



TOWN OF STELLARTON

Council

January 11, 2021

5:30 PM

- 1. Approval of Agenda**
- 2. Approval of Minutes:** December 14, 2020
- 3. Business Arising from the Minutes**
- 4. 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
- 5. Correspondence**
 - a. RCMP Re: Paul MacDougall, Supt.
- 6. Ratification of Water Treatment Operator Position - Brad Greene**
- 7. Open Forum**
- 8. Next Council Meeting:** February 8, 2021
- 9. Adjourn**

**DECEMBER 14, 2020
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council was held on Monday, December 14, 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. Approval of Agenda

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

2. Approval of Minutes

The minutes from November 9, 2020 Public Hearing and Regular Council meetings, 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. Employee Service Awards

The following employees received Service Awards:

Lori Best – 5 Years

Vincent Conway – 10 Years

Dillon Stancombe – 10 Years

Tracey Fitzpatrick – 30 Years

5. 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. B. Knight. **Motion Carried.**
- b. Fire Chief Mike O'Sullivan – Fire Department
Coun. G. Pentz motioned to accept Fire Department's report for November 2020, seconded by Coun. B. Knight. On the Question: Mayor D. MacGillivray reported and thanked the Fire Department for continuing the tradition of Santa riding through Town on Christmas Eve. **Motion Carried.**
- c. Paige Clarke – Marketing & Communications
P. Clarke presented report;
Questions/Comments:
Mayor D. MacGillivray commented on the Virtual Christmas Tree Lighting and Communications Plan.
Coun. B. Knight made motion to approved the Marketing & Communications report, seconded by Coun. G. Pentz. **Motion Carried.**
- d. Blaine Murray – Town Engineer
Town Engineer B. Murray presented his reports.
Questions/Comments:
Coun. B. Knight made motion to approve Town Engineer's Report, seconded by Coun. S. Campbell. On the Question: Coun. G. Pentz asked about the sidewalk signs by the A & W. Town Engineer B. Murray reported that the concrete bases are installed and waiting for the poles. Coun. G. Pentz re

damage on St. Andrew's Court. Coun. G. Pentz re No Exit and Speed signs for Tate's Lane. B. Murray will have signs installed. **Motion Carried.**

- e. Sally O'Neill – Active Pictou County Report
Coun. S. Lawand made motion to approve Active Pictou County Report, seconded by Coun. B. Knight. **Motion Carried.**

6. Correspondence

- a. 2021 Assessment Roll Update – Town Clerk S. Higdon for Council's information; the process and dates for publication; there may be changes especially with Commercial properties affected by COVID.

7. Planning Advisory Committee Report

Town Clerk S. Higdon, as per the Planning Advisory Committee:

On the recommendation of the Planning Advisory Committee, Council approve the naming the driveway to the Pioneer Coal Track Pat Carty Way. Mayor D. MacGillivray commented that Pat Carty was the driving force behind the Track and Field in Pictou County for many years. Coun. S. Lawand made motion to name the driveway to the Pioneer Track Pat Carty Way, seconded by Coun. S. Campbell.

On the Question: Coun. S. Lawand comments re the gesture being well-deserved and fully supports it. **Motion Carried.**

**8. Application for Development Agreement PQ Properties – 25 Bunker Hill
File No. 01-20s**

Town Clerk S. Higdon noted that a Public Hearing was held on September 14, 2020 on this application. Coun. S. Lawand re waiting for input from Planner. Town Clerk S. Higdon reported that the Planner is off sick. Coun. G. Pentz not comfortable making a decision yet. Town Clerk S. Higdon reported that the deadline for approval will pass and application will be deemed denied by the Town. The applicant can appeal decision to the UARB Board. Council made no motion.

9. Communications Plan

Mayor D. MacGillivray re the Plan was also reviewed at the Committee of the Whole meeting. Questions/Comments:

Coun. B. Knight commented that it was very good.

Coun. G. Pentz commented that P. Clarke put a lot of work into the plan.

Mayor D. MacGillivray concurred on a job well done.

Coun. B. Knight made motion to approve the Communications Plan, seconded by Coun. G. Pentz. **Motion Carried.**

10. OPEN FORUM

No one spoke at the Open Forum.

11. NEXT COUNCIL MEETING

Next Council meeting will be Monday, January 11, 2021 at 5:30 p.m.

14. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.



STELLARTON POLICE SERVICE

Report for Month End December 31, 2020

Calls for Service

Total: 162

Activities

Arrests

| | |
|--|---|
| 2- 911 Act Other Activities | |
| 2- Animal Calls | |
| 4- Assaults | 2 |
| 4- Assists to Canadian Police Agencies | |
| 23- Assists to the General Public | |
| 4- Assists to the RCMP | |
| 1- Canada Health Act | |
| 2- Check Stops | |
| 2- Child Welfare Act | |
| 2- Corrections and Conditions | 1 |
| 2- Criminal Harassment | |
| 2- Disturbing the Peace | |

| | |
|---------------------------------|---|
| 1- Driving while Disqualified | |
| 1- Fail to stop/remain | |
| 1- Failure to Attend Court | 1 |
| 1- Failure to Comply with Order | 1 |
| 8- False Alarms | |
| 4- Family Relations Act | |
| 1- Fraud | |
| 1- Harassing Communications | |
| 6- Health Act (Covid) | |
| 1- Identity Fraud | |
| 3- Information File | |
| 5- Items Lost/Found | |
| 3- Liquor Control Act | 1 |
| 12- Mental Health Act | |
| 6- Mischief | 1 |
| 11- Motor Vehicle Act | 5 |
| 2- Motor Vehicle Insurance | 1 |
| 3- Municipal Bylaws | |
| 1- Operation While Impaired | |
| 1- Other Permit Issued | |
| 1- Other Provincial/Territorial | |

- 1- Peace Bond
- 1- Police Assistance
- 1- Property Check
- 1- Quarantine Act
- 1- Roadside Suspension
- 1- Sexual Assault
- 8- Suspicious Persons
- 5- Thefts Under \$5000
- 4- Traffic Control
- 5- Trespass Act
- 1- Trespass at Night
- 2- Unsafe Storage of a Firearm 2
- 3- Uttering Threats 1
- 5- Well Being Checks

Open Cases 14 Open Cases (YTD) 50

COMMUNITY RELATIONS

Qty. Type

None to report due to COVID-19 Restrictions.

Other Activities

Foot / Bike Patrol 7.0 hours

Radar Patrol 177.5 hours

Fleet

Patrol Car 36 December 2797 km traveled Year to Date 47099 km travelled

Patrol Car 38 December 5431 km traveled Year to Date 48384 km travelled

Gas Used

Patrol Car 36 December 650 Litres Year to Date 9717.5 Litres

Patrol Car 38 December 1090 Litres Year to Date 7362 Litres

Respectfully Submitted:

Mark Hobeck
Chief of Police

Crime statistics

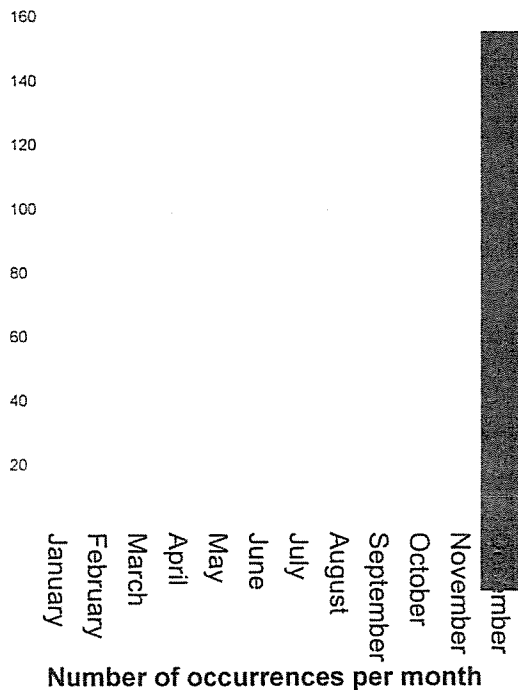
RCMP-GRC, Stellarton NS PS
 Valid as of 2021/01/05 08:44:52
 Printed by #E00036135 THIBEAU, M.

Daily and hourly occurrences

| | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY | UNKNOWN | TOTAL |
|---------------------|--------|--------|---------|-----------|----------|--------|----------|---------|-------|
| NUMBER OF EVENTS -> | 13 | 15 | 25 | 29 | 37 | 19 | 16 | 8 | 162 |
| 0:00 TO 3:59 | 3 | 3 | 4 | 5 | 4 | 1 | 2 | | 22 |
| 4:00 TO 7:59 | | 3 | 3 | 5 | 5 | 3 | | | 19 |
| 8:00 TO 11:59 | | 7 | 7 | 4 | 3 | 1 | | | 22 |
| 12:00 TO 15:59 | 7 | | 4 | 5 | 16 | 6 | 5 | | 43 |
| 16:00 TO 19:59 | | 2 | 3 | 7 | 5 | 4 | 4 | | 25 |
| 20:00 TO 23:59 | 3 | | 4 | 3 | 4 | 4 | 5 | | 23 |
| UNKNOWN HOUR | | | | | | | | 8 | 8 |

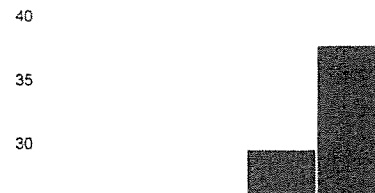
Breakdown by month:

| Month | Number of occurrences | Percentage of total |
|--------------|-----------------------|---------------------|
| January | 0 | 0.0% |
| February | 0 | 0.0% |
| March | 0 | 0.0% |
| April | 0 | 0.0% |
| May | 0 | 0.0% |
| June | 0 | 0.0% |
| July | 0 | 0.0% |
| August | 0 | 0.0% |
| September | 0 | 0.0% |
| October | 0 | 0.0% |
| November | 0 | 0.0% |
| December | 154 | 95.1% |
| Unknown | 8 | 4.9% |
| Total | 162 | 100% |

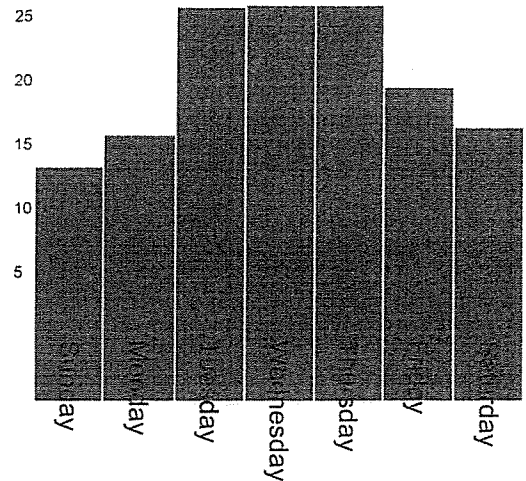


Breakdown by day of the week:

| Weekday | Number of occurrences | Percentage of total |
|---------|-----------------------|---------------------|
| Sunday | 13 | 8.0% |
| Monday | 15 | 9.3% |
| Tuesday | 25 | 15.4% |



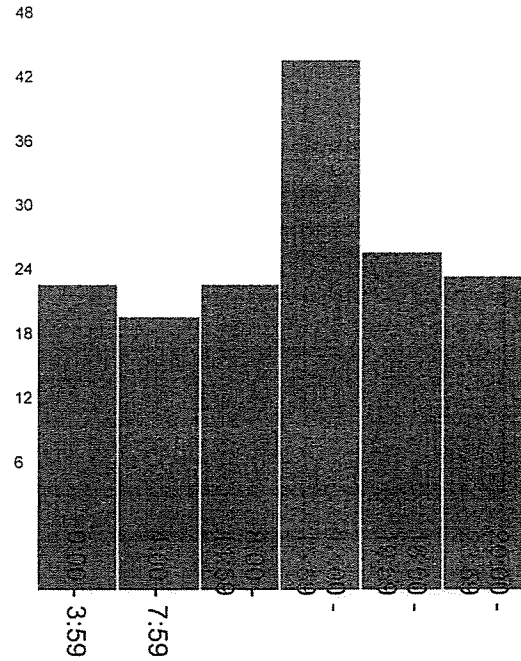
| | | |
|--------------|------------|-------------|
| Wednesday | 29 | 17.9% |
| Thursday | 37 | 22.8% |
| Friday | 19 | 11.7% |
| Saturday | 16 | 9.9% |
| Unknown | 8 | 4.9% |
| Total | 162 | 100% |



Number of occurrences per weekday

Breakdown by time of day:

| Time | Number of occurrences | Percentage of total |
|---------------|-----------------------|---------------------|
| 0:00 - 3:59 | 22 | 13.6% |
| 4:00 - 7:59 | 19 | 11.7% |
| 8:00 - 11:59 | 22 | 13.6% |
| 12:00 - 15:59 | 43 | 26.5% |
| 16:00 - 19:59 | 25 | 15.4% |
| 20:00 - 23:59 | 23 | 14.2% |
| Unknown | 8 | 4.9% |
| Total | 162 | 100% |



Number of occurrences per time of day

Stellarton Fire Department
Monthly Report – December 2020

December is always busy around the fire hall preparing for the annual Santa trip. Even with covid, Santa was able to make his rounds through the streets of Stellarton with the assistance of both the Fire and Police Departments.

CALLS:

Call volume was up a little and during the month of December we responded to 7 calls: 2 were alarm calls, 1 was a motor vehicle accident, 2 were because of smoke, 1 was the smell of something burning in a car and the other was a firework still smoldering. An average of 20 fire fighters responded to each call.

PRACTICES:

Practices were held every Thursday with the exception of December 24th. An average of 20 members attended.

CLEAN-UP/EQUIPMENT CHECKS:

The Hall remains closed to the Public but we are still doing our weekly crew clean-up and equipment checks. The decision will be reconsidered in the January monthly meeting and will be based upon Public Health regulations at the time.

Respectfully submitted by Mark Fortune(secretary)

January Council Report

Marketing & Communications

Heritage Committee

- *Survey Results*; The results of the survey conducted by WSP for our Heritage Plan are available for review by the Heritage Committee and Town Council. The members of this Committee have been reviewing these documents over the holidays and are meeting this week to discuss the results to put any comments, questions or concerns forward to WSP.

REMO

- *Newsletter Update*; The winter version of the REMO newsletter should be out soon. This edition features: 72 Hour Emergency preparedness, winter recreation and ice safety tips, as well as important community resources.

- *Weekly Meetings*; With the uncertainty of a second wave of COVID-19, weekly REMO meetings resumed to continue preparing to keep the community safe and aware of the latest COVID updates. Additional communications measures are being taken like further website updates with latest FAQs, and the upcoming newsletter.

Communications Plan

- *Business Advisory Committee*; Mayor MacGillivray and I met with several business owners in the month of December to begin establishing a Business Advisory Committee in the Town. These community members have expressed keen interest in the committee and will be working with me to develop this group further. An informative piece about this committee is included in the upcoming issue of The Stellar News as well.

- *Plan Execution*; Development is being made regarding several of the tactics outlined in the Communications Plan (which is now available on the Town's website: <https://stellarton.ca/town-hall/town-priorities.html>). This includes preliminary updates/drafts of new pages for the Stellarton website, as well as re-formatting of Town documents as they are needed.

Additional

- *Volunteer of the Year*; Although the COVID-19 pandemic has caused for uncertainty with regard to special events at this time, we are continuing to go ahead with Volunteer of the Year nominations. Initial communication was sent out to a number of local organizations to get their submissions in and the form is available on the website now. ([Volunteer of the Year Nomination Form](#)) Groups have until Friday, February 12, 2021, to submit their forms to have a volunteer recognized on a local and provincial level. As of now, in-person events are not looking like they'll be easy to execute, but I'm continuing to monitor provincial guidelines and attending Events NS meetings to see what is possible for special events.

- *Newsletter*; The winter edition of The Stellar News was prepared before the holidays and will be sent out with water bills soon. This edition features: A letter from the Mayor, Town Hall COVID-19 update, Volunteer Nominations, information regarding the Communications Plan, Stellarton's winter parking by-law, highlighting the Town's newest committees, and a new addition of a "Stellarton Heritage Corner."

- *Indoor Court @ Soccer Complex*; I attended a meeting with Rae Gunn (Communities, Culture & Heritage) and Gina MacInnis (Sport Nova Scotia) to discuss a new opportunity that is available at the WM Sobey Indoor Sports Complex. Through provincial funding, the complex now has access to a removable flooring used for sports that require a solid floor/court. COVID-19 has caused limitations around using school gymnasiums for recreation, but the Highland District Soccer Association has found this pilot method to

increase the available spaces for all sorts of different sport programs in the local community. This flooring is available to book/use now and more details can be obtained from the complex directly (902) 752-3793.

- *Council Photos*; The new group Council photo prints have been reframed and should be rehung in Town Hall shortly. Full size digital copies of individual Council headshots are available, if any member of Council wishes to have theirs, please email me and I will ensure you have access to your photo.

Town of Stellarton Town Engineers Report December 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. One water break occurred in December as follows:
December 12th – Poplar Street;
Crews repaired the leak and conducted required flushing and testing.

Water Treatment Plant (WTP);

3. The WTP has some computer update issues that staff and IT are trying to work out.
4. Brad Green has been hired as a water treatment plant operator. Safety and plant orientations were completed.

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

Town Engineers Report December 2020 Engineering & Public Works Report

Engineering/ Capital

1. The Rundle Street project is now complete. Engineering staff are in the process of completing the as-built drawings that will be saved for record keeping and future reference. This information is transferred to our GIS system so that it reflects the construction completed in the field.
2. Water main location information in the area of the sample ballfield was provided to the Consultant of the Challenger Baseball Association. The water main was located using our locate gear and then surveyed with our GPS unit. The points were then downloaded into the Civil 3D program to create a drawing. This information was used for the planning and design of potential improvements to the facility.

Streets/Properties

3. The traffic authority called the salt trucks out several times over the month of December for snow and ice control but overall the Town used less salt over the month of December compared to December 2019. No major storm events to report.

Mechanical Equipment

4. The MacLean sidewalk machine broke down before the holidays. Parts are anticipated to arrive in early January.

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

- Submitted Active Communities Fund application to Communities Culture and Heritage for Equipment loan, diversity in outdoor recreation, and after school programming supports.
- Submitted application to Diversity and Community Capacity Fund to support Adventure and Diversity Project. YReach, Cape to Cape Trail Group and Pictou Landing partnered to apply for funding to host healing hike by Adventure n Diversity of Cape Breton -pending funding approval. Project includes Hike Leader Training with Hike Nova Scotia.
- Welcome Winter Project – Met with YReach, CCH to plan a series of winter events to help new Canadians understand and enjoy winter activities, including how to properly layer for safe, warm winter dressing.
- December 11th - Rainbow Recreation group held a holiday ornament making event at River Run Café, decorated a tree in New Glasgow Library
- December 1st - Participated in PAPE (Physical Activity Practitioners Exchange) session Heathy Tomorrow Foundation – “Make your Move” campaign. www.makeyourmove.ns.ca is a campaign to help Nova Scotians improve health by recognizing that every minute of activity counts and provides resources to the recreation and active living sector, as well as the public, to help populations increase daily movements. Great resource for municipalities.



” Make Your Move aims to encourage Nova Scotians to move more and sit less. Our goal is to inspire people to think about movement differently and recognize that it’s easy to do. All the small bouts of movement in our day count toward overall activity. When we move more, even a little more, we improve our overall wellness, and more importantly – we feel better!”

Opportunity \$ - Trans Canada Trail Foundation Seasonal Cleanup Grant – up to \$1000 with no matching required **DUE JANUARY 15th**