



TOWN OF STELLARTON

Council

January 13, 2025

5:30 PM

Council Chambers

1. **Approval of Agenda**
2. **Approval of Minutes:** December 9, 2024 Regular Council
3. **Business Arising from the Minutes**
4. **Presentation of Service Awards**
 - a. Chief Mark Hobeck 5 years
 - b. Cst. Adam Rideout 5 years
 - c. Darryl Moss 5 years
 - d. Brian Coffin 5 years
 - e. Joe Landry 10 years
 - f. Gina Markie 30 years
5. **Presentation- Hospital Garden – Barb Young**
6. **Presentation- NS Health Municipalities and Health - Korede Esan & Jalisa Clarke**
7. **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
8. **Correspondence**
 - a. **Museum of Industry** Re: 30th Anniversary
 - b. **Museum of Industry** Re: Thank you to Fire and Police
 - c. **Pictou County 4H** Re: Thank you for donation
 - d. **NS Association of Realtors** Re: Introduction letter
 - e. **Municipal Affairs** Re: Code of Conduct
 - f. **NSFM** Re: Code of Conduct Training
9. **Committee of the Whole Report – No Report**
10. **Update from Pictou Antigonish Regional Library**
11. **Update from Riverview Home Corporation**
12. **Open Forum**
13. **Next Council Meeting:** Monday, February 10, 2025 @5:30 PM
14. **Adjourn**

DECEMBER 9, 2024
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Town Council was held on Monday, December 9, 2024, at 5:30 p.m. in the Council Chambers.

PRESENT

Mayor D. Stroud, Couns. S. Eis, M. Fortune, S. Campbell and G. Pentz. Also present was 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 November 12, 2024 Regular Council were approved on motion by Coun. S. Eis seconded by Coun. M. Fortune. **Motion Carried.**

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Presentation – Pictou County Food Bank East – Shelley Manning

Shelley Manning made presentation to Council; highlighting:

- Area the Food Bank serves
- All activities are run by volunteers
- Transparency and Operation Excellence
- Over 1500 households supported; approximately 17,000 individuals since January 2024
- Overview of clients including seniors and children
- Depend heavily on community support; Food industry partners, private donors and Feed Nova Scotia
- Costs and demands are increasing; \$23,000 per month on food; \$400,000 per year to operate
- Thanked the Town Police for their recent Food Drive at Sobeys Stellarton

CAO S. Higdon commented on the Police Food Drive this past Saturday where they collected three full car loads of donations; will become an annual event. She also noted the Town's Annual Grants program.

Mayor D. Stroud asked about the process of purchasing food.

They have great relationships with local stores and the Second Harvest Program.

Coun. S. Eis inquired about volunteer opportunities.

5. Presentation – Pictou County Roots for Youth – Kathryn Tanner

Kathryn Tanner made presentation to Council, highlighting Pictou County Roots for Youth which opened in 2011:

- Emergency shelter for at risk youth ages 16 to 24, located on Stellar Street
- Supportive housing unit located on Poplar Street; where the residents pay rent
- Outreach program in the community
- Housing crisis consideration
- Provides programs and transition opportunities
- Mental Health needs
- Rules are in place
- Support from the Police
- Event on February 22, Coldest Night of the Year, major fundraiser

Coun. G. Pentz commented re the difficulties associated with this line of work; he commended and wished them the best of luck.

Coun. S. Eis comments re supporting Roots for Youth and thanking them for the valuable information.

Coun. M. Fortune comments re trauma informed practices and training.

K. Tanner outlined the staff training.

Coun. S. Campbell inquired about the day-to-day activities for the youth.

K. Tanner stated that the goal is to get the youth into school and to get employed by providing resources and support.

Mayor. D. Stroud asked what is the biggest challenge.

K. Tanner replied that it is mental health and addictions.

Mayor D. Stroud re management of the houses and any impact to their neighbours.

Coun. S. Eis re capacity and if there are plans to open additional spaces.

K. Tanner stated that they are turning youth away constantly due to being at full capacity; their aim is to build stability with the program prior to expanding.

Mayor D. Stroud thanked Kathryn for her presentation.

6. Reports from Staff: November (Attached)

a. Chief Mark Hobeck – Stellarton Police Service

Coun. G. Pentz 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 November 2024, seconded by Coun. S. Eis. **Motion Carried.**

c. Paige Draper – Marketing and Communications

Coun. S. Eis made motion to approve the Marketing and Communications report, seconded by Coun. M. Fortune. **Motion Carried.**

d. Blaine Murray – Town Engineer

Coun. G. Pentz commended the Town Engineer with the work done on Kirk Avenue.

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

7. Correspondence

a. **Healthy Pictou County** Re: Monthly Update – CAO S. Higdon stated that this is a monthly report; they are a group that helped promote Pictou County as an area for Health Care Providers; for Council’s information.

8. Committee of the Whole Report – No Report

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

CAO S. Higdon, for Council’s information, the Growth and Renewal for Infrastructure Development Program, is a new funding opportunity; for shovel-ready projects to expand or preserve housing which includes water, sanitary sewer or storm water. She informed Council that Rutherford Street experienced a number of water breaks (due to the work on Kirk), because the infrastructure is old; she reported that it is strongly recommended by staff that Rutherford Street would be the next priority; the deadline to apply for this funding is December 13, 2024; looking for a resolution from Council to allow the Town to apply for funding not to exceed \$3 million dollars. Town Engineer is working on costs. Coun. G. Pentz made motion to approve Resolution No. 2024-12-09, Growth and Renewal For Infrastructure Development Program, seconded by Coun. S. Eis. **Motion Carried.**

BE IT RESOLVED by the Town Council of the Town of Stellarton

That the Chief Administrative Officer and Town Engineer be authorized to submit an application for a project under the Growth and Renewal for Infrastructure Development Program (GRID) for the following prioritized project for the fiscal year 2025-2026

- 1. Rutherford Street Infrastructure Renewal Project Not to exceed \$3,000,000*

10. Open Forum

Coun. G. Pentz thanked Paige Draper and the Stellarton Fire Department for doing a great job on the Tree Lighting event on November 29.

- 11. Next Council Meeting:** Monday, January 13, 2025 at 5:30 p.m.

12. Adjourn

Meeting adjourned on motion by Coun. G. Pentz

MAYOR

CAO



STELLARTON POLICE SERVICE

Report up to Dec 29th , 2024

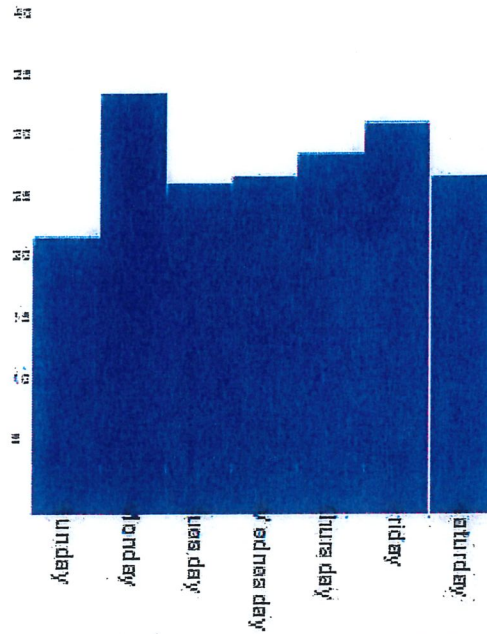
Calls for Service : 189 (2023 calls :167)

Calls	Type
4	911 Act-Other Activities
1	Animal
6	Assaults
13	Assists to the General Public
3	Assist other Police Agency
3	Break and Enter
5	Checkpoint
1	Causing a disturbance
1	Disobeying a court order
1	Criminal negligence causing injury
5	False Alarms
3	Family Relations Act
1	Fraud under \$5,000
1	Fail to remain MVA
8	Fail to comply with conditions
12	Information Files
4	Item Lost/Found
6	Mental Health Act

1	Harassment
3	Mischief
54	Motor Vehicle Act Violations
3	Municipal Bylaw
3	Missing person
6	No pursuit flight from police
1	Offender Management
1	Operation while impaired (alcohol)
1	Operation while impaired (drug)
2	Peace Bond
1	Sexual Assault
5	Thefts
1	Possession of a weapon
2	Property check
6	S.T.E.P.
10	Suspicious Persons/person/vehicle
5	Traffic Collision non-fatal
5	Trespass Act
5	Uttering Threats -person
1	Unwanted person
3	Well-Being Checks

Breakdown by day of the week:

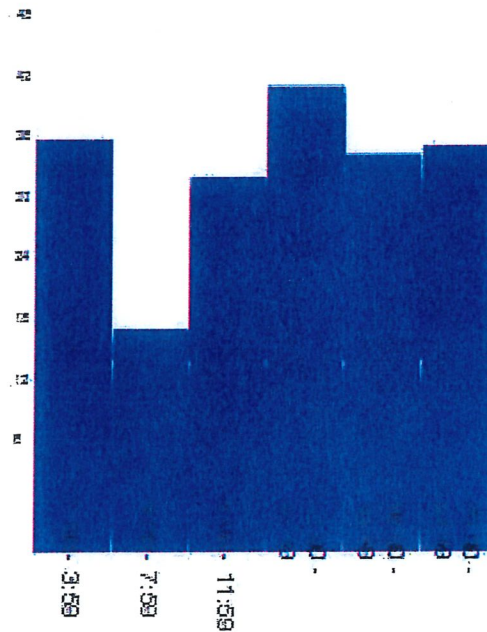
<i>Weekday</i>	<i>Number of occurrences</i>	<i>Percentage of total</i>
Sunday	21	11.1%
Monday	33	17.5%
Tuesday	25	13.2%
Wednesday	26	13.8%
Thursday	28	14.8%
Friday	30	15.9%
Saturday	26	13.8%
Unknown	0	0.0%
Total	189	100%



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	35	18.5%
4:00 - 7:59	16	8.5%
8:00 - 11:59	31	16.4%
12:00 - 15:59	40	21.2%
16:00 - 19:59	33	17.5%
20:00 - 23:59	34	18.0%
Unknown	0	0.0%
Total	189	100%



Number of occurrences per time of day

Charges

Criminal Code - 15

Motor Vehicle Act - 12

Warnings - 74

Winter Parking - 85

Events

- Officers attended the Provincial operation Christmas checkpoint
- Cst Morrell attended the National Day of Remembrance and Action on Violence Against Women
- Cst Morrell ran the YMCA ugly sweater run in uniform
- Officers held a Cram the Cruiser at Sobeys and donated to the food bank
- Officers attended G.R.Saunders Sleighride
- Officers attended G.R.Saunders turkey dinner

Other Activities

Foot/Bike Patrol - 15 hrs

Traffic Enforcement - 110 hrs

Community Relations -39 hrs



Stellarton Fire Department
Monthly Report – December 2024

The month of December is always busy around the Fire Department. The annual Christmas party that is shared between the Town and the Fire Department is always a fun event. Also, preparations for the annual trip around Town with Santa atop the fire truck is certainly a highlight.

CALLS:

We had 14 calls for during the month of December. 2 were mutual aid, 2 were medical assists, 1 was a powerline, 3 were alarm calls, 2 were MVC calls, 1 was a garage fire and 3 were for suspicious odors.

PRACTICES:

Practices were held every Thursday evening with the exception of December 26th. An average of 15 members attended.

EQUIPMENT CHECKS:

Checks were completed weekly with 4-5 members performing the equipment check each week.

December Council Report
Marketing, Communications, Recreation

Lean Six Sigma | App Project

I have continued to work with the other local communications representatives from Trenton, Westville, and Pictou surrounding the app expansion. Throughout our discussions, we have shared ways that we can better utilize and better streamline our websites and social media platforms. Although it doesn't appear that the app will be expanded into the other towns, the meetings that we held and the questions that were highlighted surrounding the app were extremely beneficial to enhancing the app to better serve us and our residents. Given that the app is in the process of being updated, we were able to provide the questions and concerns to our developers and are anticipating that some of these improvements will be included in the upcoming major update.

TownApp

Our TownApp is getting a major update in January 2025. Throughout December, I have been working with our app developers to enhance the app and make adjustments before the update is put in place. App users can expect to see a new user interface with additional links, information, and photos of the town. We are anticipating that the new update will be available after January 19. App users will need to update their apps to ensure that they are operating with the newest version. This update and the requirements of people will be sent out via the app before the transition, in the newsletter, as well as on our social media platforms.

Newsletter

In December, the winter edition of the Stellar News was drafted. This edition includes important dates, the winter parking restrictions, the app update, and more. The newsletter will be mailed out with the upcoming water bill, as well as available online.

Film Commission

In December, I was connected with the Locations Manager of the NS Film Commission. In conversation, it was noted that they would like to build up the Northumberland Shore region as a potential location to pitch to filmmakers in the future. To build Pictou County's portfolio as a location, I have worked with Coastal NS and a photographer/videographer that they regularly work with to take footage of Allan Park and our main street. This videographer has also taken footage of other scenic areas throughout Pictou County and we will be submitting the footage to the NS Film Commission as we are able. There are no guarantees that the area would be chosen for filming, but this will put our region in the conversation.


Respectfully submitted,

Paige Draper
Marketing & Communications Coordinator

Town Engineers Report December 2024 Engineering & Public Works Report

Engineering

1. See Capital Projects Update table below:

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

2. Public works located water main and service information on Rutherford Street with our location gear. Engineering staff came behind and surveyed the information with GPS gear. The data will be processed and used for the detailed design of the new network.

Streets/Properties

3. Public Works trimmed overhanging tree branches and shrubs around town that interfered with snow removal.
4. Public Works graveled and graded the walking trail from the Wellness Center to Tait's Ln.
5. A new sign was installed at the town hall for the Police Station. The sign is mounted to the front of the building.
6. A significant snowfall occurred on December 20th in the 20 cm range. Crews were out on the weekend for removal. Ice and snow control was required several times over December for small amounts.

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

Town of Stellarton Town Engineers Report December 2024 Water Utility Report

Water Distribution

1. One water break occurred on December 27th on Birch Hill Drive.

WTP

2. Average treated water production for December 2024 (1,556,922 LPD) compared to December 2023 (1,556,781 LPD) was essential 0% change.
3. Water usage in the town continues to trend downward annually. Below is annual water withdrawal amounts from the East River over the last several years:

Raw Water Annual Withdrawal – Cubic Meters

2024	703,908
2023	725,775
2022	753,982
2021	777,508
2020	842,926
2019	805,196
2018	891,505

Blaine Murray, P. Eng.
Town Engineer