



TOWN OF STELLARTON

Council

January 8, 2024

5:30 PM

Council Chambers

1. **Approval of Agenda**
2. **Approval of Minutes:** December 11, 2023
3. **Business Arising from the Minutes**
4. **Presentation of Service Awards**
 - a. Cst. Chris Sampson 5 years
 - b. Chris MacDonald 5 years
 - c. Susan Higdon 5 years
 - d. Sgt. Chris Irving 15 years
 - e. Cst. Nancy Cave 20 Years
5. **Reports from Staff:**
 - a. Chief Mark Hobeck- Stellarton Police Service
 - b. Fire Chief Mike O'Sullivan – Fire Department
 - c. Paige Draper- Marketing & Communications
 - d. Blaine Murray – Town Engineer
6. **Correspondence**
 - a. **Bantam Memorial Tournament** Re: Request for donation
 - b. **NRHS-** Re: request for donation to Musical
7. **Committee of the Whole Report** – no report
8. **Recommendation from Public Hearing:**
 - a. **274 Foord St.**
 - b. **283 Foord St.**
9. **Appointment of Temporary Building /Fire Inspector**
10. **Open Forum**
11. **Next Council Meeting:** Monday, February 12, 2024 @5:30 PM
12. **Adjourn**

DECEMBER 11, 2023
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, December 11, 2023, at 5:30 p.m. in Council Chambers.

PRESENT

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

1. Approval of Agenda

The Agenda was approved as amended to include #10 Faded Stop Signs and #11 Speed Sign on MacGregor Avenue, on motion by Coun. B. Knight, seconded by Coun. S. Lawand. **Motion Carried.**

2. Approval of Minutes

The minutes from November 14, 2023 Regular Council meeting were approved on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **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. B. Knight noted that Acting Sgt. Syer will be moving to the RCMP in January; Constable Makayla Morrell will be moving to fulltime; and Constable Grant MacAdam has been hired as a term; also a new leased police car has been ordered. Mayor D. MacGillivray re notable events – Sgt. Veenhuis, Cst. Morrell and Youth Troop attended the Grand Slam of Curling at the Wellness Centre; Insp. Pont and Sgt. Irving attended the GR Saunders Remembrance Day Ceremony; Officers (8) attended the Town's Remembrance Day Ceremony on Foord Street; and Chief Hobeck, Insp. Pond, Cst's Rideout and MacAdam attended the Stellarton Christmas tree lighting.

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

b. Fire Chief Mike O'Sullivan – Fire Department

CAO S. Higdon thanked Fire Department for their participation in the Christmas Tree Lighting event.

Coun. G. Pentz motioned to accept Fire Department's report for November 2023, seconded by Coun. B. Knight. **Motion Carried.**

c. Paige Draper – Marketing and Communications

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

d. Blaine Murray – Town Engineer

Coun. S. Lawand re concerns about power and communication lines being cut / coiled but not being removed; recommended sending letters asking that such wires be properly disposed of.

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

5. Correspondence

a. Healthy Pictou County Re: Virtual Reality 360 Tour – CAO S. Higdon for Council's information; press release from Healthy Pictou County regarding launch of the Virtual Realty 360 Tour of Pictou County for perspective health care workers.

b. NRHS Boys Hockey Re: Request for Donation – CAO S. Higdon received request from NRHS Boys Hockey for donation; it has been done in the past. Coun. G. Pentz made motion to donate what was donated in the past to the NRHS Boys Hockey, seconded by Coun. S. Lawand.

On the Question:

Coun. S. Lawand reiterated the Annual Grants Policy and deadline for application. CAO S. Higdon stated that any time requests are past the deadline, a letter is sent (with the cheque) indicating that there is a policy; she recommends that in the future Council pre-approve the regular requests.

Motion Carried.

c. Town of Oxford to Minister Steven Guilbeault Re: Exemption of Volunteer Emergency Service Providers from New Fuel Charges – CAO S. Higdon stated that this is a copy of letter to Minister Steven Guilbeault to all municipalities re the exemption of Volunteer Emergency Service Providers from New Fuel Charges; for Council's information.

6. Committee of the Whole Report

The following recommendations are for Council's consideration from the Committee of the Whole meeting held on November 27, 2023:

Recommendation #1

On recommendation of Committee of the Whole Council approve the donation to Pictou County Fuel Fund in the amount of \$250.00.

Recommendation #2

On recommendation of Committee of the Whole Council approve the donation to G. R. Saunders Home and School Association in the amount of \$200.00 for their Annual Festive Dinner.

Coun. G. Pentz made motion to approve recommendations from the Committee of the Whole, seconded by Coun. S. Campbell. **Motion Carried.**

7. Technical Report Re: 283 Foord St. – Public Hearing to take place on January 8, 2024 at 5:00 p.m. – Mayor D. MacGillivray vacated meeting due to conflict of interest. Deputy Mayor S. Campbell took the Chair. CAO S. Higdon explained that this is a request from 283 Foord Street; similar to request from 274 Foord Street in November where Council passed for a 1st Reading to go towards a Public Hearing on January 8, 2024; she recommends doing the same for this situation. CAO S. Higdon read; “Be it resolved that Stellarton Town Council has considered the application for a development agreement with MPL to convert an existing commercial building for 8 residential units at 283 Foord Street and grants its first reading as required under the Municipal Government Act of Nova Scotia. Be it further resolved that a Public Hearing is scheduled for 5:00 p.m. Monday, January 8, 2024 at the Stellarton Town Council Chambers to consider any comments, objections, or submissions with respect to this application”. Coun. B. Knight made motion to proceed with Public Hearing, seconded by Coun. G. Pentz.

On the Question:

Coun. B. Knight comments re congested area, supports having residential units.

Motion Carried.

Coun. S. Lawand voted nay.

8. Temporary Borrowing Resolution – Pictou County Wellness Centre – CAO S. Higdon reported that as part of the Energy Project, the Wellness Centre is borrowing \$1.7 million dollars to access the Federation of Canadian Municipalities grants, the province requires that the Wellness Centre approve a temporary borrowing resolution for this amount. It has been approved by the Wellness Centre Board; each of the 5 municipalities (owners) are required to issue a guarantee in the borrowing of the Wellness Centre; the percentage of Stellarton’s guarantee is 11.04% (\$195,434.50). Mayor D. MacGillivray commented that this is an energy savings project which will result in significant financial savings over the next number of years. Mayor D. MacGillivray read the Guarantee Resolution, attached, for the record. Discussion re timelines for repayment of loan. Coun. B. Knight asked if there was contributions from other governments. Mayor D. MacGillivray reported that there will be a \$500,000.00 grant from FCM. Coun. B. Knight made motion to approve Temporary Borrowing Resolution, seconded by Coun. G. Pentz. **Motion Carried.**

9. Bylaw Amendment Tourism Marketing Levy #58 2nd and Final Reading – CAO S. Higdon stated that this is the 2nd and final reading for the Tourism Marketing Levy, the amendment is the inclusion of a person who pays for accommodation for which the daily purchase price is not more than \$20. Coun. G. Pentz made motion to approve amendment, seconded by Coun. S. Campbell. **Motion Carried.**

10. Faded Stop Signs – Coun. G. Pentz commented that there are a few stop signs that are faded and should be replaced. CAO S. Higdon stated that these are in the budget but if signs are degraded, they will be replaced; there should be some in our stock.

11. Speed Sign on MacGregor Avenue – Coun. G. Pentz addressed this issue. Coun. B. Knight reported that this was brought up at the Police Commission meeting, and sign is permanent and will be relocated to a more effective area on MacGregor Avenue. Coun. B. Knight recommends having other speed signs erected in problem areas to slow traffic.

12. Open Forum

Coun. B. Knight commented on the Mental Health Issue Group; there's a lot of good things happening; hopefully have a package for Council in the new year.

13. Next Council Meeting:

Monday, January 8, 2024 at 5:00 p.m. Public Hearing

Monday, January 8, 2024 at 5:30 p.m. Regular Council Meeting

14. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



STELLARTON POLICE SERVICE

Report -Dec, 2023

Calls for Service

Total: 166

Calls	Type	Charges
3	911 act	
1	Abandoned Vehicle	
4	Assaults	2
10	Assists to Can. Police Agency	
13	Assist s to the General Public	
1	Audits & Information	
2	Breach of peace	
3	B&E	1
1	Child Pornography	
1	Coroners Act	
2	Causing a disturbance	
2	Crime Prevention	
1	Dog Act	
7	Fail to comply with conditions	4
5	False Alarm	
1	Family Relations Act	
1	Impaired operation	2
5	Fraud	2
3	Information Files	

4	Mental Health Act	
2	Lost & Found	
6	Mischief	1
8	Motor Vehicle Act Violations	6 (18 warings)
4	Municipal Bylaw	4 warnings
13	Thefts	2
3	Theft of Vehicle	1
2	no pursuit flight	
5	S.T.E.P	12 warnings
2	Property check	
15	Suspicious Persons/Veh/Property	
8	Traffic Collisions	
2	Unwanted person	
8	Well-Being Checks	
1	Threats	1

Other Activities

Foot/Bike Patrol 7 **hours**

Traffic Enforcement 40 **hours**

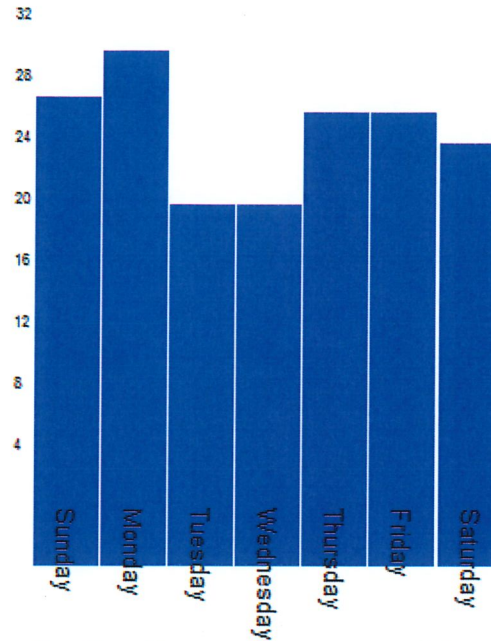
Community Relations 5 **hours**

Noteable Events

- Cst Morrell attended the Violence Against Women ceremony at Northumberland HighSchool
- Cst Morrell attended and ran the Ugly sweater run (in full uniform) at the Pictou County Wellness Center

Breakdown by day of the week:

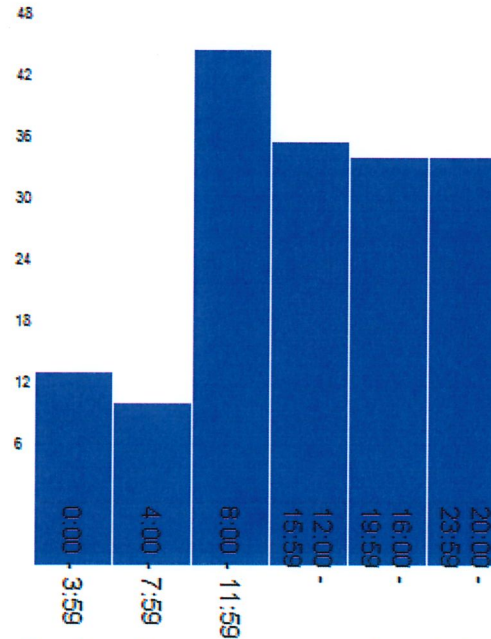
Weekday	Number of occurrences	Percentage of total
Sunday	26	15.7%
Monday	29	17.5%
Tuesday	19	11.4%
Wednesday	19	11.4%
Thursday	25	15.1%
Friday	25	15.1%
Saturday	23	13.9%
Unknown	0	0.0%
Total	166	100%



Number of occurrences per weekday

Breakdown by time of day:

Time	Number of occurrences	Percentage of total
0:00 - 3:59	12	7.2%
4:00 - 7:59	9	5.4%
8:00 - 11:59	44	26.5%
12:00 - 15:59	35	21.1%
16:00 - 19:59	33	19.9%
20:00 - 23:59	33	19.9%
Unknown	0	0.0%
Total	166	100%



Number of occurrences per time of day

Handwritten signature in blue ink.

Stellarton Fire Department
Monthly Report – December 2023

The month of December we held our annual Christmas Celebration. This was a joint celebration between the SFD and The Town of Stellarton. Other traditions continued as well, with Tree Lightings, Santa runs and school visits.

CALLS:

During the month of December, we responded to 11 calls: 2 were medical assist calls, 1 was a brush fire, 1 was a furnace back up, 1 was power lines on fire, 1 was a possible structure fire, 1 was a flue fire, 1 was a fuel spill and the other 3 were alarm calls. An average of 17 fire fighters responded to each call.

PRACTICES:

Practices were held every Thursday with a short break for Christmas. On average 18 members attended.

Clean-up/Equipment checks:

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

Respectfully submitted by Mark Fortune(secretary)

January Council Report
Marketing & Communications

REMO

Due to the significant weather events that we experienced before the holidays, I sat on several provincial weather briefings with the REMO team. These briefings are held before the weather events occur and provide insight on what we're likely to experience, what organizations are lined up and prepared to take action, and if there is anything that units require in order to prepare for these events.

Newsletter

The January edition of the Stellar News has been completed and is ready to be sent out. This edition will be mailed out with the water bills and will be available online as well. This edition includes information regarding the winter parking ban, an update on the Claremont Infrastructure Project, as well as winter fire safety.

Community Requests

I have continued to assist different groups with the booking and scheduling of the Community Centre on Leo Fahey Way. Many groups are simply continuing to maintain their traditional bookings, but there have been several new prospects looking to use the facility as well.

I am working to create a new registration form for new and existing users of the facility so that we can better streamline the schedule for the facility. We should be able to accommodate more users with a new system.

Social Media Highlights

There have been several social media posts that are important to highlight for residents:

- Neptune Technology Group may be contacting residents with regard to servicing existing or installing new water meters. Some meters are not being detected and need further adjustment to be able to read water usage. Residents are advised that if they are contacted by Neptune, they should schedule a follow-up.
There had been some concerns voiced on social media that these service calls were scams and should be ignored. We issued a statement to provide residents with some peace of mind that these calls are legitimate.
- Winter Parking Regulations are in place now until April 15, 2024. These regulations are available on our website, on social media, and at the Town Hall and Police Service. Public Works have been having increased difficulty with snow removal during the last snowfalls due to cars parked on streets. Residents are reminded that the 1am-7am hours do not apply in the event of a storm, and they may be at risk of being ticketed or towed at any time if they are impeding snow removal.

Respectfully submitted,

Paige Draper
Marketing & Communications Coordinator

Town Engineers Report

December 2023

Engineering & Public Works Report

Engineering/ Capital Projects

1. The asphalt was placed on Claremont Avenue. The tie ins on Lauzon Lane and Fairview Street are still outstanding as well as the driveway tie ins. These areas will be completed in 2024.
2. Engineering staff have been involved with Planning and Development with several potential and future developments within the business park.

Streets/Properties

3. December seen a lot of rain and wind which was the theme for most of the 2023 season. The week of December 17 seen several rain events resulting in over 100 mm of rain with over 178mm in total for the month. Two significant windstorms occurred which brought power outages to the county. No significant damage occurred in the Town. The Public Works staff were called out several times over the holidays for snow and ice control. No significant snowfall events to report.
4. Public Works performed maintenance duties on the trail going to the Wellness Center. The gravel material at the bridge approaches have gradually eroded over time. Staff installed jersey barriers and additional gravel to stabilize the area.

Mechanical

5. Staff were busy repairing snow equipment. Several salt trucks and sidewalk machines broke down over December requiring repair. Most issues with the salt trucks were computer related requiring outside expertise.

Blaine Murray, P.Eng.,
Town Engineer

Town of Stellarton Town Engineers Report December 2023 Water Utility Report

Water Quality Testing

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

Water Distribution

2. A fire hydrant was repaired on Stellar Street.

WTP

3. Average treated water Production for December 2023 (1,556,781 LPD) compared to December 2022 (1,785,058 LPD) was ~15% lower.
4. Received a new 1050 usg conical bottom tank for carbon addition. This tank will be used for the mixing of carbon which is added to our treatment process.

Blaine Murray, P. Eng.
Town Engineer