

JUNE 11, 2018
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, June 11, 2018 at 5:30 p.m. in the Council Chambers.

PRESENT

Mayor D. MacGillivray, Couns. B. Knight, S. Lawand, S. Campbell and G. Pentz. Also present was the Town Clerk S. Higdon.

1. AGENDA

The Agenda was approved as amended to include 8.1. PAC Citizen Appointment, on motion by Coun. S. Lawand, seconded by Coun. B. Knight. **Motion Carried.**

2. APPROVAL OF MINUTES

The minutes from May 14, 2018 were approved on motion by Coun. G. Pentz, seconded by Coun. S. Campbell. **Motion Carried.**

3. BUSINESS FROM PREVIOUS MINUTES

None

4. DREAM CANDY – WELCOME & PRESENTATION

Mayor D. MacGillivray welcomed Deelle Hynes, Executive Director of Dream Candy, gave brief presentation; a Youth Self Development organization; what it does; it's numbers; community involvement; nonprofit ; funding possibilities.

5. PRESENTATION – 2018-2019 BUDGETS

Town Accountant B. MacKay presented the 2018-2019 budgets, attached; General Operating Budget; no change in the tax rate; Operating Budget for the Memorial Rink; Water Utility Operating Fund; General Capital Fund; Capital Plan for Memorial Rink; Capital Plan for Water Utility

Comments / Questions

Mayor D. MacGillivray re balanced budget; no change in tax rates; potential growth in the Albion Business Park and Cannibus Plant.

Town Clerk S. Higdon asked Council for Resolution:

The assessment for 2018-2019 is confirmed at \$79,678,600 for commercial and \$180,316,000 for residential; with the tax rates remaining at \$1.82 per \$100 for residential and \$4.15 per \$100 for commercial. The interest on overdue taxes will be charged at the rate of prime + 5% (calculated monthly).

The Operating Budget for 2018-2019 would be \$7,755,973

Capital Budget for 2018-2019 at \$913,500

Approved on motion by Councillors G. Pentz and B. Knight. **Motion Carried.**

6. REPORTS FROM THE ELECTED

a. Mayor D. MacGillivray reported on the following:

- Pictou County Wellness Centre, next meeting June 25
- Pictou County Shared Services Authority presented year end statements; audit statements will be presented in July; on budget
- Nominating Committee for REN, Board members presents the names to the Economic Development Working Group (now dismantled); names were accepted and now forms the new Pictou County Regional Enterprise Network
- Davis Day Ceremony
- Splash Pad is now turned on in the Town Square

- Habitat for Humanity, fundraising event this weekend, Silent Auction and BBQ in Pictou, Farmers Market
- b. Coun. B. Knight reported on the following:
- Budget sessions
 - Recreation Committee meeting
 - CUPE negotiations
 - MAP Conference at the Wellness Centre
 - United Way AGM
 - CHAD AGM
 - Committee of the Whole meeting
 - Meeting with Conrad LeBlanc and the Union
 - Fire Department's lobster take-out fundraiser
 - Police Commission meeting
 - Davis Day Ceremony
- c. Coun. S. Lawand reported on the following:
- Police Commission meeting
 - DEANS
 - Communities in Bloom, picnic table will arrive soon
 - Library AGM June 14
 - Glen Haven, still working on the Bylaws
 - Pictou County Economic Development Working Group, dismantled, meeting on June 21; Board members; Lenny White new Chairman
 - Homecoming meeting monthly, progressing well, Council volunteers needed for dance, asking Council to waive the fees for Food Truck
Coun. S. Lawand made motion to waive the fee for the Food Trucks participation during Homecoming, seconded by Coun. G. Pentz. **Motion Carried.**
 - PAC meeting; consideration for Service Club sign
Coun. S. Lawand made motion for a Service Club sign for the Town of Stellarton, seconded by Coun. G. Pentz. **Motion Carried.**
- d. Coun. S. Campbell reported on the following:
- Homecoming meeting; finalizing plans
 - PAC meeting
 - United Way AGM
 - Riverview Board meeting; new CEO Guy Pellerine
 - Council of the Whole meeting
 - Volunteered for Camp Day at Tim Horton's
 - Davis Day Ceremony
- e. Deputy Mayor G. Pentz reported on the following:
- Pictou Engineers 144 Wing
 - Sports Hall of Fame meeting
 - CUPE negotiations
 - Nova Scotia Community College Graduation ceremonies
 - Davis Day Ceremony

REPORTS FROM STAFF

- a. Rachael McLean, Planner, not present, Council reviewed Report on Current Planning Tasks, attached, highlighting Matters in Progress:
- Development Agreement – Marshal White; Public Hearing
 - Rezoning Process - Bridgeway Academy / Sharon St. John United Church

- Asset Management Plan; Asset Management Policy drafted and presented to PAC.
- Downtown Gateway Signage
- Civic Numbering

Coun. S. Lawand motioned to accept report as written, seconded by Coun. S. Campbell. **Motion Carried.**

b. Fire Chief D. Campbell presented the monthly activity report for May, attached. Coun. G. Pentz moved to receive the Fire Department's Monthly Activity Report for May 2018, seconded by Coun. B. Knight. **Motion Carried.**

Mayor D. MacGillivray thanked Fire Department for new sign at the Memorial Rink; and lobster supper fundraiser .

c. Paul Corbin, Community Development and Recreation Director presented the Monthly Activity Report, June 2018, (attached), highlighting:

- Facilities; Albion Trail, City Reporter / Software, Stellarton Memorial Rink, Rick Crowe Memorial Lob Ball Field
- Website; Social Media
- Committees; Recreation Advisory Committee, Homecoming
- Funding
- Walkability
- Davis Day
- Summer Students
- Atlantic Recreation Facilities Conference and Trade Show

Comments \ Questions:

Mayor D. MacGillivray comments: repairs to Albion lights; costs for Rick Crowe Field fencing; condition of soccer fields; website usage; Call for Concepts accessibility grant timelines; Walkability; Day Camp summer program.

P. Corbin re soccer fields, include in capital budget for next year for resurfacing; Coun. B. Knight re putting LED lights at ballfield. P. Corbin indicated extra costs associated; have to change all lights; long term project

Coun. S. Lawand comments: feasibility study for energy efficient lighting, possible grants.

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

d. Blaine Murray, Town Engineer, passed on condolences to the Anderson family. He presented the Monthly Activity Report, Water Utility for May 2018, attached;

Questions / Comments:

Mayor D. MacGillivray comments: water line break which crosses the East River; contractor for Cambey and Hudson; lawn restoration process. Town Engineer B. Murray reported that the existing line goes beneath the river bed; Tupper Construction will perform work on Cambey and Hudson both; contractors perform lawn restoration as per their tender contract

Town Engineer B. Murray presented the Monthly Activity Report, Transportation and Property Report, attached, highlighting:

- Engineering
- Streets
- Mechanical Equipment

Questions / Comments:

Coun. S. Lawand re street line marking; and street sweeping. Town Engineer B. Murray explained that centre line painting is separate from cross walk marking.

Mayor D. MacGillivray re future infrastructure funding; exit 24 shoulder damage and adjacent field needs attention. Town Engineer B. Murray will address issues.

Coun. G. Pentz re barrier broke by rotary, guard rail at end of MacLean Street. B. Murray will address.

Coun. G. Pentz made motion to accept Town Engineer Monthly Activity Reports for the Water Utility and Transportation and Property Report, seconded Coun. B. Knight.

Motion Carried.

8. CITIZEN APPOINTMENTS RINK COMMISSION

Town Clerk S. Higdon reported that the Doug Davidson submitted application to sit on Rink Commission.

Coun. G. Pentz made motion to accept Doug Davidson's application as member of the Rink Commission, seconded by Coun. B. Knight. **Motion Carried.**

PAC COMMITTEE

Coun. S. Lawand reported that Don Taylor submitted application to sit on PAC Committee.

Coun. Lawand made motion to accept Don Taylor's application as member of the Planning Advisory Committee, seconded by Coun. S. Campbell. **Motion Carried.**

9. FIXED TRANSIT ROUTE

Town Clerk S. Higdon re concept of a fixed transit route has been brought up at the Mayors and Warden table, determined that the four upper Towns will look at exploring the concept; the Towns of Westville, Trenton, Stellarton and New Glasgow have met; will prepare and conduct a study for a cost of \$5,000 plus HST; \$1,250 per Town plus HST towards the completion of the study upon Council approvals.

Mayor D. MacGillivray re government funding possibilities.

Coun. B. Knight re CHAD Transit Services. Mayor D. MacGillivray reported that no CHAD involvement, it will be municipally run.

Coun. B. Knight made motion to contribute the \$1,250 plus HST for transit route study, seconded by Coun. S. Lawand.

Comments on motion:

Mayor D. MacGillivray re pilot project may not require municipal funding; government money for public transit; if there is no existing ridership, which Pictou County has zero, not eligible for any government funds.

Coun. G. Pentz re past transit system, 50% funded by Province until funding was cut off which ultimately ended the transit system; be cautious.

Motion Carried.

10. CORRESPONDENCE

Town Clerk S. Higdon reported two items of correspondence received;

- (a) 211 Information and Referral Services Re: 2017 Annual Report
- (b) Big Brothers Big Sisters Bowl for Kids Sake RE: Thank you

11. COMMITTEE OF THE WHOLE REPORT

Coun. G. Pentz provided the following recommendations for Council's consideration from the Committee of the Whole meeting on May 28, 2018:

First recommendation from Committee of the Whole: Council approve the tender received from Ricoh in the amount of \$6,200 for new photocopier for the Administrative Office.

Second recommendation from Committee of the Whole: Council approve the tender received from Websters Brothers Paving and Concrete Ltd. in the amount of \$325,275.20 including HST for Capital Paving and Operational Paving.

Third recommendation via email: Council approve \$50 donation for Northumberland Regional High School for their prom night.

Coun. B. Knight made motion to accept recommendations, seconded by Coun. G. Pentz. **Motion Carried.**

12. POLICY ADOPTION (7 DAY NOTICE)

Coun. G. Pentz made motion to adopt the policy recommendations, seconded by Coun.

S. Campbell, which includes:

- (a) Water Collection Policy – AD-04
- (b) Audit Committee Policy – AD-05
- (c) Medical Discrimination – HR-001
- (d) Accommodation for Persons with Disabilities – HR-002
- (e) Position Announcement – HR-003
- (f) Release of Information for Employment Application – HR-004
- (g) Equal Employment Opportunities – HR-005
- (h) Reference Checks – HR-006
- (i) Orientation – HR-007
- (j) Review of Administration Policies and Procedures – HR-008
- (k) Employment of Immediate Family – HR-009
- (l) Employee Classification – HR-010
- (m) Staff Qualifications – HR-011
- (n) Pension Benefits – HR-012
- (o) Benefits Plan (Medical and Dental) – HR-013
- (p) Worker Compensation – HR-014
- (q) Life Insurance – HR-015
- (r) Employment Insurance – HR-016
- (s) Severance Pay – HR-017
- (t) Reporting Absences – HR-018
- (u) Unauthorized Absences – HR-019
- (v) Sick Leave – HR-021
- (w) Unpaid Leave of Absence – HR-022
- (x) Emergency Unpaid Leave – HR-023
- (y) Health Care Appointments – HR-024
- (z) Jury Duty/Court Duty – HR-025
- (aa) Maternity Leave – HR-026
- (bb) Parental Leave – HR-027
- (cc) Leave of Absence for Training and Professional Development – HR-028
- (dd) Inclement Weather – HR-029
- (ee) Termination for Health Reasons – HR-030
- (ff) Compassionate Leave – HR-031

Motion Carried.

13. DEVELOPMENT AGREEMENT (2nd and Final Reading)

238 Foord Street Marshal White and Cindy O'Brien; Mayor D. MacGillivray read Second and Final Reading:

“Be it resolved that Stellarton Town Council has considered the application to enter into a development agreement regarding land at 238 Foord Street, with Marshal White and Cindy O'Brien, and hereby adopts the Agreement following second reading as required under the *Municipal Government Act of Nova Scotia*. Be it further resolved that a Public Hearing was held this evening 5:00 p.m. June 11, 2018, at the Stellarton Town Council Chambers, to consider any comments, objections or submissions with respect to this application.”

Coun. B. Knight made motion to approve, seconded by Coun. G. Pentz. **Motion Carried.**

Motion for Council, Rezoning 35 Acadia Avenue – St. John United Church (for Bridgeway Academy)

Mayor D. MacGillivray read second motion, as follows:

“Be it resolved that Stellarton Town Council has considered the application to Rezone land at 35 Acadia Avenue, Sharon St. John United Church, and hereby adopts the agreement following second reading, as required under the *Municipal Government Act of Nova Scotia*. Be it further resolved that a Public Hearing was held this evening at 5:00 p.m., Monday June 11, 2018, at the Stellarton Town Council Chambers, to consider any comments, objections or submissions with respect to this application.”
Coun. B. Knight made motion to approved, seconded by Coun. S. Lawand. **Motion Carried.**

14. NEXT MEETING

Next Council meeting will be July 9, 2018 at 5:30 p.m.

15. OPEN FORUM

Michael Pedder from the Autism Pictou County Group:

- Formally invites Mayor and Council and Town Staff to attend the “Walk the Walk for Autism”, at G. R. Saunders Elementary School on Saturday, June 16, 10:00 a.m.

16. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz at 6:40 p.m.

MAYOR

TOWN CLERK