

**SEPTEMBER 14, 2015
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council 1 was held on Monday, September 14, 2015 at 5:00 p.m. in the Council Chambers.

PRESENT

Mayor J. Gennoe, Couns. K. Francis, D. Taylor, S. Lawand and J. MacLellan. Also present was the Town Clerk J. Eaton.

AGENDA

The Agenda was approved on motion by Coun. S. Lawand, seconded by Coun. D. Taylor. **Motion Carried.**

APPROVAL OF MINUTES

The Council I and II minutes of July 6, 2015 approved on motion by Coun. J. MacLellan, seconded by Coun. K. Francis. **Motion Carried.**

PLANNING DIRECTOR: MONTHLY ACTIVITY REPORT – AUGUST

Planning Director R. Burek presented Council with both the Building and Sub-Division Status Reports for the month of August (attached).

Questions/Comments: None

APPOINTMENTS:

Mayor J. Gennoe read the following appointments:

Mike MacKenzie – Building Official (previously appointed)

Glen LeLacheur – Building Office (spare back-up as needed)

New Employee – Emily Jones – Dangerous & Unightly Premises Administrator.

Coun. J. MacLellan made a motion for new employee Emily Jones for Dangerous & Unightly Premises, seconded by Coun. D. Taylor. **Motion Carried.**

Coun. D. Taylor questioned amount of time spent with unsightly premises.

R. Burek responded that within the three municipalities, there is approximately 40 – 45 ongoing files with varying issues / time commitments. It's a complaint-driven process. However, if Council wants staff to be more proactive with unsightly premises, a policy should be in place to provide staff with criteria / guidelines to follow when they are out in the field.

Coun. J. MacLellan commented that all three municipal units should adopt same policy; R. Burek agreed.

Coun. D. Taylor made motion to accept the Monthly Activity Report for August, seconded Coun. J. MacLellan. **Motion Carried.**

New Employee – Emily Jones – Fire Inspector

Fire Chief, Dwight Campbell – Fire Inspector

Coun. D. Taylor made motion to appoint Emily Jones and Dwight Campbell as the Fire Inspectors, seconded by Coun. J. MacLellan. **Motion Carried.**

R. Burek provided explanation on the roles of the Fire Inspector.

Note: Jamie Simpson, Stellarton and Tom Steele, Westville are registered to become Fire Inspectors – future consideration and stand-by.

FIRE CHIEF MONTHLY ACTIVITY REPORT

Deputy Fire Chief Mike O'Sullivan read the monthly activity report for August 2015, attached.

Coun. J. MacLellan moved to receive the Fire Department's Monthly Activity Report for August 2015, seconded by Coun. S. Lawand. **Motion Carried.**

RECREATION DIRECTOR MONTHLY ACTIVITY REPORT

Recreation Director P. Corbin presented the Monthly Activity Report, September 2015, (attached), highlighting:

- Recreation Facilities: The Dorrington Complex repairs to washroom estimate costs \$9,588; Sport Fields maintenance information
- Homecoming Festival: requesting budget and responsibilities under the Recreation Department; Town Clerk J. Eaton suggested deferring this issue to a later meeting in order to consider all factors. Coun. D. Taylor agreed that more discussion is required prior to making a decision.
- Stellarton Memorial Rink; information package to be sent out this week.
- Website updates.
- Summer programming – positive feedback
- Joint Occupational Health and Safety – inspections, and training requirements

Coun. D. Taylor made a motion to accept the Recreation Director's Monthly Activity Report for September 2015, seconded by Coun. S. Lawand. **Motion Carried.**

Questions/Comments:

Coun. D. Taylor asked Recreation Director for updates on:

- The Community Garden
- Summer Soccer
- Track and Field information
- Portable toilets at ball field

Recreation Director P. Corbin commented on the Portable toilet at Evansville field being cost shared with the league and Recreation this season; looking at how to improve services for next year. He went on to report that the Dorrington Ball Field users had two portable toilets during the season when their bathrooms were out of order.

Coun. K. Francis asked about fall programs or a list of activities.

Recreation Director P. Corbin reported that most information is listed on the Highland Connect website, which is advertised on Stellarton's webpage.

Coun. S. Lawand commented re Family Day in February; P. Corbin stated that a Winter Activity will be planned for that day.

Coun. K. Francis gave positive remarks on the 55 Plus Games; Opening Ceremonies coming up at the Wellness Centre.

Recreation Director P. Corbin reported that the Fusion Festival is happening in Stellarton on September 26, planning on holding outdoors by the NSCC in the Allan Park.

ACTIVE PICTOU COUNTY JULY & AUGUST REPORT

Active Pictou County Report provided to Council (attached).

TOWN ENGINEER: MONTHLY ACTIVITY REPORT – PUBLIC WORKS

Town Engineer B. Funke presented the Transportation and Property Monthly Activity Report for August 2015, attached.

Comments / Questions:

Coun. S. Lawand made motion to accept the Town Engineer's Monthly Activity Report for August 2015, seconded by Coun. K. Francis. **Motion Carried.**

Mayor J. Gennoe asked for a motion of payment for the **TOWN HALL ACCESSIBLE BATHROOM.**

Coun. J. MacLellan motioned to accept the lowest bid for the Town Hall Accessible Bathroom with D. C. Sartoris for \$13,800, seconded by Coun. D. Taylor. **Motion Carried.**

Sewer Cleaning – Atlantic Industrial Cleaners - \$30,691.37

Mayor J. Gennoe asked for a motion of payment for the Sewer Cleaning.

Coun. J. MacLellan motioned to accept the lowest bid for Sewer Cleaning from Atlantic Industrial Cleaners at \$30,691.37, seconded by Coun. D. Taylor. **Motion Carried.**

Lourdes Area Postal Sites – Site Plan

Mayor J. Gennoe referred to the Postal Sites planned for the Lourdes area provided by Canada Post.

Discussion / Comments:

Coun. J. MacLellan questioned if this was final, if on Town owned land or private property, have people been notified?

Town Engineer B. Funke reported that all the sites were reviewed; all sites are on public property and are acceptable in his opinion; Canada Post is responsible for adequate lighting; Canada Post meets all bylaw requirements re traffic.

Town Hall – Front Exterior – Pictou County Glass - \$7,000.

Coun. J. MacLellan motioned to proceed with awarding the tender to Pictou County Glass to perform the exterior work on the front of the Town Hall in the amount of \$7,100.00, seconded by Coun. D. Taylor. **Motion Carried.**

Mayor J. Gennoe reported that the 55 Plus Games made a request to the Town to supply 6 flower pots, having the Public Works deliver them to the Wellness Centre on September 16, and pick back up on September 21. Council agreed to this request.

TOWN ENGINEER: MONTHLY ACTIVITY REPORT – WATER UTILITY

Town Engineer B. Funke presented the Monthly Activity Report for the Water Utility (attached) for August 2015.

Comments / Questions:

Coun. K. Francis comments re Foord Street construction, business concerns with flooding. Town Engineer B. Funke provided information on infrastructure and work being done on Foord Street, addressing different issues that come with construction.

Coun. D. Taylor comments on all the work being done throughout the Town, very exciting; extended her appreciation to Town staff.

Coun. K. Francis made a motion to accept the Town Engineer's Monthly Activity Report for the Water Utility for August 2015, seconded by Coun. D. Taylor. **Motion Carried.**

Water Treatment Plant – Intake Tenders: Dexter Construction - \$123,700.

Coun. D. Taylor made motion to award the Water Treatment tender for a new intake to Dexter Construction for \$123,700.00, seconded by Coun. J. MacLellan. **Motion Carried.**

NEXT MEETING

Next meeting of Stellarton Town Council I will be October 5, 2015 at 5:00 p.m.

OPEN FORUM

None.

ADJOURN

Meeting adjourned at 5:55 p.m.

MAYOR

TOWN CLERK