

**DECEMBER 4, 2017
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council 1 was held on Monday, December 4, 2017 at 5:30 p.m. in the Council Chambers.

PRESENT

Mayor D. MacGrillivray, Couns. B. Knight, S. Lawand, and G. Pentz. Also present was the Town Clerk J. Eaton.

Regrets Coun. S. Campbell

AGENDA

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

DECLARATION: CONFLICT OF INTEREST

None.

APPROVAL OF MINUTES

The minutes from November 6, 2017 were approved on motion by Coun. B. Knight, seconded by Coun. S. Lawand. **Motion Carried.**

BUSINESS FROM PREVIOUS MEETINGS:

Ratify: Sunrise Realty, Cathy Covey – 1 Year Extension

Coun. B. Knight motioned to approved Sunrise Realty, Cathy Covey, a 1 Year Extension on the contract for the commercial sales for Stellarton including the Stellarton Albion Business Park, seconded by Coun. G. Pentz. **Motion Carried.**

Ratify: Senior Christmas Party – Estimate Cost \$600.00

Mayor D. MacGillivray asked for motion to continue with the two Senior Christmas parties; successful last year.

Coun. B. Knight made motion to go ahead with Seniors' Christmas parties, seconded by Coun. S. Lawand. **Motion Carried.**

PLANNING / BUILDING INSPECTOR MONTHLY ACTIVITY REPORT

Mayor D. MacGillivray reported that there was little activity in the month of November; the report was submitted via email.

Coun. S. Lawand motioned to accept Planning / Building Inspector monthly activity report as received, seconded by Coun. B. Knight. **Motion Carried.**

FIRE CHIEF:

MONTHLY ACTIVITY REPORT

Fire Deputy Chief M. O'Sullivan read the monthly activity report for November 2017, attached.

Coun. G. Pentz moved to receive the Fire Department's Monthly Activity Report for November 2017, seconded by Coun. B. Knight. **Motion Carried.**

Coun. S. Lawand asked about the low numbers responding. Deputy Chief M.

O'Sullivan replied that many of the calls were during the day; difficult for those working days to respond to calls.

RECREATION DIRECTOR MONTHLY ACTIVITY REPORT

Recreation Director P. Corbin presented the Monthly Activity Report, December 2017, (attached), highlighting:

- Facilities; Valley Woods Playground, Dog Park
- Website
- Stellarton Rink
- Committees; Recreation Committee
- Christmas Tree Lighting
- Volunteer Awards
- Work Plan

Comments \ Questions:

- Mayor D. MacGilivray re Valley Woods Playground equipment; capital projects complete.
- Coun. B. Knight re directional signs for new Dog Park
- Prime time rink rentals
- Work Plan has been endorsed by Recreation Committee; will include Website
- Accessibility Audit; costs need to be determined; then grant application
- Coun. S. Lawand re communication via emails when projects are completed; annual Christmas Tree Lighting sound concerns. P. Corbin commented that the pavilion structure made out of aluminum, creates some distortion for wireless mics.
- Coun. S. Lawand re Christmas Tree Lighting event could be longer, possibly more carol singing or music playing
- Coun. S. Lawand re Work Plan; Safe Cycling routes; Audit on sidewalks and crosswalks; paved trails consideration
- Coun. B. Knights re safe bike routes

Coun. B. Knight made motion to accept Recreation Director's Monthly Activity Report, seconded by Coun. S. Lawand. **Motion Carried.**

2017-2018 WORK PLAN FRAMEWORK

Coun. S. Lawand motioned to accept the Work Plan for the Recreation Committee, seconded by Coun. B. Knight. **Motion Carried.**

TOWN FLAG

Recreation Director P. Corbin submitted to Council the quote for Town Flags; 18" x 36" size is \$33.25 each before taxes.

Coun. G. Pentz made motion to purchase 20 Town Flags size 18" x 36", seconded by Coun. B. Knight. **Motion Carried.**

Coun. S. Lawand re banners for poles; P. Corbin to obtain quotes.

TOWN ENGINEER REPORTS

MONTHLY ACTIVITY REPORT – PUBLIC WORKS

Town Engineer B. Murray presented the Monthly Activity Report, Public Works, attached, highlighting:

- Public Property; Christmas Decorations; Mine Subsidence Fence; Town Barns; Library
- Stellarton Memorial Rink
- Mechanical Equipment
- Street Paving – tentative paving schedule attached

Comments / Questions

- Coun. B. Knight re rink condenser leak

- Mayor D. MacGillivray re Town Barn overhead door; B. Murray replied that issues such as safety requires replacement of the door; prep work needed before contractor installs the door
 - Pleasant Street should be completed before winter
 - Coun. S. Lawand re Christmas decorations; money for extending decorations. B. Murray reported that the wreaths go from roundabout to just past Sobeys; Town Hall, Town Square and Allen Park
 - Coun. S. Lawand re spot light in Valley Woods Park. B. Murray stated that cheque has been sent to NS Power, installation should occur before Christmas
 - Coun. S. Lawand re concrete blocks between Town Hall and Royal Bank; B. Murray reported that work has been completed; right of way to Stellar Street; Coun. B. Knight re signage posted
- Coun. G. Pentz made motion to accept Town Engineer Monthly Activity Report Public Works, seconded by Coun. B. Knight. **Motion Carried.**

MONTHLY ACTIVITY REPORT – WATER UTILITY

Town Engineer B. Murray presented the Monthly Activity Report, Water Utility, attached, highlighting:

- Water Quality Testing
- Distribution Water Quality
- Water Treatment Plant
- Acadia Street Sewer and Water, Acadia Avenue Project Schedule, Pleasant Avenue Project Schedule
- High Street, High Street Extension, Oxford, Poplar Water Main Installation
- St. Bernard Water and Sewer

Questions / Comments:

Mayor D. MacGillivray re curb installation; St. Bernard Street.

Coun. G. Pentz re risks in our water source. B. Murray replied that the area is very large; forestry; potential risks would be farms, spraying pesticides, bridge crossings, contamination risks.

Coun. B. Knight made motion to accept Town Engineer Monthly Activity Report for the Water Utility, seconded Coun. G. Pentz. **Motion Carried.**

GRANT STREET – DITCHING ESTIMATES

Town Engineer B. Murray provided estimates for construction of a ditch on Grant Street, east side; tree removal, machine rental, culverts and gravel; estimate totals \$5,280.00 excluding HST. This will provide drainage on the east side.

Coun. S. Lawand re updating residents. B. Murray informed residents re plans.

Coun. S. Lawand motioned to go ahead with installing ditch on Grant Street, estimated at \$5,280.00 plus HST, seconded by Coun. B. Knight. **Motion Carried.**

TOWN HALL – BALUSTRADE – ESTIMATE - \$10,000.00

Town Engineer B. Murray re the rail in the Town Hall; too low, does not meet Building Code Regulations; wanted to bring it up to standard; issue brought up by the Town's Occupational Health and Safety Committee.

Mayor D. MacGillivray re five-year budgetary plan for Town Hall.

Coun. G. Pentz made motion for Town Engineer to bring railing up to Building Code guidelines, seconded by Coun. S. Lawand. **Motion Carried.**

ALBION BUSINESS PARK: 2 LETTERS OF INTENT – LOT 61 AND LOT 67B

Mayor D. MacGillivray re approval for Mayor and Town Clerk to sign these documents.

Coun. S. Lawand motioned for Mayor and Town Clerk to sign the Letters of Intent on behalf of Stellarton, seconded by Coun. B. Knight. **Motion Carried.**

TWIN RIVERS PROPERTIES, BLAIR VAN VELD: LETTER OF CONCERN

Mayor D. MacGillivray reported on letter from Blair Van Veld of Twin Rivers Properties, with concerns on the road conditions in the Twin Rivers Trailer Park. Mayor D. MacGillivray commented on the priority list for street paving in the Town; Red (needs work right away), Yellow (soon), and Green; these streets are currently Yellow-Orange; close to the Red List. Council's policy is not to pave roads until they reach the Red List. Town Engineer will respond in writing of Council's paving policy / priority list; fair process.

NEXT MEETING

Next Council I meeting will be January 8, 2018 at 5:30 p.m.

OPEN FORUM

Brian Atkinson comments:

- Albion Industrial Park, signage identifying Lot numbers.

ADJOURN

Meeting adjourned on motion by Coun. G. Pentz at 6:25 p.m.

MAYOR

TOWN CLERK