



## TOWN OF STELLARTON

PO Box 2200 Stellarton, NS B0K 1S0

Phone: 752-2114 Fax: 755-4105

www.stellarton.ca

### Committee of the Whole Virtual Meeting via Zoom

#### Agenda

June 22, 2020

5:30 PM

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Minutes – May 25, 2020
4. Business Arising from the Minutes
5. Correspondence
  - a. NSFM – Re: \$14 Billion ‘Safe Restart Agreement’
  - b. Active Pictou County Re; Monthly report
  - c. Pictou County Volunteer Ground Search & Rescue Re: Thank you
  - d. MLA Elizabeth Smith – McCrossin Re: Critic for Municipal Affairs
  - e. NS Communities Culture & Heritage Re: Amendments to Heritage Property Act
6. Rink Demolition Tender Recommendation
7. Seasonal Water Testing
8. Water Conservation
9. Next meeting date: July 27, 2020 at 5:30 PM
10. Adjournment

***Stellarton is a thriving community that is safe, healthy, inclusive and engaged with a robust economy that appeals to businesses, citizens and visitors alike.***

**May 25, 2020**

**STELLARTON, NOVA SCOTIA**

**MEETING**

A virtual regular meeting of the Stellarton Town Committee of the Whole was held on Monday, May 25, 2020 at 4:00 PM via the Zoom platform as directed by Honourable Chuck Porter, Minister of Municipal Affairs and Housing due to the State of Emergency declared on March 22, 2020.

**PRESENT**

Chair Deputy Mayor S. Campbell, Mayor D. MacGillivray, Couns.B. Knight, S.Lawand, and G. Pentz.

Also present, Town Clerk S. Higdon and Town Engineer, B. Murray

**AGENDA**

Councillor G. Pentz approved the Agenda, seconded by Councillor B. Knight with the change of moving the Presentation on the Renovation of the Town Hall to number 6 on the agenda.

**Motion Carried.**

**APPROVAL OF MINUTES**

Councillor G. Pentz made a motion to accept the April 27, 2020 minutes seconded by Councillor S.Lawand; Councillor B. Knight clarified that under Summer Student Status he was only to do interviews for Recreation Maintenance staff, not Communities in Bloom students. . **Motion Carried.**

**BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**PICTOU COUNTY PIZZA DAY**

Town Clerk S. Higdon read a briefing on Alice Xiros and her passing on May 16, 2021 Mayor MacGillivray made a motion to declare May 16, 2021 as Pictou County Pizza Day in Alice's Honour seconded by Councillor G. Pentz. **Motion carried.**

**STELLART TOWN HALL RENOVATION AND ADDITION ESTIMATE- DALE ARCHIBALD**

Deputy Mayor Campbell welcomes D. Archibald to the meeting. Mr. Archibald went through the details of how the concepts were developed. They looked at different scenarios on how it would work for an elevator to service the Town Hall as well as the Stellarton Library. Due to the different levels of the buildings, it would be very difficult to do. There were two main issues regarding the Town Hall, accessibility and the lack of space for the Police Station. In looking at just those two issues, it seemed more prudent to just prioritize that at this time.

Concept 4 in the plan gives the Police Station the main level of the Town Hall and it would move all administration upstairs. There is enough space on the second floor to accommodate all administration staff. The elevator would be at the front of the building and it would allow people to access the upstairs that way or they could take the existing stairs that would be modified. The

STELLARTON TOWN COUNCIL  
May 25, 2020  
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Council Chambers would remain intact with no changes to keep the historical significance. There would be a switch back ramp in the front of the building to accommodate accessibility.

Councillor Lawand asked about the potential future requirements of a police department and to ensure that all this works is done in accordance with their requirements.

Council thanked Dale for his presentation. They will go over it in detail with staff and come back with any specific questions they may have.

### **CORRESPONDENCE**

- a. Healthy Pictou County- Re: Funders Report May 2020
- b. Pictou County 4-H Re: Update on status
- c. NSFM Re: COVID -19 and October 17, 2020 Municipal Elections
- d. Municipal Affairs and Housing Re: Response to NSFM Letter
- e. NSFM Re: Response to response of Letter from DMAH
- f. Aberdeen Palliative Care Society RE: Request for donation. Mayor MacGillivray made a motion to recommend to council to donate \$100.00 to the Aberdeen Palliative Care Society, seconded by Councillor G. Pentz. Motion carried.

### **UPDATE FROM ADMIN**

Town Clerk updated the Committee on the water station that was installed at the Town Square. Pleasant St. Playground area has been cleaned up and graded, it will eventually be seeded and maintained.

The Clerk also spoke about telephone and electronic voting. Intelevote has been awarded the tender from HRM and apart of the agreement is that if any other municipalities in the province are to use telephone and electronic voting they also have to use Intelevote. This would be the second municipal election for the Town that this alternative voting is to be used. This is an appropriate option for those with accessibility issues and with issues surrounding COVID-19. The second wave is anticipated to hit this fall.

Mayor MacGillivray wanted to thank Councillor Lawand for bringing the water station idea to the Town. It is a benefit to Town Square.

Councillor Lawand wanted to thank Public Works for all their work on the Pleasant St. area as well as the installation of the water station.

All council agreed.

### **SURPLUS EQUIPMENT TENDER**

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The bids were presented to the committee for their consideration. Bids are attached. Council B. Knight made a motion to accept the highest bid from each item, seconded by G. Pentz. Motion carried.

**COVID-19 PROPERTY TAX FINANCING PROGRAM POLICY – 7 DAY NOTICE**

Town Clerk S. Higdon presented the draft policy as per previous discussions. Discussions were held with all municipalities across the Province as well as municipalities within Pictou County. The Policy will be formally presented to Council on June 8, 2020 at the regular meeting.

**NEXT MEETING DATE**

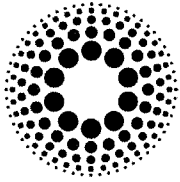
The next meeting date is scheduled for Monday, June 22, 2020 at 5:30 p.m.

**ADJOURNMENT**

On motion by Councillor G. Pentz the meeting adjourned.

**DEPUTY MAYOR**

**TOWN CLERK**



**NOVA SCOTIA FEDERATION  
OF MUNICIPALITIES**

June 08, 2020

**PRESIDENT:**

Mayor Pam Mood  
Town of Yarmouth

**VICE-PRESIDENT:**

Deputy Mayor Emily Lutz  
County of Kings

**IMMEDIATE PAST-PRESIDENT:**

Councillor Waye Mason  
Halifax Regional Municipality

**REGIONAL CAUCUS CHAIR:**

Councillor Clarence Prince  
Cape Breton Regional Municipality

**RURAL CAUCUS CHAIR:**

Deputy Mayor Geoff Stewart  
County of Colchester

**TOWNS CAUCUS CHAIR:**

Mayor Brenda Chisholm-Beaton  
Town of Port Hawkesbury

The Honourable Stephen McNeil  
Premier, Province of Nova Scotia  
P.O. Box 726, Halifax, NS B3J 1X5

Dear Premier McNeil

Delivered via email

**RE: \$14-Billion 'Safe Restart Agreement'**

Last week, Prime Minister Trudeau announced that up to \$14 billion in federal transfers will be made available to provinces and territories through what is being reported as a 'safe restart agreement.' It is our understanding that the federal government will require some manner of a spending plan before these funds can be accessed.

NSFM has worked with our members to collect detailed net revenue loss numbers from nearly all of Nova Scotia's municipalities. Living with COVID-19 means that municipalities are losing revenues in areas like transit, recreation, parking, development permits, and more. With 44 of 49 municipalities reporting—and representing more than 95% of Nova Scotia's population—the total expected shortfall is between \$64 and \$68 million. Within this, transit losses amount to between \$23 and \$25 million.

The lost revenues that we have tracked are separate from property taxes. They are based largely on user fees. Without additional support, these unrecoverable costs will be carried forward into next year's budgeting processes, where they will have to be picked up by the taxpayer.

CMHC has forecast a decrease in average home sale prices in Nova Scotia over the coming two years of between 9 and 15 per cent. We also anticipate some level of decrease in assessment rolls, which will force tax rates to increase, even before we add in the burden of 2020's shortfalls.

.../cont'd

Premier McNeil  
Page 2  
June 8, 2020

With limited avenues to generate revenue and an inability to run deficits, which are difficult to get out and add to future financial pressures, NSFAM is requesting this unrecoverable shortfall be addressed through grant money from the Province.

We acknowledge the Province has backstopped municipalities through the previously announced \$380 million loan program. That support was welcome news in addressing the liquidity concerns of our members, a result of an anticipated delay in the collection of property taxes. This current ask is not a timing issue. It represents the funding needed to prevent long lasting deep cuts to needed programs and services delivered by municipalities and a spike in tax rates.

NSFAM is ready and waiting to stand beside the Province in an ask to the Federal government to help support municipalities and every single Nova Scotian they represent.

We are looking forward to meeting to discuss this opportunity with your government. We are available at any time over the weeks to come.

Sincerely,



Mayor Pam Mood

President, Nova Scotia Federation of Municipalities

CC: The Honourable Chuck Porter, M.L.A., Minister of Municipal Affairs and Housing

The Honourable Jaime Battiste, M.P.

The Honourable Kody Blois, M.P.

The Honourable Chris d'Entremont, M.P.

The Honourable Andy Fillmore, M.P.

The Honourable Darren Fisher, M.P.

The Honourable Sean Fraser, M.P.

The Honourable Bernadette Jordan, P.C., M.P., Minister of Fisheries, Oceans, and the Canadian Coast Guard

The Honourable Mike Kelloway, M.P.

The Honourable Geoff Regan, M.P.

The Honourable Darrell Samson, M.P.

The Honourable Lenore Zann, M.P.

- Announcing Hike Nova Scotia's Pictou County Hiker Distance Badge. This is a special addition to Hike NS's popular annual distance challenges. The new challenge is launched in celebration of International Trails Day and the badge will be part of the long-term Hiker Distance Challenge options. From rail trail to shoreline, to old growth forest, the challenge includes over 30km of trail featuring communities in each of our municipalities and showcases the great diversity of trail experiences available in Pictou County. The hikes are broken into achievable portions and can be accomplished over the course of a calendar year. For more information please check [www.hikenovascotia.ca](http://www.hikenovascotia.ca)



- **Pictou County is the first local community Hiker Distance Challenge Badge!**
- Playboxes: The metal box has been shipped, and the first draft of artwork has been received for decal production.
- Dream Esteem Program - Partnership with Dream Candy is in its second week. 11 participants from across the county are taking part and have received a program package and calls from the leader.
- Met with Pictou County Bike Week Committee – the group has indicated they would endorse Michelin Jr Bike and The Heartland Tour in their virtual events, and work toward a possible inclusion of guided rides in a September Bike Week celebration. The committee will include a combination of virtual and live opportunities with the ability to pivot to fully virtual activities if Covid 19 restrictions resume. Safety of our community is most important.
  - Michelin Junior Bike – art projects received by June 24<sup>th</sup> with Helmet pickup June 27<sup>th</sup>
  - Heartland Tour – Registration open now – event July 11<sup>th</sup> to 31<sup>st</sup> – participants are encouraged to achieve 150 minutes of any physical activity per week for a three week period to build a new habit of active living.

Respectfully submitted,

Sally O'Neill, Coordinator, Active Pictou County



**Pictou County Volunteer Ground Search And Rescue**  
P. O. Box 1144,  
Trenton, N. S.,  
B0K 1X1

RECEIVED JUN 04 2020

Thursday, May 28, 2020

Town of Stellarton  
PO Box 2200  
Stellarton, NS B0K 1S0

To Mayor and Council:

Please accept our sincerest thanks and gratitude for the Town of Stellarton Municipal Grants Program contribution.

Pictou County Volunteer Ground Search and Rescue strive to provide the highest level of service possible to our Community, when called upon. This funding will help our support this level of service.

The team does understand that we must reapply by February of 2021 under the Municipal Grant Program, if they are to receive funding again. Thank you or this opportunity.

If you have any further questions, please feel free to contact us.

Sincerely,

Allan Harrington  
President  
Pictou County Volunteer Ground Search And Rescue  
PCVGSAR email: [pcvgsar@gmail.ca](mailto:pcvgsar@gmail.ca)

Peggy Simpkin  
Treasurer  
Pictou County Volunteer Ground Search And Rescue  
[pctreasurer@eastlink.ca](mailto:pctreasurer@eastlink.ca)  
902-759-5725

Website: <https://pcvgsar.wixsite.com/pictou>  
Facebook: Pictou County Volunteer Ground Search and Rescue



House of Assembly  
Nova Scotia

### Halifax

PC Caucus  
1003-1660 Hollis St  
Halifax, NS  
B3J 1V7  
Tel: 902-424-2731  
Fax: 902-424-7484

### Constituency

5 Ratchford St  
Amherst, NS  
B4H 1X2  
Tel: 902-661-2288  
Fax: 902-661-0114



Elizabeth Smith-McCrossin  
MLA Cumberland North

### Halifax

1600, rue Hollis, suite 1003  
Halifax, NS  
B3J 1V7  
Tel: 902-424-2731  
Fax: 902-4247484

### Circonscription

5 rue, Ratchford,  
Amherst, NS  
B4H 1X2  
Tel: 902-661-2288  
Fax: 902-661-0114

[mla@esmithmccrossinmla.com](mailto:mla@esmithmccrossinmla.com)  
<http://esmithmccrossinmla.com>

June 3, 2020

Dear Friends in Municipal Government:

I want to take this opportunity to thank you for your kindness and cooperation to me as I served as critic for Municipal Affairs for the Progressive Conservative Caucus under the leadership of Mr. Tim Houston.

During my role as critic for Municipal Affairs I learned a great deal about the legislation and governance of local municipal governments and certainly learned the incredible contribution local governments, like yours, make to the province of Nova Scotia.

From January 2018 to present day, I have had the opportunity to meet with many of your councils and learn of the challenges you face as well as celebrate the many successes you have made. I have made many friends in municipal government across the province and I hope they are long lasting into the future.

My colleague Mr. David Ritcey, MLA for Truro - Bible Hill - Millbrook - Salmon River will be assuming the critic role for Municipal Affairs and I have great confidence that you and your municipal colleagues will develop a great relationship with him. I have a lot of confidence in Dave!!!

Thank you again. Please don't be a stranger and come visit me (with 6 feet of physical distancing of course!) in Cumberland North!! We have one the best wineries in the province!!

Sincerely,

  
Elizabeth Smith-McCrossin

CC: Tim Houston, Dave Ritcey



Communities, Culture and Heritage  
Culture and Heritage Development

1741 Brunswick Street, 3<sup>rd</sup> Floor  
PO Box 456, STN Central  
Halifax, NS B3J 2R5  
902-424-6393

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June 16, 2020

Dear Mayor/Warden:

Government is preparing to proclaim amendments made to the *Heritage Property Act (Act)* passed in 2015 following consultation. Since then, our staff have been working on the regulations for the Heritage Conservation Districts and the creation of the regulations for Cultural Landscapes.

I am writing to seek feedback from your municipality on two items that may better support registered municipal heritage properties and areas being considered for a municipal heritage conservation district or cultural landscapes under the *Act*. As explained in the attached overview, the items identified include:

**1) Removal of Section 18 of the *Act*, *Consideration by municipality of application to alter or demolish*:**

This section allows a registered municipal heritage property owner to complete an alteration or demolition which may be contrary to a decision of a municipal council provided that a three-year waiting period has passed since the formal application was made.

**2) New provision proposed to provide authority to the municipality to put in place a pause for a period of time for specific types of development, site specific, while a conservation plan and conservation by-law documents are being prepared for a proposed heritage conservation district or cultural landscape. The municipality would be provided the authority to put the provision in place for up to one year.**

We would appreciate receiving input on these proposed targeted amendments by September 30, 2020. Please forward all input to Ms. Mary-Louise Hartigan at 902-424-5647 or email to [mary.hartigan@novascotia.ca](mailto:mary.hartigan@novascotia.ca)

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Meanwhile, should you or your municipal staff have any questions regarding these two items, please contact Mr. Kevin Barrett, Coordinator, Heritage Property Program, directly at 902-424-6396 or [kevin.barrett@novascotia.ca](mailto:kevin.barrett@novascotia.ca).

Sincerely,



Craig Beaton, Executive Director  
Culture and Heritage Development

cc: Ms. Pam Mood, President, Nova Scotia Federation of Municipalities  
Ms. Juanita Spencer, Chief Executive Officer, Nova Scotia Federation of Municipalities  
Ms. Kathleen Trott, Executive Director, Policy and Corporate Services  
Mr. Gordon Smith, Provincial Director of Planning  
Mr. Kevin Barrett, Coordinator, Heritage Property Program

Attachment (1)

## Attachment 1

### Items identified for consideration:

#### 1. **Removal of Section 18 of the *Act*, *Consideration by municipality of application to alter or demolish:***

This section allows a registered municipal heritage property owner to complete an alteration or demolition which may be contrary to a decision of a municipal council provided that a three-year waiting period has passed since the formal application was made.

- Section 17 of the *Act* provides authority to municipal council to consider application to alter or demolish a registered municipal heritage property.
- Should municipal council not approve the application, Section 18 of the *Act* provides the property owner authority to alter or demolish their registered municipal heritage property without council's approval in accordance with Section 18(3).
- It has been suggested that the removal of Section 18 from the *Act* would better steward registered municipal heritage properties while maintaining the opportunity to consider applications to alter or demolish a registered municipal heritage property by its municipal council under Section 17.

#### 2. **New provision proposed to provide authority to the municipality to put in place a pause for a period of time for specific types of development, site specific, while a conservation plan and conservation by-law documents are being prepared for a proposed heritage conservation district (HCD) or cultural landscape (CL). The municipality would be provided the authority to put the provision in place for up to one year.**

- Section 19 of the *Heritage Property Act (Act)* provides for the opportunity for a municipality to consider a proposed HCD for part of a municipality.
- Sections 6 and 7 of the *Heritage Conservation District Regulations* require the municipal council to adopt a public participation program and the development of background studies to support the rationale for heritage conservation measures and its specific boundaries for Minister's consideration.
  - Should Minister not require additional information, the municipality can then initiate the public process to prepare the conservation plan and conservation bylaw documents for the proposed HCD.
- While the municipality completes public participation to better support the preparation of the conservation plan and conservation bylaw documents for the proposed HCD, it has been suggested that municipalities may wish to have the authority to put in place a pause on specific types of development, site specific, for up to one year.

**Page 2**

**Items identified for consideration**

- It has been suggested that a new provision of the *Act* be developed that would allow, by bylaw, a municipality to suspend specific types of development for up to one year, while the conservation plan and conservation by-law documents for the proposed HCD or CL are being prepared.
  - Other jurisdictions, including Ontario, British Columbia, Manitoba, Quebec and the City of Winnipeg (by-law), provide through legislation similar provisions while an area is under consideration for a proposed HCD.



# Town of Stellarton

## ENGINEER'S MEMO

**DATE:** June 16, 2020  
**TO:** Susan Higdon, Town Clerk  
**CC:**  
**FROM:** Blaine Murray, P.Eng.  
**RE:** **RINK DEMO TENDER RECOMMENDATION**

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Two bids were submitted for the above project. The following table summarizes the tender:

CONTRACTOR	TENDER PRICE	WEEKS OF COMPLETION
Verhagen Demolition Limited	\$123,050.00	2
Dexter Construction Company Limited	\$194,005.00	8

\*Prices above include HST

The tender forms were checked, and prices verified. I recommend awarding the tender to the low bidder, Verhagen Demolition Limited for the above price.

Regards,

**Town of Stellarton**

Blaine Murray, P.Eng.  
Town Engineer



# NOTICE

## TOWN OF STELLARTON East River Low Flow Contingency BY-LAW # 55

The East River has been the main source of drinking water for the Town of Stellarton since 1892. The river starts at the outlet of Hunters Lake, located approximately 45 KM to the east of the Town. From this point, up to the intake of the Town's water Treatment plan (WTP), the River drains an area of approximately 410 km<sup>2</sup>

The WTP withdraws raw water from the river through an intake located upstream of a concrete berm which was built to control the water level in the river during low flow season. Withdrawal operations are subject to the Nova Scotia Guide to Surface Water Withdrawal. In cases where the source of water is a watercourse, such as for the Town of Stellarton, the guide requires an Ecological Maintenance Flow (EMF) be maintained at the intake.

A period of drought will limit the flows available to simultaneously meet the demands of the Town and maintain a minimum flow downstream of the intake. Conditions for water supply may worsen with the impact of climate change since, according to the Intergovernmental Panel on Climate Change Fifth's Assessment Report, climate change may cause early spring thaw and increase the frequency of drought events. These impacts can potentially result in lower groundwater recharge and a reduction in summer flows.

This contingency procedure requires the support and stewardship of all citizens in the Town of Stellarton. It is a civic duty to be responsible citizens and to respect the environmental impact of water conservation.

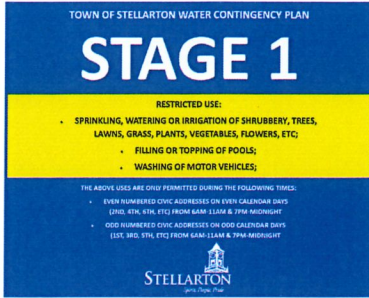
### Offences and Fines

First Offence	\$100.00
Second Offence	\$250.00
Third Offence	\$500.00

In accordance with the Bylaw, when certain stages are in effect, residents will be notified via radio, social media, as well as daily updates at [www.stellarton.ca/water-contingency-stage.html](http://www.stellarton.ca/water-contingency-stage.html). In addition to these methods, there is an automated telephone line dedicated to providing daily updates and information regarding Stellarton's current stage. Residents can call 902-752-6168 for these updates.

As part of our water withdrawal permit, the Town is required to develop a water conservation plan to reduce outdoor water use throughout the Town. When flow rates reach low flow rates in the river, the following Bylaw (stages) are to be followed:

### 1. STAGE 1 – ALTERNATE DAY WATER USE



When the East River flow reaches 1.7 m<sup>3</sup>/s the Town will give notice that a reduction in water use is necessary requiring Stage 1 restrictions.

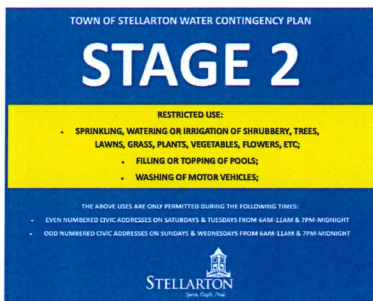
The following activities are restricted:

- Sprinkling, watering or irrigating of shrubbery, trees, lawns, grass, plants, vegetables, flowers, etc;
- Filling or topping of pools;
- Washing of motor vehicles;

The above uses are restricted to the following:

- Even numbered addresses are permitted on even calendar days (2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, etc.) from 6am to 11am and 7pm to midnight;
- Odd numbered addresses are permitted on odd calendar days (1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, etc.) from 6am to 11am and 7pm to midnight;

### 2. STAGE 2 – TWICE A WEEK WATER USE



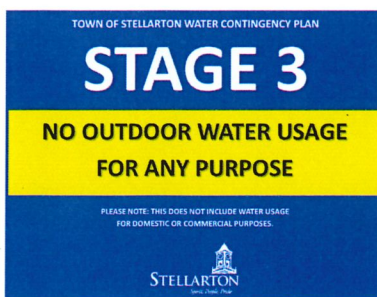
When the East River flow reaches 1.5 m<sup>3</sup>/s the Town will give notice that a reduction in water use is necessary requiring Stage 2 restrictions. The following activities are restricted:

- Sprinkling, watering or irrigating of shrubbery, trees, lawns, grass, plants, vegetables, flowers, etc;
- Filling or topping of pools;
- Washing of motor vehicles;

The above uses are restricted to the following:

- Even numbered addresses are permitted on Saturdays and Tuesdays from 6am to 11am and 7pm to midnight;
- Odd numbered addresses are permitted on Sundays and Wednesdays from 6am to 11am and 7pm to midnight;

### 3. STAGE 3 – NO OUTDOOR WATER USE



When the East River flow reaches 1.4 m<sup>3</sup>/s the Town will give notice that a reduction in water use is necessary requiring Stage 3 restrictions. And the following shall apply:

- a.) No person shall use water supplied by the Town for other than a domestic purpose or commercial purpose. No person shall use water outdoors for any purpose.