



TOWN OF STELLARTON

Council

December 14, 2020

5:30 PM

- 1. Approval of Agenda**
- 2. Approval of Minutes:** November 9, 2020 (Public Hearing)
November 9, 2020 (Regular)
- 3. Business Arising from the Minutes**
- 4. Employee Service Awards**
 - 5 Years Lori Best
 - 10 Years Vincent Conway
 - 10 Years Dillon Stancombe
 - 30 Years Tracey Fitzpatrick
- 5. Reports from Staff:**
 - a. Chief Mark Hobeck- Stellarton Police Service
 - b. Fire Chief Mike O'Sullivan – Fire Department
 - c. Paige Clarke- Marketing & Communications
 - d. Blaine Murray – Town Engineer
 - e. Sally O'Neill- Active Pictou County
- 6. Correspondence**
 - a. 2021 Assessment Roll Update
- 7. Planning Advisory Committee Report**
- 8. Application for Development Agreement PQ Properties – 25 Bunker Hill File No. 01-20s**
- 9. Communications Plan**
- 10. Open Forum**
- 11. Next Council Meeting:** January 11, 2021
- 12. Adjourn**

**STELLARTON TOWN COUNCIL
PUBLIC HEARING
NOVEMBER 9, 2020**

PUBLIC HEARING

A Public Hearing of the Stellarton Town Council was held in Council Chambers on November 9, 2020 at 5:15 p.m.

PRESENT

Present were Mayor D. MacGillivray, Couns. B. Knight, S. Lawand, S. Campbell, and G. Pentz

Also present Town Clerk, S. Higdon

AGENDA

The agenda was approved as received on motion Coun. G. Pentz, seconded by Coun. S. Lawand. Motion Carried.

DONATION OF LAND- SPCA

Mayor D. MacGillivray asked if anyone would like to speak; with concerns, either written or verbal.

Town Clerk S. Higdon reported that as per the MGA, notice was placed in the newspaper two times- October 28 & November 4. No issues, comments or concerns were raised prior to the meeting.

There was no public present to speak on the matter.

Moved by Coun. G. Pentz, seconded by Coun S. Lawand to move the matter to the council agenda for consideration.

ADJOURN

After no public comments, the public hearing adjourned at 5:20 p.m. on motion by Coun. S. Lawand.

MAYOR

TOWN CLERK

**NOVEMBER 9, 2020
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council was held on Monday, November 9, 2020, at 5:30 p.m. in the Council Chambers.

PRESENT

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

1. AGENDA

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

2. APPROVAL OF MINUTES

The minutes from October 13, 2020 Council Meeting were approved on motion by Coun. G. Pentz seconded by Coun. S. Lawand. **Motion Carried.**

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. DECLARATION OF ELECTION

Town Clerk S. Higdon read the following:

"I, Susan Higdon, Town Clerk for the Town of Stellarton, declare, as a result of the Municipal Election held for the Town of Stellarton on October 17, 2020, the following:

*Mayor Danny MacGillivray
Councillor Susan Campbell
Councillor Bryan Knight
Councillor Simon Lawand
Councillor Garry Pentz.*

5. OATH OF OFFICE - MAYOR

Town Clerk S. Higdon swore Danny MacGillivray in as Mayor of the Town of Stellarton. Signed Oath of Allegiance and of Office attached for the record.

6. OATH OF OFFICE – COUNCILLORS

Mayor D. MacGillivray swore in Susan Campbell, Bryan Knight, Simon Lawand and Gary Pentz as Councillors for the Town of Stellarton.

Signed Oaths of Allegiance and of Office attached for the record.

Town Clerk S. Higdon congratulated Mayor and Council.

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

- a. Chief Mark Hobeck – Stellarton Police Service
Coun. S. Campbell made motion to accept Police Service Report, seconded by Coun. S. Lawand.
On the Question; Coun. S. Lawand commented re officer getting injured on the job and hoped for a speedy recovery; incident will be discussed In Camera. **Motion Carried.**
- b. Fire Chief Mike O'Sullivan – Fire Department
Coun. G. Pentz motioned to accept Fire Department's report for October 2020, seconded by Coun. B. Knight. **Motion Carried.**
- c. Paige Clarke – Marketing & Communications
P. Clarke presented report;

Questions/Comments:

Mayor D. MacGillivray acknowledged work on the Birch Hill Interpretive Panel, Accessibility Audit and Communications Plan.

Coun. B. Knight commented on amount of work Paige does for the Town.

Coun. B. Knight made motion to approved the Marketing & Communications report, seconded by Coun. S. Lawand. **Motion Carried.**

d. Blaine Murray – Town Engineer

Town Engineer B. Murray presented his reports.

Questions/Comments:

Coun. G. Pentz re update on the crosswalk poles for area in front of A & W.

B. Murray no update on delivery of poles, but Public Works will pour the bases in advance of the poles arrival.

Coun. G. Pentz re NS Power and damage on St. Andrews Court. B. Murray has no update.

Mayor D. MacGillivray re clarification that the water meter request for all commercial properties only.

Mayor D. MacGillivray re Aspen Street. B. Murray reported that it is prepped and ready for asphalt; adding that Rundell Street will get a base layer of paving on November 10.

Mayor D. MacGillivray re new Town Works building; modern atmosphere for the workers.

Coun. G. Pentz made motion to approve Town Engineer's Report, seconded by Coun. B. Knight. **Motion Carried.**

e. Sally O'Neill – Active Pictou County Report

Mayor D. MacGillivray re Trans Canada Trails connection. P. Clarke provided information on future planning for trail development and funding. Coun. S.

Lawand made motion to approve Active Pictou County Report, seconded by Coun. S. Campbell. **Motion Carried.**

8. CORRESPONDENCE

There is no Correspondence for Council.

9. RESOLUTION DEPUTY MAYOR TERM OF OFFICE & SIGNING AUTHORITY

Town Clerk S. Higdon re the Resolution Deputy Mayor and Signing Authority, attached for the record, that Deputy Mayor Simon Lawand be authorized to sign cheques and other legal documents in the absence of the Mayor from November 9, 2020 until October 31, 2021 for the Town of Stellarton.

Coun. G. Pentz made motion to accept Resolution for Deputy Mayor Term of Office and Signing Authority, seconded by Coun. B. Knight. **Motion Carried.**

10. PUBLIC WORKS EMPLOYEE RATIFICATION

Town Clerk S. Higdon reported that Jason O'Donnell has been hired for the Public Works Department effective November 2, 2020 (to replace a retiring employee).

Coun. G. Pentz motioned to accept the hiring of Jason O'Donnell, seconded by Coun. B. Knight. **Motion Carried.**

11. SPCA DONATION OF LAND

Town Clerk S. Higdon reported that a Public Hearing was held previous to this Council meeting at 5:15 p.m, for Donation of Land to SPCA North Foord Street, PID #65178444, Assessed value at \$295,800.00; as per the MGA Regulations, it was advertised in the local newspaper on October 28 and November 4, 2020. A Public Hearing was held where no issues, questions or concerns came before Council.

Coun. G. Pentz made motion to approve donation of land to the SPCA, seconded by Coun. B. Knight. **Motion Carried.**

STELLARTON TOWN COUNCIL 1
NOVEMBER 9, 2020

12. OPEN FORUM

No one spoke at the Open Forum.

13. NEXT COUNCIL MEETING

Next Council meeting will be Monday, December 14, 2020 at 5:30 p.m.

14. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.

MAYOR

TOWN CLERK



STELLARTON POLICE SERVICE

Report for Month End November 30, 2020

Calls for Service

Total: 177

Activities

Arrests

- | | |
|------------------------------------|---|
| 2- 911 Act-Other Activities | |
| 3- Animal Calls | |
| 3- Assaults | 1 |
| 7- Assists to Can. Police Agency | |
| 30- Assists to the General Public | |
| 1- Assist to the RCMP | |
| 2- Break and Enters | |
| 1- Cannabis Act | |
| 1- Child Welfare Act | |
| 1- Community Services | |
| 1- Controlled Drugs and Substances | |
| 4- Disturbing the Peace | |

4- Dog Act/Other Activities	
3- Driving while Disqualified	3
1- Escape from Lawful Custody	1
1- Failure to Remain	
1- Fail to Comply with Order	1
4- False Alarms	
4- Family Relations Act	
1- Fire Prevention Act	
1- Flight from Police	1
2- Fraud	
1- Harassing Communication	
5- Health Act Covid	
1- Identity Fraud	
2- Information Files	
1- Intimidation of Justice Official	
5- Items Lost/Found	
1- Liquor Control Act	1
9- Mental Health Act	
3- Mischief	1
16- Motor Vehicle Act	4
1- Motor Vehicle Collision	

2- Moving Traffic Speed	
1- Municipal Bylaw	
4- Operations while Impaired	2
4- Other Provincial/Territorial	
3- Persons Reported Missing	
1- Police Assistance	
2- Possessions of Proceeds of Crime	1
1- Quarantine Act	
1- Resists/Obstructs	1
1- Sexual Interference	
14- Suspicious Persons	
1- Theft of a bicycle	
3- Theft of a Motor Vehicle	1
3- Thefts under \$5000	1
4- Traffic Collisions	
4- Trespass Act	
4- Uttering Threats	1
1- Well Being Check	

Open Cases 22 Open Cases (YTD) 58

COMMUNITY RELATIONS

Qty. Type

None to report due to COVID-19 Restrictions.

Other Activities

Foot / Bike Patrol 5.0 hours

Radar Patrol 142 hours

Fleet

Patrol Car 36 November 2797 km traveled Year to Date 43689 km travelled

Patrol Car 38 November 5431 km traveled Year to Date 43176 km travelled

Gas Used

Patrol Car 36 November 650 Litres Year to Date 9006.5 Litres

Patrol Car 38 November 1090 Litres Year to Date 6303 Litres

Respectfully Submitted:

Mark Hobeck
Chief of Police

Stellarton Fire Department
Monthly Report – November 2020

Overall, the month of November was quiet around the Fire Department. The Holiday Season is upon us so preparations are well on there way for another successful Santa run. Of course, this year is a little different as we continue to navigate through the pandemic.

CALLS:

During the month of November we responded to 4 calls: 2 were alarm calls, 1 was a motor vehicle accident and the other was a request for Mutual Aid for Westville. An average of 15 fire fighters responded to each call with the exception of the mutual aid.

PRACTICES:

Practices were held every Thursday. On average 18 members attended.

Clean-up/Equipment checks:

Although the Hall remains closed to the Public we are still doing our weekly crew clean-up and equipment checks.

Respectfully submitted by Mark Fortune(secretary)

December Council Report

Marketing & Communications

Accessibility & Heritage Committee

- The Accessibility Committee took a bus tour throughout the Town to identify specific areas of the built environment that require accessibility updates. These would be areas of Town that may have been missed in the initial discussions. Meetings will continue in the new year to focus on the four other elements of the Accessibility Plan: Transportation, Information & Communication, Goods & Services, and Employment.
- December 3 was International Day of Persons with Disabilities; I made a post for our social media channels celebrating the day, celebrating our community members living with a disability, and highlighting the work of the Accessibility Committee.
- The Heritage Committee participated in a workshop with WSP to help build our Heritage Plan. This workshop was an important first step to connect WSP with our committee and to develop an initial idea of what we're looking for and what is important in Stellarton heritage preservation.
- A survey was developed to engage the community on what aspects of our heritage are important to them. This survey has been circulated through social media, on our website, via direct emails, as well as through hard copies for pickup at Town Hall and delivered as requested.

Special Events/Holidays

- To adhere to COVID-19 guidelines, we held a virtual Christmas tree lighting. This was livestreamed via Facebook initially, and uploaded to our YouTube channel, Instagram, and Twitter accounts afterwards. The outreach of these combined channels reached approximately 2225 people; and are still available on all sites. The response through comments, shares, and likes, were all very positive.
- Nicole LeBlanc, with Healthy Pictou County, reached out to us to film a message thanking essential workers. Members of staff from Admin, Police, and Public Works, as well as Council were present for the clip. Nicole will be sending us the final video when it's ready.

REMO

- REMO Pictou County has begun weekly meetings again to proactively plan for the second wave of COVID-19, should it get worse.
- The REMO communications team is developing informational videos/posts for web and social media, specifically with COVID safety during the holiday season.
- A winter edition of the REMO newsletter will be going out in the next few weeks. This will highlight safety precautions of COVID for the winter, 72-hour preparedness, recreation and ice safety, and will still include community resources.

Communications Plan

- The initial review of the communications plan was conducted with the Committee of the Whole. Many steps of the plan have already been considered over the last year and the additional steps of the plan will be put into action (majority beginning in 2021, but some actions being taken now).
- Updates to website, like the addition of minutes of all Town committees will now be included, preliminary work is currently being done to get all committees up-to-date; Initial conversations are being had with members of the Stellarton business community about the development of a Business Advisory Committee; Revision of the current social media policy is being done, editing it to coincide with the strategies and tactics outlined in the plan.

- Suggestions and comments from COW regarding the plan are being adapted to fit in with the current strategies and tactics.

Additional

- *Trails meeting*; I met with representatives from the Town of Westville and the Pictou County Trails Association to discuss the current trails we have (considering location of mine shafts along trails), as well as discussing the potential of connecting trails from Westville to Stellarton. As mentioned in previous trails meetings, I've told the group that we're absolutely interested in partnerships, we just need details of what is expected or needed of us before any plans are decided.
- *Council Photos*; I organized the photoshoot for updated photos of Council. The digital copies are available and have been updated on the website. The prints of the group shot have been ordered to replace the photos in Town Hall.

Town Engineers Report November 2020 Engineering & Public Works Report

Engineering/ Capital

1. Please find attached the projects status sheet for updates on the capital projects related to Public Works.
2. The Rundell Street project is now complete. It should be noted that we came across a lead service line on Victoria Avenue which was replaced. This verifies the theory of lead service lines on Victoria Avenue and it is recommended to move forward with water main replacement on that street in the future budgets.
3. The Water Meter Request for Proposal closed in November. A full review and evaluation of the proposals will be completed and provided to council.

Streets/Properties

4. Aspen Street has been paved.
5. Christmas lights and decorations were installed in late November.
6. Sanitary main flushing was done on most of our flat sewers. These are mains with minimum slopes which don't have the proper self cleansing velocities. A couple of locations are still outstanding.
7. In addition to item 6 above the Town completed CCTV inspection on sanitary mains throughout the Town as part of our Asset Management program. The CCTV provides camera evidence which can be used to evaluate the condition of the mains. Areas included in the work were Claremont, Fairview, South Foord and Birch.

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

**Town of Stellarton
Town Engineers Report
November 2020 Water Utility Report**

Water Quality Testing

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

Water Distribution System

2. No water breaks to report for the month of November.

Water Treatment Plant (WTP);

3. The WTP is behaving as expected for the month.

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



Town of Stellarton
Capital Projects Update Sheet

GENERAL CAPITAL	Project Description	Status
Town Properties:		
	Public Works Building	complete
	Pleasant St Bank	complete
	Town Hall Bldg Design	under review
	Library Boiler	one quote provided
	Town Hall Repointing	complete
	PW Building Fencing	complete
	MacMillan Curb	complete
	Cross Walk Lights A&W	concrete bases poured
Sewer:	Sanitary flow meter and structure	Legal cannot find rightful owner to obtain the easement
Sidewalks:	SW Stellar St (Acadia-Jubilee)	complete
	Foord St (Bridge-Foster)	complete
	Acadia Ave (S Foord-S MacKay)	complete
	Foord St (Fairview-Claremont)	complete
Public Works Equipment:	PW Lawn Tractor	deferred
Infrastructure	Rundell Infrastructure Upgrades	complete

WATER CAPITAL

East River Bank Stabilization	Requires further info
WTP Membranes	Second set of Membranes installed
Commercial Water Meters	To be reviewed and evaluated

Susan Higdon

From: Sally O'Neill <coordinator@activepictoucounty.ca>
Sent: Monday, December 7, 2020 4:03 PM
To: Susan Higdon
Subject: Active Pictou County update
Attachments: Among us game night (002).jpg

Hi Susan

A brief update for November:

- Rainbow Recreation live action "Among Us" adventure game held in Trenton Park, Nov 13th. 13 participants from all over Pictou County. Next event is a Holiday Tree Decorating hosted Dec 4th in partnership with the Pictou Antigonish Regional Library. School cohorts will be kept safely distanced to minimize contacts. Rainbow Recreation is a partnership between Active Pictou County, Pictou County Centre for Sexual Health and Pictou County Rainbow Community. It brings LGBTQIA+ youth together from across Pictou County to participate in youth-led activities with the purpose of strengthening social connections, mental and physical health.
- Participated in Zoom training for Highland Connect active living database
- Participated in regional zoom meeting of Nova Scotia Trails Federation member groups
- Participated in Health Promoting Schools Active Living Working Group meeting
- Working on Active Communities Fund application to Department of Communities Culture and Heritage

Sally O'Neill
She/Her
Coordinator, Active Pictou County
Cell: (902) 759-3502
Tel: (902) 485 4372 ext 256 Fax: (902) 485 8110
coordinator@activepictoucounty.ca
www.highlandconnect.ca

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