

MAY 28, 2018
STELLARTON, NOVA SCOTIA

MEETING

A meeting of the Stellarton Committee of the Whole was held on Monday, May 28, 2018 at 5:30 p.m. in the large Committee Room.

PRESENT

Deputy Mayor G. Pentz, Mayor D. MacGrillvray, Couns. B. Knight, S. Lawand, and S. Campbell. Also present was the Town Clerk S. Higdon.

AGENDA

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

CORRESPONDENCE – For Information; Received by Council

35th Annual Donald Keddy Memorial Hockey Tournament – Re: Thank you

TIR Office of the Minister – Re: Letter regarding pedestrian flow Exit 23

Housing NS – Re: 2018-2019 Business Plan

Coun. S. Lawand recommends invited Housing NS to do presentation to Council in future.

Town Clerk will send letter asking for a presentation.

Smoke-Free Nova Scotia – Re: Dangers of Second Hand Cannabis Smoke

Coun. S. Lawand comments re total smoking ban in public areas.

Deputy Mayor G. Pentz re “piggy back” on existing smoking bylaws.

Town Clerk S. Higdon will further investigate.

NSCC – Make Way Campaign (*Portfolio previously given to Council*)

Mayor D. MacGillivray commented on request from NSCC for possible award sponsorship; \$500 or \$1000.

Coun. S. Lawand re budget decision.

Deputy Mayor G. Pentz re table request until next year’s budget process.

Mayor D. MacGillivray made motion to receive request and defer decision until next year’s budget deliberations, seconded by Coun. S. Lawand. **Motion Carried.**

Proclamation – Bike Week June 2-9, 2018

Town Clerk S. Higdon read proclamation for Bike Week, June 2 to June 9, 2018:

“Whereas, the bicycle is a healthy and eco-friendly form of alternative transportation and an excellent tool for recreation and enjoyment of Pictou County’s scenic beauty, and
Whereas, New Glasgow, Pictou, Stellarton, Trenton, Westville and Pictou County recognizes bicyclists as legitimate roadway users who are therefore
Entitled to legal and responsible use of all public roadway facilities within the boundaries of Pictou County; and

Whereas, recognizing the use of bicycles as a viable mode of transportation,
Endeavors to promote safe and responsible bicycling and is committed to incorporating the continued development of bicycle infrastructure; and

Whereas, creating a bicycle-friendly community has been shown to improve citizens’ health, well-being, and quality of life, grow the economy, attract tourism dollars, improve

traffic safety, and reduce pollution, congestion, and wear and tear on our streets and roads; and

Whereas, throughout Bike Week 2018 (June 2nd to 9th), the residents of Pictou County will experience the joys of bicycling through educational programs, commuting events, or by simply getting out and going for a ride;

Now, therefore, the Mayors and Warden of Pictou County do hereby officially proclaim June 2nd to 9th Bike Week”

Council agreed to officially adopt at next Council meeting in June.

Town Clerk S. Higdon informed Council of a “Bike to Work” event on June 8; providing relevant details.

Town Clerk S. Higdon commented on letter from NRHS regarding graduation awards sponsored by the Town of Stellarton; annual grant of \$200 each; approved as part of the budget process.

NEW BUSINESS

Signage for Service Clubs (*from PAC*)

Coun. S. Lawand, on behalf of PAC, made recommendation to Council to post signage for Service Club, the Lion’s Club, at the entrance of Stellarton; at the request of the Lion’s Club.

Coun. B. Knight re other services clubs included on sign.

Discussion; Council agreed to have multiple service clubs listed on signage if they wish.

Coun. S. Lawand will communicate to the Lion’s Club of Council’s decision; and follow up with the Mason’s and Rotary Club.

Photocopier Tenders

Town Clerk S. Higdon reported three tenders were received for new photocopier:

Konica = \$10,708.00

Workplace Essentials = \$7,995.00

Ricoh = \$6,200.

Recommends going with the lowest tendered price of \$6,200.00

Mayor D. MacGillivray made motion to recommend to Council the purchase of a new photocopier at the tendered price of \$6,200.00, seconded by Coun. S. Campbell.

Motion Carried.

Paving Tenders

Town Clerk S. Higdon received Tenders from Town Engineer B. Murray for the capital paving project; three tenders were submitted; Town Engineer recommends awarding tender to the lowest bid from Websters Bros. Paving Concrete Ltd. in the amount of \$325,275.20; for the record, Town Clerk read all three tenders:

S. W. Weeks Construction = \$369,256.72

Dexters = \$578,630.55

Websters Bros. Paving = \$325,275.20

Coun. S. Laward re budget approval.

Coun. B. Knight made motion to accept Town Engineer’s recommendation, pending budget approval, seconded by Coun. S. Lawand. **Motion Carried.**

Taxi Bylaw (from Police Commission)

Town Clerk S. Higdon re status of the Taxi Bylaw, County-wide for enforcement; brought to the Police Commission, supported by Police Chief Hussler.

Coun. B. Knight comments; should be a provincial decision / issue.

Coun. S. Campbell comments; residential taxis, should only be one in their yard.

Coun. S. Lawand comments; bring to Mayors and Warden meeting.

Mayor D. MacGillivray comments; will bring to meeting again for discussion.

Draft Policies for Council Consideration:

Commemorative Bench and Tree Policy Draft (*from Recreation Committee*)

Comments/Questions:

Coun. S. Lawand – cost of benches; not comfortable with expiration dates for plaques on the benches; recommends them for the duration of the bench itself; high cost of trees.

Discussion re location of trees; budget impact; are amounts reflective of actual costs to Town; lifespan of benches.

Coun. B. Knight will take issue back to Recreation Committee for more details on costs, etc.

Audit Committee

Town Clerk S. Higdon reported that this a policy that is required from the Province of Nova Scotia; taken from the Town of Wolfville as reference; was reviewed by her and Town Accountant to fit with the Town of Stellarton for Council's approval.

Questions/Comments:

Coun. S. Lawand re all Council on Audit Committee; not necessary as per Town Clerk; recommends more financial personnel input and less Council.

Coun. B. Knight supports policy as written.

Town Clerk will advertise for individual to sit on Audit Committee, if Policy is approved by Council.

Mayor D. MacGillivray made motion to recommend to Council approval of Audit Committee Policy, seconded by Coun. B. Knight. **Motion Carried.**

Interest Collection

Town Clerk S. Higdon re Interest Policy; protection for Council and Staff when policies are in place.

Questions/Comments:

Coun. S. Lawand read section re interest charges, "insufficient follow-up by staff...undo interest charges"; needs clarity.

Town Clerk S. Higdon will edit policy with more details / define what "insufficient" means for next Committee of the Whole meeting.

Water Collection

Town Clerk S. Higdon re Water Collection Policy; consistency with residents; giving authority to staff, upon Council Approval, to disconnect water for arrears of payment.

Questions/Comments:

Coun. S. Lawand re Water Utility Board order giving staff permission to shut water off to accounts in arrears of more than 40 days; our policy is giving residents one year.

Discussion re disconnections being performed at least once a year.

Coun. S. Lawand made motion to recommend to Council the approval of the Water Collection Policy, seconded by Coun. B. Knight. **Motion Carried.**

Asset Management Policy

Rachel McLean, Planner/Development Officer, drafted Policy for Council's review; she gave some background information of why the Town needs the policy; asset management is responsible financial management of everything we have in the Town, i.e. sidewalks, roads, physical assets; but now it is expanding to include water ways and natural elements, etc.

Town Clerk S. Higdon reported that this is another policy the Province is making mandatory for municipalities to adopt.

Coun. S. Lawand recommends that Council have more time to review policy; table until next meeting.

Council agreed to table issue.

HR Draft Policy

Town Clerk S. Higdon prepared draft policy; recommends passing the policy in sections, not as a whole.

Council reviewed sections; comments and questions; general discussion and changes noted.

Coun. S. Lawand made motion to pass Section 001, seconded by Mayor D.

MacGillivray. **Motion Carried.**

Mayor D. MacGillivray made motion to accept Section 002, seconded by Coun. B.

Knight. **Motion Carried.**

Section 003 approved as amended by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 004 approved as amended by Coun. B. Knight, seconded by Coun. S.

Campbell. **Motion Carried.**

Section 005 approved on motion by Coun. S. Lawand, seconded by Mayor D.

MacGillivray. **Motion Carried.**

Section 006 approved on motion by Coun. B. Knight, seconded by Coun. S Campbell.

Motion Carried.

Section 007 approved on motion by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 008 approved on motion by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 009 approved on motion by Coun. S. Campbell, seconded by Mayor D.

MacGillivray. **Motion Carried.**

Section 010 approved on motion by Coun. B. Knight, seconded by Coun. S Campbell.

Motion Carried.

Section 011 approved on motion by Coun. S. Campbell, seconded by Coun. S. Lawand.

Motion Carried.

Section 012 approved as amended by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 013 approved on motion by Coun. S. Lawand, seconded by Coun. S. Campbell.

Motion Carried.

Section 014 approved on motion by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 015 approved as amended by Coun. S. Lawand, seconded by Mayor D.

MacGillivray. **Motion Carried.**

Section 016 approved on motion by Mayor D. MacGillivray, seconded by Coun. S.

Campbell. **Motion Carried.**

Section 017 approved as amended by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 018 will be edited by Town Clerk, and brought back to Council for approval.

Section 019 approved on motion by Coun. S. Lawand, seconded by Coun. S. Campbell.

Motion Carried.

Section 020 approved on motion by Coun. B. Knight, seconded by Coun. S. Lawand.

Motion Carried.

Section 021 will be reviewed by Town Clerk for clarity purposes and brought back to Council.

Section 022 approved on motion by Coun. B. Knight, seconded by Coun. S. Lawand.

Motion Carried.

Section 023 approved on motion by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 024 approved on motion by Coun. S. Campbell, seconded by Coun. S. Lawand.

Motion Carried.

Section 025 approved on motion by Coun. B. Knight, seconded by Coun. S. Lawand.

Motion Carried.

Section 026 approved on motion by Coun. S. Campbell, seconded by Coun. S. Lawand.

Motion Carried.

Section 027 approved on motion by Mayor D. MacGillivray, seconded by Coun. B.

Knight. **Motion Carried.**

Section 028 approved on motion by Coun. S. Lawand, seconded by Coun. S. Campbell.

Motion Carried.

Section 029 approved on motion by Coun. B. Knight, seconded by Mayor D.

MacGillivray. **Motion Carried.**

Section 030 approved as amended by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 031 approved on motion by Coun. S. Lawand, seconded by Coun. B. Knight.

Motion Carried.

Section 032 approved on motion by Mayor D. MacGillivray, seconded by Coun. S.

Lawand. **Motion Carried.**

OTHER BUSINESS

None

NEXT MEETING DATE: JUNE 27, 2018, 5:30 p.m.

ADJOURNMENT on motion by Mayor D. MacGillivray.