

**OCTOBER 15, 2019
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council was held on Tuesday, October 15, 2019 at 5:30 p.m. in the Council Chambers.

PRESENT

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

Regrets: Coun. S. Campbell

1. AGENDA

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

2. APPROVAL OF MINUTES

The minutes from September 9, 2019 Council and September 23, 2019 Special Meeting were approved on motion by Coun. G. Pentz seconded by Coun. B. Knight. **Motion Carried.**

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. PROCLAMATION – PREGNANCY & INFANT LOSS AWARENESS DAY

Mayor D. MacGillivray read Proclamation declaring October 15, 2019 as Pregnancy & Infant Loss Awareness Day in the Town of Stellarton.

Coun. G. Pentz made motion to accept proclamation, seconded by Coun. B. Knight.

Motion Carried.

5. REPORTS FROM THE ELECTED

Submitted; available on Website and attached.

Motion made by Coun. S. Lawand to accept the Reports from the Elected, seconded by Coun. B. Knight. **Motion Carried.**

6. REPORTS FROM STAFF - for information; reports attached.

a. Police Service – Chief Hobeck presented report.

Questions/Comments:

Coun. S. Lawand concerns re new Stop Sign on Foord Street. Chief Hobeck reported that some feedback has been received; they are looking at options to address any concerns or issues.

Coun. B. Knight made motion to accept Police Service Report, seconded by Coun. S. Lawand. **Motion Carried.**

b. Emily Jones – Building Official; Fire Inspector – on leave; No report

c. Rachael McLean Planner, Development Officer – on leave; No report.

d. Chief Dwight Campbell (not present) – Fire Department

Coun. G. Pentz motioned to accept Fire Department's report for September 2019, seconded by Coun. B. Knight. **Motion Carried.**

e. Paul Corbin – Community Development & Recreation Report

P. Corbin added that the playground on Pleasant and Foster is completely installed.

Questions/Comments:

Mayor D. MacGillivray re flashing lights at crosswalk in front of post office. P. Corbin reported that they are waiting for the poles to arrive.

Coun. B. Knight made motion to accept Community Development & Recreation report, seconded by Coun. S. Lawand. **Motion Carried.**

f. Blaine Murray – Town Engineer

Town Engineer B. Murray reported that capital projects are wrapping up.

Comments/Questions:

Coun. G. Pentz re Kirk and Rutherford denied. B. Murray replied re prioritization and number of applications received.

Mayor D. MacGillivray re work on the infrastructure report for the sanitary system. B. Murray confirmed that the water report is complete; and will start work on the refined state of infrastructure report for the sanitary system.

Coun. G. Pentz re parking lot on Jubilee and Foord. B. Murray reported that this section of sidewalk paving is deferred; looking at accessibility issues for the library building.

Mayor D. MacGillivray asked for update on the Public Works building. B. Murray reported that this project is behind schedule; footing has been poured; foundation poured; underground plumbing is complete; next stage is pouring the floors and erecting the walls.

Coun. G. Pentz motioned to accept the Town Engineer's Report and Water Utility Report, seconded by Coun. S. Lawand. **Motion Carried.**

g. Active Pictou County – No report.

7. CORRESPONDENCE

a. City of Nabatieh Re: Thank you for Bunker Gear, read by Coun. S. Lawand.

b. Joe and Loretta Landry Re: Thank you note for the anniversary certificate from the Town.

c. Grade 4H Students of G. R. Saunders School: Re Spelling of Rundell Street read by Town Clerk S. Higdon. Mayor D. MacGillivray stated that street signs were reviewed and found that one was misspelled; he will be visiting the class to explain the historical relevance of Rundell in the Town of Stellarton, and answer any other questions.

d. Communities, Culture & Heritage African Nova Scotia Affairs Re: Copy of Count Us In (copy available in Administration Office); Town Clerk S. Higdon reported that it is Nova Scotia's Action Plan in response to the international decade for people of African descent.

8. COMMITTEE OF THE WHOLE REPORT

The following recommendations are for Council's consideration from the Committee of the Whole meeting held on September 23, 2019:

Town Clerk S. Higdon read recommendations for the record:

Recommendation # 1 – On recommendation of Committee of the Whole Council approve a donation to Northern AAA Subway Selects in the amount of \$150.00.

Recommendation # 2 – On recommendation of Committee of the Whole Council approve a donation to United Way Pictou County Campaign in the amount of \$200.00.

Recommendation # 3 – On recommendation of Committee of the Whole Council approve a donation to Real Canadian Recreation in the amount of \$200.00.

Recommendation # 4 – On recommendation of Committee of the Whole Council approve a donation to the Parkinson Super Walk in the amount of \$100.00.

Recommendation # 5 – On recommendation of Committee of the Whole Council approve a donation to the Stellarton Albions in the amount of \$100.00.

Recommendation # 6 – On recommendation of Committee of the Whole Council approve the fixed route proposal for a term of three years with contribution in 2022 of \$50,680 and in 2023 of \$51,766.

Coun. B. Knight made motion to approve the recommendations from the Committee of the Whole meeting held on September 23, 2019, seconded by Coun. G. Pentz. **Motion Carried.**

9. APPOINTMENT OF TRAFFIC AUTHORITY FOR THE TOWN OF STELLARTON

Town Clerk S. Higdon re motion needed from Council to approve Chief Mark Hobeck as the Traffic Authority effective immediately.

Coun. B. Knight made motion to appoint Chief of Police Mark Hobeck as Traffic Authority for the Town of Stellarton, second by Coun. S. Lawand. **Motion Carried.**

10. PICTOU COUNTY WELLNESS CENTRE BUILDING AUTHORITY FINANCIAL STATEMENTS YEARS ENDED 2018 & 2019

Mayor D. MacGillivray reported that Stellarton's contribution went down in 2019 to \$242,788.00; trending in good direction fiscally. Coun. S. Lawand commented re new Board of Directors and management.

11. HR – 062; HOSPITALITY POLICY (7 DAY NOTICE)

Town Clerk S. Higdon reported that this was presented to Council at Committee of the Whole; recommendation from the management letter provided during the audit that the Town implement this Hospitality Policy which is a template from the province of Nova Scotia.

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

12. HR – 57A; POLICY ON EXPENSE REIMBURSEMENT (7 DAY NOTICE)

Town Clerk S. Higdon reported that this was also brought up in the management letter during the audit and also template provided by the province of Nova Scotia; she noted that most of these were already in practice by the Town of Stellarton.

Coun. G. Pentz made motion to accept Policy as written, seconded by Coun. S. Lawand. **Motion Carried.**

13. STELLARTON DISPATCH POLICY (As per SOP for Police Department) (7 DAY NOTICE)

Town Clerk S. Higdon reported that this was done by the 17 Fire Departments that the Stellarton Police Department dispatches for and recommended by the Chief of Police D. Hussher; all 17 Fire Departments approved this procedure; and since it's enforced by the Town of Stellarton, Council needs to adopt it as a Policy.

Coun. B. Knight made motion to accept Policy, seconded by Coun. S. Lawand. **Motion Carried.**

14. NEXT COUNCIL MEETING

Next Council meeting will be Tuesday, November 12, 2019 at 5:30 p.m.

15. OPEN FORUM

No one spoke during Open Forum

16. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz at 6:00 p.m.

STELLARTON TOWN COUNCIL 1
OCTOBER 15, 2019

MAYOR

TOWN CLERK