



## **TOWN OF STELLARTON**

Council  
April 8, 2024  
5:30 PM  
Council Chambers

- 1. Approval of Agenda**
- 2. Approval of Minutes:** March 11, 2024
- 3. Business Arising from the Minutes**
- 4. Presentation –** 2024-2025 Operations Budget  
2024-2025 Capital Budget  
Tax Rates for 2024-2025
- 5. Proclamation-** Lyme Disease Awareness Month- May
- 6. Proclamation-** Gaelic Nova Scotia Month- May
- 7. 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
- 8. Correspondence**
  - a. **Province of Nova Scotia-** Re: Department of Emergency Management
  - b. **Province of Nova Scotia-** Re: Service Exchange Agreement
  - c. **GFL-** RE: Request for Exemption from Noise Bylaw
- 9. Committee of the Whole Report – No report**
- 10. Inter-Municipal Amended Agreement- Pictou County Partnership**
- 11. Audited Financial Statements March 31, 2023- Pictou County Wellness Centre**
- 12. Municipal Election Update**
- 13. Open Forum**
- 14. Next Council Meeting:** Monday, May 13, 2024 @5:30 PM
- 15. Adjourn**

**MARCH 11, 2024**  
**STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Monday, March 11, 2024, 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 Item 5. Purple Day Proclamation and under Correspondence 7.c. Aberdeen Health Foundation Re AGM, on motion by Coun. S. Lawand, seconded by Coun. G. Pentz. **Motion Carried.**

**2. Approval of Minutes**

The minutes from February 12, 2024 Regular 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. Presentation – Rural Communities Foundation of Nova Scotia – Hugh MacKay gave presentation to Council highlighting:**

- Creating awareness of the Rural Communities Foundation and the work they do across the province as well as their programs
- Fund development on behalf of different organizations and provide grant opportunities
- Mission is to support sustainability and improvement in rural communities throughout Nova Scotia
- Registered charity; able to provide tax receipts for donations
- Current projects include the Ukrainian Nova Scotia Resettlement Fund, the Joan Fineman Climate Change Fund, Housing for Health, Soar Eagles Fine Arts Grant, and Community Impact Conferences
- The Dave Gunning Zero Hunger Fund which provides free pantries; operated by individual schools which provides nutritious food for kids to take home
- This year's goal is to raise \$200,000 to use towards school grants – setting up or restocking the free pantries

- Funds raised locally will be directed to local schools
- Complimenting the work of the Food Banks and addressing food insecurity

Questions/Comments:

Mayor D. MacGillivray thanked Hugh MacKay for presentation and for the good work the Foundation is providing; will pass the information on to our community.

## 5. Purple Day Proclamation

Mayor D. MacGillivray read Proclamation, raising epilepsy awareness, attached.

Coun. G. Pentz made motion to proclaim March 26, 2024 as Purple Day in Stellarton, seconded by Coun. S. Campbell. **Motion Carried.**

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

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

Mayor D. MacGillivray commented that Chief Hobeck and Insp Pond attended the Special Olympics Gala at the Halifax Convention Centre, where Chief Hobeck's team won Team of the Year. 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

Coun. B. Knight commented re the picture of the female fighters on fire truck in recognition of International Women's Day. Coun. S. Lawand reported that the Department received some wet suits for ice rescue and did appropriate training.

Coun. G. Pentz motioned to accept Fire Department's report for February 2024, seconded by Coun. B. Knight. **Motion Carried.**

### c. Paige Draper – Marketing and Communications

Mayor D. MacGillivray commented on her work with REMO during recent weather events; Heritage Day activities; and Volunteer of the Year nominations are available. Coun. B. Knight added that there will be a Homecoming meeting March 12 at 2:30 p.m.

Coun. S. Campbell inquired about Jays Care Foundation; CAO S. Higdon replied that it is a charitable organization coming to Stellarton in May to provide some baseball clinics for children.

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

### d. Blaine Murray – Town Engineer

Mayor D. MacGillivray read some of the report, focusing on the snow event on February 2-4.

Coun. G. Pentz complimented Public Works employees for their hard work during the recent weeks and snow removal.

CAO S. Higdon thanked the Administration staff for taking the calls and dealing with public concern.

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

## 7. **Correspondence**

**a. Town of New Glasgow** Re: Request Arbitration to PCSSA – CAO S. Higdon stated the Town along with participating municipalities in the Pictou County Shared Services Authority received this regarding the East River Environmental Control Centre; giving notice that the Town of New Glasgow intends to request arbitration in resolving the funding formula matter related to the East River Environmental Control Centre which operates under the umbrella of PCSSA. She updated that all parties are meeting to come up with a formula that will benefit and be fair and efficient for all of the municipalities. The issue is the delay of the installation of the flow meters. Stellarton's flowmeter has been installed; looking for a formula in the meantime before the actual data is received from the flowmeter.

**b. Province of Nova Scotia – The Future of our Coastline** – CAO S. Higdon re for Council's information from the Minister of Affairs and Housing and the Minister of Environment and Climate Change on the proposed future of our coastline, Nova Scotia's plan to protect people, homes and nature from climate change on the Coastal Protection Act.

**c. Aberdeen Health Foundation** Re: AGM – CAO S. Higdon received notice that the Aberdeen Health Foundation AGM is taking place on March 21, 2024; featuring a panel discussion on "Can We Prevent Mental Illness".

## 8. **Committee of the Whole Report**

CAO S. Higdon – the following recommendations are for Council's consideration from the Committee of the Whole meeting held on February 26, 2024

### Recommendation #1

On recommendation of Committee of the Whole Council approve the emergency purchase of 2023 Trackless MT7 Articulating Municipal Tracker for the amount of \$162,365.00 plus HST.

### Recommendation #2

On recommendation of Committee of the Whole Council approve the recommendation to renovate the Stellarton Town Hall for administration only dependent upon the acquisition of a suitable building for the Stellarton Police Department.

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

**9. Resolution 2024-03-11 – Appointment of Returning Officer – Mayor D. MacGillivray** read Resolution 2024-03-11, Appointment of Returning Officer (attached) appointing Josephine MacDonald as Returning Officer.

Coun. B. Knight made motion to approve appointment of Returning Officer, seconded by Cou. Pentz.

On the Question:

Coun. B. Knight asked if the Town was going to have a poll with paper ballots as well as electronic voting. CAO S. Higdon commented that it would not be determined tonight, but Josephine will do the will of Council. CAO S. Higdon recommends that costs be determined before making decision.

**Motion Carried.**

**10. Open Forum**

Bill Cameron, 144 North Foord Street comments:

- Concerns about water from adjacent property flowing onto his property/house
- Pipe was installed, but does not work during winter
- Snow being plowed on his land

Coun. G. Pentz informed Mr. Cameron that Council is unable to comment on situation until they receive report from the Town Engineer.

**11. Next Council Meeting:** Monday, April 8, 2024 at 5:30 p.m.

**12. ADJOURN**

Meeting adjourned on motion by Coun. G. Pentz.

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**

Stellarton Fire Department  
Monthly Report – March 2024

**CALLS:**

During the month of March, we responded to 12 calls: 1 was a mutual aid call, 4 were alarm calls, 1 was for a flooded basement, 1 was for a water rescue, 3 were for MVA calls and 2 were medical calls. An average of 12 fire fighters responded to each call with the exception of the Mutual Aid call.

**PRACTICES:**

Practices were held every Thursday with the exception of March 28<sup>th</sup>. That night we participated in the annual MD Boot Drive. On average 14 members attended training.

**Clean-up/Equipment checks:**

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

Respectfully submitted by Mark Fortune(secretary)

**March Council Report**  
**Marketing & Communications**

***DEANS/Coastal Nova Scotia***

Coastal Nova Scotia had been planning to submit a bid for Pictou County to host the 2025 Nova Scotia Music Week event. As part of this submission, they requested a letter of support from the Town of Stellarton. As discussed with Council, I wrote this letter highlighting a number of our unique businesses that could not only provide their standard services throughout the week, but could also stand as music venues, accommodations, etc.. As part of this letter, I also highlighted our downtown core as it offers a wide range of assets including parking, general walkability, Town Square as a venue, and diversity of businesses. This letter was submitted to Coastal Nova Scotia and their intention was to submit this bid before the end of March.

***The Working Mind Training***

I took part in a three-part virtual training opportunity through the Mental Health Commission of Canada called “The Working Mind Employee” program. Through this program, participants learned skills to help reduce the stigma and negative attitudes surrounding mental health in the workplace, promote good mental health for everyone, and provide strategies to cope with stress and mental health. This was a free program provided through AMANS.

***Albion Field Application***

The ball field rental application has been reworked with consideration for the Albion field in particular. The lights have been left on in previous years, so we have included a regulation that will hopefully reduce this issue from happening in the future. Only one team has submitted their booking form for the upcoming season, and they have been provided with the updated form with the new addition brought to their attention. All other teams will be notified of this update at the time of booking.

***Volunteer of the Year***

Nominations for the Francis ‘Bud’ MacKay Volunteer of the Year award were received between February 21 and March 22. We received 10 excellent nominations this year. The Volunteer of the Year will be awarded at the upcoming Volunteer Reception scheduled to be held on Thursday, April 18. All nominees have been invited to attend this reception and all plans are underway to ensure this event is properly executed.

***Newsletter***

The Spring edition of the newsletter has been completed. The latest edition provides important updates on: Day camp, burn restrictions & the wildfire risk season, National Police Week, summer employment, Homecoming & recreation, as well as upcoming dates for Pictou County Solid Waste’s Go Clean Get Green week, Spring Cleanup, and Leaf Collection.

This newsletter will be provided to residents via water bills, will be available in hard copy at Town Hall, and will be available on our website.

### ***Homecoming***

Homecoming is taking place from July 24-28. The Homecoming Committee met this past month and are very much looking forward to this year's Homecoming event. There are new organizations joining us with events this year, as well as existing organizations expanding their event offerings. We are also looking at ways to enhance a number of items like dance ticket sales, the Friday street party, and Sunday final concert. We will also be looking to have additional volunteers this year. The schedule looks similar to previous years, with some fun new additions. As we work to finalize the schedule, it will be provided to residents.

### ***Jays Care Foundation***

I met with the organizer of the Jays Care Foundation Fun Day that they are planning for the end of May. I have been continuing to help coordinate the event as they are based in Toronto and have some difficulty with fully organizing from province's away. There are some great pieces lined up for this day. I expect the formal save the dates to be sent out from the Jays Care Foundation within the near future, and then I will have a better idea of who else to include as part of this day.

### ***Social Media Highlights***

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

- Employment Opportunities: We are accepting applications for several positions right now within the Town. There are multiple Summer positions that are open until April 14 for submissions, and a position as Parks Beautification Coordinator with Public Works opened until April 11. All of these positions with job descriptions can be found on our website here: <https://stellarton.ca/town-hall/jobs.html>
- Epilepsy Day in Stellarton: As proclaimed at March Council, Stellarton recognized March 26 as Purple Day. This day is celebrated to increase understanding, reduce stigma, and improve the quality of life for people living with epilepsy.

Respectfully submitted,

Paige Draper

Marketing & Communications Coordinator

# Town Engineers Report March 2024 Engineering & Public Works Report

## Engineering

1. Engineering staff have been busy developing tender documents for several projects and purchases approved under the capital budget. Projects and tenders currently out are as follows:

<b>Tender</b>	<b>Closing Date</b>
Asphalt Patching	March 28, 2024
Surplus Equipment	April 3, 2024
Kirk Avenue Infrastructure Upgrades	April 4, 2024
Curb & Gutter Replacement	April 9, 2024

There are several more tenders currently in development.

2. Staff are currently busy with permit review with Planning & Development projects. There are several new developments and buildings being proposed in the Town.

## Streets/Properties

3. Due to the weather this winter there are several potholes around Town that required ongoing maintenance. Wet weather and freeze thaw cycles are extremely hard on asphalt. Any cracks that will form over time allow water to penetrate in the substructure. When temperatures drop below freezing the water will freeze and expand putting additional pressure on the asphalt. When it thaws it can leave a void which will eventually collapse from traffic loads. Climate change experts predict more freeze/thaw cycles will have a significant impact of the life span of our roads.
4. Staff are busy fixing and straitening signs throughout the Town. Snow removal operations had bent and pushed signs throughout the Town. This is mainly due to the shear volume of snow we received during the one major event in February.

## **Mechanical Equipment**

5. Public Works proposed a capital purchase for a new backhoe snow bucket in the event the old one could not be repaired. Public Works had I. Matheson & Co bend some sheet metal and staff welded the material. The department will no longer require a capital purchase and saved the Town 15-18k.
  
6. The lack of snow in March allowed our staff to perform long overdue maintenance on plow equipment. Multiple snow and ice events without breaks can make it hard to perform equipment maintenance. The same people who plow the streets, are the same people who fix water breaks, perform maintenance to sewers, streets and buildings. Unlike bigger municipalities who have dedicated staff to each of these activities, our staff are involved with it all.

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

# **Town of Stellarton Town Engineers Report March 2024 Water Utility Report**

## **Water Quality Testing**

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

## **Water Distribution**

2. March 23 water break – Weir Avenue.
3. Staff installed several water meters and transmitters in new dwellings. Information was given to Administration to add to the system.

## **WTP**

4. Average treated water Production for March 2024 (1,862,565 LPD) compared to March 2023 (1,835,948 LPD) was ~1% Higher. However, after March 23rd (Leak on Weir repaired) the plant has seen much lower flows.

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