

JANUARY 8, 2018
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council 1 was held on Monday, January 8, 2018 at 5:30 p.m. in the Council Chambers.

PRESENT

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

AGENDA

The Agenda was approved as amended to include Non Union Staff Labour Hour Bank and Nova Scotia Power, on motion by Coun. G. Pentz, seconded by Coun. S. Lawand.

Motion Carried.

DECLARATION: CONFLICT OF INTEREST

None.

APPROVAL OF MINUTES

The minutes from December 4, 2017 were approved on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **Motion Carried.**

FOR THE RECORD

Town Council met In-Camera prior to meeting.

BUSINESS FROM PREVIOUS MEETINGS:

Ratify: Hiring Engineer Student, Dan Campbell, effective Jan. 3, 2018

Coun. G. Pentz motioned to ratify the hiring of Engineer Student Dan Campbell, effective January 3, 2018, seconded by Coun. B. Knight . **Motion Carried.**

PLANNING / BUILDING INSPECTOR MONTHLY ACTIVITY REPORT

No Report this month.

FIRE CHIEF:

MONTHLY ACTIVITY REPORT

Fire Chief D. Campbell read the monthly activity report for December 2017, attached. Coun. B. Knight moved to receive the Fire Department's Monthly Activity Report for December 2017, seconded by Coun. G. Pentz. **Motion Carried.**

RECREATION DIRECTOR

MONTHLY ACTIVITY REPORT

Recreation Director P. Corbin presented the Monthly Activity Report, January 2018, (attached), highlighting:

- Facilities; Albion Sledding Hill, Old Foster Trail
- Website
- Stellarton Rink
- Committees; Recreation Committee
- Accessibility Audit
- Heritage Day Event
- Student Application for grants; hydrant painters

Comments \ Questions:

- Mayor D. MacGillivray re Old Foster Trail as a winter trail
- Coun. B. Knight re student grants;

Coun. B. Knight made motion for the Recreation Director submit application for eleven summer students, which includes hydrant painters, seconded by Coun. G. Pentz. On the question, Mayor MacGillivray asked if there were enough hydrants left to be painted. Recreation Director P. Corbin recommended waiting to see how many grants are approved prior to making final hiring decisions. Coun. B. Knight modified motion not to limit painting duties to hydrants only. Mayor D. MacGillivray clarified motion, for eleven summer students, seven Recreation students, two Community in Bloom, and possibly two painters; only grant applications; can change numbers in future. **Motion Carried.**

- Recreation Director re website should go live this month
- Coun. B. Knight re policy for website; users, etc. Will work with Recreation Director developing policy
- Coun. B. Knight re program above Library. Recreation Director provided information on "Dream Candy", Open House will take place this Saturday; Child and Youth program
- Coun. S. Lawand re Heritage Day Event; February 19, 2018
- Information on Accessibility Training; waiting for cost information

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

TOWN ENGINEER REPORTS

MONTHLY ACTIVITY REPORT – PUBLIC WORKS

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

- Engineering; Asset management; Engineering Students
- Public Property; Mine Subsidence Fence; Grant Street drainage
- Stellarton Memorial Rink
- Mechanical Equipment
- Snow Removal and Ice Control

Comments / Questions

- Mayor D. MacGillivray re maps / information for website.
- Mayor D. MacGillivray re Engineering Student Thomas Bucher; sending a gift card to him.

Coun. B. Knight made motion to send \$100 gift card to Thomas Bucher as appreciation for his work with the Town, seconded by Coun. G. Pentz. **Motion Carried.**

- Mayor D. MacGillivray re fencing budget. Town Engineer confirmed that it came under budget, \$50,000 - \$60,000 range.
- Coun. S. Lawand re mine subsidence. Town Engineer B. Murray provided information on testing and research.
- Coun. S. Lawand re Grant Street drainage and contacting affected residents.
- Coun. S. Lawand re sidewalk plows, break downs.

Coun. S. Campbell made motion to accept Town Engineer Monthly Activity Report Public Works, seconded by Coun. S. Lawand. **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
- St. Bernard Water and Sewer

Questions / Comments:

- Mayor D. MacGillivray re St. Bernard Street paving
- Mayor D. MacGillivray re new heater, capital or operating budget. Town Engineer stated that it was a necessary purchase item

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

NON UNION STAFF LABOUR HOUR BANK

Mayor D. MacGillivray read Policy for Non Union Staff Labour Hour Bank:

- Policy applies to all non-union staff.
- All non-union staff can accumulate hours in the Labour Hour Bank.
- Maximum of 40 hours in the Labour Hour Bank.
- Hours in the bank can be replenished at any time throughout the fiscal / calendar year. Once an employee uses hours from the bank, they are immediately eligible to bank hours again, up to the maximum of 40 hours.
- Once 40 hours is accumulated, then hours must be used (reducing the bank to less than 40 hours) before additional hours can be accumulated.
- Must be accumulated outside regular office hours (i.e. staying for lunch or staying an hour late do not count).
- Attending Council I and Council II, Rink Commission, Police Commission, and Recreation meetings is part of the regular job description for Town Clerk, Engineer, and Recreation Director. Therefore, they are not eligible hours for the Labour Hours Bank.
- Hours worked for the Labour Hour Bank must be pre-approved by supervisor, whenever practical or possible to do so.
- Using Labour Hour Bank time (i.e. taking the time off) must be pre-approved by supervisor.
- Minimum time worked for bank is one (1) hour. Any time less than one hour is not eligible for the bank. (i.e. dropping by the office in the evening for twenty minutes would not be eligible for the bank; it must be at least one hour to be banked).

Coun. G. Pentz made motion to approve the Non Union Staff Labour Hour Bank Policy, seconded by Coun. B. Knight. **Motion Carried.**

NOVA SCOTIA POWER

Coun. G. Pentz commended Nova Scotia Power on their proactive approach to the recent storm; they were very well prepared; and made motioned to send letter of appreciation to Nova Scotia Power, seconded by Coun. B. Knight. **Motion Carried.**

NEXT MEETING

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

OPEN FORUM

Brian Atkinson comments:

- Wellness Centre; quarterly statements should be accessible to public

ADJOURN

Meeting adjourned on motion by Coun. B. Knight at 6:25 p.m.

MAYOR

TOWN CLERK