

JULY 9, 2018
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, July 9, 2018 at 5:30 p.m. in the Council Chambers.

PRESENT

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

Regrets: Coun. S. Lawand

1. AGENDA

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

2. APPROVAL OF MINUTES

The minutes from June 11, 2018 were approved on motion by Coun. S. Campbell, seconded by Coun. B. Knight. **Motion Carried.**

3. BUSINESS FROM PREVIOUS MINUTES

None

4. PRESENTATION: HOUSING NOVA SCOTIA

Stephan Richard, Director of Community Relations and Public Affairs for Housing Nova Scotia, along with Anne Baxter, Program Manager; Jane MacMaster, Eastern Mainland Housing Authority; and Frank Carroll, Director of Cobequib Housing Authority. Presentation highlights include:

- Provincial agency that is responsible for delivering housing services to Nova Scotians
- Issues: Homelessness; market housing; financial assistance to shelters; affordable housing; shelters; transitional housing; public housing and social housing; cooperative housing
- Financial assistance for first time home buyers
- Budget numbers; over \$200 million to support housing initiatives in the province
- Five Regional Housing Authorities in Nova Scotia; 17,600 seniors and families in Nova Scotia; over 2,100 buildings
- Maintenance and administration
- Rent geared to income (RGI); rent supplements / subsidies
- Repair loans programs
- Variety of programs
- Accomplishments; business plan; priorities
- Investment in Stellarton and Pictou County; economic benefits
- Increase access to affordable housing; preserving and sustaining existing public housing; focus on strategic partnerships / local government; ensuring the Housing Nova Scotia is very well positioned to meet current and emerging challenges
- National Housing Strategy; opportunities available
- Role of municipalities

Questions/Comments:

Coun. B. Knight comments re Seniors' Complexes in Stellarton need of some repairs.
Mr. Richard re Capital Needs Assessment for Public Housing; prioritizing and provide attention; upgrading; federal funding; immediate needs
Mayor D. MacGrillivray re numbers on waiting list in Pictou County.

Currently close to 300 applicants on waiting list in Pictou County; and over 800 in public housing.

5. PRESENTATION OF THE 2017-18 AUDITED FINANCIAL STATEMENTS

Heather Murphy, from MacDonald Murphy, presented the 2017-18 Audited Financial Statements to Council outlining financial reports / their opinion; the financial statements present fairly in all material respects the financial position of the Town of Stellarton at March 31, 2018, and the results of its operations and cash flows for the year then ended in accordance with the appropriate accounting standards. All funds reviewed; revenues, expenditures, reserves, capital, notes

Comments:

Mayor D. MacGillivray commented re balanced budget, and coming out with surplus of \$408,000; capital work; staff; successful year financially.

Coun. G. Pentz made motion to accept the consolidated financial statements for March 31, 2018 for the Town of Stellarton, seconded by Coun. S. Campbell. **Motion Carried.** Copy of Financial Statements available at the Town Office.

Coun. B. Knight suggested having Reports from the Elected submitted prior like the other reports; Council agreed.

6. REPORTS FROM THE ELECTED

a. Mayor D. MacGillivray reported on the following:

- Pictou County Shared Services Authority meeting; elected new Officers; Jim Ryan as Chairperson; Roger MacKay as Vice Chair; financial statements were presented; Active Pictou County presented their budget, which was approved; REMO information, change structure
- Pictou County Wellness Centre met June 25, passed the Operating Budget; projected Municipal subsidy of \$694,000

b. Coun. B. Knight reported on the following:

- Open House at Emercon
- Meeting re Police Shared Services
- Committee of the Whole meeting
- Senior's Tea
- Council and Police Commission meeting
- Walk for Autism Awareness
- Meeting re Dog Park

c. Coun. S. Campbell reported on the following:

- Recreation Committee meeting
- Planning Advisory meeting
- Riverview Home Corporation Board meeting
- Homecoming Committee meeting
- Committee of the Whole
- Canada Day Seniors Tea

d. Coun. G. Pentz reported on the following:

- Pictou Engineers
- Emercon Open House; windmills
- Sports Hall of Fame
- Recreation Committee meeting
- CUPE meeting
- Canada Day Seniors Tea

REPORTS FROM STAFF

- a. Fire Chief D. Campbell presented the monthly activity report for June. Coun. G. Pentz moved to receive the Fire Department's Monthly Activity Report for June 2018, seconded by Coun. B. Knight. **Motion Carried.** Mayor D. MacGillivray commented re the upcoming Pancake Breakfast hosted by the Fire Department during Homecoming.
- b. Paul Corbin, Community Development and Recreation Director submitted the Monthly Activity Report, July 2018, (attached):
Comments \ Questions:
Mayor D. MacGillivray questions; live stream of meeting problems; P. Corbin looking into it.
Coun. G. Pentz made motion to accept Community Development and Recreation Director's Monthly Activity Report, seconded by Coun. S. Campbell. **Motion Carried.**
- c. Blaine Murray, Town Engineer, submitted the Transportation and Property Report and Water Utility Report, attached, highlighting:
- paving of Acadia Avenue and St. Bernard Street will take place this week
- working with NSCC to improve intersection upgrade to Grant Street
Questions / Comments:
Mayor D. MacGillivray comments: water line breaks; Grant Street work; Rink Building Assessment.
Coun. G. Pentz re sidewalk by MacLean Street.
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. RENAMING OF FAIRVIEW STREET TO LAUZON LANE (PLANNING ADVISORY COMMITTEE)

Mayor D. MacGillivray re Emergency Response (911) issues on Fairview Street; confusion with Fairview Avenue; consultation with area residents; Lauzon Lane is the recommended name; Lauzon – named after a corvette ship used during the war. Coun. B. Knight made motion to rename Fairveiw Street to Lauzon Lane, seconded by Coun. S. Campbell. **Motion Carried.**

9. PICTOU-ANTIGONISH REGIONAL LIBRARY FINANCIAL STATEMENTS YEAR ENDED MARCH 31, 2018

Information purposes.

10. POLICY ADOPTION (7 DAY NOTICE)

Mayor D. MacGillivray reported that the following policies were reviewed at the Committee of the Whole and recommended for adopting.
Coun. G. Pentz made motion to adopt the policy recommendations, 10(a) to 10(ee), seconded by Coun. B.Knight, which includes:

- (a) Commemorative Bench and Tree Policy – AD-06
- (b) Asset Management Policy – AD-07
- (c) Interest Collection Policy – HR-008
- (d) Vacations – HR-020
- (e) Employee Recognition – HR-032
- (f) Harassment Free Workplace – HR-033
- (g) Grievances – HR-034

- (h) Corrective Action – HR-035
- (i) Documentation of Corrective Action – HR-036
- (j) Drug / Alcohol Abuse – HR-037
- (k) Conflict of Interest – HR-038
- (l) Unsatisfactory Work Performance – HR-039
- (m) Political Affiliation – HR-040
- (n) Personal File Contents – HR-041
- (o) Employee Access to Personnel Files – HR-042
- (p) Resignations – HR-043
- (q) Personal Information Changes – HR-044
- (r) Hours of Work – HR-045
- (s) Labour Hour Bank – HR-046
- (t) Public Holidays – HR-047
- (u) Christmas Shutdown – HR-048
- (v) Terms of Employment – HR-049
- (w) Retirement Allowance – HR-050
- (x) Commitment to Confidentiality – HR-051
- (y) Travel – HR-052
- (z) Performance Review – HR-053
- (aa) Use of Municipal Facilities and Equipment – HR-054
- (bb) Information Technology Use – HR-055
- (cc) Absenteeism and Tardiness – HR-056
- (dd) Expense Claims – HR-058
- (ee) Training and Development – HR-059

Motion Carried.

11. COMMITTEE OF THE WHOLE REPORT

Town Clerk S. Higdon re the following recommendations for Council's consideration:
from the Committee of the Whole meeting held on June 27, 2018:

- Council approve the donation of \$100 to the Pictou County 4-H
- Council approve the grant of \$100 to the Pictou County Sports Heritage Hall of Fame

Coun. B. Knight made motion to accept the report/recommendations from the Committee of the Whole, seconded by Coun. S. Campbell. **Motion Carried.**

12. NEXT COUNCIL MEETING

Next Council meeting will be September 10, 2018 at 5:30 p.m.

13. OPEN FORUM

Lisa Pisani, from "All on a Bun" Food Truck, comments,

- Complaints re noise from generator
- Police involvement; Bylaw enforcement; no longer permitted to operate on Town street; loss of revenue
- Looking for better location for their food truck

Mayor D. MacGillivray commented that they are looking for a solution, and will get back to them as soon as possible.

Coun. Garry Pentz received letter on behalf of resident, Ervin Reynolds, who was unable to attend meeting; Town Clerk S. Higdon read letter, addressed to Mayor, Town Council, Police Chief, and Police Commission; highlighting:

- Concerns regarding speeding in Town
- Policing Services; wants full time police chief; not in favour of shared services

Town Clerk S. Higdon read second letter from Mr. Reynolds, highlighting:

- Food truck in Town, a nice addition, fully supportive
- Not happy with complaints from businesses
- Noise is unavoidable on the main street with other traffic
- Outdated bylaws

14. ADJOURN

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

MAYOR

TOWN CLERK