

Springhill, N.S.
January 27, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillors: Cathy Fisher, Jack MacDonald, Norman Rushton and Douglas Dobson

CAO: Donald F Tabor

Mayor Dill called the meeting to order and it was moved Councilor Dobson, seconded Councilor MacDonald that the agenda be accepted as presented.

MOTION CARRIED

Moved Councillor Fisher, seconded Councillor Rushton that the minutes of November 25, 2008 be approved as distributed.

MOTION CARRIED

PRESENTATIONS

LONG SERVICE AWARD – JERRY SILVEA

Mayor Dill presented Jerry Silvea a medallion with the town crest and inscribed on the back with his name and years of service. Mr. Silvea worked for the Public Works and Transportation Department for 20 years. Mayor Dill and Council expressed thanks for his years of service to the Town of Springhill.

AUDITED FINANCIAL STATEMENT – YEAR ENDING 2008

Mike Hunter, of Jorgensen & Bickerton, Inc., Chartered Accountants, presented to Council the audited financial statement year ending for 2008.

Moved Councillor Fisher, seconded Councillor Dobson that Mayor and Council accept this audited statement.

MOTION CARRIED

APPEAL – UNSIGHTLY/DANGEROUS PREMISES – 5 DRUMMOND ST.

Pat Boyce, Administer Dangerous and/or Unsightly Premises presented two options to Council:

- (1) Issue an order to demolish the house at 5 Drummond St. leaving the foundation to be filled in and covered over with fill and clean up the property.
- (2) Leave the house standing and secured.

Mr. Boyce recommended that option (1) be accepted.

Moved Councillor Dobson, seconded Councilor MacDonald that council issue the demolition order as per the Municipal Government Act Part XV Dangerous or Unsightly Premises section 345 (1).

MOTION CARRIED

CORRESPONDENCE

NATIONAL FLAG OF CANADA DAY

A letter was received from the above requesting Mayor and Council to consider giving special recognition to one of Canada's most cherished and visible symbols, our flag, by hosting a flag-raising ceremony and/or issuing a Proclamation honouring National Flag of Canada Day.

Moved Councillor Fisher, seconded Councilor Dobson that February 15, 2009 be proclaimed National Flag of Canada Day and that the letter be forwarded to the Leisure Services Dept.

MOTION CARRIED

REPORTS

The following reports were received:

- (1) Department of Building and Property Services
- (2) Tax Collection Report
- (3) CAO Monthly Report
- (4) Leisure Services
- (5) Department of Engineering and Public Works
- (6) Springhill Police Service
- (7) Canine Report
- (8) Mayor Allen Dill

These reports were:

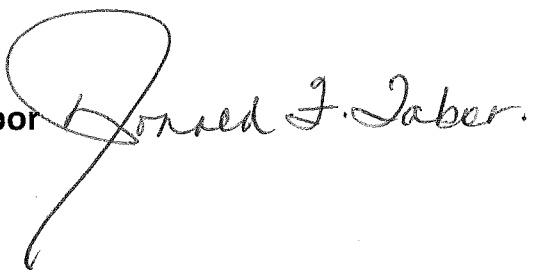
PLACED ON FILE

NEW BUSINESS

CAO Donald Tabor advised at the Regional Meeting of the AMA, Stephen Feist, Municipal Advisor, informed the CAO's that the Minister of Service Nova Scotia and Municipal Relations Richard Hurlbert will be touring Nova Scotia during the month of February to meet with Councils. Minister Hurlbert will be in Springhill on February 11, 2009.

As there was no further business, Councillor Rushton moved to adjourn:

MAYOR DILL: 

CAO Donald F. Tabor 

February 24, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Dill

Councillors: Cathy Fisher, Norman Rushton, Doug Dobson. CAO Don Tabor

ABSENT: Councillor MacDonald

Mayor Dill called the meeting to order and it was moved Councillor Dobson, seconded Councillor Fisher that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATION: CUMBERLAND COUNTY TRANSPORTATION SERVICES SOCIETY

Margot Glennie and Barry Patriquin presented an overview of the services provided by the above society. These services began on Tuesday February 3, 2009 and cover the following areas:

Amherst, Pugwash, Oxford, Springhill and surrounding areas, also Maccan, Parrsboro, Advocate, River Hebert, Joggins.

A request for financial assistance to Council to purchase a logo for the van was referred to the Finance Committee.

Moved Councillor Rushton, seconded Councillor Fisher that the minutes of January 27, 2009 be approved as distributed.

MOTION CARRIED

BUSINESS FROM THE MINUTES

Councillor Fisher advised that the meeting held on February 11, 2009 with council and Richard Hurlburt, Minister, Service Nova Scotia Municipal Relations was very informative.

CORRESPONDENCE

TRUDY WELTON – LETTER

A letter was received from the above requesting the Town of Springhill assume responsibility for the damage done to her car on February 3, 2009 due to a pothole. CAO Don Tabor advised that the town does not just assume liability for claims for damage arbitrarily. All damages, including the damages stated in your letter, must go through process and that process involves your own insurance agent.

PLACED ON FILE

REPORTS

The following reports were received and read;

- (1) Department of Building and Property Services
- (2) Tax Collection Report
- (3) CAO Monthly Report
- (4) Leisure Services
- (5) Department of Engineering and Public Works
- (6) Springhill Police Service
- (7) Canine Report
- (8) Mayor Allen Dill
- (9) Finance Report

All reports were:

PLACED ON FILE

NEW BUSINESS – Statement by Mayor Dill

Mayor Dill read a statement with regard to the new provincial jail to be built in Cumberland County and also an update on the Organizational Review with a meeting to be held in March 2009 with the consultants providing the information. Also a report was received from the Physician Recruitment and Retention Committee.

Pam Adams, Leisure Services Director, advised in her report that the Mini Basketball Program and recreation programs are no longer permitted free access to the local elementary schools on week days after 5:30 p.m. Despite the fact the department signed a partnership agreement with CCRSB in 1998, and all of the present users have utilized these facilities for decades, fees will now be applied.

Moved Councilor Fisher, seconded Councillor Dobson that a letter be written to the Chignecto Central Regional School Board for further investigation re this decision with a copy forwarded to Marilyn Thompson, our representative on the board.

MOTION CARRIED

Councillor Fisher advised she would investigate the possibly of representation on the elementary school level.

At the request of Mayor and Council, Pat Boyce, Director of Building and Property Service, the CAO Don Tabor and Mr. Boyce were asked to develop a policy to deal with improving our community by demolishing abandoned and dilapidated buildings. This policy will be known as Demolition of Abandoned and Dilapidated Structures. Also presented was the Tax Collection Policy.

Mayor Dill advised they will review these policies and make a decision to approve or disapprove for the next Council meeting.

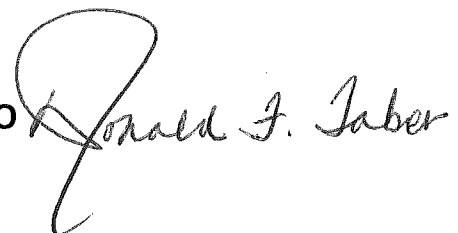
Councillor Rushton expressed support for our Cumberland County Cool Blues in their upcoming playoffs.

As there was no further business, Councillor Rushton moved to adjourn.

MAYOR ALLEN DILL:



DONALD F. TABOR, CAO



March 31, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillors: Cathy Fisher, Norman Rushton, Doug Dobson, Jack MacDonald; CAO Don Tabor

Moved Councillor MacDonald, seconded Councillor Dobson that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATIONS: Jim Hannon, Remo Co-ordinator

Jim Hannon gave a briefing to Council re the Ice Storm of March 2009 advising what went well and what recommendations that can be made to the planning committee to improve preparedness in future emergency situations.. The Cumberland Regional Emergency Management Organization, consisting of the County of Cumberland, Town of Oxford and Town of Springhill is to be commended for the progress made over the past few years, with such initiatives as the evacuation alert program in Oxford, the cross training of municipal employees for business resumption planning, the establishment of comfort centres and commitment to training.

Moved Councillor Dobson, seconded councilor Fisher that the minutes of February 24, 2009 be approved as distributed.

MOTION CARRIED

BUSINESS FROM THE MINUTES

Council advised the request to purchase a logo for the Cumberland County Transportation Service van is referred to the Finance Committee during budget deliberation.

CORRESPONDENCE

SPRINGHILL YOUTH TOWN COUNCIL

Correspondence was received from Dan Spence, Chair of the Youth Committee requesting a meeting with council with himself and other members of the Youth Committee to discuss the future possibilities of their program.

A copy of the Springhill Youth Committee's Terms of Reference and a copy of the Springhill Youth town council application were received for council's review.

The Youth Committee respectfully submits a funding request in the amount of \$1,500 to cover the costs associated with start-up and promotion of the Springhill Youth Town Council.

Moved Councillor Rushton, seconded Council Fisher that Council approves the Terms of Reference and the financial request of \$1500 is referred to the Finance Committee.

MOTION CARRIED

JOHN HENDERSON –REQUEST FOR REBATE- 2008-2009 TAXES

A letter was received from the above requesting a rebate for a portion of the taxes for 2008-2009.

Moved Councillor Fisher, seconded Councillor Dobson that more clarification on this Section of the MGA Act is needed. This was referred to Staff and bring back to Council.

ADOPTION OF POLICIES: DEMOLITION OF ABANDONED AND DILAPIDATED STRUCTURES

A policy for the above was presented to Council for their review. After a lengthy discussion this was deferred to another meeting after further clarification.

A base budget of \$20000.00 is recommended for the removal of abandoned and dilapidated structures commencing in the fiscal period of 2009-2010.

Moved Councilor MacDonald, seconded Councillor Dobson that this be referred to the budget committee for their approval.

MOTION CARRIED

TAX COLLECTION POLICY

Moved Councillor Dobson, seconded Councillor Fisher that the Tax Collection Policy be approved.

SUSPENSIONS POLICY

Moved Councillor Rushton, seconded Councillor MacDonald that the Suspensions Policy for the Dr. Carson & Marion Murray Community Centre be adopted by Council with the amendment of the use illegal substances/drinking added.

MOTION CARRIED

FORGIVENESS POLICY

CUMBERLAND COUNTY MINOR HOCKEY ASSOCIATION

Moved Councilor Dobson, seconded Councilor MacDonald that the forgiveness request from the Department of Leisure Services be granted to the Cumberland County Minor Hockey Association in the amount of \$500.00.

MOTION CARRIED

SEWER BY-LAW – SCHEDULE A –PREMISES WITHOUT SANITARY FACILITY

The above by-law was passed in 1995 and implemented in 2004.

Moved Councillor Fisher, seconded Councillor Rushton that the whole by-law should be reviewed.

MOTION CARRIED

NEW BUSINESS

COMMITTEE ON TAX REFORM

An article in the newspaper on tax reform was discussed by Council. Councilor MacDonald explained his interpretation of the article and advised all of the pros and cons should be reviewed. It was agreed that the Committee of the Whole and Director of Finance have meetings when everyone can attend. It was agreed that Councillor Dobson take the leadership.



MOTION CARRIED

Highlights of the following reports were read:

- (1) Finance
- (2) Leisure Services
- (3) Springhill Police Services
- (4) Building Inspector
- (5) Dept. of Engineering and Public Works
- (6) Physician Recruitment and Retention Committee

PLACED ON FILE

As there was no further business, the meeting was adjourned.


MAYOR ALLEN DILL:

DONALD F. TABOR, CAO

April 17, 2009

A special meeting of Town Council was held on April 17, 2009 at 2:00 p.m.

Mayor Allen Dill presided with Councillors MacDonald and Deputy Mayor Dobson, CAO Don Tabor attending.

Also in attendance were Mildred Royer, Bill McKee and Jim Cormier of Royer Thompson.

Purpose of the meeting: To review the results of the Organizational Review and Compensation Plan review and to adopt the reports.

The review was comprised of two phases. The first, an organizational review of the Town's administration; and secondly, a compensation review of non-unionized staff positions.

Mildred Royer outlined the process involved in conducting the review. She noted that the review looked at broad areas of organizational structure and included an analysis of the current organizational structure and human resource allocation, staffing levels and skill sets; a review of the Town's existing policies; and a determination if the Town manages effective communication both internally and externally. The intent of the compensation review was to determine if current salaries paid to non-unionized Town staff were aligned with similar positions in other municipal units across the region. The review highlights whether or not Town positions are compensated appropriately. Furthermore, if it becomes necessary for the Town to recruit a position, the review allows the Town to recruit with confidence of knowing the market value of pay for a similar position in the Maritime region.

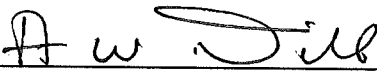
For the organization review, interviews were conducted with the Mayor, Councillors, non-unionized and unionized staff, volunteers and staff from the Department of Service Nova Scotia and Municipal Relations. All interviewees had the opportunity to provide input into the process. Council had the opportunity to deliberate the impact of results in light of Town's priorities. The process was structured to maximize openness, confidentiality and respect for individuals.

As was mentioned earlier, it was noted that the Town of Springhill is not offering externally competitive salaries/benefits. This is not unique to Springhill, however, it was further noted that most municipalities have reviewed their structure over the last four years. Due to the fact that some salaries were estimated to be approximately 28% below the band level for that position, it was noted that implementation of this plan would have to be incrementally applied on a year to year basis. This would need to be implemented in order for the current data to remain relevant i.e. if too much time passes the salary band ranges would need to be revisited.

It was moved Deputy Mayor Douglas Dobson; seconded Councillor Jack MacDonald that Council adopt the Organizational Review and Compensation Plan Review and the recommendations put forth by Royer Thompson.

Motion Carried.

There being no further business to discuss, the meeting was adjourned.



Mayor



Chief Administrative Officer

April 28, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillors: Cathy Fisher, Jack MacDonald, Doug Dobson, Norman Rushton
John Boyle, Director of Finance filled in for CAO Don Tabor.

Moved Councillor Dobson, seconded Councillor Fisher that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATIONS:

SENIORS RECREATION CENTRE

Verna Clark and George Dempsey, members of the Springhill Seniors Centre, presented a cheque in the amount of 7,500.00 to Mayor Dill for maintenance of their building. Mayor Dill expressed his thanks on behalf of the Town.

SPRINGHILL HIGH SCHOOL GIRLS BASKETBALL TEAM

Mayor Dill and Deputy Mayor, Doug Dobson, presented a plaque to the Springhill High School senior's girl's basketball team for winning the 2009 Provincials. Congratulations were extended to the team on a job well done.

ROSS REFRIGERATION CUMBERLAND COUNTY COOL BLUES HOCKEY TEAM -2009

Mayor Dill and Deputy Mayor Doug Dobson presented a plaque to the Cool Blues Hockey Team congratulating each team member, the management team, organizations, workers and the citizens on another successful year.

JACKIE BEAL – HEALTH SERVICES

Jackie Beal of Health Services presented to Springhill Town Council a draft plan for the multi-service centre, which has committed partnerships from such organizations as Maggie's Place, Cumberland Health Authority and Public Health. When completed, more than 18 organizations will bring their services to a central location and offer seminars and services in Springhill. Mayor Dill advised council would look at the proposal and discuss what the Town can do to support this proposal.

Moved Councillor Fisher, seconded Councillor Dobson that the minutes of the previous meeting be approved as distributed

MOTION CARRIED

BUSINESS FROM THE MINUTES

DEMOLITION OF ABANDONED AND DILAPIDATED STRUCTURES POLICY

TITLE

Demolition of Abandoned and Dilapidated Structure in Tax Arrears Policy

SECOND PRESENTATION

PURPOSE

The purpose of this policy is for the removal of abandoned and dilapidated structures that the Town of Springhill has taken ownership of through the tax sale process.

AUTHORIZATION

Motion of Council – April 28, 2009

GENERAL

There are occasions when abandoned and dilapidated structures that provide for situations in the communities where these buildings continue to deteriorate and in some cases become havens for unlawful activity, become available to the Town of Springhill for ownership through the tax sale process. These properties have the potential to disrupt harmony and negatively affect surrounding property values.

DETERMINATION

All tax sale lists will be reviewed prior to public auction by the Town of Springhill CAO and the Building Inspector to determine which properties the Town may want to take ownership of if not sold at the auction. An inspection of these potentially Town owned properties will be carried out by the building Inspector and said list will be reviewed with town council for their approval prior to the public auction.

PROCEDURE

Once the structure has been determined to be abandoned and dilapidated, the town of Springhill has taken ownership and the tax redemption time period has expired, the Town may proceed to demolish the structures.

FUNDING FORMULA

A base budget of \$15,000 shall be made available for the removal of abandoned and dilapidated structures commencing in the fiscal period of 2009 – 1020. Structures will be removed using a process of prioritization. The base budget amount is to be reviewed on annual bases.

Moved Councillor Fisher, seconded Councillor MacDonald that Council approve the adoption of this policy.

MOTION CARRIED

SPRINGHILL YOUTH TOWN COUNCIL

Moved Councillor Fisher, seconded Councillor Dobson that that financial request of \$1500 be given to the Youth Town Council to cover the costs associated with start-up and promotion of the Springhill Youth town Council.

MOTION CARRIED

CORRESPONDENCE

SPRINGHILL SR. HIGH SCHOOL

A letter was received from the above requesting help in supplying awards to the 2009 Graduating Class Annual Closing exercises in June.

Moved Councililior Dobson seconded Councillor Fisher that the amount of \$500 be given for the award.

MOTION CARRIED

NSSC – AWARDS FOR GRADUATION

Moved Councillor Dobson, seconded Councillor Fisher that the amount of \$500 be given for the 2009 graduation closing exercises in June.

MOTION CARRIED

RO-WIN-LEA 4H CLUB

A letter was received from the Ro-Win-Lea 4 H Club requesting financial assistance for 10 4-H youth members to travel to Alberta 4-H Club in July.

Moved Councillor Fisher, seconded Councillor Dobson that this be referred to the Finance Committee.

MOTION CARRIED

NAOSH - PAT BOYCE

Correspondence and information were received from Pat Boyce, Chairman for JOSHC and the Nova Scotia NAOSH Steering Committee requesting Council proclaim May 3 to 9, 2009 North American Occupation Safety and Health Week.

Moved Councillor Fisher, seconded Councillor MacDonald that May 3-9, 2009 be proclaimed North American Occupation Safety and Health Week.

MOTION CARRIED

LIBRARY BOARD

A letter was received from Elaine Falconer, board member for the Cumberland Regional Library advising that the library board will be approaching the municipalities to ask that they provide new signage which would be common to all branches.

Moved Councillor Dobson, seconded Councillor MacDonald that the request for signage in the amount of \$100.00, consistent with other municipalities. Council agreed to purchase 4 signs and be put in the best areas.

MOTION CARRIED

ENVIRONMENT OFFICE OF THE MINISTER – DAVID MORSE

A letter was received from the above re Springhill Water Supply System.

Minister, David Morse congratulated the town for successfully meeting the province's drinking water treatment standard and providing clean, safe drinking water to our community.

PLACED ON FILE

MINOR BASEBALL – BOTTLE DRIVE

Moved Councillor Dobson, seconded Councillor Fisher that permission to hold a bottle drive on May 22-23 and car wash on June 25 in the Town of Springhill are granted.

MOTION CARRIED

WORLD MALARIA DAY PROCLAMATION

Mayor Dill advised that the Town of Springhill recognized April 25th, 2009 as World Malaria Day and have accepted the challenge from the City of Kingston, Ontario and encourages its members to consider a contribution to prevent the incidence of malaria in Africa

COMMITTEE REPORTS

All reports were read and placed on file in the town hall

SPRINGHILL POLICE SERVICES

BUILDING AND PROPERTY SERVICES

DEPARTMENT OF ENGINEERING AND PUBLIC WORKS

TAX COLLECTION

ANIMAL CONTROL

LEISURE SERVICES

The Director of Leisure Services, Pam Adams, advised about the vandalism in the Lions Park, especially the Lower Ball Field being heavily damaged as a result of ATV's tearing up the infield and outfield areas.

Moved Councillor Fisher, seconded Councillor MacDonald that this be referred to the Police Commission for investigation and come back to Council with their report.

MOTION CARRIED

POLICY AND PRODECURES FOR THE TOWN OF SPRINGHILL

DANGEROUS AND/OR UNSIGHTLY PREMISES ADMINISTRATOR

1. Before any action will be considered on a complaint from a resident of the town about a dangerous and/or unsightly premises, that complaint must be submitted in writing to the Dangerous and/or Unsightly Premises Administrator identifying the property and the reasons for which the property is considered to be in violation of the

dangerous or unsightly premises bylaw, however where public safety requires immediate action, the administrator may immediately take the necessary action to prevent danger or may remove the dangerous structure or condition.

2. The Dangerous and/or Unsightly Premises Administrator shall view the premises within seven days from the time the complaint was received and respond in writing back to the complainant whether action is deemed necessary or not.
3. If the premises is not deemed to be dangerous and/or unsightly, the Administrator shall take pictures and write a letter informing the complainant that follow up inspection(s) will be done within the next eight weeks from the date the premises was first viewed to ensure the premises does not become dangerous and/or unsightly and that they may appeal the decision of the Administrator in writing to Town of Springhill Council within seven days upon receiving the letter.
4. Where a premise is considered to be dangerous and/or unsightly the Administrator shall issue an order to remedy the condition as soon as reasonably possible.
5. The Dangerous and/or Unsightly Premises Administrator will view the premises as soon as reasonably possible after the order expires to determine if the owner/occupier of the premises has complied with the order. If the owner has not complied the Administrator shall take pictures of the premises and may take further action.
6. A log sheet shall be kept as specified in schedule "A" (copy attached) of the whole process.

Moved Councillor MacDonald, seconded Councilor Rushton that the recommendation to council by Pat Boyce, Director of Building & Property Services to amend the Policy and Procedures for The town of Springhill Dangerous and/or Unsightly Premises committee be approved.

There are a couple of changes needed to address the current structure as opposed to the committee structure. The major change is to Section (4) of the policy. This proposed change would delete the requirement to send a letter to owner/occupier of the property asking them to remedy their property within fourteen days of receiving the letter. If they do not comply, an order then could be issued. By deleting this requirement it would save time, money and get properties cleaned up sooner.

MOTION CARRIED

NEW BUSINESS

NOTICE OF MOTION – SEWER AND WASTEWATER BY-LAW

Moved Councillor MacDonald, seconded Councillor Fisher that Councillor MacDonald will serve notice that at the next regular meeting of the Springhill Town Council he will move or cause to be moved a motion to introduce the new sewer and wastewater bylaw.

MOTION CARRIED

GAMEZ-ON PAINTBALL LEASE AGREEMENT – KEN JACKSON

Ken Jackson, who is going to open a Gamez on Paintball, has asked for approval on a least agreement that will allow Gamez –On Paintball to set up shop on lower Queen St. Operated by Ken Jackson, the paintball company will operate on weekends.

In part with the lease-agreement, Jackson has agreed to relocate the business if a prospective buyer comes forward for the property.

Moved Councillor Dobson, seconded Councillor Fisher that the Town of Springhill accept this agreement.

MOTION CARRIED

FISHING DERBY – MAY 23, 2009

An agreement between the town and province will enable the Springhill Police to host a fishing derby on May 23, 2009 at the pit pond.

Moved Councillor Dobson, seconded Councillor Fisher that the Town of Springhill accept this agreement with the province as special permission is required for this event.

MOTION CARRIED

As there was no further business, the meeting was adjourned.



MAYOR:



**JOHN BOYLE
ACTING CAO**

May 26, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 P.M.

PRESENT:

Mayor Allen Dill

Councilors: Cathy Fisher, Jack MacDonald, Doug Dobson, Norman Rushton

John Boyle, Director of Finance – Acting CAO in the absence of CAO Don Tabor

Moved Councilor Fisher, seconded Councilor MacDonald that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATIONS:

PAM ADAMS

Orientation on the overall operation of the Leisure Services Department.

APPROVAL OF PREVIOUS MEETING MINUTES

Moved Councilor Fisher, seconded Councilor Dobson that the minutes of the previous meeting be approved as distributed.

BUSINESS FROM THE MINUTES

SURFACE DRAINAGE BY-LAW – FIRST READING

The purpose of this by-law is to regulate surface drainage requirements within private and public lands within the Municipality of the Town of Springhill.

First reading was deferred until the June Meeting to allow for further research and consideration.

DAMAGE TO LIONS PARK – REFERRED TO POLICE COMMISSION

Chief Copeland will provide a report to the Chairman of the Police Commission to be forwarded to Council for the June Meeting.

CORRESPONDENCE

SPRINGHILL HOSPITAL AUXILIARY

A letter was received from the above requesting permission to hold Tag Day on June 11th and 12th in the Town of Springhill.

Moved Councilor Fisher, seconded Councilor MacDonald that permission to hold Tag Day on June 11th and 12th in the Town of Springhill be granted.

COMMITTEE REPORTS

All reports were received and read;

- (1) **SPRINGHILL POLICE SERVICES**
- (2) **BUILDING AND PROPERTY SERVICES**
- (3) **DEPARTMENT OF ENGINEERING AND PUBLIC WORKS**
- (4) **TAX COLLECTION**
- (5) **CAO REPORT**
- (6) **ANIMAL CONTROL**
- (7) **SPRINGHILL LEISURE SERVICES**

PLACED ON FILE

NEW BUSINESS

NOTICE OF MOTION – POLICE COMMISSION BY-LAW

Moved Councilor MacDonald, seconded Councilor Rushton that Councilor MacDonald will serve notice that at the next regular meeting of the Springhill Town Council he will move or cause to be moved a motion to amend the By-Law to Establish Board of Police Commissioners for the Town of Springhill.

MOTION CARRIED

TERMS OF REFERENCE – LEAMINGTON BROOK WATERSHED SOURCE WATER PROTECTION COMMITTEE

Moved Councilor Dobson, seconded Councilor Fisher that the Terms of Reference for the Leamington Brook Watershed Source Water Protection Committee be accepted as presented.

MOTION CARRIED

TERMS OF REFERENCE – SPRINGHILL GEOTHERMAL & EARTH ENERGY COMMITTEE

Moved Councilor MacDonald, seconded Councilor Dobson that the Terms of Reference for the Springhill Geothermal & Earth Energy Committee be accepted as presented.

MOTION CARRIED

CJSMA BUDGET 2009/2010

Moved Councilor Rushton, seconded Councilor MacDonald that the CJSMA Budget for 2009/2010 be accepted as presented. Nay vote from Councilor Fisher.

MOTION CARRIED

TEMPORARY BORROWING RESOLUTION – CJSMA

The building of the leachate facility – capital project totaling \$575,000. The grant received by CJSMA was under \$500,000. The Town of Springhill's share of the outstanding balance is \$56,220.

Moved Councilor Fisher, seconded Councilor MacDonald that the financial request for the above be approved as presented.

MOTION CARRIED

COUNCIL REPRESENTATION – CJSMA

Moved Councilor MacDonald, seconded Councilor Fisher that Councilor Rushton replace Councilor Dobson as Council Representative on CJSMA.

MOTION CARRIED

COUNCIL REPRESENTATION – NORTHERN REGION WASTE MANAGEMENT COMMITTEE

Moved Councilor Rushton, seconded Councilor Fisher that Councilor Dobson represent Council on the Northern Region Waste Management Committee.

MOTION CARRIED

SPRINGHILL ELEMENTARY SCHOOL FUN DAY – 3RD WEDNESDAY IN JUNE

A request has been made by the Springhill Elementary School's under the Leisure Services forgiveness policy for \$1017.00 the cost of holding the Elementary School Fun Day at the Community Centre.

Moved Councilor Fisher, seconded Councilor MacDonald that the cost for this event be forgiven by the Town of Springhill.

MOTION CARRIED

As there was no further business, the meeting was adjourned.


MAYOR


JOHN BOYLE
ACTING CAO

Tuesday, June 16, 2009

A special meeting of the Springhill Town Council was held on the above date at 6:00 PM.

Mayor Allen Dill presided with Councillors Norman Rushton, Douglas Dobson, Jack MacDonald and Cathy Fisher attending.

Purpose of the meeting: Set the 2009 Residential, Commercial and Special Tax Rates, Approve the General and Water Budgets and Approve the Overdraft Borrowing Resolution.

2009-10 General Budget

Moved by Councillor Dobson, seconded by Councillor MacDonald that the 2009-10 Budget for General Operating expenses in the amount of \$\$6,146,755 and revenues of \$6,146,755 be approved as presented.

All in favour
Motion Carried

2009-10 Water Budget

Moved by Councillor Dobson, seconded by Councillor MacDonald that the 2009-10 Budget for Water Operating expenses in the amount of \$\$0 and revenues of \$ be approved as presented.

All in favour
Motion Carried

2009 Residential and Commercial Tax Rates

Moved by Councillor Dobson, seconded by Councillor MacDonald that the 2009-10 Residential Tax rate is \$2.25/\$100 of assessment and the Commercial Tax rate is \$5.38/\$100 of assessment.

All in favour
Motion Carried

2009 Sewer Rate

Moved by Councillor Fisher, seconded by Councillor Rushton that the 2009-10 Sewer Rate is \$175./unit.

All in favour
Motion Carried

2009 Garbage Rate

Moved by Councillor MacDonald, seconded by Councillor Dobson that the 2009-10 Garbage Rate is \$140 .

All in favour
Motion Carried

Interest Rate on Overdue Accounts

Moved by Councillor MacDonald, seconded by Councillor Rushton that the Interest Rate on Overdue Accounts be 15% per annum.

All in favour
Motion Carried

Overdraft Borrowing Resolution

Moved by Councillor MacDonald, seconded by Councillor Rushton that the Overdraft Borrowing Resolution in the amount of \$2,370,588 be approved as presented.

All in favour
Motion Carried

Adjourn

Moved by Mayor Dill, seconded by Councillor Rushton that the meeting adjourn.

Mayor:

A. W. Dill

CAO:

Donald F. Baker

June 30, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 P.M.

PRESENT:

Mayor Allen Dill

Councilors: Cathy Fisher, Jack MacDonald, Doug Dobson, Norman Rushton

Donald Tabor - CAO

Moved Councilor MacDonald, seconded Councilor Fisher that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATIONS:

BARB HARRIS

Pesticides.

Moved Councilor Fisher, seconded Councilor MacDonald that the Town of Springhill endorse the Pesticide Free Nova Scotia Election priority document and call on our new provincial government to adopt a province wide ban on the sale and use of lawn pesticides, with legislation similar to or stronger than the legislation, which came into effect in Ontario on April 22, 2009.

MOTION CARRIED

APPROVAL OF PREVIOUS MEETING MINUTES

Moved Councilor Dobson, seconded Councilor Rushton that the minutes of the previous meeting be approved as distributed.

MOTION CARRIED

BUSINESS FROM THE MINUTES

SURFACE DRAINAGE BY-LAW – FIRST READING

The purpose of this by-law is to regulate surface drainage requirements within private and public lands within the Municipality of the Town of Springhill.

Moved Councilor Fisher, seconded Councilor Dobson to adopt the first reading of the Surface Drainage By-Law.

MOTION CARRIED

DAMAGE TO LIONS PARK – REFERRED TO POLICE COMMISSION

Deferred to September Meeting.

POLICE COMMISSION BY-LAW

Deferred to September Meeting for clarification.

**CORRESPONDENCE
RED CROSS SOCIETY**

A letter was received from the above requesting a \$500.00 monetary donation towards their fundraising drive for the Red Cross.

Moved Councilor MacDonald, seconded Councilor Fisher that this request be referred to the Finance Committee for consideration.

MOTION CARRIED

SNSMR – NSTRIP

A letter was received from the Transportation Service for Cumberland County requesting the Town donate their portion of the grant money received from Service Nova Scotia and Municipal Relations to be used for transportation purposes.

Moved Councilor Fisher, seconded Councilor Dobson that this request be referred to the Finance Committee for consideration.

MOTION CARRIED

COMMITTEE REPORTS

All reports were received and read:

- (1) **BUILDING AND PROPERTY SERVICES**
- (2) **SPRINGHILL LEISURE SERVICES**
- (3) **TAX COLLECTION REPORT**
- (4) **ENGINEERING AND PUBLIC WORKS**
- (5) **SPRINGHILL POLICE SERVICE**
- (6) **CANINE CONTROL REPORT**

Moved Councilor MacDonald, seconded Councilor Fisher to accept the reports as read.

MOTION CARRIED

NEW BUSINESS

NOTICE OF INTENT – POLICY ON SIGN USAGE & TOBACCO FREE PLAY SPACES POLICY

Moved Councilor Fisher, seconded Councilor MacDonald that at the next regular meeting of the Springhill Town Council they will move or cause to be moved a motion for the adoption of these two policies.

MOTION CARRIED

MARION MACLEOD PRESCHOOL – REPORT & RECOMMENDATION FROM PAM ADAMS

Moved Councilor Dobson, seconded Councilor Fisher to accept the recommendations from Pam Adams and allow the Preschool to utilize the Miner's Hall Basement as per the recommendations provided by the Director of Leisure Services.

MOTION CARRIED

TENDER – MAIN STREET PROGRAM

Director of Engineering and Public Works, Brian Herteis, presented his report on the Main Street Sewer upgrade and recommended the approval of Bowser Construction as the successful contractor.


Moved Councilor MacDonald, seconded Councilor Rushton that the tender for the Main Street Sewer Upgrade, in the amount of \$709,070 be awarded to Bowser Construction.

MOTION CARRIED

For record purposes, Mr. Herteis also noted that the total cost of the upgrade with engineering costs, land acquisition, etc. would total \$1,044,000. Town Council acknowledged this information as part of their approval.

As there was no further business, the meeting was adjourned.


MAYOR


DONALD TABOR
CAO

Springhill, Nova Scotia
September 29, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillors: Cathy Fisher, Jack MacDonald, Doug Dobson, Norm Rushton

John Boyle, Director of Finance

Moved Councillor Fisher, seconded Councillor MacDonald that the agenda be accepted as presented.

MOTION CARRIED

PRESENTATIONS

SPRINGHILL MOSQUITO FENCEBUSTERS 2009 CHAMPION SHIP

Mayor Dill presented a plaque to the Springhill Mosquito Fencebusters for successfully winning the 2009 Championship.

Congratulations were extended to all the players and coaches.

Moved Councillor Dobson, seconded Councillor Fisher that the minutes of the previous meeting be approved as distributed.

MOTION CARRIED

BUSINESS FROM MINUTES

2nd READING SURFACE DRAINAGE BY-LAW

It was agreed that this be tabled until the next meeting in October 2009.

1st READING BYLAW TO ESTABLISH THE BOARD OF POLICE COMMISSIONERS

Moved Councillor MacDonald, seconded Councillor Dobson:

Part IV

Bylaw to establish the Board of Commissioners

1. (a) The Town Council shall at its first regular meeting in the year 1977 following approval of this by-law, and at its first regular meeting in each year following, appoint three of its members,

one of whom *may* (amended1983) be the Mayor, **three residents of the Town of Springhill** (who together with a person to be appointed by the Attorney General of Nova Scotia, shall be and form the Board of Police Commissioners of the Town of Springhill (hereinafter called "the Board") having all of the powers and duties of such a Board established pursuant to the provisions of Chapter 9, Nova Scotia Statutes of 1974, The Police Act, and the Regulations made under the Police Act, as amended, and as set forth thereunder.

(b) Where a vacancy occurs on the Board by reason of the death of a member appointed by the Council, or where such a member is unable to carry out his duties as a member of the Board by reason of illness or absence, the Council shall, at its first regular meeting following such event, appoint another of its members to be a member of the Board in place or stead of the deceased, ill or absent member.

2. The members of the Board appointed by Council shall serve without remuneration.

3. The Board shall, at its first meeting of each year, choose its Chairman and Vice-Chairman.

4. (a) Regular public meetings of the Board shall be held at the Council Chambers on the ***second Tuesday of each month commencing at 6:30*** o'clock in the afternoon, or at such other time or place as the Board shall determine, provided that the date, time and place of special public meetings shall be advertised.

(b) The Board may meet in-camera at any time on 24 hours notice by the Chairman or any two members, or at any time with unanimous consent of all members concerning all matters relating to discipline, personal conduct, contract negotiations and security of police operations.

(c) The Chief of Police or Deputy Chief of Police shall, whenever ***requested by the Chairman***, attend all meetings of the Board, whether public or in-camera.

(d) The Chief Administrative Officer, or his appointee, shall be the secretary to the Board and shall have charge of all accounting procedures to be followed and maintained by the Board.

(e) A majority of the members of the Board shall constitute a quorum.

5. (a) The Board shall, each year, not later than the last day of January, submit to the Council for its consideration and approval, its estimates of all moneys required for the year to pay the remuneration of the members and staff of the police force and to pay for the accommodations, arms and equipment and other things for the use and maintenance of the force.

(b) The Board shall submit to the Council all proposed union or collective agreements for the Council's approval of all financial matters contained therein prior to the execution thereof by the Board.

(c) All capital equipment proposed to be purchased by the Board ***not provided for in its budget, as approved by Council*** shall be submitted to the Council together with the recommendation of the Board for purchase consideration.

6. (a) The Board shall, subject to clause "c" of this section, have jurisdiction without interference by the Council over all matters relating to police work in the enforcement of all criminal law, federal statutes, provincial statutes and Town by-laws and ordinances.

(b) The Board shall have jurisdiction over all matters relating to the enforcement of provincial statutes having local effect and Town by-laws and ordinances, but the Council shall have the right to request the enforcement of such statutes or by-laws as may be required for the proper administration thereof within the town.

(c) Notwithstanding the foregoing, the function of the Board, on behalf of the Council, shall primarily relate to the administrative direction, organization and policy required to maintain an efficient and adequate police force.

7. (a) ***The positions of Deputy Chief and Sergeant shall be appointed, promoted, suspended, dismissed or reinstated by the Board.***

(b) The officers, ***assistants and civilian and all other*** employees of the Police Force ***below the rank of Sergeant*** shall be appointed, promoted, suspended, dismissed or reinstated by the Chief of Police.

(c) The Chief of Police shall be appointed by the Council, and following a year's period of probation, may not be suspended, dismissed or otherwise disciplined except with cause, and in such event, he shall have the right to appeal, within fifteen days of such disciplinary action, to the Chairman of the Nova Scotia Police Commission. The Commission shall conduct a hearing therein and may confirm, overrule, or modify such action and its decision therein, shall be final.

(d) The Chief of Police, or his Deputy, shall be in charge of the management, direction and control of the day-to-day operation of the police force, including the enforcement of law and the maintenance of discipline within the force.

(e) The Chief of Police, or his Deputy, shall give all necessary orders, directions and instructions to the police force, and no Board member, except when communicating a decision of the Board, shall issue any order, directive, or instruction to any member of the police force relative to his duties as a member of the force.

8. The Board shall not engage or enter into an employment contract with any person, corporation, partnership or agency whereby municipal police officers or services shall be provided.

9. (a) Any complaint respecting a member of the police force shall be considered by the Board, if it is in writing, and signed by the complainant.

(b) Upon the receipt of the Board of any complaint in writing, it shall be forwarded to the Chief of Police for investigation and report, unless the Chief of Police is the subject of the complaint, in which case, it shall be dealt with by the Board.

(c) The Chief of Police, or in the case of a complaint against the Chief of Police, the Board may investigate the conduct of any member of the police force, either of its own motion or in connection with a complaint, and the person against whom the complaint is made shall be entitled to be represented by counsel upon being informed of such complaint and during any investigation and hearing in respect of such complaint.

(d) The procedures used in dealing with complaints, internal discipline, and investigations shall be in accordance with the Regulations made under the Police Act

MOTION CARRIED

NON SMOKING POLICY

With Reference to the Non Smoking Policy for outside of the Dr, Carson & Marion Murray Community Centre it was moved by Councillor Dobson, seconded Councillor Fisher that the information be referred to the CAO to discuss with Department Heads for recommendation to Council.

MOTION CARRIED

CORRESPONDENCE

CUMBERLAND HEALTH AUTHORITY RE NATIONAL OCCUPATIONAL THERAPY MONTH

Mayor Dill proclaimed October 2009 as National Occupational Therapy Month and calls upon all citizens to recognize the achievements and contributions of these valued health professionals.

PLACED ON FILE

DISTRICT OF YARMOUTH – RESOLUTION RE RRFB-MUNICIPAL REPRESENTATION ON THE RESOURCE RECOVERY REFUND BOARD

Correspondence was received from Peter A. Newton, Warden, Municipality of the County of Annapolis advising that at the September 18th session of Municipal Council, a motion was passed supporting the 2009 UNSM Resolution submission from the District of Yarmouth to request the Province to change the board structure for the Resource Recovery Board in order to balance municipal and non-municipal representation.

Moved Councillor Rushton, seconded Councillor Fisher that more municipal representation is needed.

MOTION CARRIED

SPRINGHILL MOSQUITO FENCEBUSTERS

A request for financial assistance was received by the coaches of the Springhill mosquito Fencebusters.

Moved Councillor MacDonald, seconded Councillor Dobson that this request be referred to the Finance Committee for their recommendations.

MOTION CARRIED

CAO REPORT PURCHASE OF PROPERTY

CAO Don Tabor read the requests for purchase of property in the Town of Springhill.

Moved Councillor Fisher, seconded Councillor Dobson that the Town of Springhill direct the CAO to prepare an advertisement for the local paper inviting tenders for the properties at 6 McDougall Street and 115 McGee Street.

MOTION CARRIED

Moved Councillor Fisher, seconded Councillor Rushton that the Town of Springhill adopt a policy concerning the sale of town owned lands in compliance with the Municipal Government Act and that the CAO be directed to draft said policy for the adoption of Council.

MOTION CARRIED

REPORTS

All reports were received and highlights were read:

- (1) SPRINGHILL POLICE SERVICES
- (2) BUILDING AND PROPERTY SERVICES
- (3) DEPARTMENT OF ENGINEERING AND PUBLIC WORKS
- (4) TAX COLLECTION
- (5) ANIMAL CONTROL
- (6) SPRINGHILL LEISURE SERVICES

PLACED ON FILE

NEW BUSINESS

Mayor Dill responded to the announcement from the NDP government that the \$18 million dollar jail for Springhill will be cut from their budget. (see attached)

Moved Councillor Rushton, seconded Councillor Fisher that Mr. Dexter, Premier of Nova Scotia be invited to a public forum at the community centre to discuss the jail.

MOTION CARRIED


MAYOR ALLEN DILL:


DONALD TABOR, CAO:

Springhill, N. S.

October 27, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillor Fisher, Councillor Rushton, John Boyle, Director of Finance filling in for Don Tabor CAO

ABSENT:

Councillor MacDonald

Councillor Dobson

Moved Councillor Fisher, seconded Councillor Rushton that the agenda be accepted as presented.

A moment of silence was held for former Mayor of Parrsboro, Doug Robinson, who passed away on October 26, 2009.

MOTION CARRIED

PRESENTATIONS

SPRINGHILL YOUTH TOWN COUNCIL

Justin Capon, Junior Mayor of the Springhill Youth Town Council presented an outline of their plans and goals for the coming year.

He also introduced the rest of the members of the Youth Town Council which are as follows:

Justin Capon – Junior Mayor

Megan McNutt – Deputy Junior Mayor and Youth Relations Officer

Megan Spence – Secretary and Treasurer

Taylor Bailey – Communications Officer

Councillors: Brittany Barton, Abby Surette, Rich Snair and Carley Varner.

Moved councilor Rushton, seconded Councillor Fisher that the minutes of September 29, 2009 be accepted as distributed.

MOTION CARRIED

BUSINESS FROM THE MINUTES – none

CORRESPONDENCE

NSCC - SPRINGHILL

A letter was received from Daniel Snell NSCC requesting permission to organize a food drive for November 21, 2009 in order to get non perishable food items for the Salvation Army Food Bank.

Moved Councillor Rushton, seconded Councillor Fisher permission is granted to hold the food drive.

MOTION CARRIED

SPRINGHILL JR.SR. HIGH SCHOOL

A letter was received from Omer Bourgeois, for Encounters with Canada Program Committee, requesting financial assistance in sending 10 students to Ottawa.

Moved Councillor Fisher, seconded Councillor Rushton that this be referred to the Finance Committee for their consideration.

MOTION CARRIED

ANIMAL CONTROL BY-LAW – 1ST READING

Moved Councillor Fisher, seconded Councillor: *Rushton* *AND*



BYLAW

“Animal Control Bylaw”

**A BYLAW OF THE TOWN OF SPRINGHILL, IN THE
PROVINCE OF NOVA SCOTIA, TO REGISTER DOGS
AND CONTROL DOGS AND OTHER ANIMALS WITHIN
THE TOWN OF SPRINGHILL**

WHEREAS, the Council deems it necessary to regulate and provide for the Registration of dogs, and to provide for the confinements of certain animals within the Town, and to regulate and control other animals; and

WHEREAS, Part 7 (VII) Section 175 of the Municipal Government Act, as amended or replaced, for the Province of Nova Scotia, gives the Council the authority to pass such a bylaw;

NOW THEREFORE, the Council of the Town of Springhill in the Province of Nova Scotia duly assembled hereby enacts as follows:

TITLE

1. This By-law is entitled the "Animal Control By-law".

DEFINITIONS

2. In this By-Law:

- (1) "Animal Control Officer" means a special constable or by-law enforcement officer appointed pursuant to the Police Act or similar legislation and empowered by such appointment to enforce this By-law, or a police officer for the Town, and an Animal Control Officer is not an Owner of any animals seized by him as Animal Control Officer;
- (2) "Cat" means a feline of any breed of domesticated cat or crossbreed domesticated cat;
- (3) "Chief Administrative Officer" means the Chief Administrative Officer for the Town;
- (4) "Council" means the Council of the Town;
- (5) "Destroy" means kill;
- (6) "Director of Finance" means the Director of Finance for the Town;
- (7) "Dog" means any dog, male or female, or an animal that is the result of the breeding of a dog and any other animal;
- (8) "Dog Registration Fee" means such fee as is set out in Schedule "B" attached to and forming a part of this By-law, or such other fee as is set by Policy of Council, for registering a dog, such fee to be set considering the cost of maintaining and improving a registry system for Dogs and enforcing this By-law, and the Fee may:
 - a. be greater for female Dogs than for male Dogs;
 - b. be greater for unspayed or unneutered Dogs than for spayed or neutered Dogs; and
 - c. be less for initial registration of a Dog where such registration by the Owner was not required prior to September 30th of the year of registration;

- (9) "Extraordinary Expense" means any expense incurred by Staff in relation to an animal except for provision of food and shelter;
- (10) "Impounding Fees" mean such fees as are set out in Schedule "B" for the cost of impounding an animal by the Animal Control Officer, and the Fees may differ for different types of animals;
- (11) "Owner" of an animal includes any person who possesses, has the care of, has the control of, or harbours an animal and, where the person is a minor, includes a person with custody of the minor;
- (12) "Police" means the Springhill Police Services
- (13) "Pound Fees" means such fees as are set out in Schedule "B" for the provision of food and shelter to animals harboured at the pound, and such Fees may differ for different types of animals.
- (14) "Pound Keeper" means a person appointed by Council or the Chief Administrative Officer as Pound Keeper and a Pound Keeper is not an Owner with respect to any animals kept by him as Pound Keeper;
- (15) "Redemption Period" means that period of time which commences with the possession of an animal by the Pound Keeper and expires three (3) business days later. (Excluding Saturdays, Sundays and Statutory Holidays)
- (16) "Registration Tag" means a tag bearing the name of the town, a serial number and the year in which it is issued by Staff to the Owner of a Dog upon registration of the Dog to identify the Dog, and includes a Replacement Tag issued to replace a missing tag;
- (17) "Replacement Tag Fee" means such fee as is set out in Schedule "B" for providing a Replacement Tag to an Owner of a Dog when a Registration Tag is lost;
- (18) "Staff" means those persons assigned by Council or the Chief Administrative Officer to administer the provisions of this By-law,
- (19) "Town" means the Town of Springhill.

DOG REGISTRATION

- 3. (1) Every Owner of a Dog shall register such Dog with Staff
within 10 days of becoming the Owner and annually thereafter on or before the 31st day of March in each year and shall pay a Dog Registration Fee to the Town for each Dog.
- (2) The following persons are exempt from registering a Dog and paying a Dog Registration Fee, although they may choose to do so:
 - (a) a veterinarian who temporarily harbours a Dog for the sole purpose of providing it with medical care;

- (b) an Owner of a Dog that is trained to assist and assists the Owner with a disability, and such an Owner is exempt from the payment of a Dog Registration Fee for such Dog if the Owner chooses to register the Dog;
 - (c) an Owner of a Dog that is less than 3 months old; and
 - (d) a person who harbours a stray Dog for less than 7 days
- and the onus is on such persons to prove the exemption.

REGISTRATION PROCESS

4. To register a Dog, the Owner shall provide to Staff the following:

- (1) name, civic address, mailing address and telephone number of the Owner;
- (2) name and breed of the Dog;
- (3) description of the Dog including the breed, whether the Dog is male or female, any identifying characteristics including special markings, and, when applicable, proof that the Dog has been spayed or neutered; and
- (4) applicable Dog Registration Fee.

The Owner may also provide any other information that may assist in identifying the Dog.

5. Staff shall keep a record of every Dog registered, recording the following information:

- (1) registration date;
- (2) registration number;
- (3) name of Dog;
- (4) description of the Breed of the Dog and any identifying characteristics;
- (5) name, civic address, mailing address, and telephone number of the Owner; and
- (6) any other information provided by the Owner that may assist in identifying the Dog;

and shall issue to the Owner a Registration Tag.

6. The Animal Control Officer may revoke a Registration if:

- (1) the applicant fails to comply with any condition of the Registration;
- (2) the Registration was issued on the basis of incorrect information or a misrepresentation by the applicant; or
- (3) the Registration was issued in error; or

- (4) the Owner breaches a provision of this Bylaw; or
 - (5) a Registered Veterinarian certifies that the Animal is a health risk.
7. If the Registration application is rejected, or a Registration that has been issued is subsequently revoked or cancelled, the Owner shall remove the animal from the Town immediately, or turn the animal over to the Peace Officer for disposition under this Bylaw, within forty-eight (48) hours of being given written notice that the Registration application has been rejected or the Registration has been revoked or cancelled.
8. Where a Registration Tag issued by Staff to an Owner of a Dog becomes lost, the Owner shall obtain a Replacement Tag from Staff upon payment of a Replacement Tag Fee.
9. The Owner of every Dog shall keep on the Dog a collar with the Registration Tag issued for that Dog at the time of registration or a Replacement Tag, and the Tag shall be kept securely fixed on the Dog at all times during the year.
10. Where an Owner has registered a Dog and subsequently ceases to be the Owner of the Dog as a result of death, sale or transfer of the Dog, the Owner shall provide to Staff within 30 days of ceasing to be the Owner of the Dog written notice of:
 - (1) the name, civic address, mailing address, and telephone number of the person to whom the Dog was sold or transferred;
 - (2) the Dog's name and description;
 - (3) the Dog's registration number; and
 - (4) the reason for ceasing to be the Owner of the Dog.
11. The Owner of a Dog shall deliver in writing to Staff a statement of the number of Dogs owned, harboured, or that are habitually kept upon the premises occupied by the Owner, within 10 days after receiving notice from Staff requiring such information to be provided.
12. No more than three Dogs may be kept on any property.

ENFORCEMENT AND OFFENCES

13. The Animal Control Officer shall enforce this By-Law.
14. An animal runs at large in the Town when:
 - (1) the animal is off the property owned or occupied by the animal's Owner without the animal being on a leash and under the apparent restraint or control of some person;
 - (2) the animal is tethered on a tether of sufficient length to permit the animal to leave the property owned or occupied by the animal's Owner;
 - (3) The Town maintains NO designated Off-Leash Areas.

15. A Dog is fierce or dangerous if:

- (1) the Dog, without provocation, has bitten a person or domestic animal;
- (2) the Dog, without provocation, when either unmuzzled or unleashed, has approached any person in a vicious or terrorizing manner in an apparent attitude of attack at any place other than the property owned or occupied by the Dog's Owner;
- (3) the Dog, without provocation, has a known propensity, tendency or disposition to attack, to cause injury to, or otherwise endanger the safety of human beings or domestic animals;
- (4) the Dog is owned or harboured in whole or in part for the purpose of dog fighting; or
- (5) the Dog is trained for dog fighting.

and the Animal Control Officer shall contact the Police to assist in dealing with a dangerous dog or other vicious animal.

16. (1) No owner of an animal shall knowingly or unknowingly allow any animal to make noise excessively.

(2) For the purposes of this section, a dog shall be deemed to be making noise excessively if it barks or howls repeatedly for a period of twenty (20) minutes.

17. Every Owner of a Dog:

- (1) whose Dog is not registered pursuant to this By-law;
- (2) whose Dog is not wearing a Registration Tag pursuant to this By-law;
- (3) who fails to notify Staff of cessation of ownership of a Dog pursuant to this By-law;
- (4) who neglects or refuses to provide a written statement required by this Bylaw;
- (5) who keeps more than 3 dogs on any property
- (6) whose Dog runs at large in the Town;
- (7) whose Dog persistently disturbs the quiet of a neighbourhood by barking, howling or otherwise, or unreasonably disturbs or tends to disturb the peace and tranquility of a neighbourhood;
- (8) who harbours, keeps, or has under care, control or direction a Dog that is fierce or dangerous; or

(9) who fails to completely remove, in a sanitary manner, the Dog's feces from public property or private property other than the Owner's; is guilty of an offence.

18. It shall be a defence to a charge under subsection 15(8) of this By-law that, at the time of the failure to remove the Dog's feces, the Owner had a disability that prevented the Owner from complying with the subsection and the Dog was trained to assist a person with such a disability and the Dog was assisting the Owner with such a disability.
19. Every owner of a cat, snake, lizard, or other reptile, horse, colt, ass, mule, ox, cow, or other cattle, pig, skunk, ferret, monkey, rabbit, rodent, sheep, goat, goose, turkey, or other fowl who allows such an animal to run at large in the Town is guilty of an offence.

IMPOUNDING

20. An Animal Control Officer may, without notice to or complaint against the Owner, impound any animal that:
 - (1) runs at large in the Town;
 - (2) is not registered or not wearing a Registration Tag required by this By-Law;
 - (3) is fierce or dangerous;
 - (4) is rabid or appears to be rabid or exhibits symptoms of canine madness; or
 - (5) persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise;and deliver the animal to the Pound Keeper.
21. The Pound Keeper shall:
 - (1) provide adequate facilities for the keeping of such animals as may be seized by the Animal Control Officer;
 - (2) collect Impounding Fees, Pound Fees and any other charges as provided in this By-Law and forward such funds to the Director of Finance; and
 - (3) be responsible for the operation of the pound, including providing adequate food and water to impounded animals, maintaining the pound in a reasonable state of cleanliness, and keeping the pound premises neat and tidy in appearance.
22.
 - (1) An animal must be redeemed by its Owner within the Redemption Period.
 - (2) If an impounded Dog has a Registration Tag fixed to it, the Pound Keeper shall make every reasonable effort to locate the registered owner of the animal using the records associated with the Registration Tag. If an impounded animal other than a Dog has the name and telephone number of its Owner attached to it, the Pound Keeper shall attempt to contact the Owner.
 - (3) The onus is on the Owner, however, to ascertain within the Redemption Period whether the animal has been impounded, and neither the Pound Keeper nor the Town shall incur liability in the event of failure to contact the Owner.

(4) Upon the expiry of the Redemption Period for an animal, the Pound Keeper may sell any animal eligible to be sold for the best price reasonably obtainable.

(5) If an animal cannot be sold by the Pound Keeper within a reasonable period of time, the Pound Keeper shall destroy the animal.

(6) If the animal owner is known, and they neglect to claim their animal, pound fees and euthanasia fees shall be charged and invoiced to that owner.

23. No Dog may be redeemed by its Owner or sold by the Pound Keeper if the Dog:

(1) is fierce or dangerous;

(2) is rabid or appears to be rabid; or

(3) exhibits symptoms of canine madness;

and the Dog shall be destroyed by the Pound Keeper.

24. (1) An animal cannot be redeemed by its Owner until proof of ownership of the animal is provided by the Owner,

Impounding Fees, Pound Fees, and any Extraordinary Expense are paid by the Owner, and, where applicable, the

Dog is registered and a Registration Tag is fixed to the Dog.

(2) Notwithstanding subsection (1), a Cat cannot be redeemed by its Owner if the Cat was impounded for running at large for the third time within a period of 24 months, and the Pound Keeper shall dispose of the Cat as if the Redemption Period had expired.

(3) Notwithstanding subsection (1), a Dog cannot be redeemed by its Owner if the Dog was impounded for:

(a) running at large; or

(b) persistently disturbing the quiet of the neighbourhood by barking, howling or otherwise, or unreasonably disturbs or tends to disturb the peace and tranquility of a neighbourhood;

for the third time within a period of 24 months, and the Pound Keeper shall dispose of the Dog as if the Redemption Period had expired.

25. An Animal Control Officer may without notice to or complaint against the Owner, kill on sight any animal that:

(1) is fierce or dangerous or appears to be fierce or dangerous;

- (2) is rabid or appears to be rabid;
- (3) exhibits symptoms of canine madness; or
- (4) is running at large and which the Officer believes to pose a danger to a person or a domestic animal or to property of persons other than the Owner.

OTHER CONTRAVENTIONS

26. The owner of an animal that is inside or on a vehicle while moving or parked must ensure that:

- (1) the animal is secured so that it is unable to fall out or vacate the vehicle;
- (2) the animal is secured so that it is unable to reach any of the sides or rear of the vehicle, and therefore prevent the animal from disturbing people or animals when walking by; and
- (3) the animal is secured so that it is unable to reach the driver of the vehicle, and therefore prevent the animal from impeding the driver when the vehicle is moving.

27. Residences or grounds where any animals are kept shall at all times be maintained in a clean, sanitary and inoffensive condition, to the satisfaction of a Peace Officer.

28. Every owner of an animal shall provide sufficient food, water, care and medical attention when required, and shelter including protection from the atmospheric elements such as the sun, snow, rain, hail, wind, cold or hot temperatures, or any other atmospheric or environmental condition which could reasonably be expected to cause an adverse effect on the animal.

29. No person shall negligently or willfully open any gate, door or other opening in a fence, enclosure or otherwise release an animal which has been confined, thereby allowing said animal to run at large in Town.

30. No person shall tease, torment, annoy or harm any dog, cat or domestic animal.

31. No person shall in any manner hinder or obstruct a Peace Officer in the performance of his/her duties under this Bylaw.

32. It is an offence under this bylaw for any person to abandon an animal in or around the Town and when the offence pertains to a litter, each animal in the litter is a separate offence.

OTHER PROVISIONS

33. Whereas the provisions of this Bylaw fall under the jurisdiction of the Police, the Police are the first contact for animal complaints and inquiries concerning impounded animals. Therefore, the Animal Control Officer shall be dispatched by the Police upon receiving a formal complaint and the Animal Control Officer will notify dispatch immediately upon impound, and dispatch will maintain a record of all impounded animals.

34. It is the intention of the Council that each separate provision of this Bylaw shall be deemed independent of all other provisions, and it is further the intention of the Council that if any provisions of this Bylaw be declared invalid, all other provisions shall remain valid and enforceable.

35. No action, civil or otherwise, lies against any Peace Officer, registered veterinarian, Town Council or Town Staff, or any person acting in good faith and under authority afforded under this Bylaw.

36. A Peace Officer may enter any private or public land, vehicle or place, other than a dwelling house without warrant, if necessary, for the purposes of carrying out his/her duties under this Bylaw.

37. The Animal Control Officer shall be required to keep an "animal log" which shall indicate all complaints, founded or other; impoundments including the date of impoundment, description of animal, tag number, owner and date of release or reasons for non-release; all registration or other fee/ fines collected; any adoptions or euthanasia authorized by him/her and any reports to support the same.

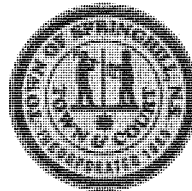
38. Written permission from the Animal Control Officer shall be required for either the sale, adoption or euthanasia of any unclaimed animal following the Redemption Period.

REPEAL

39. All previous bylaws that provide for the registration of dogs and for the control of dogs and other animals within the town of Springhill are hereby repealed.

EFFECTIVE DATE

40. This By-law is effective upon publication.



Bylaw - Animal Control Bylaw

TOWN OF SPRINGHILL

SCHEDULE "A"

PENALTIES

Section	Payment
17(1)	\$50.00 + Registration Fee
17(2)	\$50.00
17(3)	\$50.00
17(4)	\$50.00
17(5)	\$50.00
17(6)	\$50.00
17(7) First Offence	Warning Letter
17(7) Subsequent Offences	\$50.00
17(8)	\$200.00
17(9)	\$50.00
19	\$50.00
27(1)	\$50.00
27(2)	\$50.00
27(3)	\$50.00
28	\$50.00
29	\$100.00
30	\$50.00
31	\$100.00
32	\$200.00
33	\$100.00



Bylaw - Animal Control Bylaw

TOWN OF SPRINGHILL

SCHEDULE "B"

FEES AND CHARGES

DOG REGISTRATION

Spayed or Neutered	\$15.00 (Annual Fee)
Non-spayed or Non-neutered	\$45.00 (Annual Fee)
Replacement Tag (lost or stolen)	\$5.00 (Fee)

ANIMAL IMPOUND FEES (24 MONTH CYCLE)

1 st Offense – Registered	\$0.00 No Charge
1 st Offense – Unregistered	\$35.00 + Registration
Subsequent Offence*	\$50.00
Pound Fee – per day or part day	\$10.00

*Please note Section 24 (2) and (3)

MOTION CARRIED

NON-SMOKING POLICY FOR CHILDREN PLAYSPACES

Moved Councillor Fisher, seconded Councillor Rushton that the Non-Smoking Policy for Children Playspaces be accepted.

Town of Springhill Department of Leisure Services

Policy: Tobacco Free Play Spaces Policy

Dated: June 25, 2009

Passed by Council:

Guideline Statement

Town of Springhill Leisure Services Department Tobacco-Free Policy is designed to protect the health, welfare, and safety of our play spaces patrons.

Policy Statement

The Town of Springhill Department of Leisure Services is committed to the quality of life for all residents, therefore, we believe that:

- Tobacco product use in the proximity of children, youth and adults engaging in or watching recreational activities is unhealthy and detrimental to the health of others.
- Tobacco products consumed in public spaces are often discarded on the ground, thus posing a risk of ingestion to toddlers and causing a litter problem.
- As parents, leaders, coaches, and officials, we are thought of as role models and the use of tobacco products around youth has a negative effect on their lifestyle choices.

Tobacco-Free Facilities

The Town of Springhill does not allow the use of tobacco products on Town-owned parkland, recreational facilities, facilities, and open space.

Compliance Procedures

The emphasis on enforcing the Tobacco-Free parks and recreation policy is through voluntary compliance:

- Appropriate Town-owned park land, recreational facilities, open space will be signed.
- Department staff will make periodic observations of activity sites to monitor compliance.

MOTION CARRIED

REPORTS

SPRINGHILL POLICE SERVICES

BUILDING AND PROPERTY SERVICES

DEPARTMENT OF ENGINEERING AND PUBLIC WORKS

TAX COLLECTION

ANIMAL CONTROL

SPRINGHILL LEISURE SERVICES

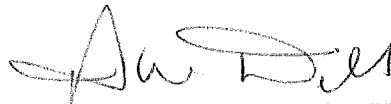
FINANCE DEPARTMENT

All of the above reports were read and:

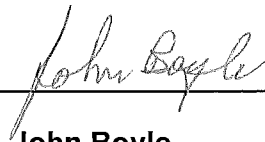
PLACED ON FILE

NEW BUSINESS – none

As there was no further business, Councillor Rushton moved to adjourn.

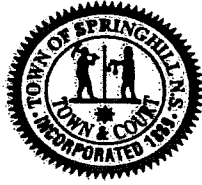


Mayor Allen Dill



John Boyle

Director of Finance



Town of Springhill Policy for the Distribution of Fill Material October 2009

1. Policy Statement

The purpose of this policy is to establish guidelines and procedures for the distribution of Town owned fill to residents of the Town of Springhill.

2. Definitions

The following definitions will apply to this policy:

Fill Material or Fill:

Earth, rock or other natural materials excavated by the Town of Springhill Public Works Department through the conduct of their work or material excavated or removed from the area known as the "Duff Banks".

Town Residents:

Individuals who own property and reside within the Municipality of the Town of Springhill.

Contractors or Non-Residents:

Individuals involved in a commercial business who generate revenue through the acquisition and sale of fill material or individuals who do not own property or reside within the Municipality of Springhill.

3. Guiding Principles

The following principles will guide the distribution and allocation of fill to Town residents from the Town of Springhill:

- a) Fill material will be provided to residents in a fashion that is open, fair, consistent and equitable to all Town residents requesting fill.
- b) The distribution of fill material to town residents will not incur any extra or additional cost to the Town of Springhill.
- c) The distribution of fill material to Town residents or the collection of fill material by Town residents will be conducted at no liability to the Town of Springhill.

- d) Fill quantities provided or obtained by any individual resident may be limited by the Director of Engineering and Public Works to maintain subsection a) of these Guiding principles.
- e) The provision of free fill material to Town residents cannot be guaranteed by the Town of Springhill.

4. Distribution of Excavated Fill Material

Fill material excavated by the Department of Public Works will be provided to Town residents providing:

- a) A request is made by the Town resident to the Director of Engineering and Public Works or the Public Works Foreman. Requests will be considered on a first come first served basis and in the order in which requests are made.
- b) The fill material is excess to the needs of the Town of Springhill.
- c) Delivery of the fill material to the town residents' property does not incur additional cost to the Town of Springhill.
- d) The delivery location is easily accessible and any damage done to the resident's property through the action of fill delivery is the sole responsibility of the resident.
- e) The Town of Springhill assumes no liability for the quality or suitability of the fill requested by the Town resident and once delivered to the resident's property will not be removed by the Town if the fill material is unsuitable to the resident.
- f) Quantities of fill material delivered to any individual Town resident will be monitored by the Director of Engineering and Public Works and requests for unreasonable quantities of fill may be rejected to ensure subsection d) in the Guiding Principles is maintained.

5. Collection of Fill Material from the Duff Banks

Fill material removed from the Duff Banks to Town residents, contractors or non-residents will be permitted under the following conditions:

- a) A request is made to the Director of Engineering and Public Works.
- b) The appropriate form is filled out and signed supplying the estimated quantity of material requested and relinquishing the Town of Springhill from any liability associated with the acquisition and removal of fill material from the Duff Banks.
- c) Unless under special arrangement, fill material can only be removed from the Duff Banks Monday through Friday (Excluding Holidays) between 8:00 am and 2:00 pm.
- d) Material can only be removed from designated areas.
- e) Quantities of fill removed by any individual Town resident will be monitored by the Director of Engineering and Public Works. A charge of \$10 per tonne will be applied to requests for quantities in excess of ten (10) tonnes

(approximately 7 cubic metres). Requests for excessive quantities may be rejected to ensure subsection d) in the Guiding Principles is maintained.

- f) A charge of \$10 per tonne (approximately 0.7 cubic meters) will be applied to any fill removed for business purposes by a private contractor or by a non-resident of the Town of Springhill. Requests for excessive quantities may be rejected to ensure subsection d) in the Guiding Principles is maintained.
- g) The removal of fill material from the Duff Banks will be closely monitored by the Town of Springhill and any unauthorized fill removal or disregard to the rules and procedures outlined in this policy may result in the termination of fill removal privileges for the individual and/or contractor.
- h) The Town of Springhill will review the charges for fill removed from the Duff Banks on an annual basis and retains the right to modify the fee and quantities as deemed necessary.
- i) The Town of Springhill retains the authority to contract private contractors to remove and/or dispose of fill material within the Duff Banks area outside of this policy.

***** End of Policy Text *****

~~Draft policy prepared October 19, 2009 for review and comments.~~ *082*

Brian Herteis, P. Eng.
Director of Engineering and Public Works
Town of Springhill

November 18, 2009

A special meeting of the Springhill Town Council was held on the above date at 6:30 p.m with many citizens attending.

PRESENT: Mayor Dill

COUNCILLORS: Jack MacDonald, Doug Dobson and Norman Rushton.

ABSENT: **COUNCILLOR** Cathy Fisher

PURPOSE: 2ND READING OF THE FOLLOWING BYLAWS:

- (1) SURFACE DRAINAGE BYLAW**
- (2) BOARD OF POLICE COMMISSIONERS**
- (3) ANIMAL CONTROL BYLAW**

SURFACE DRAINAGE BYLAW - SECOND READING

The purpose of this by-law is to regulate surface drainage requirements within private and public lands within the Municipality of the Town of Springhill. Pursuant to Part XIV, Section 343 of the Municipal Government Act, Council may make by-laws setting standards and requirements respecting storm water management.

Various questions and comments from the public pertaining to this by-law were addressed. There were no objections to the bylaw and it was moved Councillor MacDonald, seconded Councillor Dobson that the second reading of the Surface Drainage By-law be approved.

MOTION CARRIED

BOARD OF POLICE COMMISSIONS – SECOND READING

Moved Councillor Rushton, seconded Councillor Dobson that the second reading of the By-law to establish the Springhill Board of Police Commissions is approved subject to the approval of the Minister of Justice and/or Minister of Service Nova Scotia and Municipal Affairs.

MOTION CARRIED

ANIMAL CONTROL BY-LAW – SECOND READING

Councillor Rushton explained that pending the outcome of this public hearing anything in the by-law is subject to change.

Some of the issues and concerns from the citizens in attendance with the by-law were as follows:

- (1) Clarification on Section (7) of the by-law regarding " registration application that has been issued is subsequently revoked or cancelled".

- (2) In reference to Section (15) regarding "A dog is fierce or dangerous if" citizens wanted to know what constitutes fierce or dangerous.
- (3) If dogs are on electric leashes and come toward you barking and growling when you go into their driveway – can the owner be fined or the animal be taken away?
- (4) Complaints of barking dogs and how long for a time are considered excess barking before the owner is fined.
- (5) Are dogs that are considered vicious banned?
- (6) Procedure of the Animal Control Officer with regards to stray dogs etc.
- (7) One citizen did not agree with Section (22) 5 & 6
- (8) Dog Registration – 3. (1) Can the Town mail out registration forms in April.
- (9) Clarification on Section (10) (1) and Section (11)

Corrine Burke, Jean Henley and Christine Stone, representing the L.A. Animal Shelter also wanted clarification of Section (22) 5., Section (38)Section (21) 2., (22) 1.5. (23), 25.

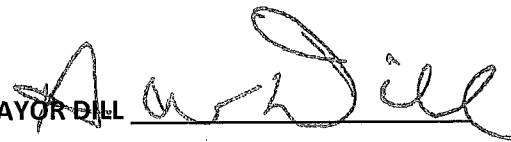
Councillor Rushton expressed thanks to everyone who attended the meeting and their comments and concerns.

Moved Councillor MacDonald, seconded Councillor Rushton that this be referred back to the Committee for further study and amendments where necessary.

MOTION CARRIED

Mayor Dill adjourned the meeting.

MAYOR DILL



JOHN BOYLE

DIRECTOR OF FINANCE



BY-LAW #####

SURFACE DRAINAGE BY-LAW

1. PURPOSE:

The purpose of this by-law is to regulate surface drainage requirements within private and public lands within the Municipality of the Town of Springhill.

2. ENABLING LEGISLATION:

Pursuant to Part XIV, Section 343 of the Municipal Government Act, Council may make by-laws setting standards and requirements respecting storm water management.

3. DEFINITIONS:

In this by-law:

- (a) **"storm water"** means water from precipitation of all kinds, and includes water from the melting of snow and ice, groundwater discharge and surface water;
- (b) **"person"** means any individual, partnership, or corporation and heirs, executors, administrators or legal representative of a person;
- (c) **"owner"** means any person who is registered under the Land Titles Act as the owner of the fee simple estate in the land, or any other person who is in lawful possession thereof;
- (d) **"surface grade"** means the magnitude and direction of inclination of an area of the ground surface;
- (e) **"surface elevation"** means an elevation of the ground surface measured from geodetic datum, at a specific discrete location;
- (f) **"Town right-of-way"** means a public road, public lane, utility or transportation right-of-way or easement where the Town is party to an agreement granting the Town an interest in the land;
- (g) **"Town"** means municipal corporation of the Town of Springhill;
- (h) **"Engineer"** means the Engineer for the Town and includes the Director of Engineering and Public Works or any person acting under the direction and supervision of the Engineer;
- (i) **"CAO"** means the Chief Administrative Officer of the Town of Springhill or his/her delegate;

- (j) **“Council”** means the elected council of the Town of Springhill;
- (k) **“lot”** means a parcel of land or portion thereof;
- (l) **“Traffic Authority”** the Chief of Police or designate whom is responsible for the safe and orderly movement of traffic within the Town of Springhill;
- (m) **“property”** a building or area of land or both together,
- (n) **“flow”** the movement of storm water in a down gradient direction from the source;
- (o) **“final grading”** means surface elevations and surface grades of a lot, as established preparatory to or including the finished landscaping or surface;

4. **STATEMENT:**

This by-law intends to alleviate drainage problems and grade difficulties onto civic streets, lanes and other public rights-of-way and applies to all property owners in the Town of Springhill.

5.

5.1 **Obstructions**

- (1) No person shall obstruct, or impede the flow of any stream, creek, water course, drain, sewer or storm water flow on Town owned land, a Town road allowance, or a Town right-of-way unless approved to do so by the Engineer.
- (2) No person, being the owner or occupant of land, shall permit any stream, creek, water course, drain, sewer or storm water flow upon that land to become obstructed such that it causes flooding on other private land or on Town owned land, a Town road allowance, or a Town right-of-way.
- (3) Where the CAO is of the opinion that any stream, creek, water course, drain, sewer or storm water flow of private or Town lands in the Town is being obstructed, the CAO to direct the owner or occupant of such private lands by an Order in writing through the Engineer, to remove the obstruction.
- (4) If the person directed to remove the obstruction as provided in Section 3 fails to do so within one week of the service of the Order upon that person, the Town by its servants or agents may enter upon the lands, doing no unnecessary

damage, and remove the obstruction at the expense of the person in default of the Order; and the Town may recover the expenses thereof with costs by action in any court of competent jurisdiction.

5.2 Ditches and Culverts

- (5) In all cases where a ditch exists, a culvert of suitable diameter and length shall be installed for driveway crossings. The installation of such culverts shall be done by Town of Springhill Public Works personnel, or by a private firm, provided a *Culvert Installation Permit*, approved by the Engineer has been issued.
- (6) In all cases where a culvert currently exists at a driveway crossing, and the condition of the culvert through damage, blockage or structural failure impedes or blocks the flow of storm water that causes flooding on adjacent properties or Town owned land, a Town road allowance, or a Town right-of-way, the Engineer may require the property owner to replace the culvert through a Notice in writing.
- (7) If the person directed to remove the obstruction as provided in Section 6 fails to do so within one week of the service of the Order upon that person, the Town by its servants or agents may enter upon the lands, doing no unnecessary damage, remove and replace the culvert at the expense of the person in default of the Order; and the Town may recover the expenses thereof with costs by action in any court of competent jurisdiction.
- (8) Property owners, who require driveway access to their property, shall be permitted to construct approved gravel or asphalt surfaced access, within the

Town Right-of-way, provided that approval is given by both the Engineer and the Town Traffic Authority.

- (9) All driveway culverts shall be installed or inspected by Town of Springhill Public Works personnel. Other types of ditch or watercourse crossings, such as bridges, shall be installed by the property owner(s) subject to approval by the Engineer, but at no liability or risk to the Town.
- (10) Culverts, if installed by the Town, other than installed as a result of non-compliance to a Notice, shall be done at the material cost of the culvert plus applicable taxes, plus a base charge to help cover other material and Town Public Works labour costs, plus any additional permit fees which may be applicable. Both the base charge and any applicable permit fees will be reviewed annually.
- (11) The Engineer may issue a Notice to direct a property owner to undertake the work required to comply with this by-law and may direct restoration if any work is done contrary to this by-law.
- (12) Where the Engineer undertakes the work required to manage storm water systems pursuant to this by-law, the cost may be recovered from the owner of property land which the storm water system benefits and is a first lien on that land.
- (13) The Engineer may deny any requests to fill in and pipe a ditch and culvert system which is not in the Town's best interest.
- (14) All driveway culverts installed in road allowances or Town Rights-of-Way shall remain the property of the Town.

- (15) If the Engineer determines that the only method of controlling a surface drainage problem on a street right-of-way is by installing a ditch and/or culvert then this system will be installed at the Town's expense. Pedestrian walkway(s) and private driveway(s) will be reinstated by the Town with culverts in the same location where access existed prior to this work.

5.3 Surface Drainage Plan Submission

Section 5.3, subsections (16) through (19) inclusive of the Surface Drainage By-Law applies only if and when the Town develops and implements into force a Surface Drainage Plan.

- (16) For all developments zoned Residential:
- (a) Payment of a lot grading inspection fee must be submitted at the issuance of the Building Permit; and
 - (b) A plan of certification of as-built grades must be submitted to the Town within 12 months of receiving rough grade approval.
- (17) For all non-residential zoned development prior to the construction of a new building, an addition to an existing building, a replacement building, an outdoor parking or storage area, the owner shall submit to the Town:
- (a) a surface drainage plan for that lot for approval by the Engineer; and
 - (b) payment of a lot grading inspection fee as may apply:
- (18) A surface drainage plan submitted pursuant to this section shall be completed within 60 days of the issuance of the building permit.
- (19) When an owner applies for approval for a new surface drainage plan pursuant to this section for a lot where there exists an approved surface plan, the new

surface drainage plan, once it has been approved and signed by the Engineer, shall supersede the previous approved surface drainage plan.

5.4 Storm Water Management and Discharge Requirements

Section 5.4, subsections (21) and (24) of the Surface Drainage By-Law applies only if and when the Town develops and implements into force a Surface Drainage Plan.

- (20) The Engineer is authorized to establish for any non-residential zoned lot a limited rate of release of storm water, including:
 - (a) Discharges into public sewer; and
 - (b) Discharges to a ditch or surface drainage feature designated by the Engineer

- (21) Where the Engineer has established a limited rate of release of storm water from a lot pursuant to this section;
 - (a) The Engineer may refuse to approve a surface drainage plan until the owner has made provisions on the site development plan for facilities and means to control the rate of release of storm water from the lot, and to store on the property the volume of storm water in excess of the rate of release as directed by the Engineer, and
 - (b) The owner shall comply with the established rate of release and to maintain all control devices and storage areas in compliance.

- (22) The Engineer is authorized to determine and specify the location of release of storm water and subsurface drainage to a sewer service, an overland route or specific overflow point on or from a lot.

- (23) The Engineer is authorized to require that roof drainage and/or foundation drainage from a building be discharged into a sewer service or suitable surface drainage system.

- (24) Where the Engineer has specified a location for the release of storm water or subsurface drainage on or from a lot pursuant to this section:
- (a) The Engineer may refuse to approve a surface drainage plan until the owner has made provisions on the surface drainage plan for the release of storm water at the location specified by the Engineer;
 - (b) The owner shall comply with the specified location of release; and
 - (c) The owner shall not allow storm management storage areas to cross onto or flow to adjacent lots, unless approved by the Engineer.

5.5 Establishment, Inspection and Maintenance of Drainage Requirements

Section 5.5, subsection (27) of the Surface Drainage By-Law applies only if and when the Town develops and implements into force a Surface Drainage Plan.

- (25) An owner shall comply with the grades established on a Town approved lot grading plan.
- (26) Where no Town approved lot grading plan exists, the owner of a lot shall establish and maintain surface grades adjacent to a building in such a way that water drains away from the building and does not accumulate at or near the building.

Developments Zoned Residential:

- (27) For all developments zoned residential and on the bases of an approved Surface Drainage Plan as detailed in Section 5.3, the Engineer may approve surface elevations and surface grades of a lot in two stages;
- (a) Approval of rough grading; and
 - (b) Approval of final grading.
- (28) Within 60 days of the establishment of the rough grading of a lot, the owner shall apply to the Town for an approval of rough grading.

- (29) Within 12 months of issuance of an approval of rough grading for a lot, the owner shall complete the final grading of that lot and apply to the Town for an approval of final grading.

Lots on Land used for Other Land Uses:

- (30) Within 60 days of completion of the final grading of a lot other than residential, the owner shall:
- (a) Apply to the Town for an approval of final grading; and
 - (b) Submit to the Town a plan of certification of as-built grades.

5.6 Restrictions Affecting Surface Drainage

- (31) No owner shall permit roof drainage or pumped subsurface drainage from a building to be discharged, unless exempted by the Engineer:
- (a) Directly onto a pervious ground surface within one metre of the building for all buildings that have a basement or a level below the finished ground surface;
 - (b) Within 150mm of an adjacent lot or to within 300mm of a Town right-of-way;
 - (c) To a location where soil erosion would occur;
 - (d) To a location where the flow of water or accumulation of water would adversely affect or have potential to adversely affect the stability of a slope or top of bank;
 - (e) To a location where the flow of water or accumulation of water would have a detrimental effect on a ravine or an environmentally sensitive area; or
 - (f) To a location or in such a way as to cause or have potential to cause a nuisance, hazard or damage.
- (32) No person shall alter the surface elevations or surface grades of any land such that:
- (a) It may cause or have potential to cause a nuisance, hazard or damage; or
 - (b) It may adversely affect the stability of a slope or top of bank.
- (33) No person, except with authorization of the Engineer, shall alter the surface elevations or surface grades within a Town right-of-way.

6. PENALTIES:

- (34) Any person, who contravenes any provision of this by-law, is punishable on summary conviction by a fine of not less than \$500.

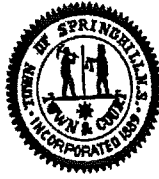
7. DATE:

The effective date of this by-law is September 1, 2009.

8. APPENDIX:

A. Culvert Installation Permit and 2009 Fee schedule

Appendix A



Town of Springhill
DEPARTMENT OF ENGINEERING & PUBLIC WORKS
CULVERT INSTALLATION PERMIT

NAME:		DATE:	
ADDRESS:		PHONE:	
	Springhill, NS B0M 1X0		

Qty	Description	2009 Unit Price	TOTAL
	300 mm 12 x 20 culvert R320 PLASTIC	105.00	
	375 mm 15 x 20 culvert R320 PLASTIC	132.00	
	450 mm 18 x 20 culvert R320 PLASTIC	214.83	
	525 mm 21 x 20 culvert R320 PLASTIC	243.00	
	600 mm 24 x 20 culvert R320 PLASTIC	299.00	
	300 mm 12" collar/coupler R320 PLASTIC	7.26	
	375 mm 15" collar/coupler R320 PLASTIC	13.48	
	450 mm 18" collar/coupler R320 PLASTIC	25.00	
	525 mm 21" collar/coupler R320 PLASTIC	34.00	
	600 mm 24" collar/coupler R320 PLASTIC	34.00	
	BASE CHARGE (To assist with material costs)	\$50	\$50
	PERMIT FEE	\$50	\$50
		SUBTOTAL	
		HST	
	G/L Account 123 2310	TOTAL	

Approved: Brian Herteis, P.Eng. _____ Date: _____
--

November 24, 2009

A regular meeting of the Springhill Town Council was held on the above date at 7:00 p.m.

PRESENT:

Mayor Allen Dill

Councillors : Jack MacDonald, Doug Dobson and Norman Rushton. John Boyle, Director of Finance filled in for Don Tabor, CAO

ABSENT: Councillor Fisher

Moved Councillor MacDonald, seconded Councillor Dobson that the agenda be accepted as presented.

MOTION CARRIED

Moved Councillor MacDonald, seconded Councillor Rushton that the minutes of October 27, 2009 be approved as distributed.

MOTION CARRIED

PRESENTATION: None

BUSINESS FROM THE MINUTES

ANIMAL CONTROL BYLAW

Mayor Dill expressed thanks to everyone for coming to the special meeting of November 18, 2009 regarding the Animal Control By-law. As a result of the meeting, notes have been taken and changes will be made to the bylaw to ensure that the Town has a good Animal Control Bylaw. Councillor Dobson commended the Committee for their work on this bylaw.

CORRESPONDENCE – None

HEALTH AND SAFETY POLICY – TOWN OF SPRINGHILL

Moved Councillor Dobson, seconded Councillor MacDonald that the (attached) policy be accepted as distributed.

MOTION CARRIED

DISTRIBUTION OF FILL MATERIAL – TOWN OF SPRINGHILL

Moved Councillor Dobson, seconded Councillor Rushton that the (attached policy) be accepted as distributed.

MOTION CARRIED

REPORTS

All reports were received and highlights read:

(1) Springhill Police Services

(2) Building and Property Services

Pat Boyce, Director of Building and Property Services, has requested Council's permission to exceed the original budget amount of \$15,000.00 to \$35,000 to demolish four buildings which the town acquired at the last tax sale. Council agreed to defer this request until further clarification.

(3) Department of Engineering and Public Works

Brian Herteis, Director of Engineering and Public Works, advised subject to Council approval, SNC-Lavalin Inc., consulting engineers has been recommended to provide the engineering services for the replacement of the new ultraviolet disinfection system at the Waste Water Treatment Plant. The estimated engineering cost including expenses is \$21,470.

Moved Councillor Rushton, seconded Councilorl MacDonal to proceed with the project.

MOTION CARRIED

(4) Tax Collection

(5) Animal Control

(6) Springhill Leisure Services

PLACED ON FILE

NEW BUSINESS

CAPITAL BUDGET – 2009 - 2014

Moved Councillor Dobson, seconded Councilor MacDonal that Capital Budget 2009-2014 be approved. (see attached)

MOTION CARRIED

TEMPORARY BORROWING RESOLUTION

TOWN OF SPRINGHILL 750,000 File No. General

WHEREAS Section 65 of the Municipal Government Act provides that the town of Springhill, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations, may borrow to expend funds for a capital purpose authorized by statute;

AND WHEREAS clause 65 of the Municipal Government Act authorizes the Town of Springhill to expend funds for the capital purpose of:

- Computer Hardware & Software
- Police vehicle- 2008 Ford Expedition
- Public Works vehicle- 2008 Chevrolet Silverado
- Public Works Garage
- Public Works- 2009 Cat Backhoe
- Police – Video Monitoring Equipment
- Library- Siding
- Main St Sewer Extension
-

AND WHEREAS the specific amounts and descriptions of the projects are contained in Schedule “A”(attached);

BE IT THEREFORE RESOLVED

THAT under the authority of Section 65 of the Municipal Government Act, the Town borrow a sum or sums not exceeding Seven Hundred and Fifty Thousand Dollars(750,000) in total for the purpose set out above, subject to the approval of the Minister of Service Nova Scotia and Municipal Relations;

THAT the sum be borrowed by the issue and sale of debentures of the Town to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Town borrow from time a sum or sums not exceeding Seven Hundred and Fifty Thousand Dollars (750,000) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding One Year(1) from the date of the approval of the Minister of Service Nova Scotia and Municipal Relations of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid in One (1) annual principal instalment of Seven Hundred and Fifty Thousand Dollars(\$750,000) each, together with the interest thereon, the instalment to be paid on or before one year from the date on which this resolution shall have been approved by the Minister of Housing and Municipal Affairs, unless debentures are sooner issued and sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Town of Springhill held on the 24th day of November 2009.

GIVEN under the hands of the Mayor and the Clerk and under the seal of the Town this 24th day of November 2009.

Mayor

CAO

Moved Councillor Rushton, seconded Councillor MacDonald that the Temporary Borrowing Resolution be approved.

MOTION CARRIED

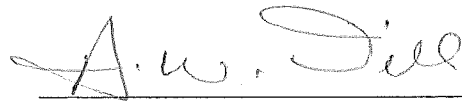
REQUEST FROM POLICE COMMISSION

A request for additional funding was received from the Chairman; J.D. Alderson, Springhill Police Commission, for an additional \$600 to be added to the Commission's budget. The Police Commission would like to complete a town wide survey regarding service delivery by the Springhill Police Service.


Moved Councillor MacDonald, seconded Councilor Dobson that the request is granted.

MOTION CARRIED

As there was no further business, the meeting was adjourned.



Mayor Allen Dill



for **John Boyle, Director of Finance**