

**APRIL 11, 2022**  
**STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Monday, April 11, 2022, at 5:30 p.m. in Council Chambers.

**PRESENT**

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

**1. Approval of Agenda**

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

**2. Approval of Minutes**

The minutes from March 14, 2022 Regular Meeting were approved on motion by Coun. G. Pentz, seconded by Coun. S. Campbell. **Motion Carried.**

**3. Business Arising from the Minutes**

- a. \$2000 Donation to the Red Cross for Ukraine – CAO S. Higdon reported that \$2000 was left over from 2021 Annual Grants; this amount was donated to the Red Cross for Ukraine.
- b. Town Clock – CAO S. Higdon reported that the chimes have been fixed to chime on the correct hour; the Town Engineer will present costs for new complete repair of the clock during budget deliberations. She added that the clock in Allan Park needs attention; this will also be included for budget.

**4. Fire Department Service Awards**

Mayor D. MacGillivray read the names of recipients for service awards from the Stellarton Fire Department:

<b>5 Years</b>	Jennifer Crossman
<b>5 Years</b>	Mark Fortune
<b>5 Years</b>	Shawn Hurley
<b>5 Years</b>	Dave Sobey
<b>20 Years and Recipient of the Fire Services Exemplary Service Medal</b>	Captain Terry Lee McChesney
<b>30 Years and Recipient of the Exemplary Service 1<sup>st</sup> Bar</b>	Deputy Chief Mike Brophy

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

- a. Chief Mark Hobeck – Stellarton Police Service  
Mayor D. MacGillivray commented on the small decrease in calls. Coun. B. Knight complimented the Police Department on the great job they're doing. 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. G. Pentz motioned to accept Fire Department's report for March 2022, seconded by Coun. B. Knight. **Motion Carried.**
- c. Paige Clarke – Marketing and Communications  
Coun. B. Knight commented on the great job Paige and Noah are doing with Homecoming.

Coun. S. Lawand asked re budget amount for Homecoming and supports increasing the Town's contribution this year. Coun. B. Knight replied that staff are working on costs for Council's consideration.

Mayor D. MacGillivray commented re the Heritage aspect; Wayfinding signage to highlight districts in Town; Walking Tour Map; Water Meter Information for residents.

Coun. G. Pentz made motion to approve the Marketing and Communications report, seconded by Coun. S. Lawand. **Motion Carried.**

**d. Blaine Murray – Town Engineer**

Coun. B. Knight commented re reporting snow plow damage to Town Office who are compiling a list for Public Works.

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

Mayor D. MacGillivray read section of the Water Utility report pertaining to a "Taste and Odour" Pilot project at the Water Treatment Plant by CBCL.

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

Mayor D. MacGillivray highlighted some items on Report: NSCC Special Service Project; Summer Employment opportunities; Volunteer of the Year award.

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

**6. Correspondence**

**a. NS 55+ Games Society Re:** Successful Bid for 2023 – CAO S. Higdon re letter from Cindy MacKinnon and Graham MacNeil requesting support for hosting the 2023 NS 55+ Game.

**b. FCM Re:** Asset Management Application Approval – CAO S. Higdon commented that in July 2021, Council approved a resolution regarding the Municipal Asset Management Program, in partnership with Annapolis Royal through the FCM; S. Higdon reported that the Town was approved for a grant in the amount of \$49,950.00. The grant will be used to prepare a complete asset inventory and identify value; use restrictions of natural land resources; the preparation of a capital plan; and the operationalize asset management and prepare an asset management program document. The Town's contribution was \$5,500.

**7. Committee of the Whole Report**

The following recommendation is for Council's consideration from the Committee of the Whole meeting held on March 28, 2022.

**Recommendation #1**

On recommendation of Committee of the Whole Council approve to discharge the Development Agreement for 101 Maple Street as per the information from Planner Roland Burek.

Coun. G. Pentz made motion to approve Recommendations from the Committee of the Whole, seconded by Coun. S. Lawand. **Motion Carried.**

**8. Citizen Appointment Report**

CAO S. Higdon updated Council on the current citizen representation for the Town of Stellarton.

Police Commission Member – CAO S. Higdon stated on recommendation of the Stellarton Police Commission, Council approve the citizen appointment of Peter Kay to the Police Commission for a three-year term. Coun. B. Knight made motion to approve

the appointment of Peter Kay to the Police Commission, seconded by Coun. S. Lawand.  
**Motion Carried.**

Audit Committee – CAO S. Higdon stated on recommendation as per the application process and Audit Committee Policy #AD-011, Council approve the citizen appointment of Glenn Hall to the Audit Committee for a three-year term. Coun. S. Lawand made motion to approve Glenn Hall's appointment to the Audit Committee, seconded by Coun. G. Pentz. **Motion Carried.**

**9. Policy Amendment GV-021 Proclamations and Flag Raising Ceremonies and Lowering of Flags (7 Day Notice)**

CAO S. Higdon re Policy Amendment for the proclamations and flag raising ceremonies; this will include the lowering of flags. Mayor D. MacGillivray stated that this was discussed and reviewed at previous meeting.

Coun. G. Pentz made motion to approve the Policy Amendment GV-002, seconded by Coun. B. Knight. **Motion Carried.**

**10. Policy GV-003 – Videoconferencing (7 Day Notice)**

CAO S. Higdon reported that as of March 21, 2022, the State of Emergency has been lifted in the Province of Nova Scotia; a policy needs to be in place if Council wishes to meet via videoconference in the future. Mayor D. MacGillivray stated that this was discussed at a previous meeting.

Coun. B. Knight made motion to approve the Policy GV-003, Videoconferencing, seconded by Coun. S. Campbell. **Motion Carried.** Coun. S. Lawand voted nay.

**11. Bylaw Amendment #48 – Stellarton Police Commission 1<sup>st</sup> Reading**

CAO S. Higdon stated that this was came from the Police Commission; an amendment to a Bylaw that was done in 1977; no major changes; just to coincide with current practices in regards to the time and date of meetings.

Coun.B. Knight made motion to approve the Bylaw Amendment #48, seconded by Coun. S. Lawand. **Motion Carried.**

CAO S. Higdon noted that this is the First Reading, and will be back on the Agenda in May 2022.

**12. Reports from Outside Agencies**

- a. Pictou County Solid Waste  
For Council's information.

Coun. B. Knight commented re future water meters and associated costs.

**13. Open Forum**

No one spoke at the Open Forum.

**14. Next Council Meeting:** May 9, 2022, at 5:30 p.m.

**15. ADJOURN**

Meeting adjourned on motion by Coun. G. Pentz.

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**