



Before we begin our meeting, we would like to acknowledge that Stewiacke is in Mi’kma’ki, the ancestral and unceded territory of the Mi’kmaq people.

- 1. Call to Order -
- 2. Attendance
- 3. Approval of / Changes to Agenda
- 4. Disclosure of Interest on Agenda Items

- 5. Approval of Minutes
2024-06-27 Council Minutes –

Motion to Approve:	Approved By:
First	
Second	
Result	

- 6. Announcements / Proclamations
- 7. Presentations
- 8. Written Petitions and Correspondence
 - a. Shumilacke Foodbank
 - b. Letter to Mayors and wardens – Emergency Alerts Final
 - c. NSEMO Alert Ready policy Final Approved
 - d. NSEMO EM Guidance Municipalities Final
- 9. Business
 - a. Staff Reports
- 10. By-laws and Policies
- 11. Citizen Comments
- 12. Mayor Report



COUNCIL MEETING AGENDA
Thursday July 25, 2024 @ 7:00 pm
Council Chambers, Stewiacke, NS

13. Councillors Reports

14. In-Camera Session

- a. Acquisition, Sale, lease and security of Municipal property
- b. Personnel matters

15. Notice of Motion and Reconsideration

NA

16. Adjournment

Before we begin our meeting, we would like to acknowledge that Stewiacke is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.

1. Call to Order – By Mayor George Lloy 7pm
2. Attendance was as follows:

Town Council	Position
George Lloy	Mayor, Town of Stewiacke
Roseanne Chapman	Deputy Mayor, Town of Stewiacke
Susan Creelman	Councillor, Town of Stewiacke
Suzanne Lutz	Councillor, Town of Stewiacke
Pam Osborne	Councillor, Town of Stewiacke
Rebecca Rogers - Laing	Councillor, Town Of Stewiacke
Marc Seguin	CAO, Town of Stewiacke
Grant Cooke	Town Planner
Charles Thompson	Town Solicitor (Burchell MacDougall LLP)
Jason Fox	Development Officer
Helen Young	Manager, Finance

3. Approval of / Changes to Agenda

Motion to Approve:	Approved By:
First	Deputy Mayor Chapman
Second	Councillor Osborne
Result	Carried

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4. Disclosure of Interest on Agenda Items

5. Approval of Minutes

a. 04-25 2024 Combined Committee of the Whole & Council – Approved

Motion to Approve:	Approved By:
First	Councillor Osborne
Second	Deputy Mayor Chapman
Result	Carried

b. 05-23 2024 Combined Committee of the Whole & Council – Approved

Motion to Approve:	Approved By:
First	Councillor Osborne
Second	Councillor Rogers-Laing
Result	Carried

6. Announcements / Proclamations

NA

7. Presentations

Canadian Heritage Rivers System – Tanya and Lauren presented on behalf of the Canadian Heritage Rivers Systems.

Request was for a letter of support from Council for them to pursue the nomination of the Shubenacadie Waterway as a Canadian Heritage River.

8. Written Petitions and Correspondence – None received

9. Business

a. Business & Tourism Report – Report by Councillor Susan Creelman

b. Request for Decision – Dennis Park Playground

Motion to Approve:	Approved By:
First	Councillor Susan Creelman
Second	Deputy Mayor Chapman
Result	Carried

- Mud kitchen

Before we begin our meeting, we would like to acknowledge that Stewiacke is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.

c. Request for Decision – Commercial Development District Amendment

Motion to Approve:	Approved By:
First	Councillor Rogers - Laing
Second	Councillor Lutz
Result	Carried

d. Wastewater treatment plant Assessment 2024 RFP Award

Motion to Approve:	Approved By:
First	Councillor Creelman
Second	Deputy Mayor Chapman
Result	Carried

e. Development Update

Motion to Approve:	Approved By:
First	Councillor Osborne
Second	Deputy Mayor Chapman
Result	Carried

Motion Amended: *That Council directs PAC to meet to discuss proposed amendments to control development and to schedule a public meeting to receive comments before making a recommendation to Council*

10. By-laws and Policies

a. Audit Committee Policy – Presented by Councillor Creelman

Motion to Approve:	Approved By:
First	Councillor Creelman
Second	Councillor Lutz
Result	Carried

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11. Citizen Comments – N/A
12. Mayor Report – Presented by Mayor George Lloy
13. Councillors Reports – Councilor round table
14. In-Camera Session
An in camera session was called.

Motion to go in camera at 8:09Pm by Councillor Osborne and Second by Councillor Lutz and out of camera at 9:05pm

First Councillor Osborne
Second Councillor Creelman

15. Notice of Motion and Reconsideration
NA
16. Adjournment

Secretary of the Shumilacke Foodbank Society to Council

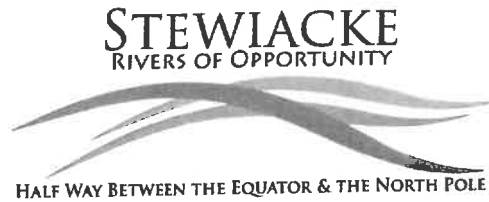
Good Evening:

I am writing as the Secretary of the Shumilacke Foodbank Society. We are a not for profit registered organization. For the past 30 years we have been serving Shubenacadie and Milford in the Municipality of East Hants, and Stewiacke, in the County of Colchester. From April 1, 2023 to March 31, 2024 we served 798 families or 2,309 people. Our food expenses have increased by \$7000 from 2022 to 2023. The average volunteer age is over 65 with many being over 70 and looking to step down. But now, we are facing an even greater difficulty!

We have been located at 5 Mill Village Road, Shubenacadie for the last 16 years. We pay rent and our own electricity. Our 5 year lease is up at the end of July, and the rent is increasing from \$1000 to \$2100 plus HST. That is too much for us to handle.

We have been looking for other places to rent without much success. The space needs to be on the ground level with room for shelves and numerous fridges and freezers. There is an optimal place to buy in Shubenacadie at 110 Mill Village Road . This would solve the problem of increased rent expenses long term but it would mean more expenses in general. Is there any help available at any level of government to make this possible or sustainable? Do you have any ideas or suggestions? Sadly, we fear closing is a strong possibility if something is not found.

Thanks,
Sharmon MacPhee



To: Town Council
From: Marc Seguin. CAO
Re: CAO Report
Date: July 25 ,2024

The following is a list of general updates from the office of the Chief Administrative Officer as of July 25th, 2024. It is submitted to Council as information only.

The following meetings were attended:

Internal Meetings:

Council – June 27, 2024
COTW – N/A during this period
PAC – July 3, 2024
Audit Committee – June 26, 2024 (Audit to be presented to Council in August 2024)
Mayor – June 25, July 2 & July 8, 2024
Deputy Mayor – July 3, 2024
By-law and Policy – June 20, 2024
Manager of Finance Recruitment – June 17th. 2024

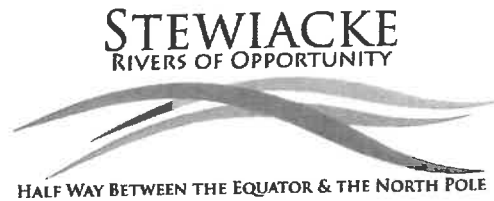
External Meetings

MGM – Meeting with owner and plan tour – July 24th
TCPEP AGM – July 25, 2025
North Nova Family Medicine Residents – July 2, 2024
Chamber of Commerce – July 4, 2024

Other

Various emails, calls and meetings with individuals and businesses
Researching various bylaws and policies
Research property titles, planning maps and documents on a number of issues

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Awarded Wastewater Treatment Plant Assessment to CBCL – July 8, 2024
Executed various documents (including wastewater assessment contact with CBCL)
Election Officer meeting – June 27th and July 22, 2024
Manager of Finance Recruitment – June 20th
Response to marine animal – July 4 and 5, 2024

Approvals

Payroll, disbursements and Bank reconciliation

Additional Updates:

2024 Municipal Election:

Town Staff are making the necessary preparations for the 2024 Municipal Election, which will take place on October 19th, 2024. Voting will take place online and in person. The online portion will be completed by Intelivote Systems Inc.

Planning and details are being solidified now. It is planned that in addition to the online voting that resident will be able to vote in person at the Legion located at 299 George St, Stewiacke, NS, B0N 2J0 on October 19th, 2024. Advanced polling stations are being planned. Details are pending.

The Town's election officer is Janet Fryday Dorey, who is in charge of the Election process and logistics with oversight by the Towns Chief Administrative Officer.

In accordance with the Towns obligations, advertisements will be circulated in the August, September and October Town newsletter. Additionally, the advertisements and subsequent information will be sent out in a separate mailing to each household in the Town of Stewiacke as required by legislation.



**NOTICE
NOMINATIONS OPEN
Municipal Election**

TAKE NOTICE that the undersigned will accept nominations for the following offices in the Town of Stewiacke for which an election will be held on the 19th day of October 2024:

One Mayor and four Councillors elected at large.

AND TAKE NOTICE that a nomination shall be filed at the office of the Returning Officer, 295 George Street between 9 am and 4 pm on nomination day which is Tuesday, September 10th, 2024 or by appointment during office hours in the seven (7) business days preceding nomination day.

Janet Fryday Dorey, Returning Officer
Telephone: 902-805-3394
E-mail: 2024election@stewiacke.net

Specific to revisions required to the preliminary list of electors, the following ad will be circulated.

**TOWN OF STEVIACKE
REVISIONS TO THE PRELIMINARY LIST OF ELECTORS
Municipal Election
October 19, 2024**

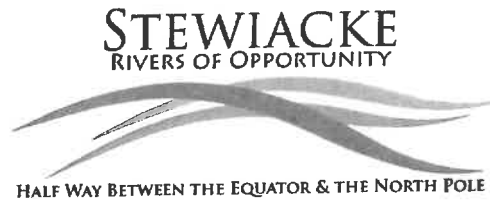
The preliminary lists of electors have been prepared for the upcoming election. The revising officer(s) may make additions or corrections to the lists upon application by telephone, fax, e-mail, mail or in person. Electors may find out if they are on the list of electors by:

(1) Visiting the municipal office between the hours of 2:00pm – 8:00 pm on Wednesday's August 7th, 14th, 21st and 28th, 2024 @ 295 George Street, Stewiacke, NS.

(2) Contacting the returning officer by:
Telephone: 902-805-3394
E-mail: 2024election@stewiacke.net

You will be asked for your name, your address and your date of birth.

Town of Stewiacke | 295 George Street | P.O. Box 8 | Stewiacke, NS B0N 2J0
Office 902-639-2231 | Fax 902-639-2221 |



RCMP

On July 23, 2024 a meeting was held with Corporal Stuart Beselt of the RCMP to discuss ongoing policing matters in Stewiacke.

Topics of discussion were, but not limited to speeding, theft and vandalism and overall police matters. A request has been made for a presentation by the RCMP to the community in the future pertaining to The RCMP mandate and capabilities. The Town is required to create a Police Advisory Committee, which will be engaged on policing matters.

Riverside Dr. Project

Progress continues on the Riverside Dr. project. The Town is aware of water ponding and garbage issues in the area during the project.

Garbage collection issues or access to garbage dumpsters by residents in the area have been reported by Town Staff during the project. Staff have been working with Dexter Construction to correct issues as they arise. Residents are encouraged to contact the Town office should they encounter an issue.

Water issues and ponding have been reported during the project. With any construction project, these types of issues arise. Moving forward, these pooling / flooding issues will diminish. Once culverts, drains, and proper pavement levels have been installed and connected will not continue. Project completion is late fall 2024.

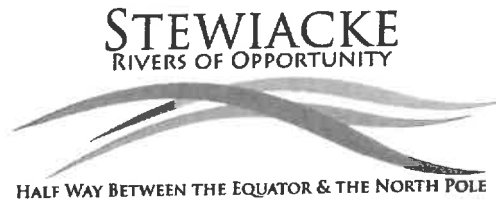
Shumilacke Foodbank Society- Communications to Council

The Town received correspondence from Sharmon MacPhee the Secretary of the Foodbank, which has been enclosed in the correspondence portion of this Council package.

Town Staff are in receipt of this information and have been trying to assist the foodbank to find an appropriate solution:

Options explored include:

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- A) Looking within Stewiacke to find available private building to lease / buy; and
- B) Looking within Stewiacke to find Municipally owned building space that may be appropriate.

Currently the only building that the Town owns / operates that could be a solution would be the Public Works building adjacent from Town Hall. Council should provide direction on the future of this building.

Council Code of Conduct

The municipal code of conduct framework is expected to be in place some time following the municipal election in 2024. A communication will be going out very soon to municipalities, showing elected officials what the framework will look like and expectations.

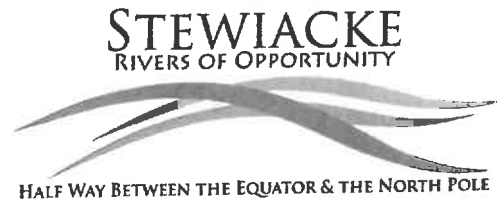
The code of conduct working group (COCWG) was established with representatives from the Association of Municipal Administrators (AMA), Nova Scotia Federation of Municipalities (NSFM), and the Association of Nova Scotia Villages (ANSV) in January 2022. The COCWG was tasked with developing recommendations to the minister on the development of regulations for the code of conduct framework. Three (3) rounds of consultation were completed on the code of conduct framework – September 2022 (content in code), February 2023 (sanctions and investigator model), and September 2023. The September 2023 consultation requested feedback on the changes made to the framework through feedback received during consultation.

On September 8, 2023, the Province released the Municipal and Village Codes of Conduct – Proposed recommendations on framework document. The document (Attached to this report) outlines the proposed recommendations from the working group and appended documents for the model code of conduct, sanctions, and investigator model. Following the consultation in September, the working group finalized their recommendations and were presented very recently to the Minister. There may be some very minor changes between the final framework and the attached based on feedback in September.

In the coming weeks, the Province will send out some additional communication to municipalities on the framework and what will be expected.

It is anticipated that Council will need to adopt the code of conduct and that a third party would be required to review any complaints against the code.

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Recreation Update:

After School Care 2024-2025 School Year

- 24 children enrolled
- 5 interviews completed July 16th, proceeding with job offers to 2 individuals following reference checks.
- Bussing confirmed, and program planning will commence upon hiring qualified staff.

Dennis Park Playground/General Update

- Cobequid Trails Consulting has confirmed that all equipment is ordered. Installation of the new equipment is planned for September.
- Splash pad has been functioning very well. Minimal issues this season. Washrooms are being respected from the public.
- Dennis Park Gazebo Series was well attended
- Baby swing and Inclusive swing installed July 18th, 2024

Town Days 2024

- August 2nd-4th Back to the 80's Theme

Marc Seguin

Marc Seguin
Chief Administrative Officer