

**FEBRUARY 14, 2022**  
**STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Monday, February 14, 2022, at 5:30 p.m. via ZOOM.

**PRESENT**

Mayor D. MacGillivray, Couns. S. Lawand, S. Campbell, and B. Knight. Also present was the Chief Administrative Officer S. Higdon.

**1. Approval of Agenda**

The Agenda was approved as amended to include under Correspondence 6.b. Letter from the CEO Public Housing and 6.c. correspondence regarding the 2021 Enabling Accessibility Fund on motion by Coun. B. Knight, seconded by Coun. S. Campbell.

**Motion Carried.**

**2. Approval of Minutes**

The minutes from January 10, 2022 Regular Meeting were approved on motion by Coun. B. Knight, seconded by Coun. S. Lawand. **Motion Carried.**

**3. Business Arising from the Minutes**

There was no Business arising from the Minutes.

**4. Presentation: Creative Pictou County** – Joe MacEachern, Vice Chair, Monica Rivers, Arts Coordinator, and Denise Lynch, Board Chair gave Presentation (information attached), highlighting:

- Nonprofit volunteer-based organization committed to encouraging and supporting arts and cultural activities in Pictou County
- Partnerships, opportunities, support for artists
- Needs assessment completed
- Funding received for Strategic Plan
- Timelines and projects to date
- Budget and funding sources
- Planning and upcoming events for 2022
- Sustainability goals
- Community engagement
- Website [creativepictoucounty.ca](http://creativepictoucounty.ca)

Questions/Comments:

Mayor D. MacGillivray thanked presenters for work to date; commented re the Town's Marketing and Communications staff; informed them of our Annual Grants Program and approaching deadline; asked what other Municipal units contributed to funding.

Denise Lynch replied that they are applying to every municipality for funding; the Town of New Glasgow has been a supporter throughout the years; other funding received from the Municipality of Pictou County, the Town of Westville, and the Town of Pictou.

Coun. B. Knight re Stellarton's Heritage Committee; looking to have local artists do some artwork; Homecoming Festival opportunities.

**5. Reports from Staff - for information; reports attached.**

- a. Chief Mark Hobeck – Stellarton Police Service  
Coun. B. Knight made motion to accept Police Service Report, seconded by Coun. S. Campbell. **Motion Carried.**
- b. Fire Chief Mike O'Sullivan – Fire Department

Coun. B. Knight motioned to accept Fire Department's report for January 2022, seconded by Coun. S. Lawand. **Motion Carried.**

**c. Paige Clarke – Marketing and Communications**

Mayor D. MacGillivray commented on the Walking Tour Map; will be produced soon; Olympics – Blayre Turnbull; thanked staff for support, banners.

Coun. B. Knight made motion to approve the Marketing and Communications report, seconded by Coun. S. Campbell. **Motion Carried.**

**d. Blaine Murray – Town Engineer**

Mayor D. MacGillivray re water consumption down again in January; water meter installation planned for mid-2022.

Coun. B. Knight, Coun. S. Lawand and Mayor D. MacGillivray acknowledged staff for work during recent weather events. Council agreed and asked CAO to pass along thank you's.

Coun. S. Lawand made motion to approve Town Engineer's Reports, seconded by Coun. B. Knight. **Motion Carried.**

**e. Noah Delorey – Active Community Living Coordinator Report**

Coun. B. Knight commented that Homecoming planning is underway; Noah and Paige both are working on it.

Mayor D. MacGillivray noted that Volunteer of the Year nominations are being accepted.

Coun. B. Knight made motion to approve Active Community Living Coordinator Report, seconded by Coun. S. Campbell. **Motion Carried.**

**6. Correspondence**

**a. Municipal Affairs & Housing, Re: ICIP Funding Opportunity – CAO S. Higdon** reported that the province is now looking for applications for the Investing in Canada Infrastructure Program; for Wastewater, Drinking Water, Solid Waste; Town Engineer B. Murray, Finance, Council and CAO will be looking at options for their consideration for this year; will be discussed during budget deliberations. Town Engineer will have some recommendations for Council.

**b. CEO Public Housing – CAO S. Higdon** wrote letter regarding the Snow Clearing for Eastern Mainland Housing; the CEO of Public Housing responded and they have contacted the Snow Removal Contractor and communicated that their performance is not acceptable, and they must comply with the requirements of the contract.

**c. 2021 Enabling Accessibility Fund – CAO S. Higdon** stated that the Town had applied for funding application in July 2021 to make the Town Hall accessible; however we were not successful getting funding at this time. S. Higdon emailed Minister S. Fraser asking for an explanation; an application of this magnitude required a lot of work from senior staff and should have had a reason why it was denied; awaiting response.

**7. Committee of the Whole Report**

The following recommendation is for Council's consideration from the Committee of the Whole meeting held on January 24, 2022; CAO S. Higdon updated Council on Recommendation #1, that this Tournament was cancelled due to COVID restrictions.

**Recommendation #1**

On recommendation of Committee of the Whole Council approve a donation of \$100.00 to the 37<sup>th</sup> Annual Pictou County Bantam Memorial Tournament should it proceed as per the COVID restrictions.

**Recommendation #2**

On recommendation of Committee of the Whole Council approve a donation of \$200.00 to the Roots for Youth Coldest Night of the Year Campaign.

Coun. B. Knight made motion to approve Recommendation #2, seconded by Coun. S. Lawand. **Motion Carried.**

**8. Requests for Proposals – IT**

CAO S. Higdon reported that six (6) proposals were submitted for IT Services; summarized table attached:

JMA Technology \$37,960.00

IMP Group \$43,176.00

Scotia Logic \$32,188.00

Lucas Technology \$18,720.00

Dataguide Technologies \$18,684.00

Green PI \$18,200.00 (Located in Ontario. Did not meet on site to tour infrastructure as recommended in the Request for Proposals)

Five of the six proponents met with a Committee of Town staff and a Police Commissioner to tour the IT infrastructure. The proposals were scored and researched by the Committee members: CAO Susan Higdon; Police Commissioner Kevin Mason, Mark Thibeau Stellarton Police Department, Andy Hartery Water Department, and Paige Clarke Marketing and Communications Coordinator.

The unanimous recommendation for Council's consideration is Lucas Technology.

Coun. S. Lawand inquired about the summarized table numbers for clarity. CAO S. Higdon explained the scoring breakdown.

Coun. B. Knight asked the locations of companies. CAO S. Hidgon provided locations stating that Lucas Technology is local from Pictou.

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

**9. Temporary Borrowing Resolution – Salt Shed 02-14-22**

Mayor D. MacGillivray read the Temporary Borrowing Resolution for the record (attached); the amount is \$210,000 for a new Public Works Salt Shed.

Coun. S. Lawand made motion to approve Temporary Borrowing Resolution, seconded by Coun. B. Knight. **Motion Carried.**

**10. Open Forum**

No one spoke at the Open Forum.

**11. Next Council Meeting:** March 14, 2022, at 5:30 p.m.

**12. ADJOURN**

Meeting adjourned on motion by Coun. B. Knight.

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**