



TOWN OF STELLARTON

Council
April 11, 2022
5:30 PM
Council Chambers

1. **Approval of Agenda**
2. **Approval of Minutes:** March 14, 2022, Regular Meeting
3. **Business Arising from the Minutes**
 - a. \$2000 Donation to the Red Cross for Ukraine
 - b. Town Clock
4. **Fire Department Service Awards**

5 Years	Jennifer Crossman
5 Years	Mark Fortune
5 Years	Shawn Hurley
5 Years	Dave Sobey
20 Years and Recipient of the Fire Services Exemplary Service Medal	Captain Terry Lee McChesney
30 Years and Recipient of the Exemplary Service 1st Bar	Deputy Chief Mike Brophy
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. Noah Delorey- Active Community Living Coordinator
6. **Correspondence**
 - a. **NS 55+ Games Society** Re: Successful Bid for 2023
 - b. **FCM** Re: Asset Management Application approval
7. **Committee of the Whole Report**
8. **Citizen Appointment Report**

Police Commission Member
Audit Committee Member
9. **Policy Amendment GV-002 Proclamations and Flag Raising Ceremonies and Lowering of Flags** (7 Day notice)
10. **Policy GV-003- Videoconferencing** (7 Day notice)

11. Bylaw Amendment #48- Stellarton Police Commission 1st Reading

12. Reports from Outside Agencies

a. Pictou County Solid Waste

13. Open Forum

14. Next Council Meeting: May 9th, 2022 @5:30 PM

15. Adjourn

MARCH 14, 2022
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, March 14, 2022, at 5:30 p.m. in Council Chambers.

PRESENT

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

Regrets: Coun. B. Knight.

1. Approval of Agenda

The Agenda was approved as amended to include under Correspondence 6.c. Letter from the Vida Hexo Corp Re: Expiry of Vida Cannabis Ltd. license, and 11. Town Clock, on motion by Coun. G. Pentz, seconded by Coun. S. Lawand. **Motion Carried.**

2. Approval of Minutes

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

3. Business Arising from the Minutes

There was no Business arising from the Minutes.

4. 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. **Motion Carried.**

b. Fire Chief Mike O'Sullivan – Fire Department

Coun. G. Pentz motioned to accept Fire Department's report for February 2022, seconded by Coun. S. Lawand. **Motion Carried.**

c. Paige Clarke – Marketing and Communications

Mayor D. MacGillivray commented on the ACOA grant received; signage to highlight heritage districts in Town; Walking Tour Map; Homecoming Festival. Coun. G. Pentz made motion to approve the Marketing and Communications report, seconded by Coun. S. Campbell. **Motion Carried.**

d. Blaine Murray – Town Engineer

Coun. G. Pentz commented on the Public Works staff and their effectiveness with the snow removal operations; extends his appreciation. Mayor D. MacGillivray added that the clearing of snow from the main street occurred in

a timely manner, also well appreciated. Mayor D. MacGillivray commented that the residents of the Twin Rivers Trailer Park were evacuated for one night during recent flooding conditions.

CAO S. Higdon reported that a flyer was mailed out to residents regarding the installation of water meters.

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

e. Noah Delorey – Active Community Living Coordinator Report

Coun. S. Lawand made motion to approve Active Community Living Coordinator Report, seconded by Coun. S. Campbell.

On the Question: Mayor D. MacGillivray stated that the deadline for Volunteer of the Year submissions has been extended to April 15; Restriction-free Homecoming; Community Centre re-opened; Heritage Murals.

Motion Carried.

5. Employee Service Awards

Mayor D. MacGillivray presented Cst. Garnet MacPherson with his 5 Year Service Award and thanked him for his service.

Mayor D. MacGillivray stated that Sgt. Paul Veenhuis, not present, received his 10 Year Service Award.

6. Correspondence

a. AMA Re: Model Videoconferencing Policy – CAO S. Higdon re the Provincial Government's State of Emergency, March 21, 2020, is coming to an end; March 21, 2022; Councils held meetings virtually during that time; after March 21, 2022, no longer permitted to hold meetings virtually. The letter from the AMA states that if Councils wish to have videoconferencing in place, a policy would have to be in place. Mayor D. MacGillivray asked Council about developing a policy. Coun. G. Pentz comments re circumstances may arise again where virtual meetings are needed, he recommends having a policy in place. Coun. G. Pentz made motion for staff to develop a draft Videoconferencing Policy for Council's approval, seconded by Coun. S. Campbell. **Motion Carried.**

b. Municipality of East Hants to NSFMR: Member Dues Renewal – CAO S. Higdon re letter from Warden Eleanor Roulston, from the Municipality of East Hants to the President of the Nova Scotia Federation Municipalities Mayor MacDougall asking why their membership fees increased considerably, up 41% from 2019 to 2022; letter cc'd for Council's information. CAO S. Higdon reported that Stellarton's fees went up 12% during the same time period. Coun. S. Lawand questioned if the NSFMR make money on the live conferences? S. Higdon replied that is how they generate their revenue. Coun. S. Lawand commented re formula for setting member fees. CAO S. Higdon reported that there will be a Spring and Fall Conference this year.

c. Vida Hexo Corp Re: Expiry of Vida Cannabis Ltd. License – CAO S. Higdon stated that on March 8, 2022, the Town was notified from Vida Hexo Corp., the owners of the cannabis plant on Acadia Avenue, the expiry of their license. She reported that their operation ceased on February 28, 2022. CAO S. Higdon noted that the commercial assessment value decreased \$4.5 million due to the closure.

7. Committee of the Whole Report

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

Recommendation #1

On recommendation of Committee of the Whole Council approve a donation of \$100 to the Mariposa East Skating Centre for an advertisement in their program for an event at the Pictou County Wellness Centre on April 10, 2022.

Recommendation #2

On recommendation of Committee of the Whole Council approve committing to a second term of five years with the Pictou County Regional Enterprise Network to March 31, 2028.

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.

The Police Commission, three citizens:

- Nancy Terris has accepted a second term as per the Town Policy, expiring in 2025.
- Kevin Mason's term expires 2024, with the opportunity to sit a second term.
- A vacant position currently being advertised, applications are due March 31.

The Audit Committee:

- A vacant position currently being advertised, applications are due March 31.

9. Resolution – No. 2022-03 – Investing in Canada Infrastructure Project, attached.

CAO S. Higdon stated that the Town Engineer and CAO are looking for authority to submit applications under the Investing in Canada Infrastructure Program; looking at submitting two applications; Claremont Avenue and Kirk Avenue. Mayor D.

MacGillivray read resolution for the record.

BE IT RESOLVED by the Town Council of the Town of Stellarton

That the Chief Administrative Officer and Town Engineer be authorized to submit applications for the projects under the Investing in Canada Infrastructure Program (ICIP) for the following prioritized projects for the fiscal year 2022-2023:

1. *Claremont Avenue Infrastructure Renewal Project* \$1,888,634.00
2. *Kirk Avenue Infrastructure Renewal Project* \$1,558,393.00

Coun. G. Pentz made motion to approve Resolution No. 2022-03, Investing in Canada Infrastructure Project, seconded by Coun. S. Lawand.

On the Question:

Coun. S. Lawand asked how many applications did the Town submit the last few years and how many were approved. CAO S. Higdon replied that the Town submitted four, since 2018, and two were approved.

Motion Carried.

10. Reports from Outside Agencies

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

11. Town Clock

Coun. G. Pentz commented that the Town Clock is not working. CAO S. Higdon reported that the repair person is from New Brunswick, and the difficulty having them come to Stellarton. CAO S. Higdon will follow up with the Town Engineer to provide the status of the clock repairs.

Coun. G. Pentz also reported that the flood light on the south side of the Miner's Monument has been burnt out for several months; ask Town Engineer to address issue.

12. Open Forum

Coun. S. Lawand comments:

- Thoughts are with the Ukrainian people
- Would like to see support from the Town(s), i.e. letter of support or donations
- He can relate to the hardships being experienced in this conflict

Mayor D. MacGillivray comments:

- Received call from Gerald Roma, originally from the Ukraine, Stellarton resident; will reach out to him regarding donations

13. Next Council Meeting: April 11, 2022, at 5:30 p.m.

STELLARTON TOWN COUNCIL
MARCH 14, 2022

14. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



STELLARTON POLICE SERVICE

Report for Month End March 31, 2022

Calls for Service

Total: 216

Activities

Arrests

3- 911 Act-Other Activities	
4- Abandoned Vehicles	
1- Animal Complaint	
5- Assaults	3
11- Assists to Canadian Police Agencies	
18- Assists to the General Public	
2- Assist to non-Government Agencies	
1- Assist to the RCMP	
1- Breach of the Peace	
2- Careless use of a Firearm	1
1- Check Stop	
3- Crime Prevention	
1- Disturbing the Peace	
1- Dog Act	

1- Domestic Dispute	
2- Driving while Disqualified	2
1- Fail to comply with Probation Order	
1- Failure to Remain	
1- Failure to attend Court	
2- Fail to comply with an Undertaking	1
10- False Alarms	
5- Family Law Act	
1- Fire	
2- Firearms Act	
2- Harassing Communication	
1- Health Act- Covid	
10- Information Files	
11- Items Lost/Found	
1- Liquor Control Act	1
6- Mental Health Act	
4- Mischief	
10- Motor Vehicle Act	3
2- Municipal Bylaws	
1- Off Road Vehicle Act	
6- Offender Management	

- 1- Operation while Impaired
- 1- Other Moving Traffic
- 1- Other non-Moving Traffic
- 2- Other Provincial/Territorial
- 1- Peace Bond
- 2- Persons Reported Missing
- 3- Police Assistance
- 1- Possession of Property obtained by Crime 1
- 4- Property Checks
- 1- Sexual Assault
- 25- Suspicious Persons/Vehicles
- 4- Thefts of a Motor Vehicle 2
- 7- Thefts under \$5000 2
- 8- Traffic Collisions
- 3- Trespass Act
- 8- Uttering Threats
- 10- Well Being Checks

Open Cases 16 Open Cases (YTD) 32

COMMUNITY RELATIONS

Qty. Type

4.0 hours Youth Corp

Other Activities

Foot / Bike Patrol 13.0hours

Radar Patrol 93 hours

Fleet

Patrol Car 36 March 3268 km traveled Year to Date 12009 km travelled

Patrol Car 38 March 4552 km traveled Year to Date 15867 km travelled

Gas Used

Patrol Car 36 March 529 Litres Year to Date 1387 Litres

Patrol Car 38 March 519 Litres Year to Date 1701 Litres

Respectfully Submitted:

Mark Hobeck
Chief of Police

Crime statistics

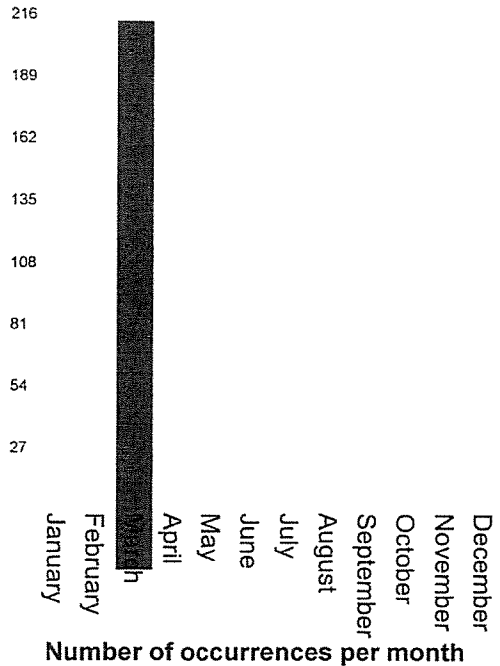
RCMP-GRC, Stellarton NS PS
Valid as of 2022/04/04 09:55:58 Printed by #E00036135 THIBEAU, M.

Daily and hourly occurrences

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	UNKNOWN	TOTAL
NUMBER OF EVENTS ->	23	18	47	25	36	33	30	4	216
0:00 TO 3:59	3	2	6	5	2	4	8		30
4:00 TO 7:59	4	4	2	3	4	1	4		22
8:00 TO 11:59	1	5	7	2	7	3	2		27
12:00 TO 15:59	5	3	13	8	9	9	6		53
16:00 TO 19:59	2	3	9	3	8	5	6		36
20:00 TO 23:59	8	1	10	4	6	11	4		44
UNKNOWN HOUR								4	4

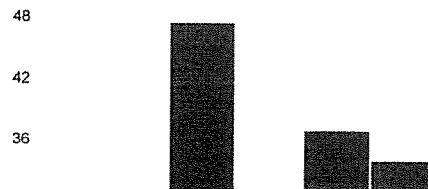
Breakdown by month:

Month	Number of occurrences	Percentage of total
January	0	0.0%
February	0	0.0%
March	212	98.1%
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	0	0.0%
Unknown	4	1.9%
Total	216	100%



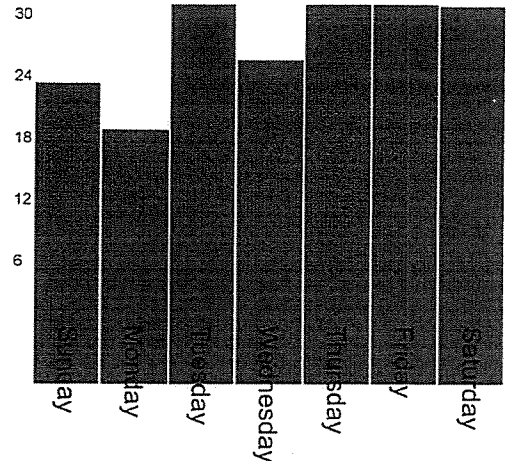
Breakdown by day of the week:

Weekday	Number of occurrences	Percentage of total
Sunday	23	10.6%
Monday	18	8.3%
Tuesday	47	21.8%



Protected B

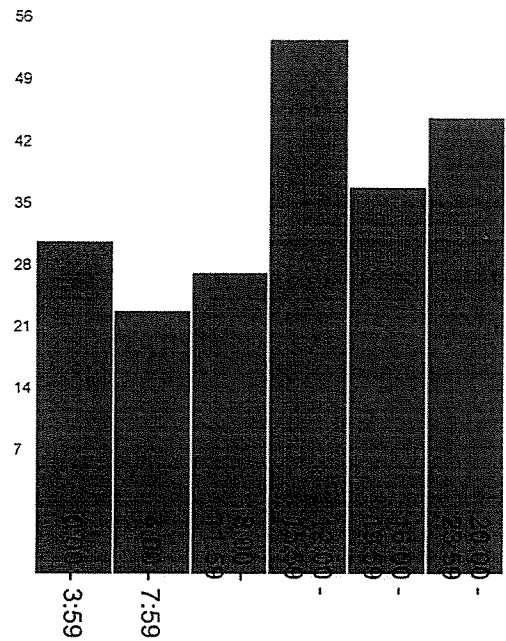
Wednesday	25	11.6%
Thursday	36	16.7%
Friday	33	15.3%
Saturday	30	13.9%
Unknown	4	1.9%
Total	216	100%



Number of occurrences per weekday

Breakdown by time of day:

Time	Number of occurrences	Percentage of total
0:00 - 3:59	30	13.9%
4:00 - 7:59	22	10.2%
8:00 - 11:59	27	12.5%
12:00 - 15:59	53	24.5%
16:00 - 19:59	36	16.7%
20:00 - 23:59	44	20.4%
Unknown	4	1.9%
Total	216	100%



Number of occurrences per time of day

Stellarton Fire Department
Monthly Report – March 2022

CALLS:

During the month of March we responded to 6 calls: 1 was an alarm call, 2 were medical assists, 1 was an electrical fire, 1 was a flue fire and 1 was a structure fire. An average of 13 fire fighters responded to each call.

PRACTICES:

Practices were held every Thursday. On average 16 members attended.

Clean-up/Equipment checks:

Weekly clean-up and equipment checks are performed with individual crews.

Respectfully submitted by Mark Fortune(secretary)

April 2022 Council Report
Marketing & Communications

Heritage Projects

Heritage Signs

The wayfinding signage highlighting the Heritage Districts and the parks around Town have been delivered and will be installed later this spring once weather conditions allow.

Walking Tour Map

The walking tour map is in the process of being printed now. Hard copies will be available at Town Hall soon. A digital version of the map is available online now: <https://bit.ly/36Rtj4k>

Newsletter

The Spring Edition of the Stellar News has been published. This edition provides key updates on: Tax billing and low-income property tax exemptions, local recreation opportunities, and information on the initial steps of the water meter process. This edition will be available on the Town's website under the *News Room* page. Additional hard copies are available at Town Hall.

Water Meter Information

To assist in the installation process for residential water meters, an informative flyer was put together and mailed to all Stellarton PO Boxes. This flyer outlined the initial process of updating account information and how residents can provide this information.

NSCC Social Services Class

Noah and I met with several representatives of the NSCC Social Services class regarding the upcoming community projects for May. A priority list of projects was sent to the class. Noah and I will continue to work with the class to help them develop their logistics plan for completing the projects.

Homecoming

Noah and I have been working to plan for this year's Homecoming week. We held a committee meeting earlier this month and were able to confirm several aspects of the week and are working to finalize the details for the Saturday night dance.

Highlights to Residents

Habitat for Humanity is building in Stellarton and applications are open now. Eligible families can apply here: <https://habitatns.ca/apply/>

Sunday Fundays at the YMCA are back for Stellarton residents for the month of April. Residents can access open gym, family swims, and fitness centre services between 12-5pm for free. Pre-registration is required to participate. Contact the YMCA for more details (902) 752-0202 or register online here: <https://bit.ly/3uEKEs>

Respectfully submitted,
Paige Clarke
Marketing & Communications Coordinator

Town Engineers Report

March 2022

Engineering & Public Works Report

Engineering/ Capital

1. Staff are busy working on capital cost estimates and budget preparation for the upcoming fiscal year.
2. The Town's application for the FCM's Asset Management Program has been approved for funding. This funding will assist in progressing our asset management program by completing asset inventory of all assets through this project along with condition ratings. The funding will be used for preliminary 5-year capital program and a 20-year projection to support annual capital budgeting. Planning and decisions will be aligned with our Asset Management Policy and other municipal plans.
3. The Request for Proposal for the Universal Water Meter Program is now on the Nova Scotia procurement site. It closes on April 21st.

Streets/Properties

4. Public works staff removed the bleachers from the MacGregor ballfields to do maintenance. The boards were primed and painted blue.
5. Staff have started repairing street signs around Town which were damaged from snow removal operations.
6. Various work was done in the shop such as building a box for the Canada flags, racks for the Christmas wreaths, and repairing street barricades.

Mechanical Equipment

7. Staff performed body work and paint jobs on the Trackless sidewalk plow and the sand pro machines. The work restored the appearance to new.

Safety

8. Fire extinguishers were inspected for all Town buildings and vehicles.
9. Fall arrest equipment and slings/chains are scheduled to be inspected in April.

Blaine Murray, P.Eng.,
Town Engineer

Town of Stellarton Town Engineers Report March 2022 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 March.
3. The fencing around Lehigh reservoir was damaged by a stolen automobile. The minor repairs were done by a fencing contractor.

Water Treatment Plant (WTP)

4. Average Treated water Production for March 2021 was 387,807 IG per day, whereas March 2022 was 380,550 IG, per day or ~ 2% lower consumption this year.
5. CBCL and staff are progressing on the Taste and Odour Pilot program at the WTP. The temporary system will involve injecting powdered activated carbon into the raw water which will absorb the organics like the carbon found in a Brita filter. The system will consist of small tanks, pumps and piping. The carbon will be collected in the sand filters and discharged to the wastewater system.
6. The 2021 Annual Report was submitted to Nova Scotia Environment.

Safety

7. A new step was added to the Electrical Switch room to reduce the high step.
8. Gas Monitors were calibrated.
9. Fire Extinguishers and Breathing air bottles were re-inspected.

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

March Council Report

Active Community Living Coordinator

NSCC Special Service Project; The Town of Stellarton and the NSCC will be collaborating on community projects. The projects will be carried throughout a five-week period (April 25-May 27). These projects include painting new fire hydrants and touching up current hydrants, building a community garden, new flower boxes, and maintenance on the horseshoe pits on Foster Ave. The Town of Stellarton would like to thank NSCC, and we look forward to community projects and the beautification for Stellarton.

Sunday Funday; April is Stellarton's Sunday Funday! Check out the Wellness Centre every Sunday throughout the month of April to enjoy free access to the YMCA. Events including family swims, weight room access, recreation pickleball and more are scheduled every Sunday. Find more information on the Town of Stellarton's Facebook Page or contact noah.delorey@stellarton.ca.

Go Green Get Clean; With Earth Day coming up on April 22nd, the Town of Stellarton will be collaborating with Pictou County Solid Waste. Pictou County Solid Waste and the Make Your Move Campaign is coming together for 'Make Your Move for the Environment' with a focus on litter clean ups. Pictou County Solid Waste and the Town of Stellarton will be participating in a short promotional video on April 5th, collecting litter throughout Stellarton.

Municipal Wellness Program; The Municipal Wellness Grant is an annual fund available for Nova Scotian Municipalities to support activities that promote the health and wellbeing of municipal employees and elected officials. The Town of Stellarton has been approved for this funding to be a part of the community pilot run for the Municipal Wellness Program's 'Not Myself Today Toolkit', which is designed to increase conversations surrounding mental health in the workplace.

Summer Employment; Town of Stellarton Summer Employment opportunities remain open until April 15th. These positions include Sport and Recreation Maintenance, Grounds Maintenance Worker, Day Camp Counselor, and Program Coordinator. Please email your application to noah.delorey@stellarton.ca, or drop off applications to the Stellarton Town Hall Building. For more information, please check the Town of Stellarton Facebook Page or visit the Town of Stellarton website.

Volunteer of the Year; Volunteer of the Year applications have been sent out to local organizations. We will be extending the deadline for the Volunteer of the Year submissions until April 15th. If you have someone who you think should be represented as Stellarton's Volunteer of the Year, please reach out to noah.delorey@stellarton.ca for more information or check the Town of Stellarton website.

Stellarton Homecoming 2022; The Stellarton Homecoming Committee had our first meeting for the upcoming Homecoming on March 23rd. This was a productive meeting, as we continue to

check items off the to-do list. Our next Homecoming Committee meeting is scheduled for April 20th. The Town of Stellarton cannot wait for a restriction-free Homecoming for July 20-24.

Make Your Move; The Make Your Move initiative is being implemented by the Make Your Move organization, and Pictou County will be one of the pilot communities to further this initiative. The Make Your Move initiative emphasizes increasing daily movement, focusing on unstructured movement, mainly targeted towards middle-aged women. Pictou County and the municipalities is looking to launch a county wide contest, which will be promoted through social media platforms. There will be prizes, and more information shared at a later date.

Respectfully submitted,

Noah Delorey

Active Community Living Coordinator



TOWN OF STELLARTON

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Phone (902) 752-2114 Fax(902) 752-4105
susan.higdon@stellarton.ca

Committee Report

Date: April 11, 2022
To: Mayor and Council
From: Susan Higdon, Chief Administrative Officer

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 St. as per information from Planner Roland Burek.