

**TOWN OF STELLARTON  
COMMITTEE OF THE WHOLE MEETING  
April 28, 2025**

**MEETING**

A Committee of the Whole meeting of Stellarton Town Council was held on Monday, April 28, 2025 at 4:30 p.m. in the large Committee Room, Stellarton Town Hall.

**PRESENT**

Chair Deputy Mayor S. Eis, Councillor S. Campbell, Councillor G. Pentz, Councillor M. Fortune and Mayor D. Stroud. Also present CAO S. Higdon.

1. **Call to Order** Chair S. Eis called the meeting to order at 4:30 p.m.

2. **Approval of Agenda**

The agenda was approved with the following addition: (new) Item#6 Asphalt Tender and Under Correspondence f. Lyme Disease Flag May 20-25 on motion Councillor G. Pentz, seconded by Mayor D. Stroud. **Motion carried.**

3. **Approval of Previous Minutes**

The Minutes of the March 25, 2025, meeting was approved as presented on motion Councillor G. Pentz, seconded by Councillor S. Campbell. **Motion Carried.**

4. **Business Arising from the Minutes**

S. Higdon reminded Council of the Volunteer Reception scheduled for May 1, 2025. Councillor S. Eis mentioned receiving another email from concerned constituent re: damage to garden - deer population.

5. **Correspondence**

a. *Municipal Affairs Office of the Minister Re: 12-Month Letter Notice*

S. Higdon reported receiving the 12-month letter notice from the NS Municipal Affairs. She explained that under the Municipal Government Act, the Municipal Affairs' office sends out an annual letter to municipalities, detailing changes (if any) in costings and other relevant information. The letter informs municipalities about changes in provincial funding, cost sharing agreements and other policies that impact their budgets. Presented as information only.

b. *Julie Anne Leggett: Re: Fireworks Ban*

S. Higdon informed Council that she received a request to discontinue the use of fireworks in town, including during Homecoming celebrations. Councillor G. Pentz and Councillor S. Campbell expressed their opposition to the ban on fireworks. S. Higdon said if the town decided to impose a ban on fireworks, individuals wishing to set off fireworks would need to submit an application to do so. Councillor S. Eis supports the use of fireworks for significant events; however, the random use of fireworks by neighbours can be disruptive, especially when children are trying to sleep or when pets become frightened and may run away due to the noise. She suggested exploring potential options to address the concern as she felt Ms. Leggett cannot be the only person with such concerns. Councillor S. Campbell stated that the town has a fireworks bylaw in place already. S. Higdon said the bylaw does not specifically address the issue raised by Councillor S. Eis.

Councillor S. Eis acknowledges that Ms. Leggett might have valid concerns in her complaint and is seeking a compromise on the matter.

Councillor G. Pentz felt that we are already heavily regulated.

S. Higdon will reach out to Ms. Leggett to inform her that Councillor S. Eis will be in contact to address her concerns regarding the ban of fireworks.

c. *NRHS Yearbook Committee and Pictou Landing First Nation – Donation Requests*

S. Higdon mentioned that we received two donation requests after the deadline: NRHS Yearbook Committee and Pictou Landing First Nation. She is uncertain how Council wishes to proceed with these requests. She felt Council should review the annual grant list, approve

them, assess any remaining funds, and then consider these requests. Council agreed to this approach.

It was decided that this matter will be included with Item #9, Annual Grants.

*d. Emergency Management Office of the Minister Re: Fire Services Review*

S. Higdon said this correspondence is presented as information for Council on the Fire Services Review.

*e. Lyme Disease Flag*

S. Higdon reported receiving a flag raising request re: the lyme disease flag from May 20 – 25. S. Higdon spoke with P. Draper who indicated there is room in the calendar for it if Council approves. It was moved by Councillor G. Pentz seconded by Councillor S. Campbell to approve flag raising for lyme disease. **Motion Carried.**

## 6. Asphalt Patching Tender

S. Higdon reported three bids were submitted for the asphalt patching tender. The following table summarizes the tender:

Contractor	Tender Price
S.W. Weeks Construction Ltd.	\$64,000.00
Webster Bros Paving and Concrete Ltd.	\$127,148.80
Dexter Construction Company Ltd.	\$99,200.00

The Town Engineer B. Murray recommends awarding the tender to S. W. Weeks Construction for the above price.

The above recommendation was approved on motion Councillor G. Pentz and seconded by Councillor M. Fortune. Councillor M. Fortune asked how it is determined what potholes are filled. S. Higdon said the town engineer inspects all areas throughout the town and any identified potholes will be repaired. He has good list of where the areas are. **Motion Carried.**

## 7. Boil Water Order Protocol

S. Higdon said the boil water order protocol serves to inform Council about the procedures that would be followed in the event of a boil water advisory. She said this is not a matter for approval; it is an annual requirement we must fulfill with the Department of Environment. She thought Council should be informed of what happens in this situation as it requires everyone's involvement. She said there is a list of individuals to contact to ensure they are informed, and this information is publicized through social media, radio and other channels. She said it is a comprehensive process outlining our necessary actions. This is solely for councils' information.

## 8. Rutherford Infrastructure Project Tender Recommendation

S. Higdon said the Rutherford Street infrastructure project tender came in under budget. Three bids were submitted for the upgrade project:

Contractor	Projected Price	Weeks to Completion
SW Weeks Construction	\$1,569,895.00	24
CF Construction Ltd.	\$2,097,000.00	28
Dexter Construction Company Ltd.	\$2,236,430.00	No estimate

Town Engineer B. Murray recommends awarding the tender to S. W. Weeks Construction for the above price.

The above recommendation was approved on motion Councillor G. Pentz, seconded by S. Campbell. **Motion Carried.**

## 9. Annual Grants 2025-2026

S. Higdon said we allocated \$13,000 in the budget for annual grants, and the agreed-upon requests total \$10,500. S. Higdon asked Council if they want to keep the budget at \$13,000; Council can modify the amount if they wish.

She inquired with Council if they were agreeable to the \$10,500 for the 2025 – 2026 period.

Councillor G. Pentz said that our current issue is the surplus funds in the budget. He questioned whether we will address each request as it comes in or if we will stick to our initial plan of having requests submitted by a specific date. Councillor S. Campbell said in the past it depended upon what the request was. Councillor M. Fortune noted that while the deadline is important, unforeseen circumstances can occasionally arise beyond that date.

Mayor D. Stroud said that he does not have any objections to the approved \$13,000 which has not yet been fully allocated. We can evaluate the requests as they come in. S. Higdon advised against approving every incoming request. S. Higdon reminded Council that it is still April and many more requests will come in throughout the year.

It was moved by Councillor G. Pentz to approve the \$10,500 in agreed-upon annual grants seconded by Councillor M. Fortune. **Motion Carried.**

Discussion then turned to the two requests that came in after the deadline.

Councillor M. Fortune is okay with the school yearbook request from NRHS. He felt it would be nice for Stellarton students to look back and see that the Town of Stellarton made donation to their yearbook. This was agreed.

It was agreed to approve NRHS Yearbook Committee request for \$100.00 ad, and deny the request from Pictou Landing First Nations on motion Councillor M. Fortune and seconded by Councillor G. Pentz. **Motion Carried.** S. Higdon said when we send the donation to NRHS, we will request that next year they submit their request before the deadline.

S. Higdon will inform Pictou Landing Fire Nations that unfortunately you did not make the list this year.

Annual grants budget is left at \$13,000.

#### **10. Access Awareness Week Flag Request (Staff)**

S. Higdon said that P. Draper, Communications & Marketing is asking Council to approve a flag raising for Access Awareness Week, May 21 to May 25. S. Higdon said that P. Draper is co-author of the accessibility plan.

Councillor G. Pentz moved a motion to approve a flag raising for Access Awareness Week, May 21 to May 25, seconded by Councillor M. Fortune. **Motion Carried.** S. Higdon said this would have no affect on the Gaelic flag raising that is for the whole month of May. She said their flag would come down for that week. **Motion Carried.**

#### **11. Next Meeting Date: May 26, 2025**

#### **12. Adjournment** motion by Councillor G. Pentz.