



TOWN OF STELLARTON

Council
February 10, 2025
5:30 PM
Council Chambers

- 1. Approval of Agenda**
- 2. Approval of Minutes:** January 13, 2025 Regular Council
- 3. Business Arising from the Minutes**
- 4. Temporary Borrowing Resolution - \$2,080,000 Sewer lines and Curbs**
- 5. Presentation- NS Associations of Realtors – Paige Hoveling**
- 6. Presentation- Ship Hector Society Presentation- Rebecca Whiffen, Wes Surrett & Vern Shea**
- 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. **Healthy Pictou County** Re: Report for December/January
 - b. **Pictou Antigonish Regional Library** Re: Funding Review Update
- 9. Committee of the Whole Report**
- 10. Update from Riverview Home Corporation**
- 11. Open Forum**
- 12. Next Council Meeting:** Monday, March 10, 2025 @5:30 PM
- 13. Adjourn**

**JANUARY 13, 2025
STELLARTON, NOVA SCOTIA**

MEETING

A meeting of the Stellarton Town Council was held on Monday, January 13, 2025, 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. S. Eis, seconded by Coun. G. Pentz.

Motion Carried.

2. Approval of Minutes

The minutes from December 9, 2024 Regular Council were approved on motion by Coun. S. Campbell seconded by Coun. M. Fortune. **Motion Carried.**

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Presentation of Service Awards

CAO S. Higdon read names and Mayor D. Stroud presented the following Service Awards to:

- | | |
|----------------------|----------|
| 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

Barb Young made presentation to Council; highlighting:

- Project background
- 2025 commemorates 30th Anniversary of the closure of the Aberdeen School of Nursing
- Plans to construct a Healing Garden with stone benches; design completed by Pictou County artists; displayed and described to Council
- Archive photos displayed
- Partnered with the Aberdeen Foundation
- Funding sources; grants, fundraisers, etc.

Mayor D. Stroud thanked Barb for presentation and worthwhile project. The ask will be discussed during budget deliberations.

6. Presentation – NS Health Municipalities and Health – Korede Esan, along

with Jalisa Clarke, Stephane Feuer and Tabitha White made presentation to Council, highlighting:

- Working with community
- Northern Zone, 4 Public Health Offices – Truro, Elmsdale, Amherst and New Glasgow
- Public Health Core Areas include Health Protection, Early Years, and Healthy Communities

- Upstream Approach – Social Inequities, Institutional Inequities, Living Conditions, Behaviors, and Health Outcomes
- Development of partnerships to foster healthy public health policies and address the social deterrents
- Healthy Communities – Managers, Youth Health Centre Coordinators, Health Promoters, Admin. Support, School Health Promoter, Youth Engagement, Nutritionists, Dental Hygienists and Consultants
- Housing, Income, Food Insecurities, Active Communities, and Social Connection
- Collaborations with relevant groups
- Income is one of the most important determinants of healthy people and communities
- Working together to improve health through data collection, indicators and tools

Mayor D. Stroud thanked presenters and commented on the importance of public health.

7. Reports from Staff: December (Attached and available online)

- a. Chief Mark Hobeck – Stellarton Police Service
CAO S. Higdon commented – the “Calls for Service” are increasing; and Community Policing under Events – Officers attended the Provincial Operation Christmas Checkpoint; Sgt. Morrell attended the National Day of Remembrance and Action on Violence Against Women and participated in the YMCA Ugly Sweater Run in full uniform; Officers held a Cram the Cruiser at Sobeys and raised \$1,500 towards the Food Bank.
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
CAO S. Higdon thanked the Fire Department for hosting Santa on Christmas Eve; a highlight for many families. Coun. S. Campbell thanked the Fire Department and the Town for working together on the Christmas Party.
Coun. G. Pentz motioned to accept Fire Department’s report for December 2024, seconded by Coun. M. Fortune. **Motion Carried.**
- c. Paige Draper – Marketing and Communications
Coun. G. Pentz inquired about the TownApp. CAO S. Higdon explained how to find / use the Town of Stellarton’s App; notifications are instantly posted on the App such as water breaks, events, etc.; there have been 1,500 downloads; a new update will be available soon. Coun. G. Pentz asked about the Film Commission. CAO S. Higdon stated that Paige reached out to Hallmark and in turn was directed to the NS Film Commission re potential areas for filmmaking; Paige and Cindy from DEANS got together and some filming took place in the Allan Park and our Main Street. Mayor D. Stroud asked if any of the towns have the TownApp. CAO S. Higdon replied that they do not, but Paige did provide them with the relevant information if they decide to have it in the future.
Coun. G. Pentz made motion to approve the Marketing and Communications report, seconded by Coun. S. Eis. **Motion Carried.**
- d. Blaine Murray – Town Engineer
Mayor D. Stroud re Capital projects, most completed; asked about the one ton truck that was ordered. CAO S. Higdon responded that it was approved during budget deliberations 2024/25 under Capital items; 2024 Ford F 550; costing \$108,894.28.
Mayor D. Stroud re the Water Utility Report – the downward annual water withdrawal. CAO S. Higdon reported that there are a number of reasons for this trend – replacement of some water mains which reduced leaks; and the installation of water meters; software can detect leaks; and the process

changes in the Water Treatment Plant, using less water to backwash the membranes and sandfilters.

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

8. Correspondence

a. Museum of Industry Re: 30th Anniversary – CAO S. Higdon re 30th Anniversary of the Museum of Industry in 2025; event planned in June; want to partner with the Town with some exhibits.

b. Museum of Industry Re: Thank you to Fire and Police – Manager Claire MacDonald-Mathews from the Museum of Industry thanking the Police and Fire Chiefs for their participation in their Fall Training Days.

c. Pictou County 4H Re: Thank you for donation – CAO S. Higdon stated that this is part of the Annual Grants, a thank you for the \$50 donation to the Pictou County 4H.

d. NS Association of Realtors Re: Introduction letter – CAO S. Higdon stated the NS Association of Realtors sent a letter to all Council congratulating them on the election; and wanted to introduce themselves; addressed housing issues; and welcomed Council's input. Coun. G. Pentz suggested inviting them to give a presentation to Council. CAO S. Higdon will reach out to them.

e. Municipal Affairs Re: Code of Conduct – CAO S. Higdon re letter from Hon. John Lohr, Minister of Municipal Affairs, commending all municipalities for successfully adopting the legislative Code of Conduct within the required timelines; and recommends reviewing it in three years.

f. NSFM Re: Code of Conduct Training – CAO S. Higdon informed Council that the NSFM are conducting in-person training sessions, in Truro; she will be attending along with Coun. S. Campbell; it's compliment to the mandatory online training that launches in February.

9. Committee of the Whole Report – No Report; next meeting January 27, 2025

10. Update from Pictou Antigonish Regional Library – Coun. S. Eis attended board meeting in December; had orientation of operations and the work happening at the Library. For Council's information.

11. Update from Riverview Home Corporation – Coun. S. Eis reported that she attended orientation and board meeting; provided some information.

12. Open Forum

No one spoke at the Open Forum

13. Next Council Meeting: Monday, February 10, 2025 at 5:30 p.m.

14. Adjourn

Meeting adjourned on motion by Coun. G. Pentz

MAYOR

CAO



STELLARTON POLICE SERVICE

Report up to January 31st, 2025

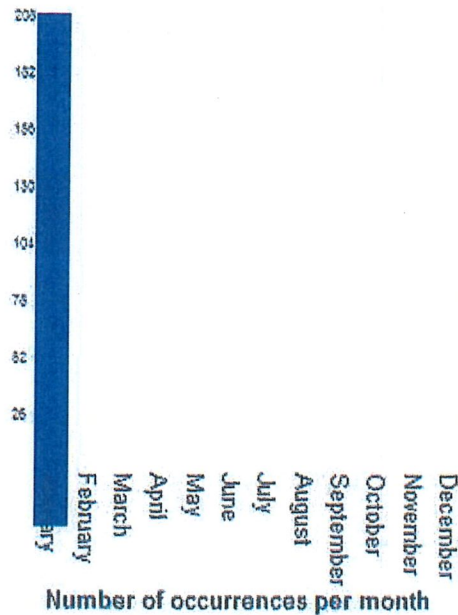
Calls for Service : 209 (2024 calls: 198)

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

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

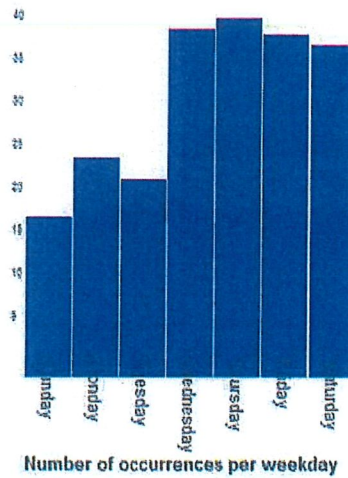
Breakdown by month:

Month	Number of occurrences	Percentage of total
January	206	98.6%
February	0	0.0%
March	0	0.0%
April	0	0.0%
May	0	0.0%
June	0	0.0%
July	0	0.0%
August	0	0.0%
September	0	0.0%
October	0	0.0%
November	2	1.0%
December	1	0.5%
Unknown	0	0.0%
Total	209	100%



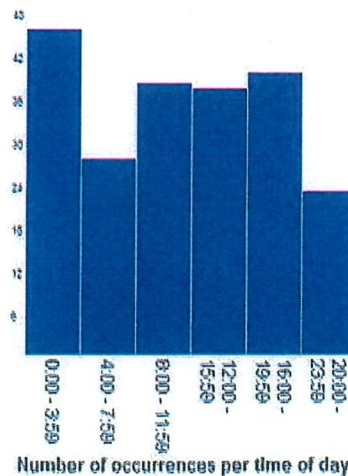
Breakdown by day of the week:

Weekday	Number of occurrences	Percentage of total
Sunday	16	7.7%
Monday	23	11.0%
Tuesday	20	9.6%
Wednesday	38	18.2%
Thursday	39	18.7%
Friday	37	17.7%
Saturday	36	17.2%
Unknown	0	0.0%
Total	209	100%



Breakdown by time of day:

Time	Number of occurrences	Percentage of total
0:00 - 3:59	46	21.6%
4:00 - 7:59	27	12.9%
8:00 - 11:59	38	18.2%
12:00 - 15:59	37	17.7%
16:00 - 19:59	39	18.7%
20:00 - 23:59	23	11.0%
Unknown	0	0.0%
Total	209	100%



Charges

Criminal Code - 6

Motor Vehicle Act - 7

Warnings - 52

Winter Parking - 21

Events

- Chief Hobeck attended G. R. Saunders to read to grade 1 students for Literacy Week
- Sgt. Morrell attended G. R. Saunders Elementary School to spend an hour with a grade 5 student during the one hour lunch period
- Sgt. Irving attended G.R. Saunders and read to students for Literacy Week

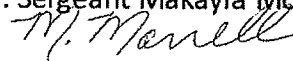
Other Activities

Foot/Bike Patrol - 9.5 hours

Traffic Enforcement - 122 hours

Community Relations -11.5 hours

Completed by: Sergeant Makayla Morrell



Stellarton Fire Department
Monthly Report – January 2025

CALLS:

We had 13 calls during the month of January. 1 was mutual aid, 1 was a medical assist, 1 was a transformer on fire, 7 were alarm calls, 1 was for a fire in a wooded area, 1 was for a propane odor and 1 was for a possible structure fire.

PRACTICES:

Practices were held every Thursday evening. An average of 12 members attended.

EQUIPMENT CHECKS:

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

January Council Report
Marketing, Communications, Recreation

TownApp

The major update that was anticipated in my last council report went live on February 2, 2025. This upgrade came with several new features like a photo gallery, map, event page, and in-app calendar, as well as a fresh look. The app is still equipped with direct-to-device alert notifications and a reporting function for residents to be able to send in reports with photos directly through the app.

In addition to the update for users of the app, there has also been an update for the dashboard on the back end of the app. This should allow for alerts to be sent easier and more immediate edits and updates to be provided to the app directly from me. With the previous version, I had control over some aspects but needed the app developer to edit and adjust certain aspects. I now have access to editing more sections.

Volunteer of the Year

Stellarton's Francis "Bud" MacKay Volunteer of the Year nomination forms are now available to be submitted for consideration. Community organizations have until March 19, 2025, to submit nominees for this award. Nominees and the selected candidate will be recognized at a Volunteer Reception scheduled to be held during National Volunteer Week.

Community organizations have been mailed hard copies of the nomination form, as well as an informative letter. For those that I may not have direct contact information for, the nomination form and letter will be available on the Town's website and our social media platforms as well.

Accessibility Lunch N Learn

On January 30, I attended a virtual Accessibility Lunch N Learn hosted by Coastal Nova Scotia. This session included presentations from three groups: The Accessibility Directorate, NS Building Officials Association, and Access-Ability Grant Programs (CCTH). All three presentations shared information that could be useful in updating our Accessibility Plan, as well as implementing strategies from our plan into practice. A list of resources was provided for all participants.

REMO

In January, the REMO Pictou County team met for a regular check in and review of certain emergency measures. This month had a focus on comfort centres with discussion regarding at what point (weather conditions, time of day, anticipated duration of power outages, etc.) should be open, as well as what changes a comfort centre to an emergency shelter and the requirements surrounding that. Although we didn't set firm standards, as many situations are dependent on a large number of factors, it did provide an excellent discussion that I feel will help me with communication to residents regarding planning/preparation ahead of storms and potential weather events to ensure that residents are equipped before an emergency situation occurs and that they know where to go for information and what to do if a situation calls for action.

Homecoming

Homecoming is in its initial planning stages for the 2025 year. Annually, Homecoming takes place the week before the Natal Day long weekend in the summer. This year, Homecoming will be held over the week of July 23-27. There are a handful of changes in certain provincial regulations (surrounding alcohol and gaming) that will have an impact on some of our events, but we have the time to address the changes and identify solutions to ensure a successful Homecoming week. At the time of this report, a meeting with the committee has been scheduled and will have concluded by the time Council takes place.

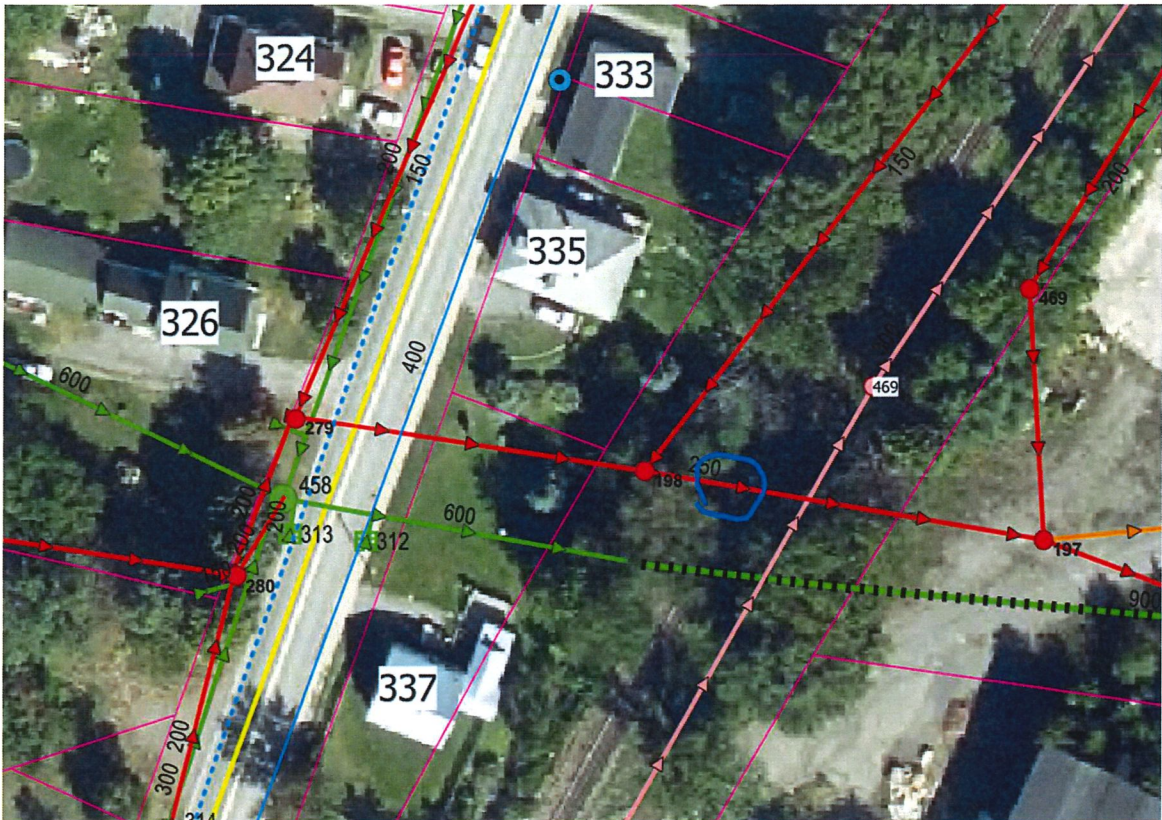
Respectfully submitted,

Paige Draper
Marketing & Communications Coordinator

Town Engineers Report January 2025 Engineering & Public Works Report

Engineering

1. On January 2, 2025 a report of a wastewater overflow was reported to the Townhall. Upon investigation a manhole adjacent the railway between civic 335 and 337 was overflowing and escaping into the storm system. It was apparent there was a blockage in the sanitary main going under the tracks. A hydrovac truck was called to try and remove any blockage in the pipe. The equipment could not get past a blockage under the tracks. A sinkhole was also found beside the train tracks which indicated a break. The sketch below shows the location of the break circled in blue:



Nova Scotia Environment and Environment Canada were notified of the incident and are involved. Public Works setup a temporary pump system that pumps the flow to the downstream manhole.

Over the past several weeks engineering staff have been working on drawings and specifications for the project which are required by the railway. Staff have consulted with experts in the field and with the railway. It was determined that an auger bore of a new main under the tracks is necessary. Open trench to repair the line is not allowed by Cape Breton and Central Nova Scotia Railway. It is anticipated that installation of the new line will take place in early February.

2. Staff are busy developing drawings and specifications for the Rutherford Infrastructure upgrades project. Shall funding become available, tender documents will be ready for procurement.

Streets/Properties

1. Although no significant snowfall events to report for January, staff were continuously called out for snow and ice control. Staff are making sure vehicle maintenance is getting done before and after snow events.
2. Markers were placed on new fire hydrants on Claremont and Kirk Avenue. These markers are used as a visual aid for hydrant location during snow operations.

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

Town of Stellarton Town Engineers Report January 2025 Water Utility Report

Water Distribution

1. Two water breaks to note:
 - January 18 - Rutherford Street
 - January 25 - Maple Street

WTP

2. Average treated water Production for January 2025 (1,525,263 LPD) compared to January 2024 (1,485,538 LPD) was 2.6% higher.
3. The #1 Membrane or Zeeweed had 11 leaks for the month.
4. Staff begun the Annual Report which is due March 31. This is a requirement in our Approval to Operate license issued by the province. The report consists mostly of data, tables and graphs related to water usage, quality and treatment.

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



TOWN OF STELLARTON

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Committee Report

Date: February 10, 2025

To: Mayor and Council

From: Susan Higdon, Chief Administrative Officer

The following recommendations are for Council's consideration from the Committee of the Whole meeting held on January 27, 2025:

Recommendation # 1

On recommendation of Committee of the Whole Council approve 1/6 share of the request from Viola's Place for a study on Creating a Regional Strategy to Address Housing and Homelessness Needs across Pictou County in the amount of \$13,000 plus HST divided by the 6 municipalities.

Recommendation # 2

On recommendation of Committee of the Whole Council approve the Capital purchase by the Stellarton Fire Department for six sets of Bunker Gear in the amount of \$29,294.99 including HST dependent on the funding from the Emergency Provider Service Funding.

Recommendation # 3

On recommendation of Committee of the Whole Council accept the tender received from Sitech for the GPS Survey system in the amount of \$22,190.00 plus HST as that was the lowest tender received.

Recommendation # 4

On recommendation of Committee of the Whole Council approve the proposal received from Veoila for the Membrane Replacement under Water Capital in the amount of \$191,540.00 plus HST for fiscal 2025-2026. It requires pre-approval due to the delivery date of 30-45 weeks.

Recommendation # 5

On recommendation of Committee of the Whole Council not participate in the Bulky Waste Program with Pictou County Solid Waste for the amount of \$1.25 per household plus tipping fees.