined by the Municipality. Street name signs are to be of a colour and type as specified by the Municipality.

8 NOT PERMITTED IN SERVICED AREAS

Notwithstanding any other provision of this policy, no private roads shall be permitted where there is access to a Municipal sewer or water supply system.

9 PROFESSIONAL ENGINEER'S CERTIFICATE OF COMPLIANCE

Prior to approval of a final plan proposing a Private Road, the subdivider shall provide the Development Officer with a certificate stamped by a licensed professional engineer, registered to practice in the Province of Nova Scotia identifying each of the specific requirements of this Policy,

identifying the specific Private Roads, or portions of them, to which the certificate applies, and certifying that those Private Roads (or portions of them) have been constructed in accordance with each of the specific requirements of this Policy.

10 VARIANCES

A variance from the construction requirements set out in Section 7 may be approved by the Development Officer on the following conditions:

- (a) The variance must be in accordance with accepted engineering practice and standards.
- (b) The applicant must submit a written variance request and the relevant design particulars.
- (c) If deemed appropriate by the Municipal Engineer, the opinion of a Professional Engineer, registered to practice in the Province of Nova Scotia, regarding the proposed variance and draft conditions for approval, will be obtained at the expense of the applicant. Prior to obtaining this opinion, the applicant must deposit with the Municipality such funds as are estimated by the Municipal Engineer to be sufficient to pay the Professional Engineer's fees. After the Municipality has been invoiced for the opinion, the amount paid, or to be paid, by the Applicant shall be adjusted in keeping with the actual cost.

MOTION CARRIED 08-093

9.2 Proposed Pilot Project for a Comprehensive Community Based Planning Project - Jim C

IT WAS MOVED BY Councillor Gerald Read and seconded by Councillor Gerald Langille that a letter of support be sent to the Cities & Environment Unit at Dalhousie University to advise them that Council of the Municipality of the County of Cumberland supports their proposal for undertaking a pilot project for a Comprehensive Community-Based Plan in the municipality.

MOTION CARRIED 08- 08-094

9.3 Development Officer

IT WAS MOVED BY Councillor Gerald Langille and seconded by Councillor Gerald Read that pursuant to Section 243(1) of the Municipal Government Act, Nelson Bezanson be appointed as a Development Officer to administer the Municipality's Land Use and Sub Division by-laws, that Steve Ferguson be removed from that position, and that these changes become effective as of this date and that the salary classification for the Planning & Development Officer be changed from Salary Scale No. 5 to No. 4.

MOTION CARRIED 08-095

10. Financial Reports/Issues

10.1 Tax Reduction and Exemption By-Law -

IT WAS MOVED BY Councillor John Kellegrew and seconded by Councillor Gerald Read to approve the first reading of the By-Law to Amend Schedule B of the Tax Exemption By-Law 07-07. and that this amendment be made retroactive to April 1, 2008.

INSERT BY LAW TO AMEND SCHEDULE B HERE

MOTION CARRIED 08-096

10.2 Cumberland County Genealogical Society -

IT WAS MOVED BY Councillor Ernie Gilbert and seconded by Councilor Gerald Langille that Council commit \$2000.00 to the Cumberland County Genealogical Society to support the planned 250th anniversary of Cumberland County Celebration. Such support to be provided either in cash or in kind or some combination thereof.

MOTION CARRIED 08-097

10.3 Dispatch Services -

IT WAS MOVED BY Deputy Warden Ralph Welton and seconded by Councillor John Reid that funding to the amount of \$6,600.00 from the fire service emergency capital reserve fund, be approved for the installation of a repeater at the provincially owned tower on Sugarloaf to facilitate dispatch service being provided to all County fire departments by Valley Communications Inc.

MOTION CARRIED 08-098

10.4 Audit Update - This item was tabled until the September 3, 2008.

11. **Operational Services Reports/Issues**

11.1 Special Collection Update - Peter Cottingham gave an update on the upcoming special collection beginning July 28, 2008.

11.2 Fox Harbour - Septic Charges -

IT WAS MOVED BY Councillor John Kellegrew and seconded by Councillor Gerald Langille that the Septage Charges Policy be revised to exempt properties serviced by central collection/treatment systems approved by Nova Scotia Environment and underwritten by the Municipality from septage disposal charges.

MOTION CARRIED 08-099

11.3 Septage Charges applied to properties serviced by Municipal Services -

IT WAS MOVED BY Councillor Gerald Langille and seconded by Councillor Ratchford Merriam that the Septage Charges Policy be revised to exempt properties serviced by all municipally owned and operated central collection/treatment systems approved by Nova Scotia Environment from septage disposal charges.

MOTION CARRIED 08-100

11.4 Dangerous and Unsightly - Moved to Public Hearings as 7.2

- 11.5 Fire Service Capital Expenditure Policy - Notice of intention to adopt an amendment to the Fire Service Capital Expenditure Policy. In order to correct the Policy to cover all capital expenditures the definition of “Capital Expenditures” in the policy will be expanded to include”the acquisition or construction of a new facility”.

IT WAS MOVED BY Councillor Ratchford Merriam and seconded by Councillor John Reid to approve the amended Fire Service Capital Expenditures Policy.

MOTION CARRIED 08-101

- 11.6 Notice of intent to adopt the revised Septage Charges Policy- This is just to notify Council that staff will be asking Council to adopt this policy at the next meeting in September.

- 11.7 Pugwash Fire Hall Funding Agreement-

IT WAS MOVED BY Deputy Warden Ralph Welton and seconded by Councillor Gerald Read that Council give Staff and the Warden authority to execute the Funding Agreement.

MOTION CARRIED 08-102

- 11.8 Sewer connection- A resident is asking to be exempt from the charge as they are using a septic system at the present. This item was tabled until September 3, Robert will contact DOE to review this matter with them and report to Council.

- 11.9 Fire Protection Town of Parrsboro-

IT WAS MOVED BY Councillor Ernie Gilbert and seconded by Councillor Gerald Langille that

WHEREAS the Municipality of the County of Cumberland has been advised by the Town of Parrsboro that its negotiations position differs significantly from the County’s proposal.

WHEREAS the negotiations positions of the respective municipal units are so far apart that an insurmountable impasse exists.

WHEREAS the proposal put forward by the Municipality, in Councils opinion, is creative, addresses certainty for future funding levels, meets the needs of the residents of both municipalities, provide a significant funding increase over current levels, and should provide the ability for the Town of Parrsboro to make significant service improvements and thereby achieving insurance premium reduction for residents of the Town and County.

BE IT RESOLVED THAT the Municipality of the County of Cumberland request a Joint Council meeting with the Town of Parrsboro to discuss fire protection services in an effort to continue negotiations.

BE IT RESOLVED THAT, should the Town of Parrsboro not agree to a Joint Councils a meeting or should the result of such meeting not result in the continuation of negotiations, the County request MLA Murray Scott and MLA Jamie Muir, the Minister of Service Nova Scotia and Municipal Relations to provide support in the resolution of this matter.

BE IT FURTHER RESOLVED THAT the County request the Minister of Service Nova Scotia and Municipal Relations to have ready a Ministerial Order to prevent the cessation of fire protection services by the Town

MOTION CARRIED 08-103

12. Committee/Other Reports

12.1 CREDA Minutes - These were circulated in Councillors mail boxes

12.2 Nominations Committee -

IT WAS MOVED BY Councillor John Kellegrew and Seconded by Councillor Gerald Read that Councillor Ernie Gilbert be appointed to the County of Cumberland/Town of Amherst Cooperation Committee.

MOTION CARRIED 08-104

12.3 Police Services Advisory Committee - Report given to Council by Councillor Kathy Langille Next Meeting of the PSAC is September 16, 2008.

12.4 Wellness Committee - An update was given by Vicki Weaver.

13. **Old Business**

13.1 School Capital Construction - CAO Rennie Bugley gave an update on correspondence sent to the Chignecto Central Regional School Board containing suggestions for reorganization of schools to alleviate the underutilization of Amherst Regional High School and the overcrowding in the EB Chandler and Spring Street Academy, and strongly recommending the Board initiate the feasibility study recommended by the River Hebert School Closure Committee.

13.2 Joggins Fossil Cliffs - The Municipality is in the process of having plaques made for various parties who took part in this process and will present them at a later date.

13.3 CBC Radio - **IT WAS MOVED BY Councillor Gerald Langille and seconded by Councillor Ratchford Merriam that correspondence be sent to CBC requesting Radio Canada honour its previous commitment of February 12, 2007 to “remedy this situation” regarding lack of CBC Radio coverage in Cumberland County, NS.**

MOTION CARRIED 08-105

13.4 CKDH - **IT WAS MOVED BY Councillor Kathy Langille and seconded by Councillor Ernie Gilbert that the Municipality forward a letter to the CRTC in support of the application of CKDH 900 for an FM signal.**

MOTION CARRIED 08-106

14. **New Business**

14.1 OH&S Program -

IT WAS MOVED BY Deputy Warden Ralph Welton and seconded by Councillor John Reid that the proposed Occupational Health and Safety responsibilities of Council and the CAO presented to Council today as Sections A and B of Part 1 of the Safety Program, be adopted and that the Recording Secretary be directed to include those sections in the minutes.

Part I Responsibilities

1. **COUNCIL**

The Occupational Health & Safety (OH&S) Act requires the Municipality to adopt a Safety

Policy. Council met this obligation on May 8, 2007 by adopting the Health and Safety Policy (Policy 07-02).

Section 77 of the Act states that a “director” of a corporation who “acquiesces” in the commission of an offence pursuant to the Act “is guilty of that offence”. As the Municipality is a corporation and Council is, in effect, its Board of Directors, all Councillors must take OH&S “Due Diligence” training.

Council has the responsibility to hire the CAO, and to ensure the CAO has overall responsibility to ensure compliance with the Health and Safety Policy and the requirements of the OH&S Act and Regulations.

Council has the responsibility to ensure, through the budget process, that the CAO has the resources necessary to implement the Health and Safety Policy and Program.

2. **CAO**

The CAO has overall responsibility to ensure that the requirements of the OH&S Act and Regulations are met and that the workplaces of the Municipality are safe. The CAO has the authority to delegate specific OH&S responsibilities to staff, however overall responsibility remains with the CAO.

The CAO is responsible to ensure a Health & Safety Policy is prepared in compliance with the Act and presented to Council.

The CAO is responsible to ensure a Health and Safety Program is developed in compliance with the Act, and to present the Responsibilities of Council and the CAO, as set out in that Program, to Council for approval. The CAO has the authority to approve, and to require staff to comply with, the balance of the Program, and is responsible for ensuring it is implemented.

The CAO is responsible to receive and respond to all recommendations from the OH&S Committee.

MOTION CARRIED 08-107

- 14.2 Due Diligence Training - Steve provide information regarding training for all Councillors and supervisory staff of the Municipality on Aug 6th at 1 pm .

15. **Information Items**

- 15.1 Long Service Awards (UNSM) - Any member who is eligible for a long service award please submit your name to Shelley.

- 15.2 Thinkers Lodge -

IT WAS MOVED by Councillor Gerald Read and seconded by Councillor Gerald Langille that Council forward a letter of congratulations to the Pugwash Park Commission for its success in the achievement of the Thinkers Lodge in Pugwash as a National Historic Site.

MOTION CARRIED 08-108

- 15.3 Councillor Intent - The following Councillors stated their intent to offer in the upcoming Municipal Election in October: John Kellegrew, Gerald Read, Kathy Redmond Ernie Gilbert, John Reid and Ratchford Merriam.

Councillor Redmond suggested a retirement event should be planned for those Councillors that are retiring at the end of their present term.

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- 15.4 September Council Meeting -Date of the next Council meeting has been set for September 3, 2008.

16. **Adjournment**

The meeting adjourned at 2:45 p.m.

17. **God Save the Queen**

Warden

Chief Administrative Officer

Recording Secretary