



TOWN OF STELLARTON

Council
May 13, 2024
5:30 PM
Council Chambers

- 1. Approval of Agenda**
- 2. Approval of Minutes:** April 8, 2024
- 3. Business Arising from the Minutes**
- 4. Presentation-** CEF 144- Roy Burn
- 5. Presentation –** Pictou County Partnership- CEO Wade Tibbo
- 6. 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
- 7. Correspondence**
 - a. **Province of NS Municipal Affairs and Housing-** Re: Canada Community-Building Fund
 - b. **Pictou -Antigonish Regional Library-** Re: Update on Funding Formula
- 8. Committee of the Whole Report**
- 9. Stellarton Town Council Honourarium**
- 10. Bylaw Amendment Noise Control #54 First Reading**

Exemption to Commercial properties requiring solid waste pick up before 7:00 AM
- 11. Open Forum**
- 12. Next Council Meeting:** Monday, June 10, 2024 @5:30 PM
- 13. Adjourn**

APRIL 8, 2024
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, April 8, 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 and Town Accountant Brenda MacKay.

1. Approval of Agenda

The Agenda was approved as amended to include under Correspondence d. Thank You from the Stellarton/Westville Police Youth Corps, on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **Motion Carried.**

2. Approval of Minutes

The minutes from March 11, 2024 Regular Council meeting were approved on motion by Coun. S. Lawand, seconded by Coun. S. Campbell. **Motion Carried.**

3. Business Arising from the Minutes

There was no business arising from the Minutes.

4. Presentation - 2024-2025 Operations Budget
2024-2025 Capital Budget
Tax Rates for 2024-2025

Town Accountant B. MacKay reviewed budgets with Council, highlighting:
General Operating Budget – balanced budget as required, proposing no increase in tax rates; the Assessments for 2024 Residential and Resource at \$229,365,700.00; Commercial Assessment at \$94,596,200.00; maintaining the rates at \$1.88 for Residential and Resource, and \$4.30 for Commercial per \$100 of Assessment. Total taxes at \$8,379,712.00; an increase of \$285,000.00 Residential and \$359,000.00 Commercial. Budgets attached.

Mayor D. MacGillivray comments re tax rates remain stable; no user fees; Municipal Capacity Grants; capital projects.

Coun. G. Pentz made motion to approve 2024-2025 budgets, seconded by Coun. B. Knight. **Motion Carried.**

Mayor D. MacGillivray read Resolution:

Therefore be it resolved by the Council of the Town of Stellarton that the assessment for 2024-2025 is confirmed at \$94,596,200 for commercial;

Further be it resolved that the assessment for residential and resource is confirmed at \$229,365,700;

Further be it resolved that the tax rates for 2024-2025 be approved at \$1.88 per \$100 of residential assessment and \$4.30 per \$100 commercial assessment;

Further be it resolved that the Operating Budget for 2024-2025 is approved at \$9,742,575;

Further be it resolved that the Capital Budget for 2024-2025 is approved at \$3,850,000.

Signed Resolution attached.

Resolution approved on motion by Coun. G. Pentz, seconded by Coun. B. Knight.

Motion Carried.

Town Account B. MacKay reviewed the Water Utility Operating Budget, attached; total revenue for 2024-2025 is \$2,133,674.00; operating expenditures is \$2,009,344.00; interest and principal on debt charges at \$435,707.00; transfer from Surplus \$311,373.00. B. MacKay reviewed the Water Utility Capital Budget (attached); total Capital at \$1,445,000.00; funded by Water Depreciation Fund and ICIP Federal / Provincial Funding.

Coun. S. Lawand made motion to approve the Water Utility Budgets, seconded by Coun. S. Campbell. **Motion Carried.**

5. Proclamation – Lyme Disease Awareness Month – May

Mayor D. MacGillivray read Proclamation, raising Lyme Disease awareness, attached.

Coun. G. Pentz made motion to proclaim May 2024 as Lyme Disease Awareness Month in Stellarton, seconded by Coun. B. Knight. **Motion Carried.**

6. Proclamation – Gaelic Nova Scotia Month – Mayor D. MacGillivray read Proclamation, attached.

Coun. G. Pentz made motion to proclaim May 2024 as “Gaelic Nova Scotia Month”, in the Town of Stellarton, seconded by Coun. S. Campbell.

On the Question:

Coun. G. Pentz asked if there will be a flag raising.

Council decided to raise the flag on May 3, 2024 at 11:00 a.m.

Motion Carried.

7. 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. Campbell. **Motion Carried.**

- b. Fire Chief Mike O'Sullivan – Fire Department**
Coun. G. Pentz motioned to accept Fire Department's report for March 2024, seconded by Coun. B. Knight. **Motion Carried.**
- c. Paige Draper – Marketing and Communications**
Mayor D. MacGillivray commented that the Volunteer Reception will occur on April 18, at the Stellarton Fire Hall; Homecoming Festival is July 24 to 28; and employment opportunities listed on our website.
Coun. B. Knight made motion to approve the Marketing and Communications report, seconded by Coun. S. Campbell. **Motion Carried.**
- d. Blaine Murray – Town Engineer**
Coun. S. Lawand made motion to approve Town Engineer's Reports, seconded by Coun. G. Pentz.
On the Question:
Mayor D MacGillivray highlighted the Kirk Avenue Infrastructure Upgrade; Public Works capital purchases; repairs on equipment by staff.
Coun. B. Knight thanked the Public Works for the work done on the Heritage Room.
Coun. G. Pentz commented on the versatility of skill-set of our employees.
Motion Carried.

8. Correspondence

- a. Province of Nova Scotia - Re: Department of Emergency Management –** CAO S. Higdon received correspondence from John Loh, Minister of Municipal Affairs and Housing, read for the record; the provincial government tabled legislation that will establish a new Provincial Department of Emergency Management. They are also launching the Nova Scotia Guard which will be a group of individuals and organizations from across the province who will help communities during and after emergencies.
- b. Province of Nova Scotia – Re: Service Exchange Agreement –** CAO S. Higdon received correspondence from Minister John Loh, stating that a new Service Exchange Agreement has been signed; where the province will be making a historical annual investment of \$82 million; CAO S. Higdon commented that Housing and Corrections are no longer expenditures for the municipality.
- c. GFL Re: Request for Exemption from Noise Bylaw –** CAO S. Higdon received request from GFL Environmental for a Noise Bylaw Exemption; read for the record. CAO S. Higdon reported that if Council is considering an exemption, there would have to be a First Reading for an Amendment to the Bylaw in May, then in June, there would be a Public Hearing, followed by a Second and Final Reading. Discussion commenced. Coun. S. Lawand made motion to go forward with a First Reading to amend the bylaw, seconded by Coun. G. Pentz. **Motion Carried.**

d. Thank you from Stellarton / Westville Police Youth Corps – CAO S. Higdon received “thank you” note from the Stellarton / Westville Police Youth Corps for donation from the Town.

**9. Committee of the Whole Report
No Report**

10. Inter-Municipal Amended Agreement – Pictou County Partnership – Coun. S. Lawand stated that this was discussed amongst the six municipalities present and voted on; he referred to the Amendments; new partnership being developed with the Province; no additions to the funding unless agreed to by all parties; due dates changed from January 31 to April 1; the previous contribution was \$250,000 from all 6 municipalities which will remain the same this year but will be \$250,000 plus 2% cost of living increase next year. Coun. B. Knight asked how the Partnership was working. Coun. S. Lawand responded that things are working very good, multiple projects on the go; their CAO will present to Council bi-annually. Coun. S. Lawand made motion to approve the Inter-Municipal Amended Agreement, seconded by Coun. B. Knight.
Motion Carried.

11. Audited Financial Statements March 31, 2023 – Pictou County Wellness Centre – For Council’s information.

12. Municipal Election Update – CAO S. Higdon presented a Staff Report to Council; there are three recommendations:

1. Council approve the date of the Advance Poll to be Saturday, October 12, from 12 p.m. to 8 p.m., this will be in addition to the mandatory Advance Polling Station of Tuesday, October 15, from 12 p.m. to 8 p.m. as per the Elections Act. Coun. S. Lawand made motion to accept Advance Poll date, seconded by Coun. B. Knight. **Motion Carried.**

2. Council agree to a full electronic method, internet and phone from intelavote for the 2024 municipal election.

Discussion: Coun. G. Pentz recommends that there should be somewhere for people to vote who need assistance voting these methods. CAO S. Higdon replied that this is the case and help will be available.

Coun. G. Pentz made motion to approve a full electronic method for the 2024 municipal election, seconded by Coun. B. Knight.

On the Question: Coun. S. Lawand re paper ballots. CAO S. Higdon replied that there will be no paper ballots. Coun. G. Pentz re advertising the method of voting and that assistance will be available.

CAO S. Higdon explained the process and how assistance will be provided.

Coun. G. Pentz re voters list. CAO S. Higdon stated that the province updates

the voters list monthly; also, people can get sworn in at the poll or contact Returning Officer Josephine MacDonald. Coun. S. Campbell re cost of paper ballots as compared to having people assisting at the polls for electronic voting. CAO S. Higdon replied that with paper ballots, three extra staff are needed.

Motion Carried.

3. Council approve the electronic voting commence on October 6, 2024 at 12:00 a.m. to October 19, 2024 at 7:00 p.m., approved on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **Motion Carried.**

CAO S. Higdon, for Council's information, reported that Josephine MacDonald is commencing her Returning Officer's duties on May 1.

Coun. S. Lawand inquired about getting the election results. CAO S. Higdon replied that the results are sent to the CAO's and media.

13. Open Forum

14. Next Council Meeting: Monday, May 13, 2024 at 5:30 p.m.

15. ADJOURN

Meeting adjourned on motion by Coun. G. Pentz.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



STELLARTON POLICE SERVICE

Report for Month End April, 2024

Calls for Service

Total: 203

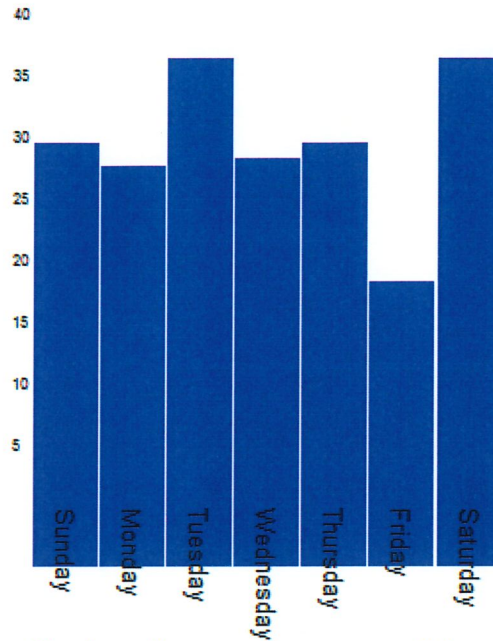
(2023 calls 205)

Calls	Type	Charges
3	911 Act-Other Activities	
3	Animal calls	
7	Assaults	4
2	Assault with a weapon	1
23	Assist s to the General Public	
6	Assists to Can. Police Agency	
7	Assist non-Government Agency	
1	Being unlawfully in dwelling	1
2	B&E	
2	Breach of Peace	
1	Coroner Act	
2	Criminal Harassment	
1	Defamatory Libel	1
1	Distribute intimate images	
2	Extortion without a firearm	
2	Causing a disturbance	
2	Dog Act- Other Activities	
4	Fail to comply with conditions	10

10	False Alarms	
6	Family Relations Act	
1	Firearm Act	
7	Fraud	
6	Harassing Communications	
15	Information Files	
2	Identity Theft	
2	Item Lost/Found	
6	Mental Health Act	
4	Mischief	2
12	Motor Vehicle Act Violations	2 (15 Warning)
6	Municipal Bylaw	
3	No Pursuit Flight	
1	Off-road veh act	
5	S.T.E.P	1(10 warning)
1	Sexual Assault	
3	Traffic Collision	
14	Thefts	
17	Suspicious Persons	
7	Well-Being Checks	
1	Trespass Act	
3	Threats	2

Breakdown by day of the week:

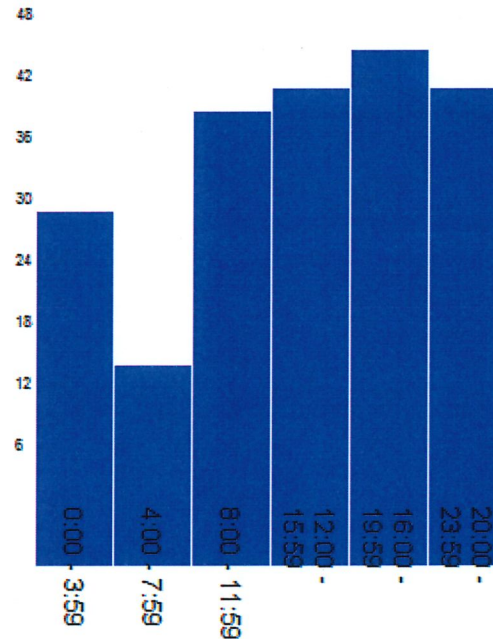
<i>Weekday</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
Sunday	29	14.3%
Monday	27	13.3%
Tuesday	36	17.7%
Wednesday	28	13.8%
Thursday	29	14.3%
Friday	18	8.9%
Saturday	36	17.7%
Unknown	0	0.0%
Total	203	100%



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	28	13.8%
4:00 - 7:59	13	6.4%
8:00 - 11:59	38	18.7%
12:00 - 15:59	40	19.7%
16:00 - 19:59	44	21.7%
20:00 - 23:59	40	19.7%
Unknown	0	0.0%
Total	203	100%



Number of occurrences per time of day

Events

- Cst Vandergrift gave a Cyber Safety talk at the Sharon St. John Church
- Cst Vandergrift youth internet safety talk G.R.Saunders
- Cst Morrell attended G.R.Saunders for Big Brothers Big Sisters
- Insp Pond, Sgt Irving and Cst Sampson took part in Stellarton's Go Green Go Clean garbage clean up

Other Activities

Foot/Bike Patrol	10	hours
Traffic Enforcement	31	hours
Community Relations	8	hours

Handwritten signature in blue ink, possibly reading "Cst Pond" or similar.

Stellarton Fire Department
Monthly Report – April 2024

April was fairly quiet around the Fire Department.

CALLS:

During the month of April, we responded to 6 calls: 3 were alarm calls, 1 was a flue fire, 1 was a reported structure fire and 1 was a mutual aid call. An average of 14 fire fighters responded to each call(except for the mutual aid call).

PRACTICES:

Practices were held every Thursday. On average 20 members attended.

Clean-up/Equipment checks:

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

Respectfully submitted by Mark Fortune(secretary)

April Council Report

Marketing & Communications

Sports Fields & Recreation

I have been coordinating with sport organizations for our various fields to ensure that the booking schedule is cohesive and proper plans are in order for maintenance of these areas for the upcoming season. The Albion Field is fully booked for the *prime* timeslots this summer – evenings from Monday to Friday and throughout the day Saturday and Sunday with four different leagues. The Evansville fields have several tournaments booked throughout the summer, but still has booking availability throughout the week and for most weekends.

Several pieces of recreation equipment have been ordered for the River Street and Pleasant Avenue parks, as well as for the Albion Baseball Field. Some of these pieces have arrived, but Public Works are waiting for the weather to improve for installation.

Volunteer of the Year

Our annual Volunteer Reception was held on Thursday, April 18, at the Stellarton Fire Hall. This was a very well attended event – some remarks were that it was the most attended reception we've had. We recognized 10 Volunteer of the Year nominees, the retiring Communities in Bloom team, and recognized our winner of the Francis 'Bud' MacKay Volunteer of the Year, Sandra Eis, nominated by G.R. Saunders Elementary. It was a wonderful evening.

Homecoming

Homecoming is taking place from July 24-28. The Homecoming Committee met this past month, and plans are coming into place. We have several new events added to the schedule this year including a Homecoming Ceilidh and a 5km run. We also have different vendors booked to enhance the Friday Street Party and the pre-show for the Final Concert on Sunday. We are also still looking to have additional volunteers this year to help with the many events scheduled to take place. As we work to finalize the schedule, it will be provided to residents.

Jays Care Foundation

The Jays Care Foundation will be hosting their Fun Day on May 30 at the Sample Complex. They are expecting between 100-200 kids in addition to 40+ corporate volunteers, alumni players, and the "fans zone". They have coordinated services with a number of local businesses and the pieces they have lined up should be a lot of fun. Police mascot, Officer Friendly, and fire mascot, Sparky, are also expected to be in attendance for the day. I continue to meet with the organizer regularly and am expecting her to be in town on May 28. I will provide her with a site visit and assist her and the team with their needs leading up to (and day of) the event.

Summer Students

We have hired a student for the position of Marketing & Events Assistant for the summer. Olivia Fitt has accepted this role and will work closely with me to help coordinate events for Homecoming, the weekly recreation free fun event all summer, and she will be pulled into third-party events like the Jays Care Foundation day and any other event that may come up.

She will also be involved with helping me to organize and catalogue a variety of different items throughout the town like memorial benches, painted fire hydrants, and other signature Stellarton pieces.

She begins later this month and will be a great asset for coordination this summer.

REMO

The Public Information Officer team of REMO Pictou County met several times in April to coordinate a social media campaign to highlight Emergency Preparedness Week (May 6-10). We will be highlighting several important topics or themes with regard to being prepared for a variety of emergency situations throughout the week. These posts will be shared on Facebook as well as the REMO website throughout the week.

The county REMO team also met in April to discuss the significant snow event Pictou County faced this past winter and identify successes as well as identify areas of improvement. We are also planning for an upcoming cross-province training exercise taking place later in May.

Go Clean Get Green

On April 26, staff from all departments took part in the Pictou County Go Clean Get Green initiative. Areas of clean up included the Miners' Monument and War Memorial, Olympic Park, the area near the highway and Jungle Jim's, the Water Treatment Plant, the Business Park, and others.

There has been an increase in residents looking to pick up litter throughout the town as well – not just during Go Clean Get Green week. We continue to keep cleanup supplies at the Admin Office of Town Hall for any resident that is willing and able to pick up litter.

Social Media Highlights

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

- May 1 was the first annual First Responders Day in Nova Scotia; we highlighted our local Police and Fire Department, thanking them for all they do above and beyond their typical workloads, as well as recognized first responders throughout Stellarton and the province.
- May marks Gaelic Nova Scotian month, a time to celebrate and promote the language and history of Gaels across the province; we have raised the Gaelic flag in Town Square in recognition of this month.

Respectfully submitted,

Paige Draper

Marketing & Communications Coordinator

Town of Stellarton Town Engineers Report April 2024 Water Utility Report

Water Quality Testing

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

Water Distribution

2. Staff installed several water meters and transmitters in new dwellings. Information was given to Administration to add to the system.
3. On April 24th, Greatario was on site and inspected both reservoirs. Both internal and external inspections were completed. A report will be generated.

WTP

4. Average treated water production for April 2024 (1,731,110 LPD) compared to April 2023 (1,889,566 LPD) was ~9% Lower.
5. Will Daniels with Aquahab Environmental Services completed the fieldwork for the fish ladder and by-pass channel analysis. This work is required for satisfy DFO. A report will be generated.
6. Carbon was added to the system on April 29th and will continue for the summer.

Safety

7. Belanger Electric completed installing Smoke/CO Monitors in old plant so we can get an alarm and a call if there is an issue.
8. Ladder Inspection for 2024 was completed.

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

Town Engineers Report

April 2024

Engineering & Public Works Report

Engineering

1. SW Weeks began work on Claremont. Phase 1 work continued such as sidewalk reinstatement while pipe crews begun pipe work for Phase 2.
2. Neptune has returned to install water meters.
3. Staff are working remaining tenders and contract documents such as the capital paving tender.

Streets/Properties

4. The asphalt patching tender is awarded and will begin near the end of May.
5. The Town of Pictou street sweeper has been out sweeping streets throughout the Town. Crews had our smaller sweeper around Town as well.
6. Crews cleaned up plow damage around Town. The damage was not as much as other years.
7. Staff painted the upstairs in the firehall.
8. Public Works rolled, aerated and limed the sports fields around the town. Grass mowing has begun.
9. The Town hired Shannon MacIntosh for the new Beautification Coordinator position. Shannon brings a horticultural background and years of experience.

Blaine Murray, P.Eng.,
Town Engineer