



TOWN OF STELLARTON

Council

November 14, 2022

5:30 PM

Council Chambers

1. **Approval of Agenda**
2. **Approval of Minutes:** October 11, 2022
November 7, 2022 Special Council meeting
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. Noah Delorey- Active Community Living Coordinator
5. **Correspondence**
 - a. **Pictou County Transit Authority** Re: Financial Statements March 31, 2022
 - b. **Nova Scotia Power Peter Gregg, President & CEO** Re: Cap Response information
 - c. **CCRCE** Re: International Students Host Families
6. **Committee of the Whole Report**
7. **Dangerous and Unsightly Motion-** 106 Rutherford Ext
8. **Dangerous and Unsightly Motion-** 137/139 Maple St.
9. **Town owned Trees**
10. **Open Forum**
11. **Next Council Meeting:** Monday, December 12, 2022 @5:30 PM
12. **Adjourn**

OCTOBER 11, 2022
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Tuesday, October 11, 2022, at 5:30 p.m. in Council Chambers.

PRESENT

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

Regrets: Coun. S. Campbell.

1. Approval of Agenda

The Agenda was approved as amended to include #10. Hurricane Fiona impact on trees and NS Power and #11 Timelines for tree debris pick-up on properties, on motion by Coun. G. Pentz seconded by Coun. B. Knight. **Motion Carried.**

2. Approval of Minutes

The minutes from September 12, 2022 Council Meeting 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. Proclamation – Circular Economy Month

Mayor D. MacGillivray read proclamation, declaring October 1st to October 31st, 2022 as Circular Economy Month. Coun. G. Pentz made motion to approve October as Circular Economy Month, seconded by Coun. S. Lawand. **Motion Carried.**

5. Presentation – Rev. Jim Swain Re: Operation Christmas Child

Rev. Jim Swain provided information about Operation Christmas Child, a world-wide Christian organization; asked if the Town could take part. Mayor D. MacGillivray asked in what capacity. Rev. Jim Swain gave options. Mayor D. MacGillivray stated that this item will be brought to the Annual Grants Committee of the Whole meeting for discussion and will let Rev. Swain know their decision.

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

a. Chief Mark Hobeck – Stellarton Police Service

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

b. Fire Chief Mike O’Sullivan – Fire Department

Mayor D. MacGillivray thanked the Fire Department for their response and support during Hurricane Fiona by having the Comfort Centre; there was an increase in calls as well; the Town is grateful for their service.

Coun. G. Pentz motioned to accept Fire Department’s report for September 2022, seconded by Coun. B. Knight. **Motion Carried.**

c. Paige Clarke – Marketing and Communications

Mayor D. MacGillivray re the new Town App letting people know about it.

CAO S. Higdon replied that if people have the current app, it will notify you that there is an updated app coming; the app is called Town App.

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. B. Knight commented on the water meter installation at his residence; they did a great job and provided relevant information.

Coun. S. Lawand acknowledged the work by the Public Works in response to the recent hurricane clean-up.

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

e. Noah Delorey – Active Community Living Coordinator Report

Coun. B. Knight stated that he and Coun. Pentz attended Homecoming wind-up meeting; a successful festival with very little concerns; complimented Paige and Noah for their hard work. Coun. G. Pentz also mentioned the contributions from organizations such as the Legion and Air Force Association.

Coun. G. Pentz made motion to approve Active Community Living Coordinator Report, seconded by Coun. B. Knight. **Motion Carried.**

7. Correspondence

a. Email letter from Dale Patterson, EA Project Lead for Tomorrow’s Mill –

CAO S. Higdon received letter informing Council the environmental consultants WSP will be back on the water to conduct marine baseline studies; read letter for Council’s information.

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

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

9. Resolution Deputy Mayor Term of Office & Signing Authority

Mayor D. MacGillivray read Resolution Deputy Mayor and Signing Authority appointing Coun. Bryan Knight as Deputy Mayor from November 1, 2022 until October 31st, 2023, resolution attached. Coun. G. Pentz made motion to approve resolution, seconded by Coun. S. Lawand. **Motion Carried.**

10. Hurricane Fiona Tree Impact and NS Power

Coun. B. Knight stated he received several calls regarding trees impacted by Hurricane Fiona; some situations could become dangerous; recommends being proactive by creating a program to cut down certain trees preventing future damages.

Coun. B. Knight commented re NS Power's response; he feels that more should be done, especially to assist any vulnerable residents.

Mayor D. MacGillivray added that NS Power may not have known of all power outages; the information flow could be part of the issue.

Coun. G. Pentz re a learning curve for all organizations – Bell Aliant, NS Power etc.

Coun. S. Lawand commented that people were unable to report outages due to internet being down as well as phone line problems; could REMO offer assistance; identify priorities for future.

11. Timelines for Debris Pick-Up

Coun. G. Pentz also received calls from residents regarding timelines when the Town was picking up storm debris (trees, branches). CAO S. Higdon reported that staff have been going nonstop picking up debris; received support from Verhagen and Stewarts; other operations are stalled because of the clean-up; after meeting with Town Engineer, the Public Works will continue to clean-up debris from curbside; until October 31. She added that there may still be trees that need removal since services are unavailable; in those cases, residents can contact the Town for pickup; this notice will be posted online.

12. Open Forum

CAO S. Higdon reminded Council and residents that there is an Open House on October 12 with Neptune Technology Group regarding the installation of water meters for residents which will be at the Stellarton Fire Hall from 6:00 p.m. to 8:00 p.m.; an opportunity for residents to ask questions about the installation process, billing, leaks, etc.

- 13. Next Council Meeting:** Monday, November 14, 2022, at 5:30 p.m.
Public Hearing Meeting: Monday, November 14, 2022 at 5:00 p.m.

STELLARTON TOWN COUNCIL
OCTOBER 11, 2022

14. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

NOVEMBER 7, 2022
STELLARTON, NOVA SCOTIA

MEETING

A Special meeting of the Stellarton Town Council was held on Monday, November 7, 2022, at 11:00 a.m. in the Council Chambers.

PRESENT

Mayor D. MacGillivray, Couns. B. Knight, and G. Pentz. Also present was the CAO S. Higdon, Town Accountant B. MacKay and Fire Chief M. O'Sullivan.

1. AGENDA

CAO S. Higdon stated that two Councillors declared a Conflict of Interest, Coun. Lawand and Coun. Campbell. The Agenda was approved on motion by Coun. B. Knight, seconded by Coun. G. Pentz. **Motion Carried.**

2. PURCHASE OF FIRE TRUCK

Coun. G. Pentz made motion to approve purchase of fire truck, seconded by Coun. B. Knight.

On the Question:

Mayor D. MacGillivray asked Fire Chief M. O'Sullivan to provide some information on pricing etc.

Fire Chief M. O'Sullivan reported that three quotes were received and commented on who they recommended.

CAO S. Higdon re the quotes received:

\$939,998.67

\$861,366.55

\$625,892.00 from Metal Fab, which was based on the trade-in of the 2001 for \$15,000.00 – so without the trade-in, the cost is \$640,892.00

Coun. B. Knight thanked the Fire Chief and Deputy Chief for their amount of research and work.

Mayor D. MacGillivray asked M. O'Sullivan if the Department was contributing towards the purchase. M. O'Sullivan confirmed they will, but has no set amount; they are looking at further discussions. Mayor D. MacGillivray re timeline for discussion on their contribution.

CAO S. Higdon asked if Council would like information on how that will be funded?

Town Accountant B. MacKay reported that funding will be through MFC Financing; the annual costs will be between \$65,000 and \$95,000 depending on the number of years the borrowing is done over and what the interest rates are.

Coun. B. Knight re other options for financing.

Mayor D. MacGillivray re Account's recommendation for length of financing. B. MacKay replied 10 to 15 years.

Motion Carried.

3. OPEN FORUM

No one spoke at the Open Forum.

4. Next Council Meeting: November 14, 2022 at 5:30 p.m.

5. Meeting adjourned on motion by Coun. G. Pentz.



STELLARTON POLICE SERVICE

Report for Month End October 31, 2022

Calls for Service

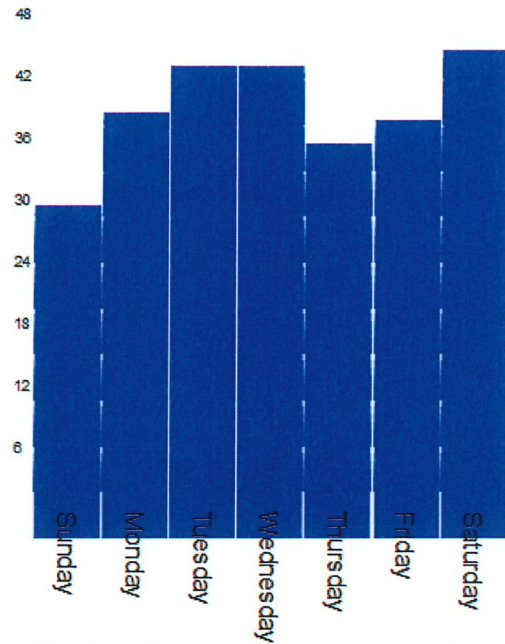
Total: 267

Calls	Type	Charges
5	911 Act-Other Activities	
4	Animal Calls	
5	Assaults	3
1	Assault with a weapon	1
16	Assists to Can. Police Agency	
2	Assist non-Government Agency	
27	Assist s to the General Public	
1	Break and Enter Business	2
1	Checkstop	8 Warnings
1	Child Pornography	
1	Child Welfare Act	
1	Coroners Act	
1	Causing a Disturbance	
3	Dog Act- Other Activities	
1	Driving while disqualified	
1	Fail to remain at MVA	
3	Fail to attend Court	
9	False Alarms	
4	Family Relations Act	
1	Flight from Police	

6	Fraud	
4	Harassing Communication	1
15	Information Files	
5	Item Lost/Found	
2	Landlord Tenant problem	
4	Liquor Control Act	2
12	Mental Health Act	
10	Mischief	6
26	Motor Vehicle Act Violations	10
15	Municipal Bylaw (traffic)	6 warnings
2	Impaired Driving	
8	Other Prov Statute	
3	Parking complaint	
1	Peace Bond	
1	Possession of Stolen property	1
5	Property Check	
13	Thefts	2
4	Theft of a Motor Vehicle	
7	Missing Person	
17	Suspicious Persons	
5	Traffic Collisions	
4	Trespass Act	
4	Threats	1
7	Well-Being Checks	

Breakdown by day of the week:

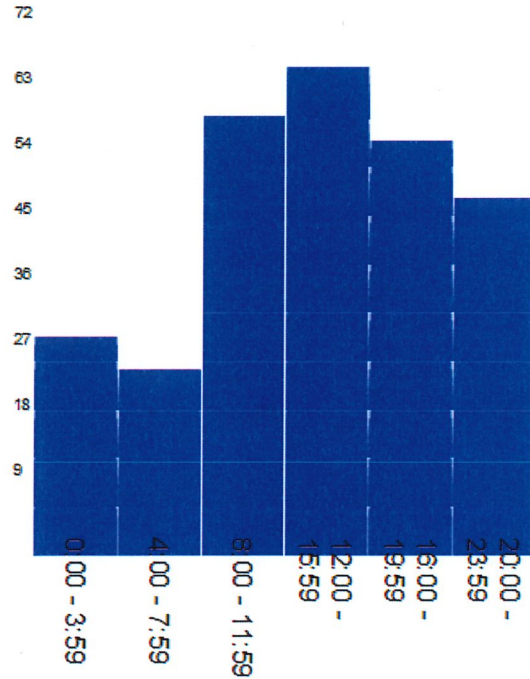
<i>Weekday</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
Sunday	29	10.9%
Monday	38	14.2%
Tuesday	42	15.7%
Wednesday	42	15.7%
Thursday	35	13.1%
Friday	37	13.9%
Saturday	44	16.5%
<i>Unknown</i>	0	0.0%
Total	267	100%



Number of occurrences per weekday

Breakdown by time of day:

<i>Time</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
0:00 - 3:59	26	9.7%
4:00 - 7:59	22	8.2%
8:00 - 11:59	57	21.3%
12:00 - 15:59	64	24.0%
16:00 - 19:59	53	19.9%
20:00 - 23:59	45	16.9%
<i>Unknown</i>	0	0.0%
Total	267	100%



Number of occurrences per time of day

Other Activities

Foot/Bike Patrol	25	hours
Traffic Enforcement	50	hours
Community Relations	10	hours

Notable Events

- October 15/22 Cst. Chris Sampson attended the Law Enforcement Torch Run Truck Convoy in support of the Special Olympics.
- October 16/22 Chief Hobeck attended the 40th annual Nova Scotia Fallen Peace Officers' Memorial Service in Halifax.
- October 19/22 Sgt. Veenhuis spoke to the Achieve Class at the NSCC about police in the community among other topics.

Stellarton Fire Department
Monthly Report – Oct., 2022

The month of October was fairly quiet in terms of calls, especially compared to the previous month.

CALLS:

The Stellarton Fire Department responded to 5 calls. 3 calls were for fire alarms, 1 was a pedestrian struck by a motor vehicle and 1 was an unknown fire in a backyard. On average, 15 members responded.

PRACTICES:

Practices continue to take place on Thursday evenings. We usually have 15-16 members participate.

CLEAN-UP/GEAR CHECK:

Weekly equipment checks/clean ups continue.

Respectfully submitted by Mark Fortune

Secretary for SFD

November Council Report Marketing & Communications

DEANS Projects

Pumpkin Update

Through the DEANS/ACOA funded projects, we have received 1/3 of our decorative pumpkins from Creative Pictou County. This pumpkin has been proudly displayed at the Town Square and will be moved to storage to be utilized next year.

I am working to coordinate with the DEANS and Creative Pictou County team, as well as our Public Works, to retrieve the additional two pumpkins as efficiently as possible. They are currently being housed at two different locations in New Glasgow.

Enchanted Nights/Holiday Tree Lighting

Through the DEANS/ACOA funded projects, I have applied for funding to enhance our established holiday tree lighting ceremony. The funding would cover an outdoor holiday movie with snacks and swag. If the application is approved, I will be partnering with the Stellarton and Area Lions Club to execute this community event.

Age-Friendly Strategy

I continue to work with the Mentoring Plus team and members throughout the County on an age-friendly strategy for all of the municipalities. This plan will work well in conjunction with our established Accessibility Plan to enhance Stellarton for all ages and abilities. We had faced delays in meeting due to Hurricane Fiona but had a successful October meeting and are still anticipating having a final product by the end of the year.

Accessibility Training

I have worked with the reachAbility Association to plan a full day training session on accessibility to Senior Staff, Council, and our accessibility committee. The reachAbility team is organized and prepared to host this training when time allows.

Field Signage

The remaining branded signs for the sport and recreation fields have been ordered. This includes signage for the Dorrington Complex, the Rick Crowe and Evansville fields, the Albion, the Sample fields, and the Sobeys Complex. Additional signs to mark the fields (Field 1, Field 2, etc.) were in budget and have been ordered as well. These signs have been delivered and will be installed when Public Works has availability (assuming spring 2023 at the earliest).

Stellarton Swag

Several items of "Stellarton Swag" have been ordered and are in the process of being made and delivered. These items are to be utilized for a variety of reasons like prizing, gifts, recreation, and office use, etc. To date, we have received Stellarton lanyards and water bottles.

Business Partnership

I had a meeting with Louise Dixon and Andrew Loscher from Pictou County Life and Media Ladder Digital Marketing. They are individuals with a Stellarton-based business, a deep love for the community, and the desire to help support the business community and the Town. I will continue to work with Louise and Andrew with outreach and fostering stronger relationships within the business community of Stellarton to enhance our town as a whole.

Heritage Committee

We have unveiled the timeline of murals to all members of the Heritage Committee. These canvas pieces will be stored safely until the Heritage Room is fully prepared to house them.

We are working to have the Sobeys historic display in the Heritage Room, however, have run into an issue with the butcher's block and its weight. I will be working with the Committee and with the original designer to come up with some options to rebuild this piece in some capacity.

Water Meter Open House/Information

I attended the Water Meter Open House and continue to sit on update calls from Neptune. I have been compiling a list of answers to questions, what seems to be important information, and general statements that may be beneficial to residents in the understanding of the water meters process. I will continue to compile notes as we progress through the project.

Respectfully submitted,


Paige Clarke

Marketing & Communications Coordinator

Town Engineers Report October 2022 Engineering & Public Works Report

Engineering/ Capital

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

	Town of Stellarton Capital Projects Update Sheet	
	GENERAL CAPITAL	Project Description
Curbs	Coll Ave (Old Foxbrook to Poplar) High St Extension (Poplar to High)	old curb removal to begin in early Nov 90% complete
Infrastructure:	Marie Street Infrastructure Upgrades Culvert Headwall - South Food St Design of Fish Ladder Residential Water Meters Raw Water Pump	85% complete deferred to 2023 9-10 % complete complete
Paving:	Park St - paving & curb replacement	curb - 90%, aprons and paving remain
Sidewalks:	Scotiabank - Acadia Ave side Scott Ave	waiting for work by Scotia Bank complete
Equipment:	Street Sweeper attachment	delivered

2. The SPCA have submitted site plans for the building in the business park. Engineering staff reviewed and approved the site plan.
3. NSCC has connected to services on Acadia. Town staff inspected the work.

Hurricane Fiona

4. Curbside pickup is primarily wrapped up. A small crew remains on cleanup while other staff were pulled off for necessary infrastructure and equipment maintenance. There is still Town properties that need to be cleaned up as per the November 3, 2022 email. These properties will require expert contractors with the appropriate skills and equipment. There will be significant expense to this cleanup as there is several properties that require cleanup with hundreds of trees down.

Mechanical

5. Staff were pulled off Fiona cleanup to prepare winter equipment for the upcoming snow season.

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

Town of Stellarton

Town Engineers Report

October 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 October 2022 compared to October 2021 was ~ 1% Lower consumption this year.

Water Distribution

3. Annual hydrant flushing was completed the week of October 31st.
4. No water breaks to report.
5. Please see The Engineering and Public Works report for capital project updates.

Blaine Murray, P. Eng.
Town Engineer

October Council Report

Active Community Living Coordinator

Recreation Nova Scotia Conference; I attended Recreation Nova Scotia's annual conference in Halifax from October 19-21. This was a fantastic way to network, share ideas with like minded individuals, and learn something new. For the sessions I attended, areas of focus included capacity building, inclusion and access in community recreation, trail development, and social support for less active adults through walking. The conference was overall a great success and fortunate that I was able to attend.

Face to Face PAPE; The PAPE event scheduled for October 4th and 5th in Dartmouth has been postponed to November 21-22, 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.

Volunteer of the Year Awards; The Volunteer of the Year Awards was scheduled for September 26th in Dartmouth, these have been postponed to November 7th – 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.

Multisport; Stellarton, along with Pictou County is in the process of organizing a 15 weeklong program for community members to participate in different sports. The date for the events targeted to start towards the end of February until the middle of June. Ages for participation is 5 to 7 years old. We had our first meeting on October 28th and our next scheduled meeting is November 9th.

Provincial Grants; It is the time of year to be considering applying for different provincial grants. I have been exploring different options to make the most out of active living within Stellarton. Capital budget times for this fiscal year are being considered when applying, to subsidize some of the costs and to get the most out of specific items.

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 October 12th. Next meeting is scheduled for December 7th.

Stellarton Homecoming; On October 6th, the Stellarton Homecoming Committee was finally able to get together and discuss Stellarton Homecoming that took place between July 20-24. The committee discussed what worked, what did not work, and what could be changed or tweaked going forward. With the Stellarton Homecoming planning being a first for most of the committee, we are fortunate to have a committee looking to improve in any aspect that we can.

Trail and AT Counts Webinar; On October 7th, I attended 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 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 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

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susan.higdon@stellarton.ca

Committee Report

Date: November 14, 2022
To: Mayor and Council
From: Susan Higdon, Chief Administrative Officer

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 \$1900.00 to participate in the Climate Change Summit with the Town of New Glasgow and the AIM Network.

Recommendation # 2

On recommendation of Committee of the Whole Council approve the Salt Haul Tender in the amount of \$14.90/tonne from DG Sons Trucking Ltd. as it was the lowest tender received.

Recommendation #3

On recommendation of Committee of the Whole Council sign on as an endorser of the Coalition for Healthy School Food.