



**TOWN OF STELLARTON**

Council  
December 9, 2024  
5:30 PM  
Council Chambers

**1. Approval of Agenda**

**2. Approval of Minutes:** November 12, 2024 Regular Council

**3. Business Arising from the Minutes**

**4. Presentation- Pictou County Food Bank East- Shelley Manning**

**5. Presentation- Pictou County Roots for Youth- Kathryn Tanner**

**6. Reports from Staff: October**

- 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. **Healthy Pictou County** Re: Monthly Update

**8. Committee of the Whole Report – No Report**

**9. Growth and Renewal for Infrastructure Development (GRID) Program**

**10. Open Forum**

**11. Next Council Meeting:** Monday, January 13, 2025 @5:30 PM

**12. Adjourn**

**NOVEMBER 12, 2024  
STELLARTON, NOVA SCOTIA**

**MEETING**

A meeting of the Stellarton Town Council was held on Tuesday, November 12, 2024, at 5:30 p.m. in the Council Chambers.

**PRESENT**

Mayor D. MacGillivray, Couns. S. Lawand, S. Campbell, and G. Pentz. Also present was Council-elect Darren Stroud, Sandra Eis, Mark Fortune and the CAO S. Higdon.

**1. AGENDA**

The Agenda was approved, on motion by Coun. G. Pentz, seconded by Coun. S. Campbell. **Motion Carried.**

**2. Approval of Minutes**

The minutes from October 15, 2024 Regular Council and October 15, 2024 Public Hearing 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 to Councillors 2020-2024**

CAO S. Higdon made presentation to the outgoing Council members and personally thanked Councillor Simon Lawand and Mayor Danny MacGillivray for their support and service. CAO S. Higdon presented gifts of appreciation from the Town. Coun. S. Lawand thanked everyone and congratulated new Council members. Mayor D. MacGillivray thanked staff and CAO Susan Higdon; and welcomed new Council members.

**5. DECLARATION OF ELECTION**

CAO S. Higdon read the following:

*"I, Susan Higdon, CAO for the Town of Stellarton, make the following declaration, as a result of the October 19, 2024 Municipal Election:*

*Mayor Darren Stroud*

*Councillors for Ward 1 Sandra Eis and Mark Fortune*

*Councillors for Ward 2 Susan Campbell and Garry Pentz.*

*The term of office for the above is November 12, 2024 to November 2028.*

*Respectfully submitted.*

**6. OATH OF OFFICE - MAYOR**

Danny MacGillivray swore Darren Stroud in as Mayor of the Town of Stellarton. Signed Oath of Allegiance and of Office attached for the record.

**7. OATH OF OFFICE – COUNCILLORS**

Sandra Eis, Mark Fortune, Susan Campbell and Garry Pentz read the Oath of Office as Councillors for the Town of Stellarton.

Signed Oaths of Allegiance and of Office attached for the record.

Mayor D. Stroud thanked the outgoing Councillors and Mayor.

**8. Code of Conduct** – CAO S. Higdon stated that the province published the Code of Conduct regulations and now Councils are required to adopt the model as prescribed;

all members of Council received this and needs to be signed and submitted to the province. Copy attached.

Mayor D. Stroud read the Resolution, Code of Conduct (attached).

Coun. G. Pentz made motion to accept the Code of Conduct Resolution, seconded by Coun. S. Campbell. **Motion Carried.**

**9. Deputy Mayor and Signing Authority**

Coun. G. Pentz made motion to approve Sandra Eis as Deputy Mayor of the Town of Stellarton, seconded by Coun. S. Campbell.

Mayor D. Stroud read Resolution for Deputy Mayor and Signing Authority (attached).  
**Motion Carried.**

**10. Reports from Staff: October (Attached)**

a. Chief Mark Hobeck – Stellarton Police Service

Chief M. Hobeck presented and reviewed October's report.

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

b. Fire Chief Mike O'Sullivan – Fire Department

Fire Chief M. O'Sullivan highlighted some events included in October's report.

Coun. G. Pentz motioned to accept Fire Department's report for October 2024, seconded by Coun. S. Campbell. **Motion Carried.**

c. Paige Draper – Marketing and Communications

P. Draper presented the Marketing and Communications report.

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

d. Blaine Murray – Town Engineer

Town Engineer B. Murray presented October's Engineering & Public Works report.

Coun. G. Pentz re prices to extend the sidewalk on St. Bernard for budget deliberations.

Coun. S. Eis re outside sub-contractor work versus in-house projects. B.

Murray replied that it depends on the size of the project and if the Town Public Works crew can perform the work with available resources.

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

Town Engineer B. Murray presented October's Water Utility report.

Coun. G. Pentz made motion to approve Water Utility report, seconded by Coun. M. Fortune. **Motion Carried.**

**11. Correspondence**

a. **Pictou County Christmas Fund** Re: Donation – CAO S. Higdon received correspondence from the Pictou County Christmas Fund; celebrating their 50<sup>th</sup> year November 24, 2024; the Telethon will be airing on Eastlink; \$500 donation was pre-approved by Council during budget deliberations under Annual Grants. The Mayor will make presentation. For Council's information.

**12. Committee of the Whole Report – No Report**

**13. Open Forum**

No one spoke at the Open Forum.

Mayor D. Stroud comments re next Monday, November 18 from 6 p.m. to 7 p.m., there will be a Meet and Greet open to the public at the Blue Lobster Public House.

There will be the Christmas Tree Lighting on November 29 at the Town Square, 6 p.m.

STELLARTON TOWN COUNCIL  
NOVEMBER 12, 2024

**14. Next Council Meeting:** Monday, December 9, 2024 at 5:30 p.m.

**15. Adjourn**

Meeting adjourned on motion by Coun. G. Pentz

**MAYOR**

**CAO**



## STELLARTON POLICE SERVICE

Report for Nov , 2024

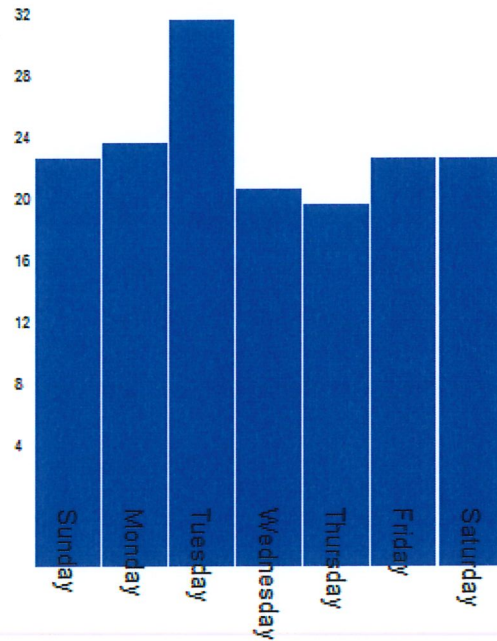
Calls for Service : 159 as of the 28th (2023 calls : 164)

Calls	Type
4	911 Act-Other Activities
3	Assaults
3	Assist s to the General Public
7	Assist other Police Agency
2	Breach of Peace
1	Cannabis Act
3	Causing a disturbance
4	Disobeying a court order
3	Dog Act- Other Activities
8	False Alarms
5	Family Relations Act
2	Fraud under \$5,000
5	Harassing Communications
1	Information Files
2	Item Lost/Found
16	Mental Health Act
1	Mischief
17	Motor Vehicle Act Violations

3	Municipal Bylaw
1	Missing person
3	No pursuit flight from police
1	Offender Management
2	Operation while impaired (alcohol)
1	Peace Bond
1	Pointing firearm (ngps occ)
2	Thefts
2	Possession of a weapon
4	Parking Offences
2	Property check
1	Public Mischief
6	S.T.E.P.
18	Suspicious Persons/person/vehicle
9	Traffic Collision non-fatal
3	Trespass Act
5	Uttering Threats -person
9	Well-Being Checks

**Breakdown by day of the week:**

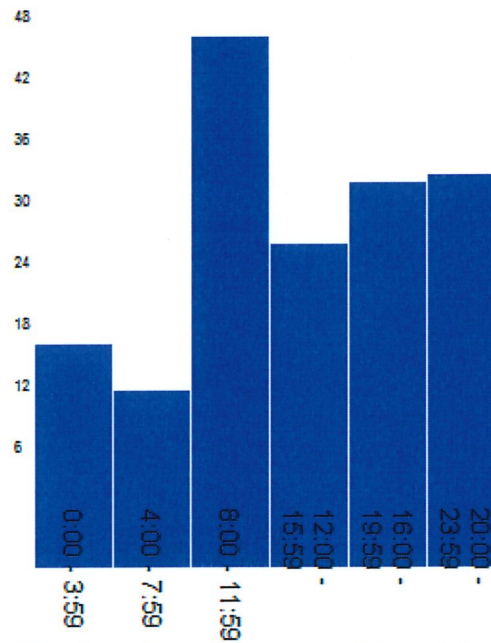
<i>Weekday</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
Sunday	22	13.8%
Monday	23	14.5%
Tuesday	31	19.5%
Wednesday	20	12.6%
Thursday	19	11.9%
Friday	22	13.8%
Saturday	22	13.8%
Unknown	0	0.0%
<b>Total</b>	<b>159</b>	<b>100%</b>



**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	15	9.4%
4:00 - 7:59	11	6.9%
8:00 - 11:59	45	28.3%
12:00 - 15:59	25	15.7%
16:00 - 19:59	31	19.5%
20:00 - 23:59	32	20.1%
Unknown	0	0.0%
<b>Total</b>	<b>159</b>	<b>100%</b>



**Number of occurrences per time of day**

## Charges

Criminal Code - 8

Motor Vehicle Act - 5

Warnings - 55

## Events

- Officers filled 14 2hr spots for poppy distribution between Sobeyes and NSLC
- 10 Officers attended the Remembrance Day ceremony at the Legion
- Cst Morrell attended GR Saunders for Big Brothers Big Sisters
- Chief Hobeck and Insp Pond attended the Wellness Center for a Creating a community approach to Human Trafficking workshop
- Cst's Morrell, Holland and Sampson completed Crisis intervention training in Truro which now gives SPS 1 trained officer per platoon
- Cst Vandergrift attended the MOPC for a REMO tabletop exercise
- Officers attended the Stellarton tree lighting at the town Square

## Other Activities

Foot/Bike Patrol - 11 hrs

Traffic Enforcement -70 hrs

Community Relations -32 hrs



Stellarton Fire Department  
Monthly Report – November 2024

**CALLS:**

During the month of November, we responded to 9 calls:

1 was for car vrs. deer, 6 were alarm calls, 1 was for a motor vehicle collision and 1 was for a burning smell. An average of 13 fire fighters responded to each call.

**PRACTICES:**

Practices were held every Thursday evening with an average of 15 members participating.

**Clean-up/Equipment checks:**

Weekly clean-up and equipment checks were performed by the individual crew assigned for the week.

Respectfully submitted by Chief Mike O'Sullivan

**November Council Report**  
**Marketing, Communications, Recreation**

***Equipment Loan Program***

The equipment loan program has officially been closed for the season. The e-bikes and the different yard games that we generally have available have all been safely stored for the winter and will be available in the spring to be borrowed once again.

***Anti-Racism Symposium***

On November 20 and 21, I attended an Anti-Racism Symposium hosted by AMANS in Wolfville. This two-day conference was organized to assist municipalities in the planning and development of their Anti-Racism Plans, as well as to make connections within the province and our local areas that could pose as resources for the plans and for long-term partnerships. Throughout the conference, I attended sessions titled: "Culture, Humility, & Intersectionality," "Building Plans for Meaningful Change," and "Developing Anti-Hate Strategies." There were also opportunities for me to take part in a KAIROS Blanket Exercise, and engagement panel.

***Change Management Workshop***

Throughout November, I attended a two-part Change Management Workshop with the purpose of ensuring that organizational changes are successful by understanding and helping people/staff to adopt and use changes. This workshop is part of the Lean Six Sigma/Process Organization training that we have been working with along with the towns of Trenton, Pictou, and Westville.

***Lean Six Sigma | App Project***

Another part of the Lean Six Sigma/Process Organization training that we've been doing has been working with the above-mentioned towns on the potential development and opportunity that could occur with the launch (and relaunch) of TownApp in Stellarton and the surrounding towns. This project has brought together communications representatives from the four towns together to discuss not only the app, but ways that we use our websites, social media platforms, and more. It has been the first time that I have been a part of a communications group locally and has already shown benefits in sharing information and collaboration. Our team is planning to continue this project and work together into the new year.

***Annual Tree Lighting***

On November 29, we held our annual Tree Lighting at the Town Square. I help to coordinate this event as it pulls in several different community organizations. I worked with the Fire Department, GR Saunders, the Stellarton & Area Lions Club, as well as the library, to ensure that all was prepared and ready for the event night. I also worked with our Public Works team to ensure that the trees had lights, and the presents underneath the tree had ribbons and bows.

This year was another great success, and I am grateful to our local community groups for all of their hard work and dedication to this event.

### ***New Council***

With the swearing-in of our new council, I have helped with a few aspects of transitioning the new members of council into their new roles. I procured and set up several of the tools that will be needed for the upcoming term. I also helped to organize and coordinate the Meet & Greet event that was held at the Blue Lobster Public House on November 18.

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

There continues to be several items that were shared via our social media platforms over the last month that are important to highlight for residents:

*Public Health Agency of Canada are accepting applications for the School Health Grant for Youth:* Canadian students (16-19) enrolled in post-secondary school can apply for a \$1000 grant. For additional information or to apply for the grant, residents can visit the PHAC's School Health Grant for Youth webpage here: <https://t.ly/sXoQh>

*Heating Assistance Rebate:* Nova Scotia's Heating Assistance Rebate Program is now open for applications. Eligible Nova Scotians can receive a \$600 rebate on their home heating bills. To determine eligibility or to apply, residents can follow this link: <https://t.ly/SDyNB>

Respectfully submitted,

Paige Draper

Marketing & Communications Coordinator

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

## **Water Distribution**

1. Water was turned off at all the Town recreation facilities.
2. Annual hydrant flushing was completed in November. All hydrants were then drained for the winter to prevent freezing.
3. A water main valve was repaired on MacLean Street.
4. Water locates were done for the new RCMP building. This will help the contractor tap into our services.

## **WTP**

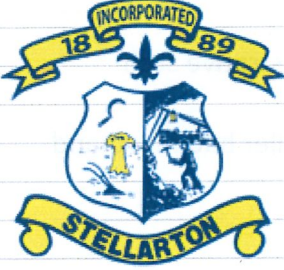
5. Average treated water Production for November 2024 (1,596,440 LPD) compared to November 2023 (1,588,058 LPD) was ~0.5% Higher.
6. WTP operators attended a course in Truro “Demo Days” on pumps and variable frequency drives (VFD). They also attended a course in Halifax at Brenntag on Chlorine Handling. The Transportation of Dangerous Goods course was also completed.

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

# Town Engineers Report November 2024 Engineering & Public Works Report

## Engineering

1. See Capital Projects Update table below:

	<b>Town of Stellarton Capital Projects Update Sheet</b>	
<b>CAPITAL</b>	<b>Project Description</b>	<b>Status</b>
<b>Equipment</b>	Sidewalk Plow & attachment	Received
	Public Works Trucks (2)	Received
	One Ton Truck	Ordered
	GPS Equipment	
<b>Infrastructure</b>	Curb-Oxford St	Complete
	Curb-Crescent	Complete
	Curb-Poplar St North Ext	Complete
	Culvert Headwall South Foord	Complete
	Claremont	Complete
	Kirk Ave	90% Complete
<b>Paving</b>	Kirk Ave East	Complete
	Scott Ave	Complete
	Water Treatment Plant Hill	Complete
	Community Centre Parking Lot	Complete
<b>Sidewalks</b>	St Bernard St	complete
	Scotiabank - Acadia Ave side	deferred to next year

2. Staff collected topographic survey data in Rutherford Street. This data will be used for the design of new infrastructure. Drawings and tender documents will be developed in the event federal funding becomes available.

### **Streets/Properties**

3. Staff decorated the Town for the holidays. The Beautification Coordinator had ideas that were incorporated into this year's decorations.
4. Staff made sure the cenotaph was presentable for the Remembrance Day service.
5. Staff were busy painting and moving offices upstairs for administrative staff.
6. A new propane boiler was installed in the Town Hall. The oil boiler had failed and reached it's life span.

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