



## **TOWN OF STELLARTON**

Council  
October 11, 2022  
5:30 PM  
Council Chambers

- 1. Approval of Agenda**
- 2. Approval of Minutes:** September 12, 2022
- 3. Business Arising from the Minutes**
- 4. Proclamation – Circular Economy Month**
- 5. Presentation- Rev. Jim Swain Re: Operation Christmas Child**
- 6. 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
- 7. Correspondence**
- 8. Committee of the Whole Report**
- 9. Resolution Deputy Mayor Term of Office & Signing Authority**  
November 1, 2022-October 31, 2023
- 10. Open Forum**
- 11. Next Council Meeting:** Monday, November 14, 2022 @5:30 PM  
**Public Hearing Meeting:** Monday, November 14, 2022@ 5:00 PM
- 12. Adjourn**

**SEPTEMBER 12, 2022**  
**STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Monday, September 12, 2022, at 5:30 p.m. in Council Chambers.

**PRESENT**

Mayor D. MacGillivray, Couns. S. Lawand, G. Pentz and S. Campbell. 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 (g) Cape Breton Railway re Rail Safety September 19<sup>th</sup> to 23<sup>rd</sup>, #9 Park Street Paving Tender recommendation from Town Engineer, #13 Town Flowers, and #14 Town Clock, on motion by Coun. S. Lawand, seconded by Coun. G. Pentz. **Motion Carried.**

Mayor D. MacGillivray asked for a moment of silence in memory of Queen Elizabeth II.

**2. Approval of Minutes**

The minutes from July 11, 2022 Council Meeting were approved on motion by Coun. G. Pentz, seconded by Coun. S. Campbell. **Motion Carried.**

**3. Business Arising from the Minutes**

There was no business arising from the minutes.

**4. Proclamation – Right to Know Week**

Mayor D. MacGillivray read Proclamation for Right To Know Week as September 26 to October 2, 2022 in the Town of Stellarton, attached. Coun. G. Pentz made motion to approve proclamation, seconded by Coun. S. Lawand. **Motion Carried.**

**5. Presentation – DEANS – Cindy MacKinnon**

Cindy MacKinnon provided update on the past year and what they are working on now; highlighting:

- Large geographic region
- Annual planning session last October; facilitated plan created and approved
- Focusing on tourism and entry areas
- Events; Regional Events Strategy; Partnership with Events Nova Scotia
- Destination Marketing

- Pictou County Map work planned to be completed next spring
- Digital Marketing and Newsletters
- Visitor Services
- Partnerships
- Funding announcements for events
- New signage planned for Pictou County sign on Highway
- 55 Plus Games in 2023
- A county-wide branding initiative for Events Pictou County
- Revenue and budget information

Coun. S. Lawand re calendar of events. Cindy reported that information is on their website and they are working on method for people to add their own information on events.

Coun. S. Lawand re annual schedule of events and any low periods. Cindy commented that the slower months have a lot of sporting and school activities.

Mayor D. MacGillivray re the Kiosk at the Museum of Industry. Cindy reported that the location is very good, traffic could be better. She feels that better signage would help and had to apply to the Dept. of Transportation for approval.

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

**a. Chief Mark Hobeck – Stellarton Police Service**

Coun. S. Lawand acknowledged Officers G. Vandergrift and C. Irving and read statement from a business owner complimenting both officers.

Coun. S. Lawand 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 July and August 2022, seconded by Coun. S. Campbell. **Motion Carried.**

**c. Paige Clarke – Marketing and Communications**

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. S. Lawand commented on the amount of work done on the water and thanked department.

Mayor D. MacGillivray commented that Neptune will be commencing water meter installation in October; information will be sent out to residents. CAO S. Higdon added that there will be a Public Open House with Neptune at the Stellarton Fire Hall on September 28 from 6:00 p.m. to 8:00 p.m. for residents to ask questions and learn more about the project.

Mayor D. MacGillivray re development options for the mine site.

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

- e. **Noah Delorey – Active Community Living Coordinator Report**  
CAO S. Higdon stated that Noah wanted to provide an update regarding the signs for the recreational fields and the splash pad have been installed. Mayor D. MacGillivray commented on the Summer Day Camp staff, the successful Homecoming Festival, and the Active Living Strategic Plan being developed for the Town of Stellarton.  
Coun. S. Lawand made motion to approve Active Community Living Coordinator Report, seconded by Coun. S. Campbell. **Motion Carried.**
- f. **Roland Burek – Senior Planner**  
No report.

## 7. Correspondence

- a. **Pictou County Volunteer Ground Search and Rescue** CAO S. Higdon re thank you to Council for donation under the annual grants in the amount of \$862.
- b. **Viola's Place** CAO S. Higdon re letter of introduction of services and staff and their role to offer support to tenants, landlords, and those experiencing or at risk for homelessness.
- c. **Property Valuation Services Corporation** Re: 2021-22 Annual Report, CAO S. Higdon reported that a copy is available in the Administration Office.
- d. **Property Valuation Services Corporation** Re: PVSC Municipal Consultations – CAO S. Higdon reported that Mayor D. MacGillivray and she will be meeting with Jimmy MacAlpine to go over the services provided by PVSC.
- e. **Andrew Fraser** Re: Thank you note received from Andrew Fraser as recipient of the Oulton Award.
- f. **Paula Cunningham-Merrigan** Re: Thanked Council for donation towards their High Scholl Reunion during Homecoming.
- g. **Cape Breton Railway** – CAO S. Higdon received letter from Cape Breton NS Railway asking for permission from the Town to supply and install two "Look, Listen and Live" decals on the sidewalks at the Acadia Avenue Crossing; no cost to the Town; they are also doing an event, Rail Safety Week September 19 – 23, more details to come. CAO S. Higdon stated that the Town Engineer had no issues with the decal on the sidewalk. Coun. G. Pentz made motion to permit Cape Breton NS Railway to install decals on the sidewalk at the Acadia Avenue rail crossing, seconded by Coun. S. Campbell.  
On the Question:  
Coun. S. Lawand asked for clarity. CAO S. Higdon replied that the focus is on rail safety.  
**Motion Carried.**

## 8. Committee of the Whole Report

The following recommendation is for Council's consideration from correspondence received since the last Committee meeting.

**Recommendation #1**

On recommendation of Committee of the Whole Council approve \$150.00 to the U13AA Albions who are attending the Atlantic Championships in NL in September.

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

**9. Park Street Paving Tender Recommendation**

CAO S. Higdon received memo from Town Engineer re Park Street Paving Tender Recommendation; two quotes were submitted (excluding HST):

S. W. Weeks Construction Ltd. at tender price of \$69,365.50

Dexter Construction Company Ltd. at tender price of \$96,720.00

Town Engineer B. Murry recommends awarding the tender to the low bidder, S. W. Weeks Construction Ltd.

Coun. G. Pentz made motion to accept recommendation from the Town Engineer, seconded by Coun. S. Campbell. **Motion Carried.**

**10. NS UARB Decision – Boundary Review** CAO S. Higdon informed Council that it has been approved by the NS Utility and Review Board to keep the status quo on number of Councillors for the next general election in 2024 – 4 Councillors and 1 Mayor, and status quo on the ward system.

**11. Code of Conduct Survey** - CAO S. Higdon reminded Council that NSFM is doing the Code of Conduct Survey which closes on September 23; and encourages Council to fill out survey.

**12. Planning Advisory Strategic Plan Recommendation** – CAO S. Higdon reported that the Planning Advisory Committee came up with three strategic goals and needs Council's approval to move forward:

1. Mine Reclamation
2. Downtown Revitalization
3. Park Plan for Pleasant Street Playground

Details can be found on the Town's website.

Coun. S. Lawand made motion to approve the strategic goals from the Planning Advisory Committee, seconded by Coun. G. Pentz. **Motion Carried.**

**13. Flowers** – Coun. G. Pentz commented on the beautiful flowers in Town and acknowledged Deonie's excellent work and recommended sending her a letter of appreciation.

**14. Town Clock** – CAO S. Higdon stated that this was discussed during budget deliberations; Town Engineer obtained a quote to perform repairs to Town Clock of \$42,000 to fix the clock face for Council's consideration at 2023 budget. Coun. G. Pentz strongly recommends giving great consideration at the next budget deliberations.

**15. Open Forum**

No one spoke at the Open Forum

**16. Next Council Meeting:** October 11, 2022, at 5:30 p.m.

**17. ADJOURN**

Meeting adjourned on motion by Coun. G. Pentz.

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**



## STELLARTON POLICE SERVICE

Report for Month End September, 2022

Calls for Service

Total: 280

Calls	Type	Charges
4	911 Act-Other Activities	
3	Animal Calls	
6	Assaults	
12	Assists to Can. Police Agency	
23	Assists to the General Public	
3	Assist non-Government Agency	
2	Break and Enter	
2	Checkstop	
	Crime Prevention	
	Criminal Harassment	
2	Disturbing The Peace/Causing Disturbance	
10	Dog Act	
	Driving while suspended	
3	Fail to comply with an order	
14	False Alarm	
3	Family Law Act	
4	Fire Prevention Act	
	Firearms Act	
2	Flight from Police	

3	Fraud	
2	Harassing Communication	
	Identity Fraud	
5	Information Files	
9	Item Lost/Found	
3	Liquor Control Act	3
6	Mental Health Act	
6	Mischief	
12	Motor Vehicle Act Violations	6
	Selective Traffic Enforcement (STEP)	
7	Municipal Bylaws	
1	Offender Management	
13	Thefts under \$5000	
	Theft of a vehicle	
	Overcome resistance	
2	Parking complaints	
2	Peace Bond	
	Missing Person	
	Property Check	
34	Suspicious Persons	
	Motor Vehicle Collision	
3	Trespass Act	
3	Uttering Threats	
16	Well-Being Check	

## **Other Activities**

Foot/Bike Patrol

30 hours

Traffic Enforcement	65	hours
Community Relations	8	hours

## **Notable Events**

- Hurricane Fiona
-

Stellarton Fire Department  
Monthly Report – Sept., 2022

With the recent Hurricane, September proved to be a very busy month around the firehall. At one point the Hall was opened as a comfort center. Also, several members stood by at the Hall for an evening to deal with storm related issues.

CALLS:

The Stellarton Fire Department responded to 23 calls. The calls ranged from fire alarms to a structure fire with 1 call being Mutual Aid and 1 medical assist. A couple were gas leaks but the majority were alarm calls or wires/poles/trees sparking as a result of the Hurricane. On average, 12 - 13 members responded with the exception of the Mutual Aid call which had 10 respond.

PRACTICES:

Practices resumed on Thursday evenings with the exception of one week when everyone was dealing with the aftermath of the Hurricane.

CLEAN-UP/GEAR CHECK:

Weekly equipment checks/clean ups continued.

Respectfully submitted by Mark Fortune

Secretary for SFD

## **October Council Report**

### **Marketing & Communications**

#### ***App Update***

The Town's app has been officially transitioned to the new platform, TownApp, and is available in the app store to download.

The system platform was changed to offer similar but improved functionality, as well as an overall improvement to the look and feel. The new system will also save the town some money by removing developer fees.

The old app was supposed to be fully obsolete by September 25. Due to the severity of Hurricane Fiona and the concern that residents hadn't been able to download the new app, Citizen Alert (the company that sets up our app) kept both the old system and the new one live. This was to ensure that all residents would receive the alerts regardless of the app they had downloaded at the time.

#### ***Hurricane Aftermath***

With power and internet issues after Hurricane Fiona, I assisted the Town in getting a press release with Town Hall updates out online, while also putting hard copies in open businesses along Foord Street to try and reach as many residents as possible.

I worked with the REMO Pictou County Incident Management Team to assist with communications and getting residents urgent assistance. We opened an emergency hotline for residents who were trapped in their homes, in need of food and water, and other urgent issues. We had teams ready to assist the reports that came in to ensure everyone had necessities.

#### ***Newsletter***

The Fall Edition of the Stellar News has been published. This edition provides key updates on: Fire prevention week, hurricane aftermath, back to school and crosswalk rules, and the new app. This edition will be available on the Town's website under the *News Room* page. Additional hard copies are available at Town Hall.

#### ***DEANS Projects***

I have been sitting on planning meetings as part of the funding project announced on July 18 from ACOA to DEANS/Pictou County Region. There are several different event pieces that I am assisting with between now and the end of the year.

Creative Pictou County is manufacturing large-scale pumpkins to be placed throughout the county. Stellarton will be receiving several of these pumpkins and will have them displayed in prominent areas.

I am working to enhance this year's holiday tree lighting with some of this funding and will be applying through DEANS.

### ***Cruise Committee***

Through the Pictou County cruise committee, I took the Cruise 101 (self-guided online course) for free. This course provides an overview of the cruise industry as it relates to ports, destinations, and shore excursions, and what successful destinations do to ensure the cruise lines and their guests are having exceptional experiences in the destination.

### ***Age-Friendly Strategy***

As reported in last month's submission, I have been working with Mentoring Plus and members throughout the County on an age-friendly strategy for Pictou County. I believe this plan will work well in conjunction with our established Accessibility Plan to enhance Stellarton for all ages and abilities. We had been scheduled to meet at the end of September but had to cancel due to Hurricane Fiona. This meeting is being rescheduled for October, but I don't anticipate that this will delay the final plan.

### ***Small Business Week***

I met with Wade Tibbo of Pictou County Partnership regarding business development in Stellarton. Small Business Week is October 16-22 this year and Wade is planning a drop-in event as a kick-off to this week in Stellarton on October 14. I will be working with Wade to assist with this and am planning to be at this kickoff to meet more of our business community.

### ***Accessibility Training***

I am working with the reachAbility Association to schedule training on accessibility to Senior Staff, Council, and our accessibility committee. Once the details on date and time are confirmed for this training, it will be communicated to all.

### ***Look. Listen. Live. Railway Decal***

On September 22, we partnered with CBNS Railway on Operation Lifesaver to raise awareness about rail-crossing safety. Newly installed "Look. Listen. Live." decals are in place at the rail crossing on Acadia Avenue. The goal of these is to prevent tragic crossing incidents by reminding individuals to be aware and remain vigilant around railway crossings.

More information on Operation Lifesaver and the Look Listen Live program can be found here: <https://bit.ly/3xJSNLO>

Respectfully submitted,

Paige Clarke

Marketing & Communications Coordinator

# Town Engineers Report September 2022 Engineering & Public Works Report

## Engineering/ Capital

1. Please see below for the Capital Projects update sheet.

	Town of Stellarton Capital Projects Update Sheet	
<b>GENERAL CAPITAL</b>	<b>Project Description</b>	<b>Status</b>
<b>Curbs</b>	Coll Ave (Old Foxbrook to Poplar) High St Extension (Poplar to High)	Street sawcut for old curb removal Excavation and prep work complete
<b>Infrastructure:</b>	Marie Street Infrastructure Upgrades Culvert Headwall - South Foord St Design of Fish Ladder Residential Water Meters Raw Water Pump	sanitary an water infrastructure - 85% deferred to 2023  installation starts October complete
<b>Paving:</b>	Park St - paving & curb replacement	milling complete
<b>Sidewalks:</b>	Scotiabank - Acadia Ave side Scott Ave	waiting for work by Scotia Bank complete
<b>Equipment:</b>	Street Sweeper attachment	delivered

## Hurricane Fiona

2. Hurricane Fiona reeked havoc on the Town and the residents. The Town has hired Verhagen Demolition trucks to provide residents with tree removal services.

The Town owns several heavily treed properties that have trees either fallen onto private property or are leaning toward them. The number of trees that need to be cleaned up heavily outweigh the available resources. The Town will have to decide what to do with these lots to mitigate liability but keep vegetation at the same time. At some point staff will have to return to normal operations to prepare the fleet and infrastructure for the winter season. Below is a picture of Town trees blown over onto a private property on High Street.



No significant damage was done to Town buildings. However, the Dorrington ballfield had damage to the fields. The first base dugout on field 2 was blown over in the storm with the roof frame completely off. See below.



Other damage on field 1 includes:

- A section of the roof was blown off another dugout
- Some field lights are on the ground
- A section of soffit and fascia from clubhouse was removed

### **Streets/Properties**

1. Replaced a section of sidewalk on Jubilee by the library. The existing sidewalk had inadequate cross slopes that made the sidewalk more susceptible for slippage in the winter.
2. Staff installed bigger catch basin leads on Coll Avenue that will help convey storm water runoff.
3. Hanging baskets and flags were removed prior to Fiona.

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

# **Town of Stellarton Town Engineers Report September 2022 Water Utility Report**

## **Water Quality Testing**

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

## **Water Treatment Plant (WTP)**

2. Average Treated water Production for September 2022 compared to September 2021 was ~ 1% higher consumption this year.
3. The reservoir levels were topped up in preparation for the storm.
4. Ran approximately 3.5 days on the generator at the plant after the hurricane. No major issues at the plant. The turbidity in the raw water was handled by increasing PAC & polymer to help the clarifier

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

## **September Council Report**

### **Active Community Living Coordinator**

*Hurricane Fiona;* Our active living and recreation spaces have been damaged by Hurricane Fiona. These spaces are currently closed until we can ensure the safety of our community members. If you have any questions regarding sports or recreation in Stellarton, please contact [noah.delorey@stellarton.ca](mailto:noah.delorey@stellarton.ca).

*Nova Scotia 55+ Games;* Pictou County has won the bid for hosting the 2023 Nova Scotia 55+ Games, set for September 20-24. I attended a 55+ Games meeting at the Wellness Center on September 7<sup>th</sup>. Next meeting is scheduled for October 12<sup>th</sup>.

*Heritage Committee;* We held a meeting for the Heritage Committee on September 22<sup>nd</sup>. Artist, Janet Wallace presented the committee the twelve canvases timeline mural for the history of Stellarton. These twelve canvases capture's Stellarton from the Indigenous peoples to Stellarton today. These murals will be displayed in the Heritage room, and the Heritage committee is looking forward to sharing them with the public in the future! On behalf of the Heritage Committee, I would like to thank Janet for her hard work and working with our committee to develop such a great timeline mural for Stellarton.

*Volunteer of the Year Awards;* The Volunteer of the Year Awards was scheduled for September 26<sup>th</sup> in Dartmouth, these have been postponed to November 7<sup>th</sup> – due to Hurricane Fiona. As Stellarton's recipient, Tracy Hale, we would like to thank her again for all the volunteering she has done throughout Stellarton, and the rest of the Volunteer of the Year nominees.

*Face to Face PAPE;* The PAPE event scheduled for October 4<sup>th</sup> and 5<sup>th</sup> in Dartmouth has been postponed to November, due to Hurricane Fiona. The PAPE event is designed for physical activity practitioners to discuss topics including local policy that supports physical activity and movement, steps to policy development and hear how these practitioners helped advance policies. I will be attending the event once it is rescheduled.

*Trail and AT Counts Webinar;* On October 7<sup>th</sup>, I am attending a webinar hosted by Active Transportation Facilities Design Guide Author, Esprit Farmer, which will focus on the installation of Active Transportation infrastructure in your community. I am looking forward to this webinar and tying it together with Stellarton's trails and paths.

*Field, Park, and Community Center Booking;* Throughout the Summer, I have been helping groups and organizations with their bookings- whether it is a baseball field, soccer field, a park, or the community center. If you have any questions regarding any booking- please contact [noah.delorey@stellarton.ca](mailto:noah.delorey@stellarton.ca) for more information.

*Active Living Committee;* Our Active Living Committee is starting back up in the near future. There will be two Council members on the Committee, active living stakeholders within Stellarton, and myself. The committee will discuss ways to improve active living within

Stellarton, collectively develop an Active Living Strategy for the Town of Stellarton and allow for a space for opinions and thoughts can be brought up and discussed. If you wish to be a part of the Active Living Committee, please contact [noah.delorey@stellarton.ca](mailto:noah.delorey@stellarton.ca) for more information.

*Active Living Strategic Plan;* An Active Living Strategic Plan is in the early stages of being developed for the Town of Stellarton. The purpose of this plan is to use community engagement to identify the target demographics for the Town of Stellarton community members and promote existing ways individuals can be active, while also creating new activities where our community members can increase their physical activity levels. The Active Living Strategic Plan will identify and focus on building upon the active living lifestyle in Stellarton, desired outcomes, increase transparency, and use community engagement to see impactful changes.

Respectfully submitted,

Noah Delorey

Active Community Living Coordinator



# TOWN OF STELLARTON

PO Box 2200 Stellarton, NS B0K 1S0  
Phone (902) 752-2114 Fax(902) 752-4105  
susan.higdon@stellarton.ca

## Committee Report

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

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The following recommendation is for Council's consideration from correspondence received since the last Committee meeting.

### **Recommendation # 1**

On recommendation of Committee of the Whole Council approve \$500.00 to the NSCC Pictou Campus Student Association for their welcome back BBQ.