



TOWN OF STELLARTON

Council

January 13, 2020

5:30 PM

1. **Approval of Agenda**
2. **Approval of Minutes:** December 9, 2019
3. **Business Arising from the Minutes**
4. **Reports from Staff:**
 - a. Chief Mark Hobeck- Stellarton Police Service
 - b. Emily Jones - Building Official; Fire Inspector
 - c. Rachael McLean Planner ; Development Officer (*on leave*)
 - d. Fire Chief Mike O'Sullivan – Fire Department
 - e. Blaine Murray – Town Engineer
5. **Correspondence**
 - a. **The Municipality of Barrington** Re: Student Credits for Volunteer Fire Department
 - b. **Royal Canadian Air Force** Re: Thank you Façade Program
 - c. **Healthy Pictou County** Re: Funders Report 2019
 - d. **Pictou County Roots for You:** Re Thank you for donation
6. **Committee of the Whole Report** – No meeting in December
7. **By-law – 1st Reading** Noise Control By-Law
8. **By-Law – 1st Reading** East River Low Flow Contingency By-Law
9. **Next Council Meeting:** Monday February 10, 2020 at 5:30 PM
10. **Open Forum**
11. **Adjourn**

**DECEMBER 9, 2019
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council was held on Monday, December 9, 2019 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 item #14; Exit 24, on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **Motion Carried.**

2. APPROVAL OF MINUTES

The minutes from November 12, 2019 Council 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. APPOINTMENT OF FIRE CHIEF MIKE O'SULLIVAN

Mayor D. MacGillivray reported that Council did an interview process; and selected Mike O'Sullivan as Fire Chief. Coun. B. Knight made motion to appoint Mike O'Sullivan as Stellarton's Fire Chief for a five-year term, ending December 31, 2024, seconded by Coun. G. Pentz. **Motion Carried.**

5. APPOINTMENT OF DEPUTY FIRE CHIEF MIKE BROPHY

Mayor D. MacGillivray reported that Council did an interview process again for this position and Mike Brophy was the successful candidate. Coun. G. Pentz made motion to appoint Mike Brophy as Deputy Fire Chief for a five-year term, ending December 31, 2024, seconded by Coun. B. Knight. **Motion Carried.**

6. REPORTS FROM THE ELECTED

Mayor D. MacGillivray re discussion about reports from Council; add items to agenda when they arise.

Council agreed to new format going forward.

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

- a. Police Service – Chief Hobeck presented report; highlighting that Constable Adam Rideout has been granted full time status as of December 1, 2019.

Questions/Comments:

Coun. S. Lawand re Stop Sign on Foord Street review. Chief Hobeck reported that nothing has changed until parking plan is complete.

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

- b. Emily Jones – Building Official; Fire Inspector - Mayor D. MacGillivray noted that 4 orders have been closed regarding unsightly premises; Coun. G. Pentz reported that an issued brought up at last meeting has been addressed and area has been cleaned up. Coun. G. Pentz made motion to accept report, seconded by Coun. B. Knight. **Motion Carried.**

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

- d. Fire Chief Mike O'Sullivan – Fire Department

Coun. B. Knight commented re Tree Lighting event, thanked Fire Department for participating and doing a great job.

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

e. Blaine Murray – Town Engineer

Town Engineer B. Murray presented his report and thanked the Nova Scotia Community College for installing hand rails on the Robertson Memorial and Korean Monument steps.

Questions/Comments:

Coun. B. Knight re progress of the new Public Works building. B. Murray stated work continues and much progress has been completed.

Coun. G. Pentz re tree on Pleasant Street. B. Murray will follow up with staff. Mayor D. MacGillivray re Welding Ventilation Filter on the Capital list, what's the status? B. Murray reported that it can be purchased after construction is complete.

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

f. Active Pictou County – No report.

8. CORRESPONDENCE

a. NSCC Re: 2019 NSCC Report to the Community – Town Clerk S. Higdon stated that a copy of report is available in the Administration Office for anyone to peruse. Mayor D. MacGillivray commented re NSCC in our community; Principal Dave Freckleton is retiring; invitation extended for December 13 at 1:00 p.m. at the NSCC in recognition of Mr. Freckleton's retirement.

9. COMMITTEE OF THE WHOLE REPORT

The following recommendations are for Council's consideration from the Committee of the Whole meeting held on November 25, 2019:

Town Clerk S. Higdon read recommendations for the record:

Recommendation # 1 – On recommendation of Committee of the Whole Council approve the donation to the Pictou County Food Bank in the amount of \$75.00.

Recommendation # 2 – On recommendation of Committee of the Whole Council approve the donation to Roots for Youth Society in the amount of \$75.00 towards the Coldest Night of the Year.

Recommendation # 3 – On recommendation of Committee of the Whole Council approve the contribution of \$166 toward the Pick and Shovel Kilt to be shared among all six (6) Pictou County Municipalities which will be showcased at the Museum of Industry.

Coun. S. Lawand made motion to approve the recommendations from the Committee of the Whole meeting held on November 25, 2019, seconded by Coun. S. Campbell.

Motion Carried.

10. SECOND AND FINAL READING, FILE No. 01-19 – DEVELOPMENT AGREEMENT – 230 FOORD STREET

Mayor D. MacGillivray reported that a Public Hearing was held at 5:15 p.m. December 9, 2019 re File No. 01-19 Development Agreement, no objections received.

Coun. S. Lawand motioned to approve the Second and Final Reading, on File No. 01-19 Development Agreement for 230 Foord Street, seconded by Coun. B. Knight.

Motion Carried.

11. POLICE UNION CONTRACT

Town Clerk S. Higdon reported that the recommendation from the Stellarton Police Board of Police Commissioners is for Council to ratify the Union Contract, effective April 1, 2019 to March 31, 2024. Coun. G. Pentz declared a Conflict of Interest and abstained from any discussion or vote.

Coun. B. Knight made motion to approve the Police Union Contract, seconded by Coun. S. Campbell. **Motion Carried.**

12. HERITAGE GAS AGREEMENT

Town Clerk S. Higdon reported that this was brought before Council at previous meeting; was sent to Legal for review and approval; also recommended by Town Engineer; need Council's approval to sign the extended agreement for Heritage Gas. Coun. G. Pentz made motion to sign extended agreement for Heritage Gas, seconded by Coun. B. Knight. **Motion Carried.**

13. GLEN HAVEN – PURCHASE OF HOUSE

Coun. S. Lawand, Board Member of Glen Haven, reported that Glen Haven currently rents a house, but is looking at purchasing a house; provided information on why house is needed; immigrant employees; successful and feasible solution to recruit and retain new employees; no financial liability to any municipal unit associated with the mortgage; the municipalities must approve Glen Haven's getting a mortgage because it is related to their incorporation in 1969 which requires the stakeholders to be aware when the organization places a mortgage on a property; Glen Haven does not carry a mortgage on any other property. Coun. S. Lawand made motion to support and approve Glen Haven's request to purchase a house, seconded by Coun. G. Pentz.

On the Question: Mayor D. MacGillivray commented on the labour shortage and fully supports their initiative. **Motion Carried.**

14. EXIT 24

Coun. G. Pentz commented re Exit 24 being poorly lit, dark and dreary. Coun. G. Pentz made motion to send a letter to the Department of Transportation and Infrastructure to look at the exit, recommending better lighting, seconded by Coun. B. Knight. **Motion Carried.**

Town Clerk S. Higdon commented and apologized for the difficulties experienced re: Live Streaming.

15. NEXT COUNCIL MEETING

Next Council meeting will be Monday, January 13, 2020 at 5:30 p.m.

16. OPEN FORUM

No one spoke at Open Forum.

17. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz at 6:15 p.m.

MAYOR

TOWN CLERK



STELLARTON POLICE SERVICE

Report for Month End December 31, 2019

Calls for Service

Total: 145

Activities

Arrests

3- 911 Calls- Other Activities	
2- Animal Calls	
2- Assaults	1
1- Assault on a Peace Officer	1
8- Assistance to Can. Police Agencies	
13- Assistance to General Public	
2- Assistance to non-Gov Agency	
1- Court Order	
1- Dangerous Operation	
9- Dog Act	
1- Driving while Disqualified	1
1- Failure to comply with conditions	
14- False Alarms	
1- Fire False alarm	
1- Family Orders and Agreements	

2- Family Relations Act	
2- Fraud	
1- Harassing Communications	
9- Information Files	
4- Items Lost/Found	
1- Liquor Control Act	
5- Mental Health Act	
3- Mischief Under \$5000	
16- Motor Vehicle Act	4
1- Motor Vehicle Collision	
1- Motor Vehicle Insurance	
4- Moving Traffic Intersection	2
3- Municipal Bylaws	
2- Operation While Impaired	
2- Other Moving Traffic	1
2- Other non-Moving Traffic	1
2- Parking Offences	2
1- Peace Bond	
1- Person Reported Missing	
2- Police Assistance	
1- Sexual Assault	
5- Suspicious Persons	

- 2- Thefts
- 5- Traffic Collisions
- 1- Traffic Enforcement
- 1- Trespass Act
- 1- Unauthorized use Credit Card
- 4- Uttering Threats
- 1- Well Being Check

Open Cases 16 Open Cases (YTD) 53

COMMUNITY RELATIONS

Qty. Type

12 hours Youth Corp

1 hour Town Christmas Tree Lighting

10 hours Christmas Kettle Sobeyes Stellarton

23 Hours Total

Other Activities

Foot Patrol **27.25 hours**

Radar Patrol **152 hours**

Fleet

Patrol Car 36 December 4877 km traveled Year to Date 42722 km travelled

Patrol Truck 38 December 3678 km traveled Year to Date 46945 km travelled

Gas Used

Patrol Car 36 December 799 Litres Year to Date 5635 Litres

Patrol Car 38 December 608 Litres Year to Date 6480 Litres

Respectfully Submitted:

Mark S. Hobeck
Chief of Police



MEMORANDUM

TO: Susan Higdon, Town Clerk

FROM: Emily Lutton, B.Sc., CET, QBO-II, CFI-I
Building Official | Fire Inspector | DUP Administrator
Town of Stellarton

DATE: January 6, 2020

RE: December Activity

Projects and tasks in Progress:

- Responded to any building and/or fire inspection questions or complaints.
- Processed and approved building documentation and permits, and completed building inspections. No permits were issued in December.
- Processed and followed-up on any Dangerous & Unsightly Premises (DUP) inquiries and/or complaints. Please see attached monthly summary report.

Respectfully submitted,

Emily Lutton, B.Sc., CET, QBO-II, CFI-I
Building Official | Fire Inspector | DUP Administrator



**DANGEROUS & UNSIGHTLY PREMISES (DUP)
MONTHLY SUMMARY REPORT**

December 2019

Monthly Activity

<i>Orders Outstanding (Beginning of month)</i>		8
New Complaints Received	0	
New Complaints Unfounded	0	
<i>Total New Orders</i>		0
Orders Closed – Owner Action	0	
Orders Closed – Town Action	1	
<i>Total Orders Closed</i>		1
Total Orders Outstanding		7

Respectfully Submitted,

Emily Lutton, B.Sc., CET, QBO-II, CFI-I
Building Official, Fire Inspector
Phone: (902) 752-5209
Fax: (902) 752-0090
emily.jones@trenton.ca

Stellarton Fire Department
Monthly Report – December 2019

The month of December was busy for the Department with the annual Christmas Banquet and the children's Christmas Party. The Banquet is shared with the Town employees and between the two groups we estimated 120 in attendance.

Members of the Fire Department also went to G.R. Saunders on Dec. 20th to escort Santa and to hand out treats.

CALLS:

During the month of December members responded to 4 alarm calls, one being for Mutual Aid and one for Carbon Monoxide. Members also responded to an animal in distress call and a single vehicle accident. Average attendance for calls is 17.

PRACTICES:

Practices were held each Thursday with the exception of Boxing Day. On average, 17 members attended each practice.

Respectfully submitted by Mark Fortune(secretary)

Town Engineers Report

December 2019

Engineering & Public Works Report

Engineering/ Capital

1. Capital projects are winding down. Please find attached the projects status sheet for updates on the capital projects related to Public Works;
2. Architects were in for a review of the Town Hall as part of the Town Hall Space Planning project. Existing floor plans were created by the consultants. Mechanical and electrical consultants were in to review the existing heating systems in order to provide recommendations moving forward.
3. The sanitary flow meter required as part of the agreement with ERECC has been purchased. It will be installed outside the Town border at the duff Cemetery. The Town will require easements which are in the works.
4. The Public Works Building addition is progressing. The electrical in the new addition is roughed in along with the insulation.
5. Engineering staff are reviewing asset management data in order to prioritize future projects.

Streets/Properties

6. Public works has been busy working with and around Global construction during the building renovations to organize spaces and to accommodate the renovations.
7. Staff is reorganizing the public works warehouse for storage.
8. The traffic authority called the salt trucks out several times over the month of December for snow and ice control. No major storm events to report.

Blaine Murray, P.Eng.,
Town Engineer



**Town of Stellarton
Capital Projects Update Sheet**

GENERAL CAPITAL	Project Description	Status
Town Properties:	Town Hall Conceptual Building Study	Start Up Meeting
	Public Works Building	Addition 60% complete
	Repointing Town Hall	Deferred
Street repaving:	Fairview St (Claremont Ave to Fairview Ave)	Complete
	Albion Ave (Park St to Oak St)	Complete
	King St (Bridge Ave to Union St)	Complete
	Twin Rivers Trailer Court (Bridge to Bridge)	Complete
	Ceilidh Way (Bridge Ave to Extents)	Complete
Infrastructure:	Jubilee Ave Rehab (Park to Pleasant)	Complete
	George Street Rehab (Plymouth bridge)	Complete
	Guard Rail corner of MacMillan	Complete
	MacGregor Street Lights	Complete
Sewer:	Sanitary flow meter and structure	Work order for pole, need easement prior to hook-up
Sidewalks:	Jubilee Ave (Foord St to Parking Lot)	Deferred
	Foster Ave (N Foord St to Hudson St)	Complete
	Foster Ave (Hudson St to Rutherford St)	Complete
	Foord St (Claremont Ave to Fairview)	Complete
	King St (Bridge to new s/w @ Sobeys office)	Complete
	MacKay St (Union to Empire building)	Complete
Public Works Equipment:	Sidewalk Plow	Received
	Welding ventilation filter	Outstanding
	Salter for one ton	Received
	Half ton truck	Received
	Paint shaker	Complete
	Lawn tractor	Complete

WATER CAPITAL		
Waterline renewal:	Waterline St Joseph St (N Foord St to DE)	Complete
	East River water main replacement	75% Complete
Equipment:	Fence around Lehigh Reservoir	Complete
	Staff gauge for water flow	Complete
	Side channel re eroding dam	Deferred to 2020

Town of Stellarton Town Engineers Report December 2019 Water Utility Report

Water Quality Testing

1. Routine weekly Bacteriological sampling was conducted. All results were negative for the month.

Water Distribution System

2. One water break occurred in December as follows:
December 26th – MacGregor Avenue;
Crews repaired the leak and conducted required flushing and testing.

Water Treatment Plant (WTP);

3. The WTP is behaving as expected for the month.
4. Nova Scotia Environment has given several directives to the Town upon the system audit done in the spring. Staff are working submissions.

**Blaine Murray, P. Eng.
Town Engineer**