

FEBRUARY 5, 2018
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council 1 was held on Monday, February 5, 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 Guest Book for Blayre Turnbull and hiring of a new Planning / Bylaw Officer, on motion by Coun. G. Pentz, seconded by Coun. S. Lawand. **Motion Carried.**

DECLARATION: CONFLICT OF INTEREST

None.

APPROVAL OF MINUTES

The minutes from January 8, 2018 were approved on motion by Coun. S. Campbell, seconded by Coun. B. Knight. **Motion Carried.**

FINANCIAL REPORTS TO DECEMBER 2017

COUNCIL EXPENSE REPORT TO DECEMBER 2017

Brenda MacKay presented the Financial Reports to December 2017 and the Council Expense Report to December 2017. Reports attached and on Website.

Mayor D. MacGillivray noted that the Town is on track financially.

Coun. S. Lawand re generating more income for the Rink.

BUILDING INSPECTOR: MONTHLY ACTIVITY REPORT

Monthly Activity Report presented; one permit application.

Mayor D. MacGillivray reported that Rachel MacLean was hired as the new Planning Development and Bylaw Officer.

Coun. G. Pentz made motion to appoint Rachel MacLean as the Town's Planning Development and Bylaw Officer, seconded by Coun. S. Lawand. **Motion Carried.**

FIRE CHIEF:

MONTHLY ACTIVITY REPORT

Fire Chief D. Campbell read the monthly activity report for January, attached.

Mayor D. MacGillivray commented on the Firefighters Annual Banquet; extended Council's congratulations to Deputy Chief Mike O'Sullivan for 25 years; Nathan Smith for 15 years; Kenny Gordon for 10 years; Bobby Dean for 10 years; and Coun. Simon Lawand for 5 years.

Coun. G. Pentz moved to receive the Fire Department's Monthly Activity Report for January 2018, seconded by Coun. B. Knight. **Motion Carried.**

RECREATION DIRECTOR

MONTHLY ACTIVITY REPORT

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

- Facilities; Albion Baseball Field net
- Website
- Stellarton Rink

- Committees; Recreation Committee, Homecoming
- Communications Policy
- Heritage Day Event
- Volunteer Nominations

Comments \ Questions:

Mayor D. MacGillivray re net at the Albion Ball Field. P. Corbin reported that net needs to be replaced.

Mayor D. MacGillivray provided comments on the Town's new website; open and transparent; reports posted; live streaming planned; videos included.

Coun. B. Knight re duties of the Recreation Director; thanked P. Corbin.

Coun. G. Pentz re Heritage Day / Family Day event. P. Corbin provided details of the event; costs approximately \$1,200 plus HST.

Coun. S. Lawand comments; preferred outdoor event, weather pending; continue building on Family Day to evolve to something larger, i.e. Winter Carnival.

Coun. B. Knight comments; alternative activities.

Coun. G. Pentz made motion to approve \$1,200 plus HST for Family Day event to be held at the Sobey Indoor Sports Complex, seconded by Coun. B. Knight. **Motion Carried.**

Coun. S. Campbell comments re outdoor activity; have more than one activity.

Discussion re future events to include outdoor activities.

Coun. S. Lawand commented on new Website; requests for more pages added for Police, Public Works, Shared Services, and Commissions / Committees in Town; photo and history of the Memorial Rink; photos of sports fields and contact information; Dog Park; Trail information; links; include the Reserves in Financials; profiles on existing businesses (in future); Zoning maps, etc. P. Corbin commented on relevant information to be included on website.

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

DRAFT POLICY – USE OF OFFICIAL WEBSITE AND SOCIAL MEDIA

Coun. B. Knight made motion to appoint Paul Corbin, Recreation Director, as Communications Officer, seconded by Coun. G. Pentz. **Motion Carried.**

Council reviewed Use of Official Website and Social Media Policy, attached. Discussion / Comments:

Coun. S. Lawand re Item 4.a.; recommends having information going to Council for approval prior to posting.

Discussion commenced for establishing guidelines

Coun. S. Lawand re Item 4. e.; Council having separate social media accounts. P. Corbin clarified that only when individuals are on Council, their pages can be followed, but not when they are no longer on Council.

Coun. S. Lawand 4. f.; formats; P. Corbin stated that this is for in-house purposes.

Coun. G. Pentz made motion to approve the Use of Official Website and Social Media Policy, seconded by Coun. B. Knight.

Coun. S. Lawand agreed contingent upon establishing guidelines.

Motion Carried.

TOWN ENGINEER REPORTS

MONTHLY ACTIVITY REPORT – PUBLIC WORKS

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

- Engineering; Projects
- Public Property; Mine Subsidence Fence; Town Hall; Community Centre
- Stellarton Memorial Rink
- Mechanical Equipment

- Snow Removal and Ice Control

Comments / Questions:

Mayor D. MacGillivray re ice build-up at the bottom of St. Bernard. Town Engineer will look into it.

Coun. B. Knight re Community Centre flooding; installing other drainage. B. Murray will be looking into solutions.

Coun. S. Lawand re St. Bernard Street costs. B. Murray stated the scope will be included in current budget.

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
- Water Withdrawal Permit

Questions / Comments:

Coun. S. Lawand re Stellar Street residents. Town Engineer B. Murray reported that residents are being kept informed of work that will occur.

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

STREET LIGHT ANALYSIS REPORT

Town Engineer B. Murray provided Council with copies of the Street Light Analysis Report. The object of the report was to measure existing street light intensities throughout the Town. Other items in report included:

- list of street lights that were in need of repair
- maps
- dark areas that did not meet necessary requirements
- recommendations and costs associated

Comments:

Mayor D. MacGillivray to include report in budget deliberations

Coun. B. Knight re the advantages of hiring students for projects like this.

Coun. S. Lawand re concerns at S. Foord crosswalk near Weir Avenue.

CONFIRM AND ADOPT: REVISED UPDATED STELLARTON STRATEGIC PLAN

Mayor D. MacGillivray reiterated Council's decision to leave Strategic Plan on the Town's Website for another month in order to receive any public feedback, prior to confirm and adopt.

COUN. S. LAWAND: EMERGENCY PLAN FOR STELLARTON POWER OUTAGES AND NATURAL DISASTERS

JOHN DAVISON: REMC PICTOU REGION

Coun. S. Lawand referred to recent power outage; received concerns from residents. He recommends Council be aware of the Emergency Plan for Stellarton. Nova Scotia Power has set up warming site at their Bridge Avenue location in the past. Mayor D. MacGillivray introduced John Davison, REMO Officer for Pictou County to provide information.

Mr. Davison presented slides highlighting:

- Emergency Management, Planning and Response to Partnerships among Governments and Private Partners to enhance the safety and wellbeing of Nova Scotians

- Building partners
- Effective Emergency Preparedness, Education and Coordinated Emergency Responses
- Working with Municipal Authorities
- Provides advice to citizens through advertising, education, tradeshow, public presentations and media relations
- Preparedness for 72 hours
- Know the risks; flooding, fires, hurricanes, chemical spills, etc.
- Make a plan; personal support network; prepare an emergency kit
- Food safety
- Critical Customer Care Program for those on life support systems
- Alternate heat source; Turn off electronics
- Generator safety
- Evacuation routes
- Provide an organized structure to support the response to the emergency as much as possible
- Provide for the continuation of normal municipal services
- Establish roles and responsibilities
- REMO Command Centre for Pictou County is the New Glasgow Police Services Station and the Municipality Council Chamber in Pictou
- Emergency response procedures, standards
- Nova Scotia 211 as an information source
- Power outage plans; situational
- Comfort Centres; shelters, requirements; Community Services; EMO Nova Scotia; cautious

Comments:

Coun. S. Lawand re a mechanism established in these situations to assist public; need to have an emergency plan to activate.

Coun. S. Campbell re contact information, phone number for citizens to call. Mr. Davison replied that 211 could assist.

Mayor D. MacGillivray asked Town Engineer if an emergency plan exists.

Coun. G. Pentz suggested having the Fire Department be on hand for future power outages; let public know that its open.

Fire Chief D. Campbell comments; the Fire Department is set up for any disaster within 72 hours, the Hall is open, power is on, contacts for food; however for short power outages, there is nothing in place; but the volunteers can bring people the Fire hall if needed/requested.

GUEST BOOK FOR BLAYRE TURNBULL

Coun. S. Lawand spoke with several residents re doing something to show their support for Olympian Blayre Turnbull; a Guest Book has been purchased where people can sign and write messages of support, also recommended getting signatures on the Town Flag.

Guest Book and Town Flag will be at the Town Hall for people to sign.

NEXT MEETING

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

OPEN FORUM

Brian Atkinson comments:

- Safety issues; Blue Acres flooding; NSCC possible location
- Highway signage
- Stellarton's Website; surveys/questions/comments on website

STELLARTON TOWN COUNCIL 1
FEBRUARY 5, 2018

ADJOURN

Meeting adjourned on motion by Coun. G. Pentz at 7:15 p.m.

MAYOR

TOWN CLERK