



## **TOWN OF STELLARTON**

Council

June 10, 2024

5:30 PM

Council Chambers

- 1. Approval of Agenda**
- 2. Approval of Minutes:** May 13, 2024
- 3. Business Arising from the Minutes**
  - a. Speed Limit**
- 4. Presentation of the 2023-2024 Audited Financial Statements**
- 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. Tabitha Lane-** Re: Request for donation
  - b. Pictou County Seniors Festival-** Re: Request for Volunteer Assistance
  - c. Pictou County Volunteer Ground Search and Rescue:** Re: Thank you for donation
  - d. Ryan’s Case for Smiles:** Re: Thank you for donation
  - e. Joe Earle Memorial Road Race:** Re: Thank you for donation
- 7. Committee of the Whole Report**
- 8. Bylaw Amendment Noise Control #54 Second and Final Reading**  
Exemption to Commercial properties requiring solid waste pick up
- 9. Resolution-** MIP Application
- 10. Police Commission Citizen Representative**
- 11. Conditions and Traffic on Old Foxbrook Road**
- 12. Open Forum**
- 13. Next Council Meeting:** Monday, July 8, 2024 @5:30 PM
- 14. Adjourn**

**MAY 13, 2024**  
**STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Monday, May 13, 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 11. Police, on motion by Coun. G. Pentz, seconded by Coun. B. Knight. **Motion Carried.**

**2. Approval of Minutes**

The minutes from April 8, 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 -** CEF 144 Roy Burn, Chairman of the Community Borad of the 144 Construction Engineering Flight in Pictou, along with Flight Lieutenant Marsetta, made presentation to Council. Highlights:

- Community Advisory Board, Members, and the Mandate of the Board
- Training and employment opportunities
- On the Job Training (OJT)
- Community projects, beneficial to community and trainees
- Not for profit organizations
- Screening process by the Board
- Not competing with local contractors

Lieutenant Marsetta addressed Council; highlighting:

- Offer free labour to not for profit community organizations in a variety of trades; carpenters, electricians, plumbers and other technicians

Roy Burn added that they also work with high schools; offers opportunities to graduates (or anyone under age 50) looking for career options; discussed the advantages of military trades training and requirements of the program.

Questions/Comments:

Coun. B. Knight asked if training was recognized by industry and government standards. R. Burns stated that they need to write the necessary tests following their training.

Mayor D. MacGillivray thanked both for the informative presentation and stated that the information will be passed on to organizations that may benefit from it.

- 5. Presentation -** Pictou County Partnership – CEO Wade Tibbo made presentation to Council. Highlights:
- Supporting businesses and entrepreneurs providing workshops
  - Launched three new programs last year: Side Hustle Program, Elevate Program, and Newcomer Business Navigation Program
  - Partnerships with other organizations to promote Pictou County businesses
  - Supporting immigration and Community integration
  - Employer support and Outreach events
  - Workshops on Diversity, Equity and Inclusion for Community and Business Leaders
  - Digital Nomad Initiative
  - Community Connections Initiatives
  - Working with volunteer organizations
  - Participated in the Destination Canada Labour Mobility Event
  - Database of individuals with different skill sets for employers
  - Hosted the annual REN Conference
  - Economic development
  - Child Care Access; Housing; Transportation barriers
  - Funding breakdown
  - Government resources and program building
  - Sustainable revenue streams moving forward
  - Investment attraction and expansion
  - Regional asset inventory
  - Enhance public awareness
  - Quarterly reports will be released

Questions/Comments:

Coun. B. Knight inquired about putting together a film to showcase what Pictou County has to offer. W. Tibbo stated that a video was done last year highlighting some of the businesses in the county and their successes; this year they're doing a video around the supports that are available for businesses; also videos on youtube highlighting areas throughout the county i.e. parks, beaches, riverfronts.

Coun. S. Lawand, Vice Chair of the Committee, commented on some of the work done by the group; the Business Succession Plan, the REN Conference; the Asset Inventory

Database.

Mayor D. MacGillivray thanked Mr. Tibbo for the informative presentation.

Mayor D. MacGillivray welcomed Municipal Advisory Ross MacDonald to the meeting.

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

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

Mayor D. MacGillivray commented re Constable Vandergrift gave a Cyber Safety talk at the Sharon St. John Church and a Youth Internet Safety talk at the G.R. Saunders Elementary School. Coun. B. Knight stated that this week is National Police Week and there was an outdoor open house event today. Coun. B. Knight made motion to accept Police Service Report, seconded by Coun. S. Lawand.

On the Question: Coun. S. Lawand re email from resident asking for speed bumps, request was forwarded to Police Department. **Motion Carried.**

**b. Fire Chief Mike O’Sullivan – Fire Department**

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

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

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

**d. Blaine Murray – Town Engineer**

Coun. S. Lawand re any issues with water meters. CAO S. Higdon stated that this is the trial period and Neptune is investigating any possible issues prior to billing for consumption in 2025; this is the time to see the consumption and identify what may not be working; there will be a rate study done by the NS Utility and Review Board and we hope to do a “mock bill” showing consumption to customers. Coun. S. Lawand re increases in the water rates. CAO S. Higdon replied that there was an increase April 1, 2024 and there will be another increase April 1, 2025. Coun. S. Lawand re Birch Hill Drive asphalt and would like the Town Engineer to take a look at the condition. Coun. S. Campbell made motion to approve Town Engineer’s Reports, seconded by Coun. S. Lawand. **Motion Carried.**

**7. Correspondence**

**a. Province of NS Municipal Affairs and Housing - Re: Canada Community-Building Fund – CAO S. Higdon re information from the Department of Municipal Affairs and Housing regarding the Canada Community Building Fund which expired on March 31, 2024, they are providing us with an update on the renewal of the CCBF. For Council’s information.**

**b. Pictou-Antigonish Regional Library – Re: Update on Funding Formula – CAO S. Higdon stated that at the regular PARL Board Meeting, the Annual**

Budget was reviewed and approved; a copy is attached for Council's information; in 2020 the province of Nova Scotia introduced a new funding formula, no increases to the municipalities. Mayor D. MacGillivray commented on all the programs offered through the libraries now. Coun. S. Lawand also commented on how the library has evolved through the years.

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

The following recommendations are for Council's consideration from the Committee of the Whole meeting held on April 22, 2024.

##### Recommendation #1

On recommendation of Committee of the Whole Council approve the Curb and Gutter Replacement tender received from S. W. Weeks in the amount of \$371,467.00 plus HST as this was the lowest tender received.

##### Recommendation #2

On recommendation of Committee of the Whole Council approve the Kirk Avenue Infrastructure tender received from S. W. Weeks in the amount of \$2,117,450.00 plus HST as this was the lowest tender received.

##### Recommendation #3

On recommendation of Committee of the Whole Council approve the Patching tender received from Webster Bros Paving and Concrete in the amount of \$59,785.00 plus HST as this was the lowest tender received.

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

**9. Stellarton Town Council Honorarium** – CAO S. Higdon re Council had approved a minimum increase in 2021/2022 of 2%; recommending increases every four years in the last budget of that year; a cumulative change as in the CUPE Union contract; this rate would hold until the next adjustment. Coun. G. Pentz made motion to approve Town Council Honorarium, seconded by Coun. B. Knight. **Motion Carried.**

**10. Bylaw Amendment Noise Control #54 First Reading** – Exemption to Commercial properties requiring solid waste pick up before 7:00 a.m. – CAO S. Higdon reported that this is the first reading of the amendment for Noise Control Bylaw #54; the amendment will read under General Exemptions #12, Letter L: "Solid Waste Service providers to commercial businesses who require access between the hours of 5:30 a.m. and 7:00 a.m. due to traffic concerns and accessibility under the provisions of #13". She stated that this was given to the Town Engineer as well as the Traffic Authority and was acceptable to them.

Coun. G. Pentz made motion to approve the Bylaw Amendment Noise Control #54 First Reading, seconded by Coun. B. Knight.

There will be Public Hearing on June 10 at 5:00 p.m. for public input.

On the Question: Coun. S. Lawand re adopting amendment with exemptions. CAO S. Higdon provided information re specific locations requested. Coun. S. Lawand not in favour of one location on Rundle Street; too populated. Coun. B. Knight concerns re number of times a week for pick-up. Mayor D. MacGillivray recommends specifying the exact locations to ensure little impact as possible. Council agreed to specify actual locations in the Bylaw for clarification. CAO S. Higdon will include this in the Bylaw.

**Motion Carried.**

**11. Police** – Coun. B. Knight commented on the speeding issue and a request for speed bumps and stop signs; he discussed the issue and options; he recommends that Town Council submit a request to the Department of Justice giving the Town's Traffic Authority the ability to set our own speed limits. Coun. B. Knight made the motion to submit request to the Department of Justice, seconded by Coun. S. Lawand. **Motion Carried.**

**12. Open Forum**

No one spoke at the Open Forum.

**13. Next Council Meeting:** Monday, June 10, 2024 at 5:30 p.m.  
Public Hearing Monday, June 10, 2024 at 5:00 p.m.

**14. ADJOURN**

Meeting adjourned on motion by Coun. G. Pentz.

**MAYOR**

**CHIEF ADMINISTRATIVE OFFICER**



## STELLARTON POLICE SERVICE

Report for Month End May, 2024

Calls for Service

Total: 202

(2023 calls: 211)

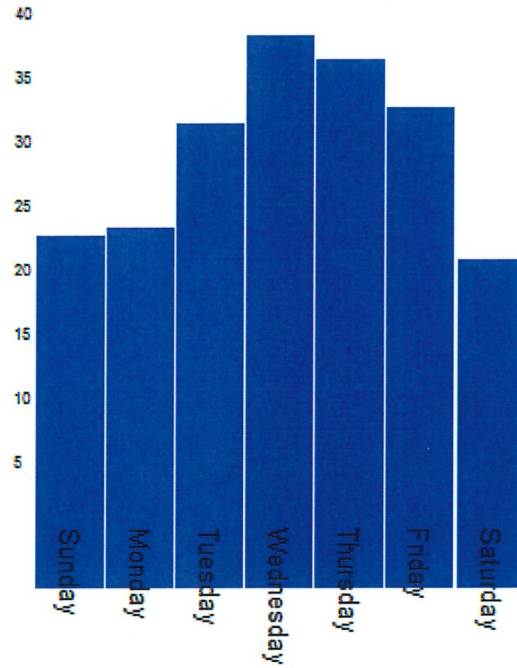
Calls	Type	Charges
3	911 Act-Other Activities	
3	Animal calls	
1	Abandoned Vehicle	
5	Assaults	4
2	Assault with a weapon	3
2	Assault causing bodily harm	3
14	Assist s to the General Public	
14	Assists to Can. Police Agency	
5	Assist non-Government Agency	
4	Breach of Peace	
3	B&E	1
1	Checkstop	
3	Causing a disturbance	
3	Dog Act- Other Activities	1
2	Fail to remain MVA	1
3	False Alarms	
1	Firearm Act	
1	Family Relations Act	

4	Fraud	
1	Harassing Communications	
8	Information Files	
3	Item Lost/Found	
1	Liquor Act	2
3	Litter Act	
18	Mental Health Act	
5	Mischief	
19	Motor Vehicle Act Violations	7
11	Municipal Bylaw	
1	No Pursuit Flight	
2	Peace Bond	
3	Missing Person	
22	Suspicious Persons	
1	S.T.E.P	
11	Thefts	
4	Theft of Vehicle	
5	Traffic Collision	
6	Well-Being Checks	
4	Trespass Act	
3	Threats	1

***\*Program used to warnings for MVA, STEP Check point & Bylaws was down for scheduled maintenance at the time of report\****

**Breakdown by day of the week:**

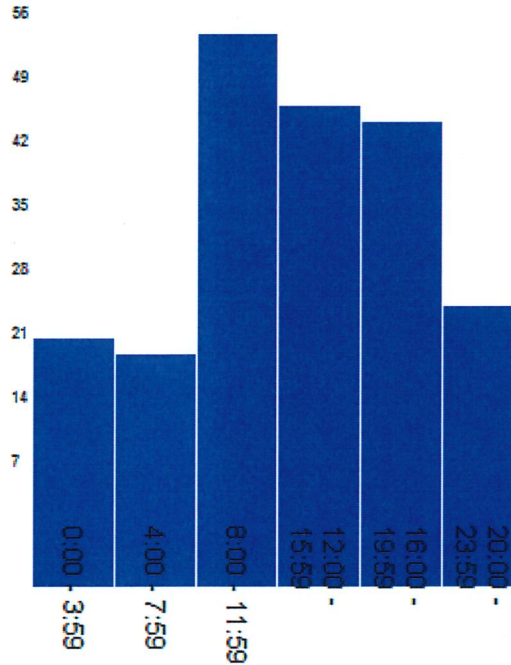
<i>Weekday</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
Sunday	22	10.9%
Monday	23	11.4%
Tuesday	31	15.3%
Wednesday	38	18.8%
Thursday	36	17.8%
Friday	32	15.8%
Saturday	20	9.9%
Unknown	0	0.0%
<b>Total</b>	<b>202</b>	<b>100%</b>



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	20	9.9%
4:00 - 7:59	18	8.9%
8:00 - 11:59	53	26.2%
12:00 - 15:59	45	22.3%
16:00 - 19:59	43	21.3%
20:00 - 23:59	23	11.4%
Unknown	0	0.0%
<b>Total</b>	<b>202</b>	<b>100%</b>



Number of occurrences per time of day

## Events

- Insp Pond, Sgt Irving and Cst Sampson attended the town Square for the Gaelic Flag raising
- Stellarton officers attended G.R.Saunders for their Spring Fling and donated bicycle safety gear prizes for students
- Chief Hobeck, Insp Pond, Sgt MacPherson and Cst Morrell attended police week at the Stellarton Police station along with members of the RCMP
- Sgt Veenhuis attended Kevin Martins memorial
- Chief Hobeck and Insp Pond attended the Museum of Industry to assist them with a lock down procedure
- Sgt Veenhuis attended and lead the Jr Bike rodeo at the Pictou county wellness center
- Cst Morrell attended G.R.Saunders for big brothers big sisters
- Chief Hobeck Insp Pond along with TOS staff attended the MOPC building and took part in a mock disaster "nova-bravo"
- Chief Hobeck Insp Pond Cst Vandergrift and Cst Rideout attended the Sample field for the Jays care foundation all star games

## Other Activities

***\*Program used to track foot patrol, community relations and traffic enforcement was down for scheduled maintenance at the time of report\****



Stellarton Fire Department  
Monthly Report – May 2024

**CALLS:**

During the month of May, we responded to 12 calls:

1 was a mutual aid call, 4 were alarm calls, 1 was for truck brakes on fire, 1 was for a reported structure fire, 1 was for MVA, 2 were to stage at our Hall and 2 were medical calls. An average of 13 fire fighters responded to each call with the exception of the Mutual Aid call.

**PRACTICES:**

Practices were held every Thursday. On average 17 members attended training.

**Clean-up/Equipment checks:**

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

Respectfully submitted by Mark Fortune(secretary)

## **May Council Report**

### **Marketing & Communications**

#### ***Sports Fields & Recreation***

We are still waiting on three pieces of playground equipment to arrive. A new raft swing had been ordered to replace the broken one that had been removed from Olympic Park in approximately 2022. This new raft has arrived and has been re-installed back at the park.

Bikes for Kids is open for another year and are now accepting applications for kids to receive bikes, as well as free bike repair training nights (June 5), continuing to collect bike donations, and helping individuals with bike information like how to measure your inseam for proper height. For more information on the program, residents can email [bikesforkids@munpict.ca](mailto:bikesforkids@munpict.ca) or call (902) 759-9523, and the application is available online here: <https://arcg.is/01CmLi0>

The Town now has three e-bikes that are nearly road-ready to be booked by individuals. I am coordinating with other municipalities who already have e-bikes available to be rented by residents to ensure we have the proper booking forms, waiver, and all additional important information needed before they are rented by the public. Staff and Police are able to utilize these bikes at this time.

#### ***National Police Week***

National Police Week took place from May 12-18. In previous years, we have done some small initiatives like station tours or videos sharing information, but this year we decided to do something bigger. On May 13, we collaborated with the Stellarton Detachment of the RCMP to host an outdoor open house for all the students from GR Saunders Elementary School.

Students from various grades came down during different time slots between 9am and 2pm and received tours of the police station, the police cars, learned about different tools the police use when on duty, as well as received tours from the RCMP's mobile command unit. The RCMP in Nova Scotia only have one mobile unit and we were fortunate to have it on-site with us for the day.

The students had a wonderful time and we're excited for opportunities to do more next year.

#### ***Davis Day***

The Annual William Davis Miners' Memorial Day service is being held on June 11 at 11:00am at the Stellarton Miners' Monument on Foord Street. All speakers and musical performers have been confirmed for this day, and invitations have been sent out to individuals in the community. This is an open event and we invite everyone to attend and remember the lives and sacrifices of our mining community.

#### ***Ice Cream Ride***

Olivia and I have been collaborating with the New of New Glasgow Recreation Department to once again host an Ice Cream Ride. This is a free event for residents to bike the Samson/Albion trail as a group, then meet at Corina's Ice Cream Parlour for a sweet treat before either heading

back home to New Glasgow or dispersing from Stellarton. This event is scheduled for June 25 with additional details to come.

### ***Homecoming***

Homecoming is taking place from July 24-28. The Homecoming Committee continues to meet and plan for the upcoming week of events. We are very excited about the new events added to the schedule this year like the Homecoming Ceilidh being held at the Sharon St. John United Church for a freewill offering and a 5km run hosted by Pictou County Challenger Baseball. We also have different vendors booked to enhance the Friday Street Party and the pre-show for the Final Concert on Sunday. We are 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.

One important note for residents with regard to Homecoming this year is the location of dance ticket sales. In response to concerns that individuals were not able to purchase tickets during the opening hours of Town Hall last year, we are excited that Sobeys Stellarton has agreed to sell tickets at the store for us. This means that individuals will be able to purchase tickets earlier and later in the day from Monday to Friday, as well as on weekends. Ticket sales will begin in July and will be shared with residents.

### ***Jays Care Foundation All-Star Series***

The Jays Care Foundation hosted their "All-Star Series" fun day at the Sample Complex on Thursday, May 30. This was a baseball event with mini ball games throughout the day, skills and drills, as well as fun and treats for the kids throughout the day. Participants were from approximately 10 different schools across the province and were from different programs offered by the Jays Care Foundation (Girls at Bat, Challenger Baseball, etc.). There were approximately 300 individuals on site for the day – 250 kids and 50 teachers/support staff.

It was a beautiful day for the event. Deputy Mayor Campbell and Councillor Knight made an appearance for the opening ceremonies. We were able to have Officer Friendly (our police mascot) and Sparky (our fire mascot) in attendance for the morning and they were a hit with the kids. Olivia and I spent the day helping the event organizers with anything they needed.

### ***REMO***

As part of the Public Information Officer team of REMO Pictou County, I helped to coordinate a social media campaign to highlight Emergency Preparedness Week (May 6-10). We highlighted several important topics and themes regarding being prepared for a variety of emergency situations throughout the week. These posts were shared on Facebook as well as the REMO website throughout the week and are still available online.

The REMO team also met in May for a training exercise that looked at how to best provide emergency management services during an emergency event. This exercise added many layers to the emergency like car accidents, road closures, power outages, and more.

### ***Flag Raising***

May was seemingly the month for flag raisings and awareness recognition. It began with Gaelic Nova Scotia month and the raising of the Gaelic flag, as well as Lyme Disease Awareness month and Fibromyalgia Awareness Month beginning May 1 as well.

VON Week was recognized with a flag raising for May 20-26 and Access Awareness Week was recognized with a flag raising for May 26-June 1.

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

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

- Wipes – Residents are reminded that flushing wipes (even ones that are marketed as being “flushable”) can cause significant damage to plumbing systems and are prohibited under By-Law 46. Wipes cause sewage backups, flooding, and damage to private properties and municipal infrastructure. *Save your pipes, don't flush wipes.*
- Wildfire Season Fine – As of May 16, the NS Government daily burn restrictions are now applicable to provincial, municipal, and private campgrounds. The BurnSafe map is updated daily at 2pm and can be accessed here: <https://t.ly/ITlyA>  
The Province had also increased the fine for violating the daily burn restrictions to \$25,000.
- Elections – Fall 2024 will bring a municipal election. Information regarding things like Pictou County's Returning Office, free informative webinars, and additional elections details are being shared via social media and our website. This will be ongoing until the election is complete.

### ***Summer Student***

Olivia Fitt began working with me on May 21. The below is her addition of work that she has been doing since she started:

Since starting at the Town of Stellarton I have been planning lots of free activities for the kids. I have booked a magic show, inflatables, and a mobile petting zoo – with lots more activities to come! I also have been taking pictures of our beautiful town to use for future marketing and branding purposes. I also have been starting to create a data base for the memorial benches around Stellarton!

*(Additional details regarding Olivia's event planning will be shared via digital media and various forms of print media like the newsletter and posters.)*

Respectfully submitted,


Paige Draper

Marketing & Communications Coordinator

# Town Engineers Report April 2024 Engineering & Public Works Report

## Engineering

1. See Capital Projects Update table below:

		
<b>Town of Stellarton Capital Projects Update Sheet</b>		
CAPITAL	Project Description	Status
<b>Equipment</b>	Sidewalk Plow & attachment Public Works Trucks (2) One Ton Truck GPS Equipment	Delivered in June See tender recommendation Working on tender documents
<b>Infrastructure</b>	Curb-Oxford St Curb-Crescent Curb-Poplar St North Ext Culvert Headwall South Foord Reforestation plan Claremont Kirk Ave	South side complete curb poured curb poured TBD  Sanitary main installed Starting in late June
<b>Paving</b>	Kirk Ave East Scott Ave Water Treatment Plant Hill Community Centre Parking Lot	See tender recommendation
<b>Sidewalks</b>	St Bernard St Scotiabank - Acadia Ave side	

2. The sanitary main is installed and tested on Claremont. SW Weeks are now connecting all the individual sanitary services. They will then start the new water main from Belmont to High Street.

### **Streets/Properties**

3. The asphalt patching has begun throughout the Town.
4. Line painting has begun throughout the Town.
5. The concrete slab was poured, and the Gazebo assembled in the Pleasant Street park.
6. A new sewer manhole was installed on Coll Avenue to resolve a dead-end access issue.
7. Crews cleaned up plow damage around Town. The damage was not as much as other years.

### **Safety**

8. Annual inspections of overhead doors were completed at the Firehall and Town Barn.
9. Annual inspections of chains, harnesses, cables and slings was completed.

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

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

## **Water Distribution**

1. A dirty water complaint was received from 16 Pineview Crescent, testing indicated an internal issue within the household.
2. The flushing station on St. Josephs was repaired and returned to service.
3. There were 17 leaks in the #1 membrane. The membrane was repaired and put back to service.

## **WTP**

4. Average treated water Production for May 2024 (1,573,279 LPD) compared to May 2023 (2,022,633 LPD) was ~10% Lower.
5. Geosmin/MIB & Microcystin sampling began, no detectable results s so far.

## **Safety**

6. Slings and harnesses were inspected.

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