



***Before we begin our meeting, we acknowledge that we are gathered on the traditional territory of the Mi'kmaq people. We recognize the deep and ongoing relationship the Mi'kmaq have with this land, and we honor their history, culture, and contributions. We welcome all those who live, work, and play in Stewiacke, and we strive to uphold the spirit of respect and unity in our community.***

**Committee Of The Whole Agenda**

1. Call to order
2. Attendance
3. Approval of / changes to agenda
4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – COTW March 26, 2026
6. Announcements
7. Presentations
8. Written petitions / correspondence
9. Citizen comments
10. Business
  - A) Stewiacke Fire
  - B) CAO report
  - C) Sewer Bylaw Report
  - D) Tax Sales 2026
  - E) 2026-2027 Draft Budget
11. Town Committee(s)
  - A) Bylaw and Policy – Revised 2026 Rental Agreement Form
  - B) Business Committee
12. Council Updates
13. In camera session
14. Adjournment

**\*\*\*\*\* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL \*\*\*\*\***



**COTW & COUNCIL MEETING AGENDA**  
**Thursday April 23, 2026 @ 7:00 pm**  
Council Chambers, Stewiacke, NS

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**Council Meeting Agenda:**

1. Call to order
2. Attendance
3. Approval of / changes to agenda
4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – Council March 26, 2026
6. Announcements
7. Presentations - None
8. Written petitions / correspondence
9. Citizen comments
10. Business
11. Town Committee(s)
12. Council Updates
13. In camera session
14. Adjournment

**\*\*\*\*\* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL \*\*\*\*\***



**Before we begin our meeting, we acknowledge that we are gathered on the traditional territory of the Mi'kmaq people. We recognize the deep and ongoing relationship the Mi'kmaq have with this land, and we honor their history, culture, and contributions. We welcome all those who live, work, and play in Stewiacke, and we strive to uphold the spirit of respect and unity in our community.**

**Committee Of The Whole Agenda**

1. Call to order 7:01 pm
2. Attendance

<b>Town Council</b>	<b>Position</b>
Suzanne Lutz	Deputy Mayor, Town of Stewiacke
Doug Glasser	Mayor, Town of Stewiacke
Rebecca Rogers-Laing	Councillor, Town of Stewiacke
David LeBlanc	Councillor, Town of Stewiacke
Pam Osborne	Councillor, Town of Stewiacke
Marc Seguin	CAO, Town of Stewiacke
Helen Young	Director, Corporate Services
Erin Richard	Director, Community Services

3. Approval of / changes to agenda

<b>Motion to Approve Agenda:</b>	<b>Approved By:</b>
First	Mayor Glasser
Second	Councillor Leblanc
<b>Result</b>	Carried



COTW & COUNCIL MEETING **MINUTES**  
**Thursday March 26, 2026 @ 7:00 pm**  
Council Chambers, Stewiacke, NS

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4. Disclosure of interest on agenda items - None
5. Approval of minutes from the previous meeting – January 22, 2026 & February 26<sup>th</sup> 2026
6. Announcements
7. Presentations
  - A) Central Nova Scotia Tourism Development Society  
Nick Sharpe- Executive Director
8. Written petitions / correspondence
9. Citizen comments
10. Business
  - A) CAO report – Verbal Report
  - B) 2026-2027 Draft Budget – Update presented by Helen Young
  - C) Amalgamation Meeting Follow Up – Verbal by Marc Seguin
11. Town Committee(s)
12. Council Updates  
No Updates at this time
13. In camera session
14. Adjournment 8:50 pm

**\*\*\*\*\* A FIVE (5) MINUTE RECESS WILL FOLLOW COTW\*\*\*\*\***



**Council Meeting:**

1. Call to order 8:57 pm
2. Attendance

<b>Town Council</b>	<b>Position</b>
Doug Glasser	Mayor, Town of Stewiacke
Suzanne Lutz	Deputy Mayor, Town of Stewiacke
David LeBlanc	Councillor, Town of Stewiacke
Pam Osborne	Councillor, Town of Stewiacke
Rebecca Rogers – Remote on line	Councillor , Town of Stewiacke
Marc Seguin	CAO, Town of Stewiacke
Helen Young	Director, Corporate Services
Erin Richard	Director, Community Services

3. Approval of / changes to agenda

<b>Motion to Approve Agenda:</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Deputy Mayor Lutz
<b>Result</b>	Carried

4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – None
6. Announcements



- 7. Presentations - None
- 8. Written petitions / correspondence
- 9. Citizen comments
- 10. Business
  - A) GRID funding report –

Motion that Council authorize the Mayor and CAO to execute the contribution documents with the Province of Nova Scotia Department of Municipal Affairs to secure \$1,702,006 towards the cost of the town's water treatment plant design and project management. And that Council approved that the Town of Stewiacke matched the province's contribution, and approved the Town's contribution of \$1,702,006 of the project cost of \$3,404,012.

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Deputy Mayor Lutz
<b>Result</b>	Carried

B) Tender – Low Tide Lift Station

Motion that the Low Tide Road Pump Station report be received, and that Council award contract number 251100.00, low tide road pump station upgrades to Rodco Mechanical 2014 Limited in the amount of \$247,000 plus HST, and that Council authorize the Mayor and CAO to execute the contract on behalf of the Town

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Deputy Mayor Lutz
<b>Result</b>	Carried



C) TOWN Hall building report

Motion, that Council move forward with the offer of the land from Perry Lake Development in the amount of \$1 for the purpose of building a new town hall.

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Councillor LeBlanc
<b>Result</b>	Carried

11. Town Committee(s)

A) Bylaw and Policy – Funding and Grants Policy (Councillor Rogers)

Last, meeting, Marc Seguin presented a new policy, that was put forward that Council accept the funding and grant policy as presented?

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Rogers
Second	Councillor Osborne
<b>Result</b>	Carried

B) PAC - Request for encroachment agreement

Motion that Council approve that staff enter the town Enter the town into an encroachment agreement with the applicant, and that Council direct staff to consider future encroachment agreement requests through a similar process without requiring a public process.

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Deputy Mayor Lutz
<b>Result</b>	Carried



12. Council Updates

13. In camera session 9:06

A) Personnel Matter

Motion that we move to in Camera at 9:06

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Deputy Mayor Lutz
<b>Result</b>	Carried

Motion that we move out of Camera at 9:26

<b>Motion to Approve</b>	<b>Approved By:</b>
First	Councillor Osborne
Second	Councillor LeBlanc
<b>Result</b>	Carried

14. Adjournment @ 9:27PM

# Stewiacke & District Volunteer Fire Department



Stewiacke Town Council Presentation  
April 23rd, 2026

# Presentation

1. Introductions
2. Membership Review
3. 2025 Response Review
4. 2026 Budget
5. Questions



# Introductions

- **Chief - Mark Crozier**
  - Chief since 2018
  - Member since 2005
  - Firefighter since 2000 (previous St.Anne)
- **Deputy Chief - Scott Fisher**
  - Deputy since 2020
  - Member since 2018
  - Firefighter since 1993
  - Previous Chief of Hilden Fire



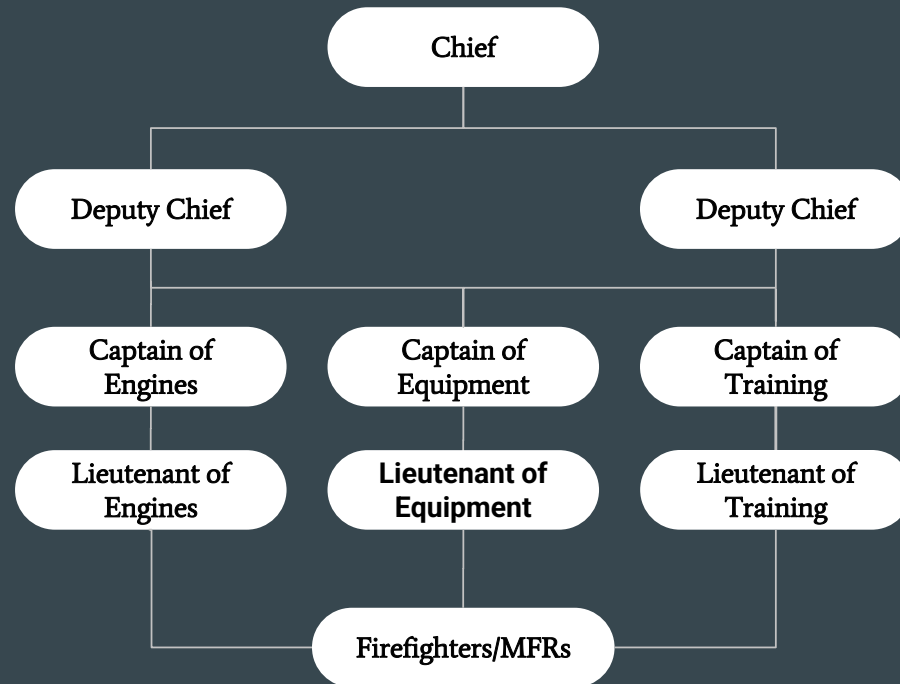
# Membership

- Juniors Ages 14-17
  - Currently 3 juniors
- Full membership
  - 33 members currently
- Completely Volunteer
- Various opportunities
  - Exterior
  - Interior
  - Operator
  - Medical First Responder



# Leadership Team

- Consists of
  - Chief
  - Deputy Chief X 2
  - Captains X 3
  - Lieutenants X 3
- New Lieutenant this year
  - Lt. Ethan Harlund
    - Level 2 Firefighter
    - Assisting with training division

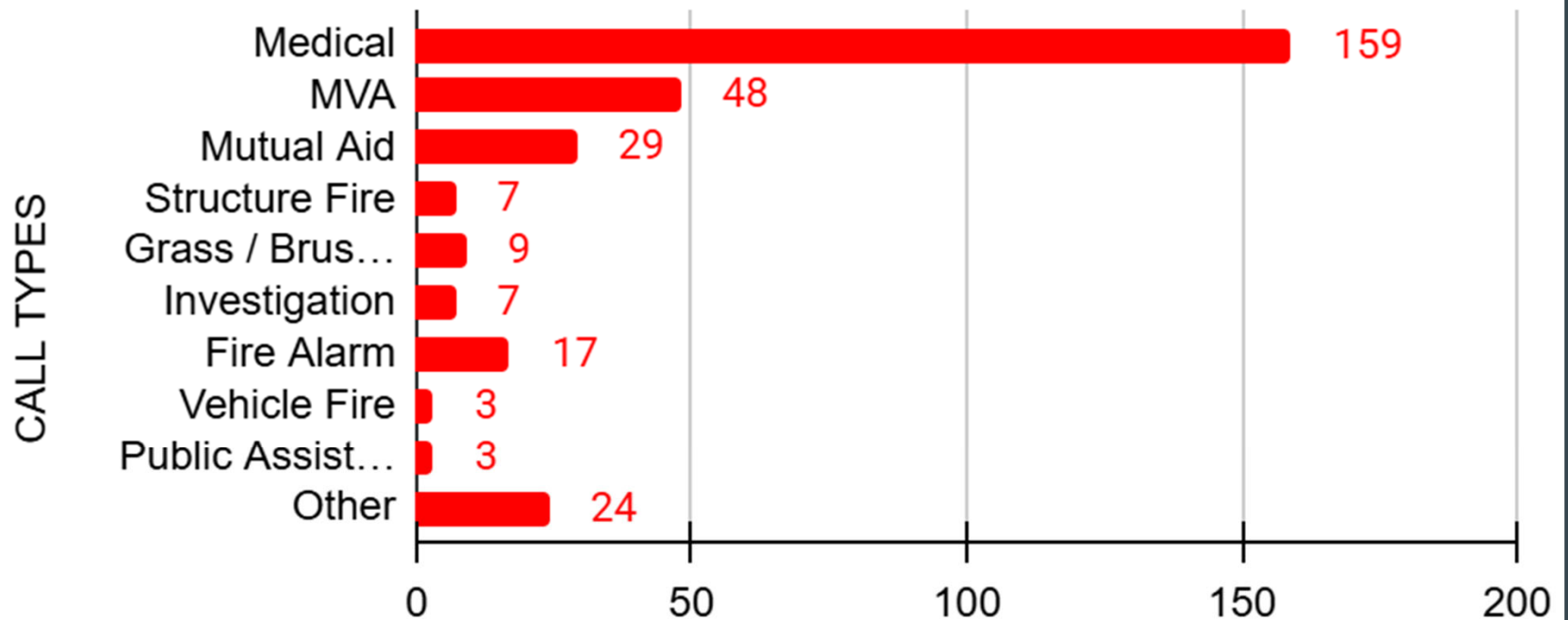


# 2025 Year in Review

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# Types of Incidents

Town & County

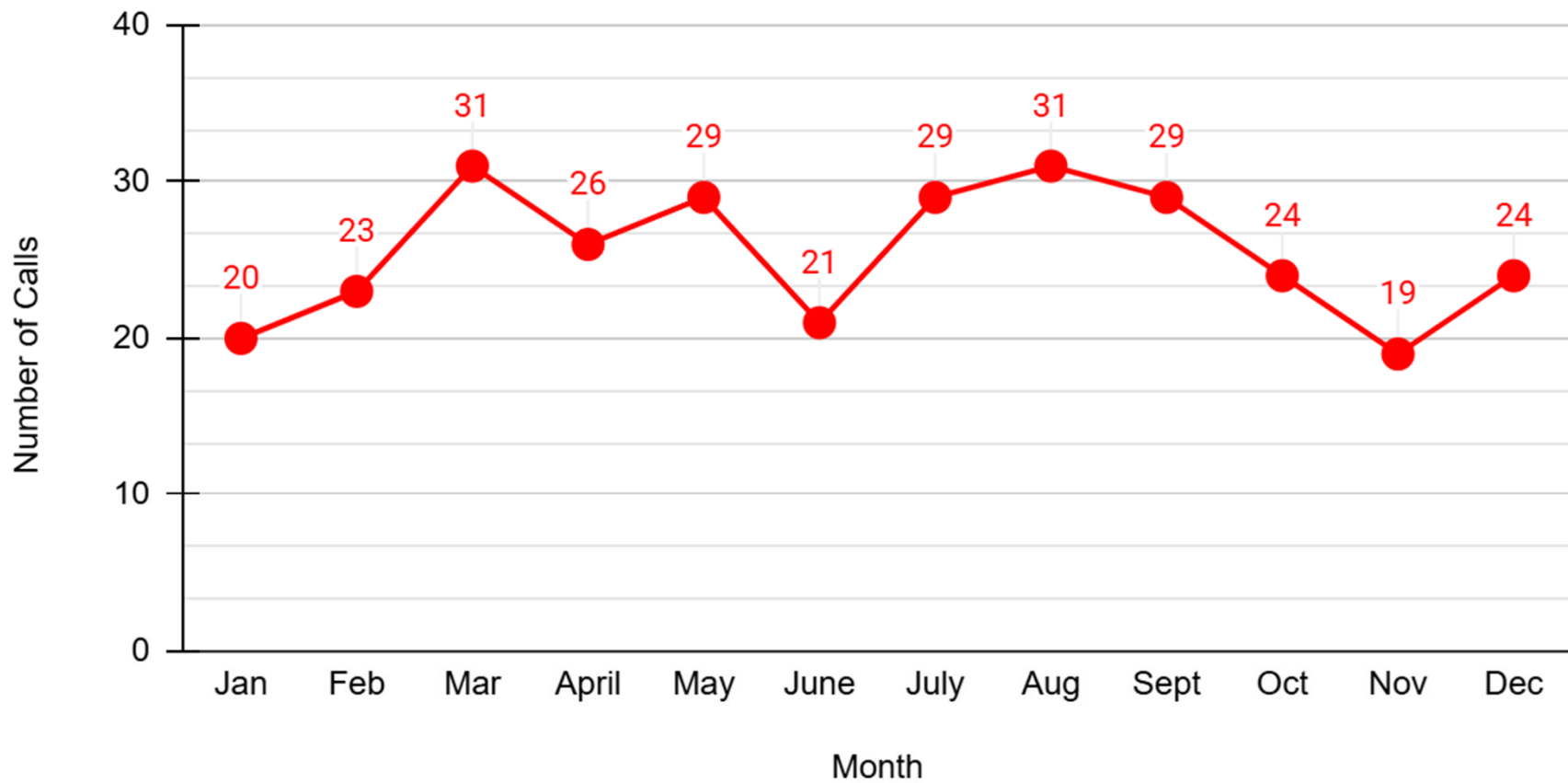


Total calls - 306  
Previous Year (2024) - 248

Number of Calls

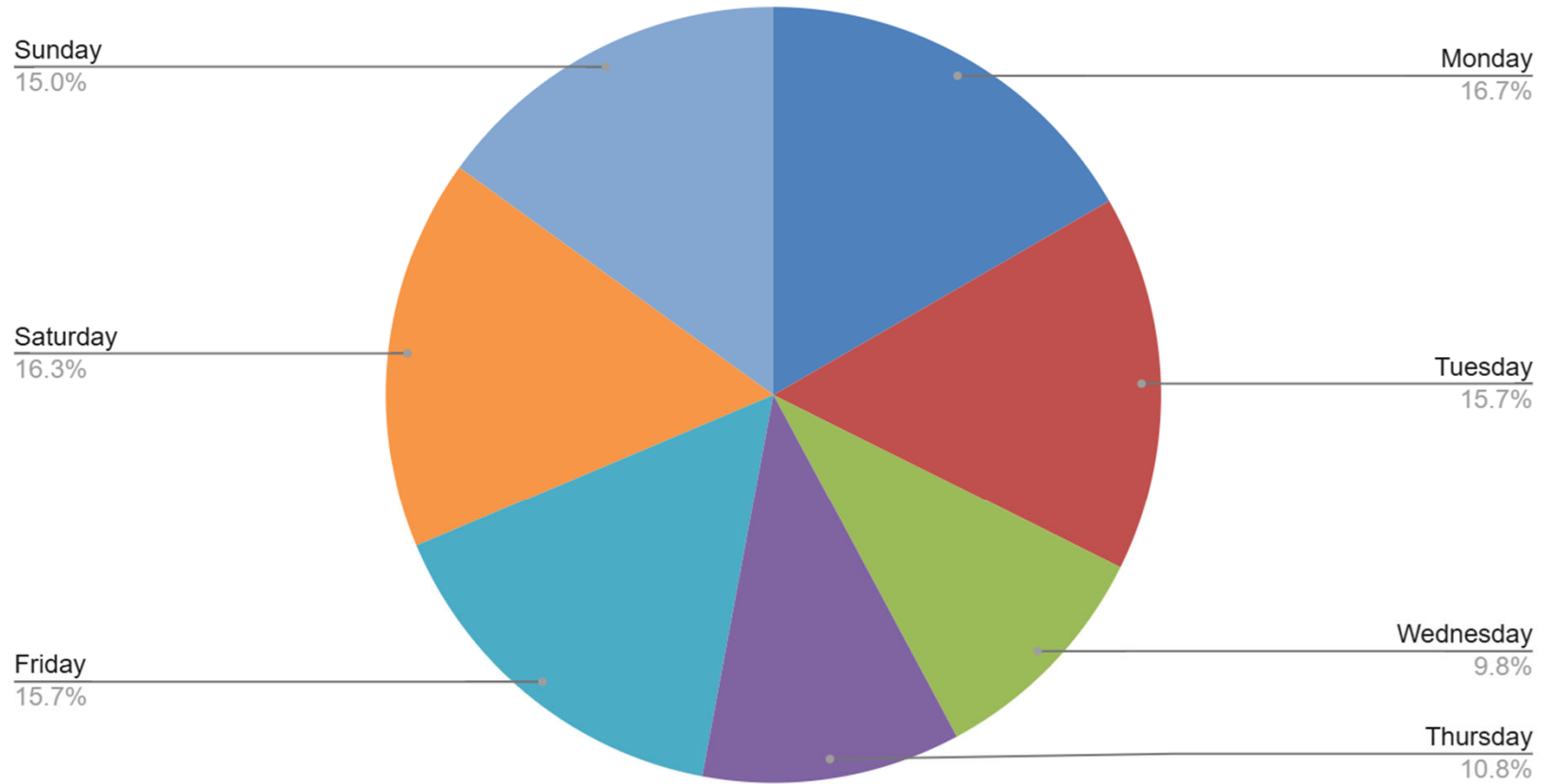
# Calls - By Month

Town & County



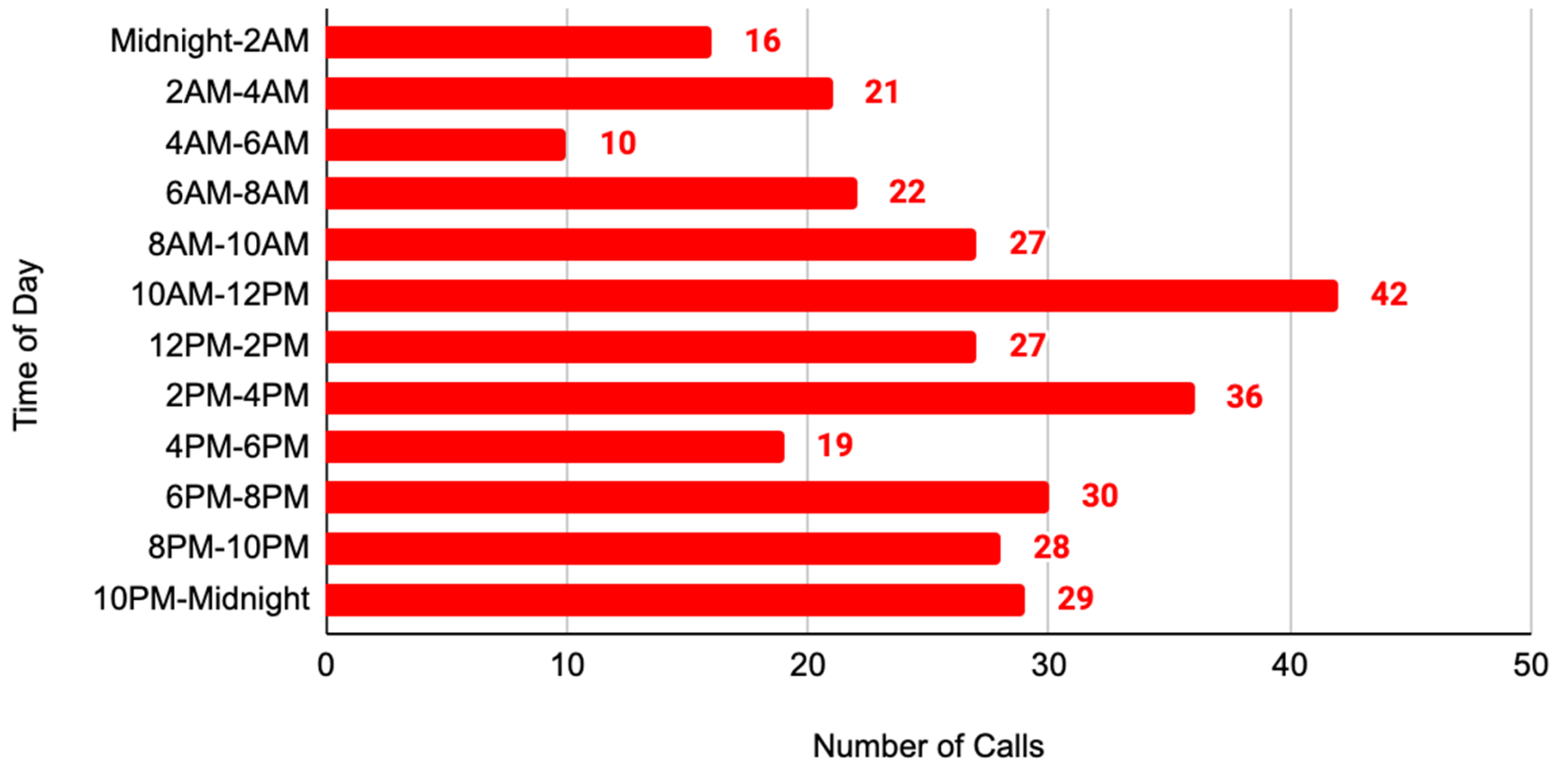
# Calls - By Day of the Week

Town & County



# Calls - By Time of Day

Town & County



# Calls Based on Time of Day

Town & County

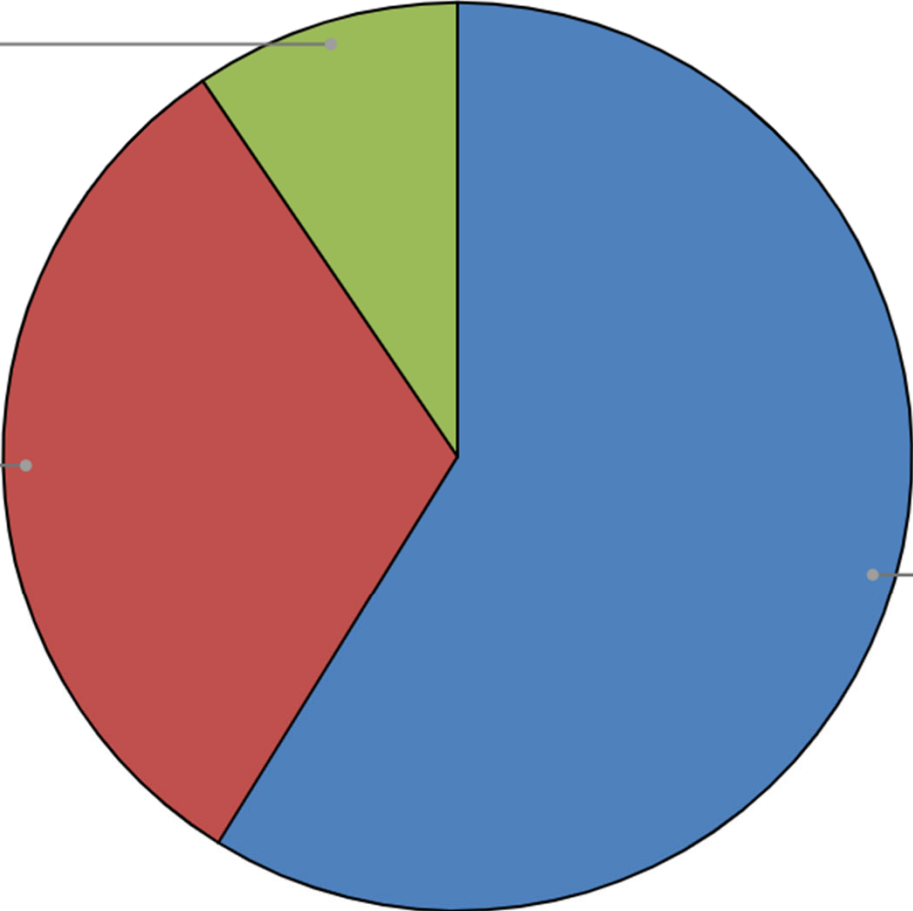


# Response Areas

Mutual Aid  
9.5%

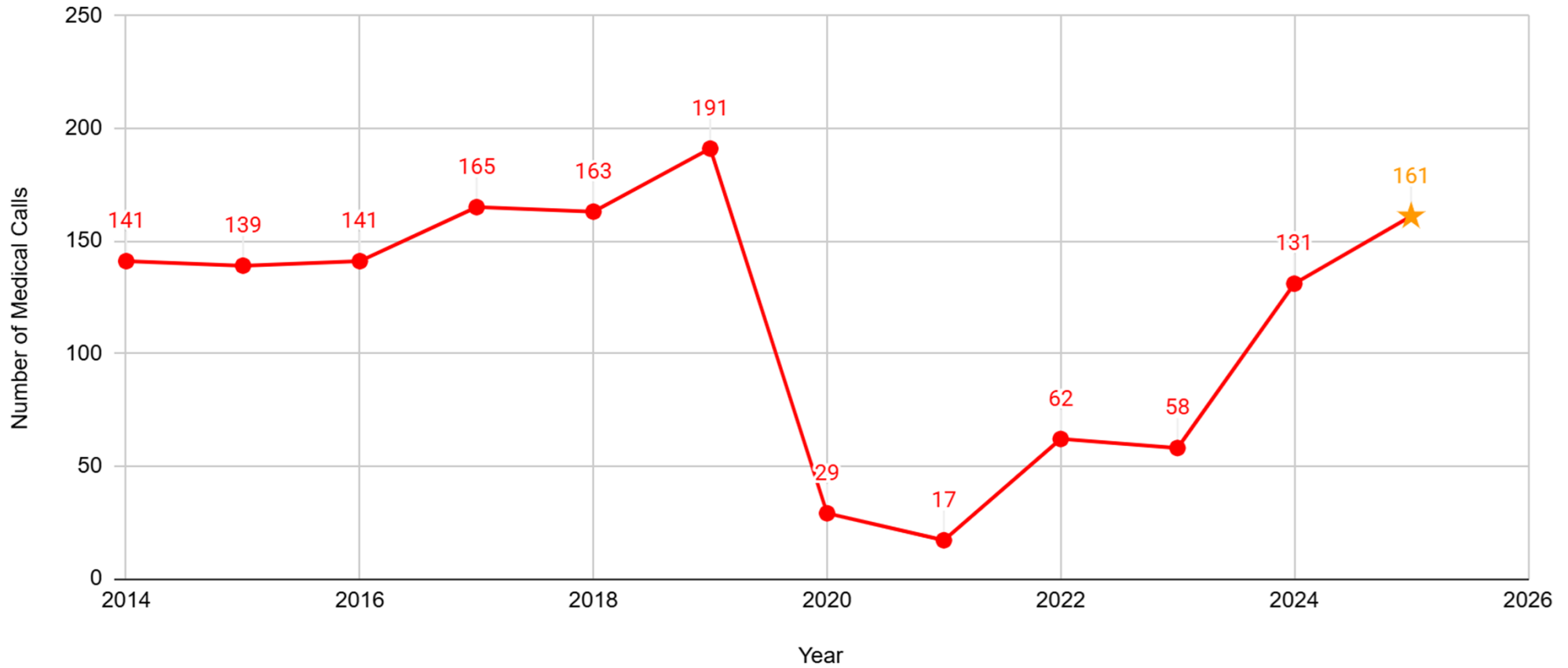
County of Colchester  
31.7%

Town of Stewiacke  
58.8%



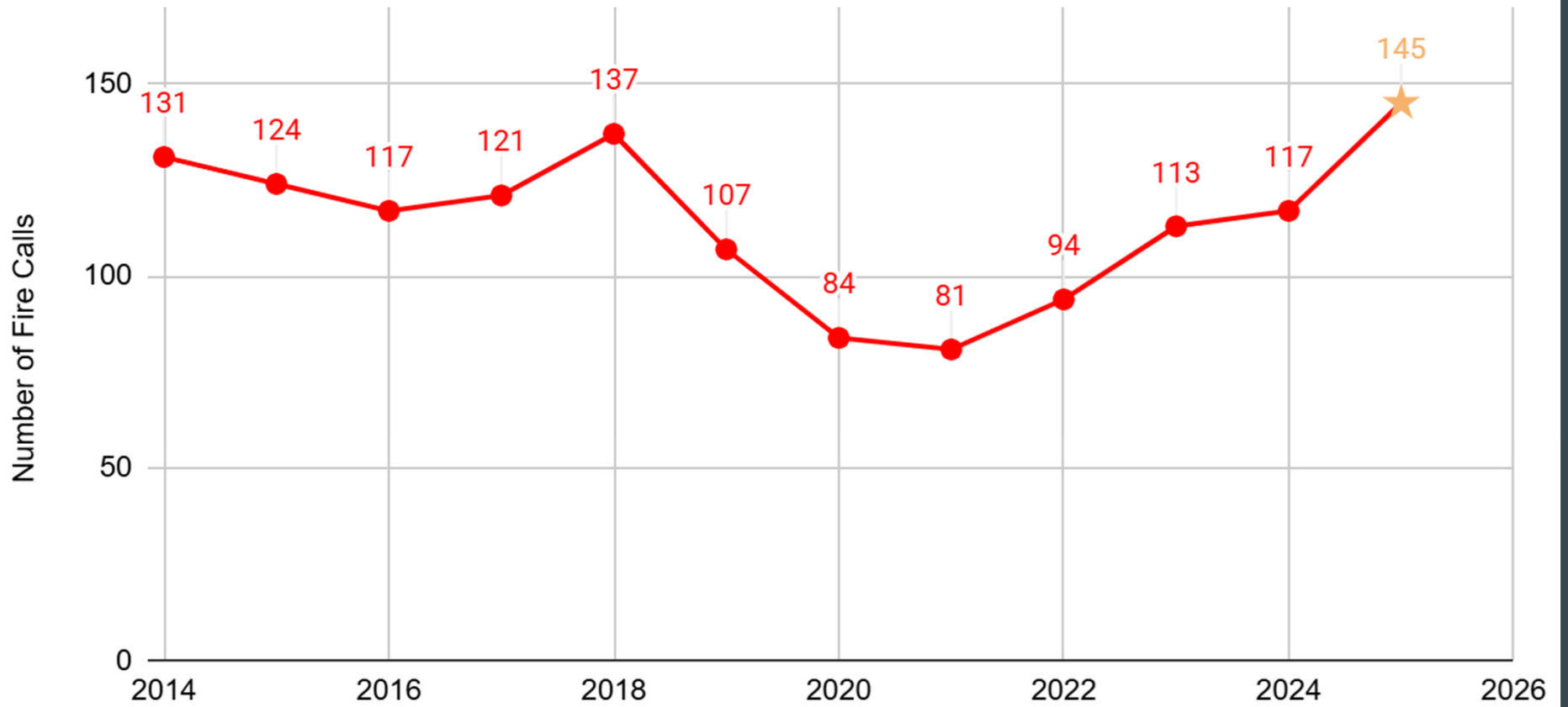
# Medical Calls

2014-2025 (Town & County)



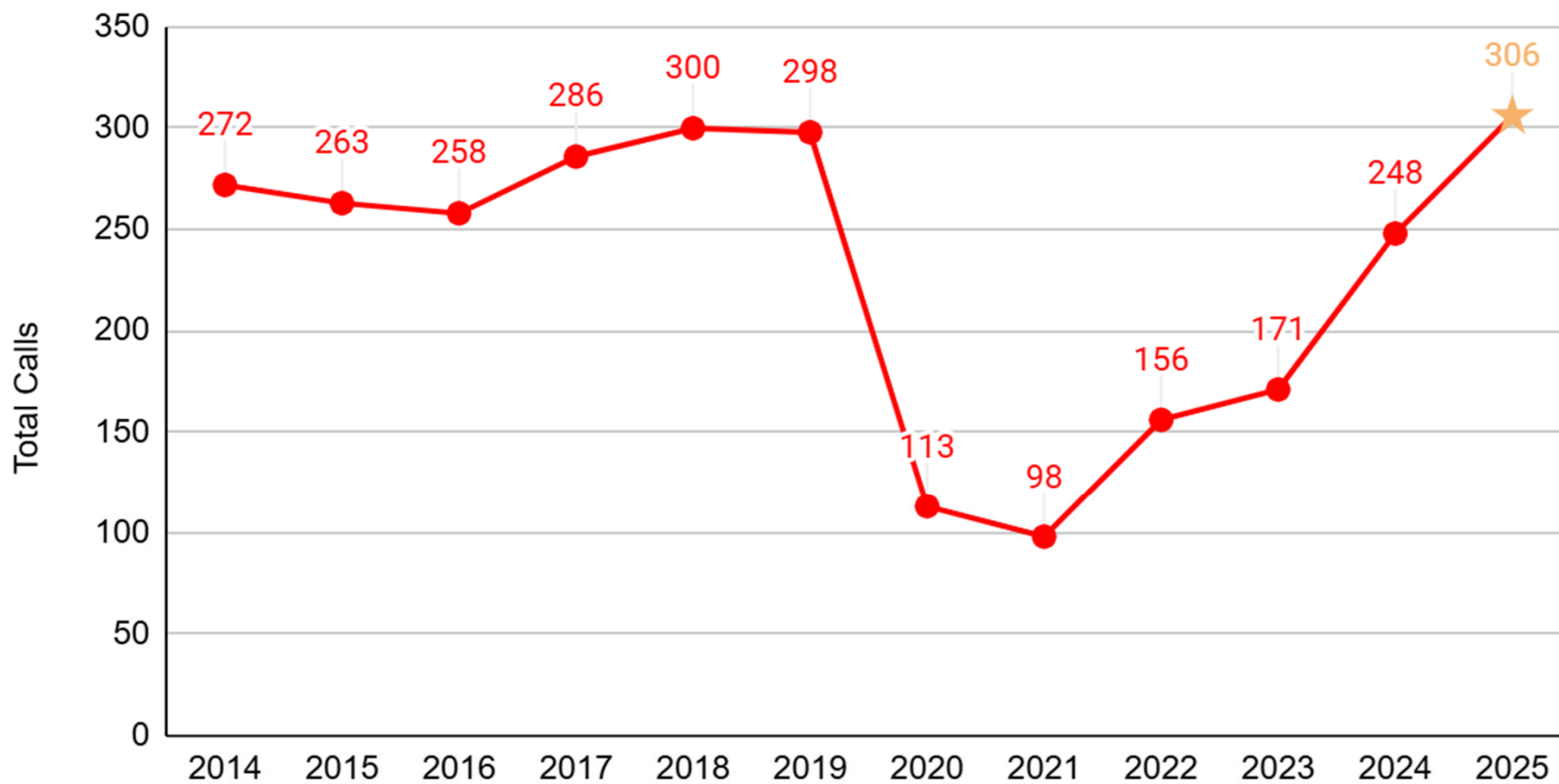
# Fire Calls

2014-2025 (Town & County)



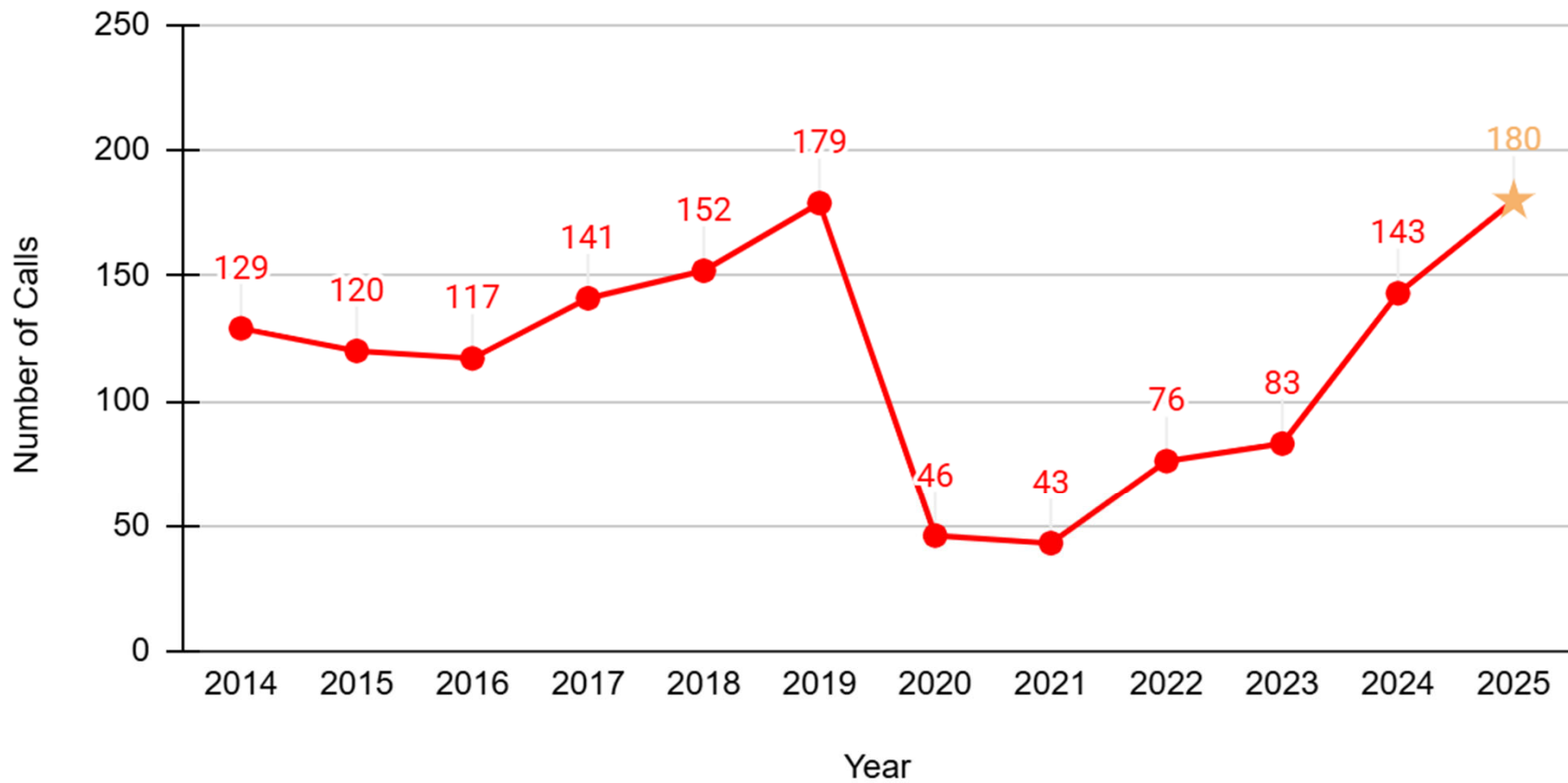
# Total Calls (Medical & Fire)

2014-2025 (Town & County)



# Town of Stewiacke

Total Calls 2014-2025



# Approved Budget April 1st, 2026 - March 31st, 2027



<b>Stewiacke &amp; District Volunteer Fire Department</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
<b>Approved Budget April 1st, 2025 - March 31st, 2026</b>			
<b>INCOME</b>			
Town of Stewiacke	\$171,209.00	\$217,862.42	\$196,127.30
County Assessment	\$198,940.00	\$154,276.68	\$228,644.00
Interest	\$0.00	\$0.00	\$0.00
Building Rental	\$0.00	\$0.00	\$0.00
50/50 (Donations)	\$0.00	\$105,731.15	\$0.00
Community Donations	\$1,000.00	\$2,843.25	
Department Fundraising (Dinner/Dance, MFFA Golf)	\$18,750.00	\$23,518.15	
Services/Civic Signs	\$2,000.00	\$2,220.00	\$2,000.00
HST Refund	\$10,000.00	\$76,105.08	\$22,000.00
Payment from Province	\$0.00		
First Responder Fund	\$0.00	\$7,929.00	
Transfer in from Capital Reserve	\$0.00	\$0.00	\$0.00
Other Misc Items - old jaws sold	\$0.00	\$6,500.00	\$0.00
<b>TOTAL REVENUE - new total including donations etc</b>	<b>\$401,899.00</b>	<b>\$596,985.73</b>	<b>\$448,771.30</b>

<b>CAPITAL EXPENSES</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Capital Building	\$4,000.00	\$1,523.24	\$2,000.00
Building Lease	\$1.00	\$0.00	\$1.00
Communications	\$0.00	\$0.00	\$0.00
Capital Equipment	\$0.00	\$0.00	\$0.00
Capital Truck Payments	\$120,596.40	\$120,596.40	\$120,596.40
PPE	\$0.00	\$0.00	\$0.00
Capital Training Grounds	\$5,000.00	\$3,456.54	\$3,000.00
Capital GIC Savings	\$9,759.60	\$0.00	
New Truck Purchase (Actual Truck)	\$0.00	\$0.00	
Future Hall Savings	New 2026	New 2026	\$81,973.90
<b>TOTAL CAPITAL</b>	<b>\$139,357.00</b>	<b>\$125,576.18</b>	<b>\$207,571.30</b>

<b>OPERATIONAL EXPENSES</b>			
<b>MEMBERSHIP APPRECIATION</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Summer BBQ	\$1,300.00	\$1,537.63	\$1,500.00
Awards Night	\$4,000.00	\$3,806.56	\$2,500.00
Awards & Trophies	\$500.00	\$2,059.04	\$1,500.00
Department Parties	\$2,000.00	\$0.00	\$2,000.00
Member Wellness, Sports, & Recreation			\$4,000.00
Health Promotion			\$1,000.00
<b>TOTAL</b>	<b>\$7,800.00</b>	<b>\$7,403.23</b>	<b>\$12,500.00</b>
<b>BUILDINGS</b>			
Cleaning Supplies	\$800.00	\$582.51	\$800.00
Furniture & Appliances	\$750.00	\$0.00	\$1,000.00
Garbage Removal	\$0.00	\$0.00	\$0.00
Grounds Maintenance	\$1,000.00	\$0.00	\$0.00
Heating	\$0.00	\$0.00	\$0.00
Janitorial	\$2,500.00	\$2,972.00	\$2,800.00
Security	\$1,000.00	\$784.32	\$1,000.00
Kitchen Supplies	\$750.00	\$872.80	\$2,000.00
<b>TOTAL</b>	<b>\$6,800.00</b>	<b>\$5,211.63</b>	<b>\$7,600.00</b>

<b>COMMUNICATIONS</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Licensing Fees	\$2,500.00	\$4,074.00	\$3,800.00
New Pagers	\$2,500.00	\$1,470.60	\$1,900.00
Phone/Internet/Fax	\$4,000.00	\$3,571.35	\$3,400.00
New Radios	\$1,000.00	\$0.00	\$1,000.00
Servicing of pagers/radios	\$1,000.00	\$0.00	\$300.00
IAR/Associated equipment	\$1,000.00	\$868.50	\$1,000.00
<b>TOTAL</b>	\$0.00	\$45.58	\$0.00
	<b>\$12,000.00</b>	<b>\$10,030.03</b>	<b>\$11,400.00</b>

<b>EQUIPMENT</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Fire Fighting (Rope, tools, etc)	\$200.00	\$0.00	\$12,550.00
Foam	\$2,000.00	\$0.00	\$2,600.00
Equipment Fuel	\$450.00	\$45.28	\$250.00
Hoses & Appliances	\$13,400.00	\$10,440.05	\$8,600.00
Medical Supplies	\$0.00	\$310.21	\$500.00
New SCBA (Bottles, packs, batteries, battery accessories,)	\$0.00	\$0.00	\$0.00
SCBA Service & Testing (Compressor, Cascade, Hydrostatic	\$6,750.00	\$5,625.55	\$6,900.00
Batteries (AA,AAA,etc) (+markers/clock/accountability)	\$250.00	\$0.00	\$300.00
Gas Monitor	\$2,665.00	\$353.40	\$500.00
Tags/Decals	\$700.00	\$273.16	\$500.00
Misc. Tools	\$8,850.00	\$4,101.25	\$900.00
Ice Rescue Equipment	\$0.00	\$0.00	\$0.00
Extinguisher Testing	\$550.00	\$253.09	\$650.00
Motorized Tools & Accessories (Saws, blades, etc)	\$10,000.00	\$10,032.00	\$500.00
Lighting (Flashlights, helmet lights, scene lights)	\$900.00	\$1,113.26	\$3,000.00
Wildland Equipment	\$0.00	\$0.00	\$1,500.00
BA Masks/fittings/eyewear	\$2,200.00	\$1,976.14	\$0.00
Extrication Servicing	\$1,000.00	\$0.00	\$1,100.00
<b>TOTAL</b>	<b>\$49,915.00</b>	<b>\$34,523.39</b>	<b>\$40,350.00</b>

<b>ADMINISTRATION</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Fire Prevention	\$2,000.00	\$1,364.87	\$1,600.00
Health Promotion	\$1,500.00	\$1,534.20	
Civic Sign Supplies	\$1,500.00	\$4,352.17	\$1,500.00
Interest & Bank Charges	\$1,000.00	\$923.00	\$1,000.00
Legal & Professional Fees	\$900.00	\$1,203.38	\$1,500.00
Dues & Subscriptions	\$3,000.00	\$3,742.65	\$4,000.00
Miscellaneous Expenses	\$500.00	\$0.00	\$1,000.00
<b>TOTAL</b>	<b>\$10,400.00</b>	<b>\$13,120.27</b>	<b>\$10,600.00</b>
<b>MEMBERSHIP</b>			
Insurance	\$33,000.00	\$26,855.00	\$33,000.00
Incident expenses	\$1,000.00	\$2,560.16	\$2,500.00
Discretionary Meals	\$500.00	\$333.32	\$500.00
<b>TOTAL</b>	<b>\$34,500.00</b>	<b>\$29,415.16</b>	<b>\$36,000.00</b>

<b>MISCELLANEOUS EXP</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
DONATIONS (given out)	\$500.00	\$1,270.50	\$1,500.00
Sign/Display	\$1,000.00	\$0.00	\$1,000.00
Fundraising Expenses (including \$3800 prize money)	\$15,750.00	\$29,714.60	
<b>TOTAL</b>	<b>\$17,250.00</b>	<b>\$30,985.10</b>	<b>\$2,500.00</b>
<b>OFFICE</b>			
Computer	\$250.00	\$134.50	\$250.00
Office Equipment	\$500.00	\$0.00	\$500.00
Postage & Delivery	\$500.00	\$220.83	\$500.00
Office Supplies	\$1,500.00	\$758.12	\$1,000.00
<b>TOTAL</b>	<b>\$2,750.00</b>	<b>\$1,113.45</b>	<b>\$2,250.00</b>

<b>TRAINING</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Course Fees	\$20,445.00	\$7,442.56	\$12,000.00
Level 1 BFF	\$4,200.00	\$1,305.00	\$4,200.00
Training Equipment	\$500.00	\$0.00	\$500.00
MFR Training	\$3,300.00	\$655.50	\$1,800.00
First Aid Training	\$1,000.00	\$0.00	\$1,500.00
Training Supplies	\$500.00	\$1,396.47	
Conferences	\$1,000.00	\$720.00	\$2,500.00
Training Travel/Meals	\$1,000.00	\$1,924.03	\$2,000.00
<b>TOTAL</b>	<b>\$31,945.00</b>	<b>\$13,443.56</b>	<b>\$24,500.00</b>
<b>APPARATUS</b>			
Apparatus Fuel	\$8,500.00	\$8,199.64	\$8,500.00
Maintenance, Testing	\$15,000.00	\$13,831.85	\$12,000.00
Inspections/permits	\$1,000.00	\$1,119.98	\$1,500.00
Misc Expenses/Truck Improvements	\$34,000.00	\$4,953.47	\$28,000.00
<b>TOTAL</b>	<b>\$58,500.00</b>	<b>\$28,104.94</b>	<b>\$50,000.00</b>

<b>Personal Protective Equipment (PPE)</b>	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
Alterations/Repairs to PPE	\$1,000.00	\$0.00	
New Replacement PPE (Helmets, Gloves, Flash, Boots, etc)	\$6,800.00	\$2,149.54	\$7,000.00
Cleaning of Bunker Gear	\$6,000.00	\$5,844.08	
Cleaning/Repairs of Bunker Gear/Water Suits			\$9,500.00
Cleaning of SCBA (Fluids, sprays, etc)	\$1,350.00	\$404.70	\$1,000.00
SCBA Repairs	\$1,000.00	\$0.00	\$1,000.00
Bunker Gear	\$0.00	\$0.00	\$15,000.00
Wildland PPE (Hardhats, Coveralls)	\$200.00	\$0.00	\$1,500.00
Harness Inspections			\$1,000.00
<b>TOTAL</b>	<b>\$16,350.00</b>	<b>\$8,398.32</b>	<b>\$36,000.00</b>
<b>UNIFORMS</b>			
Alterations	\$0.00	\$0.00	\$0.00
New Uniforms & Hardware	\$7,000.00	\$374.14	\$4,000.00
Station Wear	\$1,500.00	\$916.56	\$500.00
Jackets	\$5,832.00	\$1,931.14	\$3,000.00
<b>TOTAL</b>	<b>\$14,332.00</b>	<b>\$3,221.84</b>	<b>\$7,500.00</b>

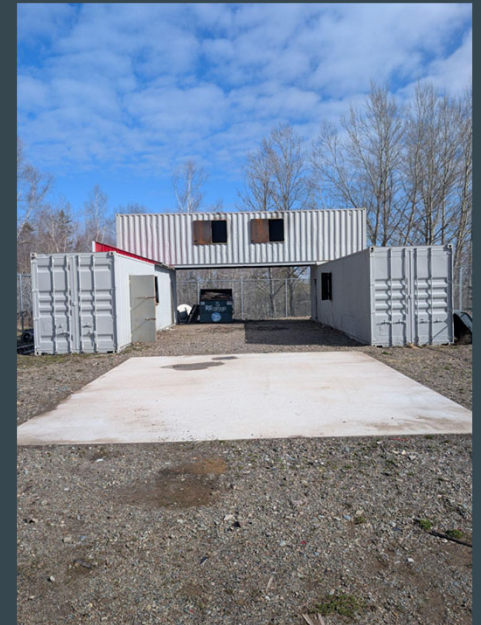
	<b>Budget 2025</b>	<b>Actual 2025</b>	<b>Budget 2026</b>
<b>TOTAL REVENUE</b>	\$401,899.00	\$596,985.73	\$448,771.30
<b>TOTAL CAPITAL EXPENSES</b>	\$139,357.00	\$125,576.18	\$207,571.30
<b>TOTAL OPERATIONAL EXPENSES</b>	\$262,542.00	\$184,970.92	\$241,200.00
<b>TOTAL EXPENSES</b>	\$401,899.00	\$310,547.10	\$448,771.30
<b>NET INCOME</b>	<b>\$0.00</b>	<b>\$286,438.63</b>	<b>\$0.00</b>

# Where did the 50/50 money go?

This year we were able to purchase:

- Additional Ice Rescue Equipment
- Three additional sets of bunker gear
- New SCBA
- Added a concrete pad to our training grounds for safety purposes
- Future equipment savings

We were also able to create a new bank account being used for our future station with \$100,000 put into that account this year with overall surplus



# Questions?

Thank you for your time!

Chief Mark Crozier - [mcrozier@stewiackefire.ca](mailto:mcrozier@stewiackefire.ca)

Deputy Brandon Verboom - [bverboom@stewiackefire.ca](mailto:bverboom@stewiackefire.ca)

Deputy Scott Fisher - [sfisher@stewiackefire.ca](mailto:sfisher@stewiackefire.ca)



To: Town Council  
From: Marc Seguin, CAO  
Re: CAO Report  
Date: April 23 ,2026

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The following is a list of general updates as of April 23, 2026.

This report is submitted as information only.

**Public Works Report:**

**Water Tank Maintenance Project** –The project has started with maintenance on the water tower and related equipment at the water treatment plant. Staff will be conducting a by-pass test this week to check system pressures.

The maintenance / cleaning of the small tank (at water treatment plant) should commence May 1<sup>st</sup>, 2026

During the project, the Town will need to operate off one water tank (1 tank taken off line at a time). Residents will be asked to engage in water conservation efforts during the time of this project.

**Water Treatment Plant Design Project**

Council signed off on the GRID report and funding in March. Staff have released a request for proposal for design and project management services.

Item	Date / Time
RFP Open	April 2 2026
Question Deadline	May 7 2025 2 p.m. (ADT)
RFP Close	June 4 2026 2 p.m. (ADT)



Recommendation to Council Date	June 25, 2026
Award Date	July 23, 2026

**Emergency Repairs:**

**Deisel Generator** – A leak in the diesel generator tank (required for emergency pumping) was found in January which requires immediate repair.

Upon inspection it was determined that the tank and liner need immediate replacement and is being deemed as an emergency repair. As the tank and liner are components that are specific to the generator brand the components cannot be sourced other than from the manufacturer of the generator, however Staff were able to acquire two quotes) on the same product from two separate suppliers. The components, labor and materials estimate to complete the repair are forecasted at \$50,000.

Staff are still awaiting the delivery of the equipment required to begin the repair.

**General PW Updates:**

- Washouts repaired on Main St. West
- PW shop ready for fire inspection
- Completed

**Community Service Updates:**

- Summer day camps are at 98% of capacity
- Summer sports are 90% of capacity
- Applications are being accepted for Summer Students until April 30<sup>th</sup>, 2026.
- Electronic Newsletter sign up is underway, with the first electronic newsletter email planned for June
- Connecting Communities “Meet your Neighbour” Event May 23<sup>rd</sup> at the Community Centre from 1-4pm
- Town Days Festival is July 31-August 2<sup>nd</sup>, 2026



- Ballfield Maintenance will begin the first week of May
- Washrooms in Dennis Park and the Ballfield will be operational by the end of April
- Fire Alarm System maintenance completed at the Community Centre
- Lighting upgrade completed at the Community Centre
- Bike Rodeo planned for June 13<sup>th</sup> in partnership with Mastodon Ridge

*Marc Seguin*

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**Marc Seguin**  
**Chief Administrative Officer**



To: Town Council  
From: Marc Seguin, CAO  
Re: Sewer Bylaw  
Date: April 23, 2026

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**RECOMMENDATION**

That the Sewer bylaw report be received.

**ORIGIN**

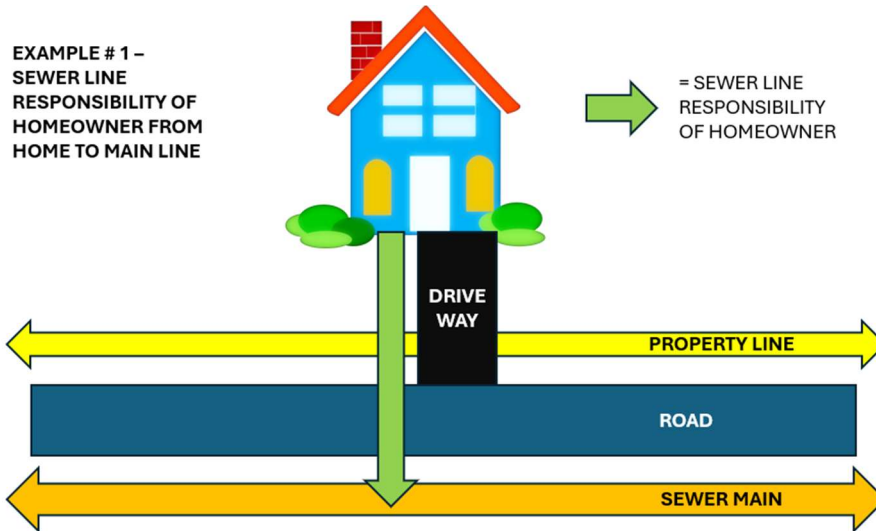
Questions from Council have been received pertaining to the Towns Sewer Connection By-law 2023. Staff were asked to research how the Town of Stewiacke’s policy compares to our neighboring Municipalities

**Background**

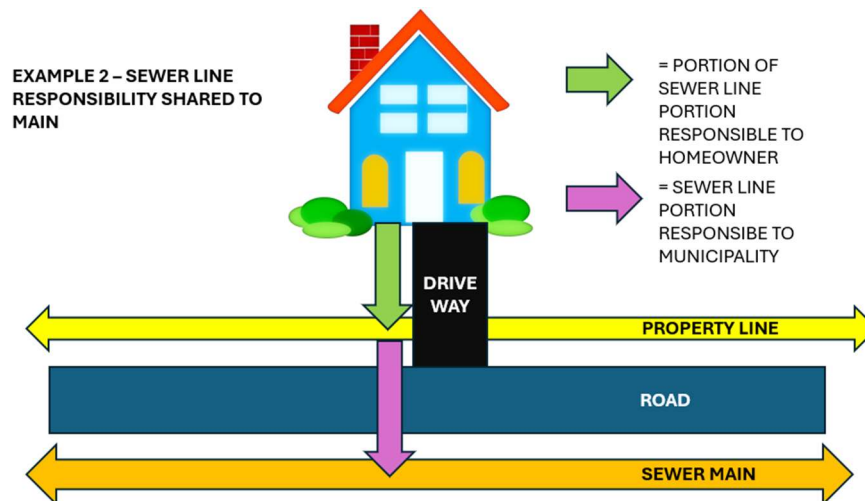
The Towns Sewer Connection By-law 2023 was last updated on June 19, 2023

**DISCUSSION**

The Town of Stewiacke policy stipulates that all costs associated with the installation, connection, maintenance or repair of a building sewer connection to the municipal sewage system, whether in a street, highway or easement, including the cost of any necessary permits are the sole responsibility of the owner.



In other circumstances the responsibility is shared. In example, some municipal policies designate that everything up to the property line is the responsibility of the homeowner and that the portion of the sewer line from the property line to the main connection is the responsibility of the Town. This eliminates responsibility for the portion of sewer pipe from the property line, under the roadway to the connection at the main.





What do other Municipal policies say?

Municipality	What Does the Bylaw say?
Town of Truro	<p>The Town of Truro is the same as the Town of Stewiacke’s Bylaw.</p> <p><b>Everything up to the main is the responsibility and financial responsibility of the homeowner.</b></p>
County of Colchester	<p>For sewer laterals for residential premises, the Municipality shall be responsible for maintenance and repairs to the sewerage system, including sewer lateral extending from the sewer main <b>to the boundary of a property.</b></p>
East Hant Municipality	<p><b>Homeowner responsible for up to town property</b> (from main to where homeowner connects).</p>

**How can residents protect themselves?**

Homeowners should consult their insurance provider to ensure that they have adequate coverage.

Insurance companies do offer insurance for “accidental” or “sudden” issues that effect a homeowners sewer connection line.



## **POLICIES/LEGISLATION**

2001-10 Sewer Connection By-law 2023

## **FINANCIAL**

Consideration of a policy change must include a review of the current liability vs. the liability should a change in direction occur.

Council must be aware, that changing our policy from its current directions, to mirror the policy of County of Colchester and or East Hants would place significant financial burden on the Town of Stewiacke.

## **CONSULTATIONS**

Helen Young – Director, Corporate Services  
Erin Richard – Director, Community Services

## **ATTACHMENTS**

**2001-10 Sewer Connection By-law 2023**

## **CONCLUSION**

Staff present this report to Council as information and ask for Council direction, prior to this policy being recommended for review by the bylaw & policy committee.

*Marc Seguin*

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**Marc Seguin**  
**Chief Administrative Officer**

# TOWN OF STEWIACKE

## BY-LAW NUMBER 2001 – 10

### 1. Short Title

This By-law may be cited as the “*Sewer Connection By-law*”.

### 2. Interpretation

In this By-law, unless the context otherwise requires, the expression:

- a) “Combined Sewer” means a sewer that is intended to conduct wastewater and stormwater;
- b) “Council” means the Town Council of the Town of Stewiacke;
- c) “Engineer” means the Engineer for the Town of Stewiacke as appointed by Council;
- d) “Person” shall mean any individual, firm, company, association, society, corporation or group;
- e) “Sanitary Sewer” means a sewer for the collection and transmission of domestic, commercial and industrial wastewater or any of them, and to which uncontaminated or cooling water, storm, surface, and groundwater are not intentionally admitted;
- f) “Sewer” means a pipe, conduit, drain, open channel, or ditch used for the collection and transmission of wastewater, stormwater, or uncontaminated process or cooling water;
- g) “Sewerage System” means all pipes, mains, equipment, buildings and structures for collecting, pumping or treatment of wastewater and operated by the Town of Stewiacke, but does not include a storm sewer;
- h) “Storm Sewer” means a sewer and all related structures designed exclusively for the collection and transmission of uncontaminated water, stormwater, drainage from land or from any watercourse or any of them;
- i) “Town” means the Town of Stewiacke or the area contained within its municipal boundaries, as the context requires;
- j) “Town” means the Town’s Superintendent of Public Works or a person designated by Superintendent of Public Works.

3. a) No person shall connect any private sewer or building sewer to a municipal sewer without first completing and filing, with the Municipal Town Office, an application form, as prescribed by the Town, and a plan or description of the work to be performed including but not limited to the position, size, kind and weight of all pipe.
- b) No connection to a municipal sewer shall be made except with approval from the Town and under the supervision of the Engineer or Town Representative.
- c) No connection shall be covered until it has been inspected and approved by the Engineer or Town Representative.
4. Every person connecting to a sewerage system shall construct the connection according to requirements of the Canadian Building and Plumbing Codes.
5. No person shall connect any storm sewer to any sanitary sewer.
6. a) The owner of a building, the nearest part of which is not more than three hundred feet from any portion of a municipal sewer shall be required at the owners expense to construct a building sewer therefrom and connect the same to the said municipal sewer; provided, however, Council may exempt therefrom any such building as appears to it:
  - i) to be adequately served with existing storm drainage and on-site sewage disposal systems;
  - ii) would not be adequately served by connection to the municipal sewerage system.
- b) The Council shall give the owner of an existing building which is located within 300 feet from any portion of a municipal sewer one year, from the passing of this By-law, to establish a sewer connection in accordance with Town by-laws.
- c) The Council may direct the owner of a building that does not have a proper or sufficient outlet for sewage to proceed, within thirty (30) days to cause the sewage disposal from such building to be properly deposited into the sanitary sewer of the Town.
7. Where a building has been connected to the municipal sewerage system or the Council has ordered a building to be so connected, the Council may by resolution order the owners of outhouses and septic tanks to remove such outhouses and to destroy or fill such septic tanks.







To: Town Council  
From: Marc Seguin, CAO  
Re: 2026 Tax Sale(s)  
Date: April 23, 2026

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**RECOMMENDATION**

That the Tax Sale(s) report be received.

**ORIGIN**

A tax sale is a public auction or tender conducted by a municipality to sell properties with significant unpaid property taxes (often 2+ years in arrears) to recover outstanding tax revenue, penalties, and interest. It is an "as-is" sale, often offering properties below market value, but usually carries a redemption period for the original owner to reclaim it.

**Background**

The Municipal Government Act – Section 137(1) outlines the responsibility of the Municipality where tax sales are required. Additionally the Town of Stewiacke has a tax sale policy (Policy #2019-45)

**DISCUSSION**

Staff report to Council that the Town of Stewiacke currently has nineteen (19) properties that are currently in a Tax Sale position.



Staff are reporting the pending tax sale to Council in accordance with the Towns Tax Sale Policy #2019-45 and that staff will be proceeding with a tax sale process for the properties in accordance with the requirements found in the Municipal Government Act.

**Tax Sale Listing April 15, 2026**

ANN#	2025	2024	2023	2022	Total
10620406	\$2,239.00	\$455.65	\$0.00	\$0.00	\$2,694.65
10504376	\$426.72	\$453.37	\$0.00	\$0.00	\$880.09
10504368	\$458.64	\$487.29	\$0.00	\$0.00	\$945.93
07359454	\$8,040.75	\$8,188.75	\$0.00	\$0.00	\$16,229.50
06336094	\$4,172.68	\$1,076.59	\$0.00	\$0.00	\$5,249.27
04536916	\$3,525.88	\$1,787.17	\$0.00	\$0.00	\$5,313.05
04448944	\$2,924.44	\$1,479.30	\$0.00	\$0.00	\$4,403.74
04317645	\$2,356.60	\$2,600.02	\$3,004.77	\$2,695.05	\$10,656.44
03848604	\$1,514.92	\$1,650.48	\$1,533.69	\$0.00	\$4,699.09
03822729	\$4,165.96	\$4,507.84	\$4,222.35	\$15.38	\$12,911.53
03456862	\$4,880.24	\$2,358.51	\$0.00	\$0.00	\$7,238.75
03292568	\$2,267.56	\$2,467.17	\$1,343.28	\$0.00	\$6,078.01
02924714	\$2,709.40	\$426.23	\$0.00	\$0.00	\$3,135.63
02442833	\$1,971.88	\$1,447.90	\$0.00	\$0.00	\$3,419.78
02309262	\$2,968.12	\$2,901.79	\$2.96	\$0.00	\$5,872.87
01770667	\$2,899.24	\$3,039.40	\$143.50	\$0.00	\$6,082.14
01760491	\$850.08	\$913.63	\$0.00	\$0.00	\$1,763.71
01223372	\$4,342.36	\$1,525.39	\$0.00	\$0.00	\$5,867.75
00341002	\$1,980.28	\$1,637.89	\$0.00	\$0.00	\$3,618.17
<b>TOTAL</b>					<b>\$107,060.10</b>

- There are 19 properties that are in tax sale status
- Recent Arrears letters were sent Nov 24/25, Mar24/26
- Next Arrears letters will go out Friday April 24/26
- 2026 tax billing will be mailed out April 30/26

**POLICIES/LEGISLATION**

Town of Stewiacke Tax Sale Policy – Policy #2019-45  
Municipal Government Act – Section 137 (1)

Town of Stewiacke | 295 George Street | P.O. Box 8 | Stewiacke, NS B0N 2J0  
Office 902-639-2231 | Fax 902-639-2221 | Email [town@stewiacke.net](mailto:town@stewiacke.net)



## **FINANCIAL**

Based on the nineteen (19) properties the total tax arrears as of the time of writing this report totals \$107,060.10

## **CONSULTATIONS**

Helen Young – Director, Corporate Services  
Erin Richard – Director, Community Services

## **ATTACHMENTS**

None

## **CONCLUSION**

Staff present this report to Council as information only. Staff will proceed to tax sales where required in accordance with the Municipal Government Act.

*Marc Seguin*

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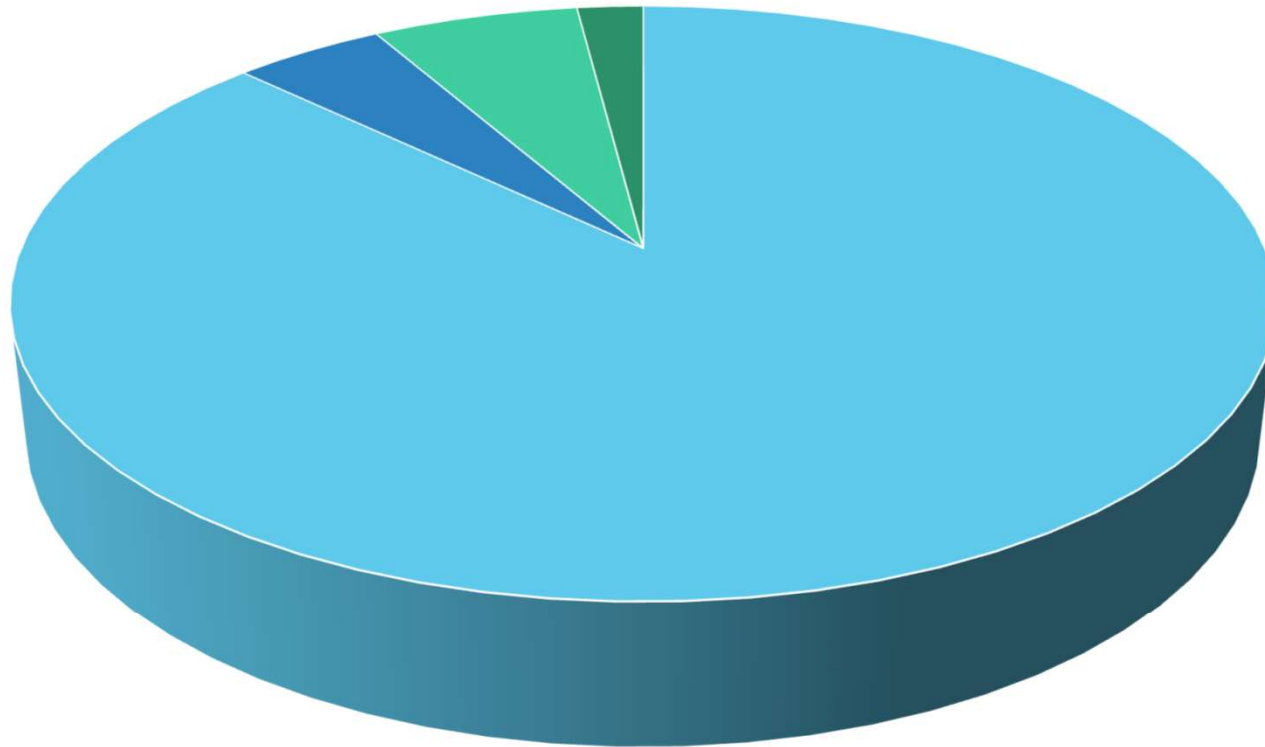
**Marc Seguin**  
**Chief Administrative Officer**

STEWIACKE  
RIVERS OF OPPORTUNITY



## Draft Budgets 2026/27

## Budget 26/27 Revenue



■ Tax \$3,631,587 ■ Grants & Gov't Transfers \$191,599 ■ Own Sources \$262,045 ■ Sale Of Service \$84,273

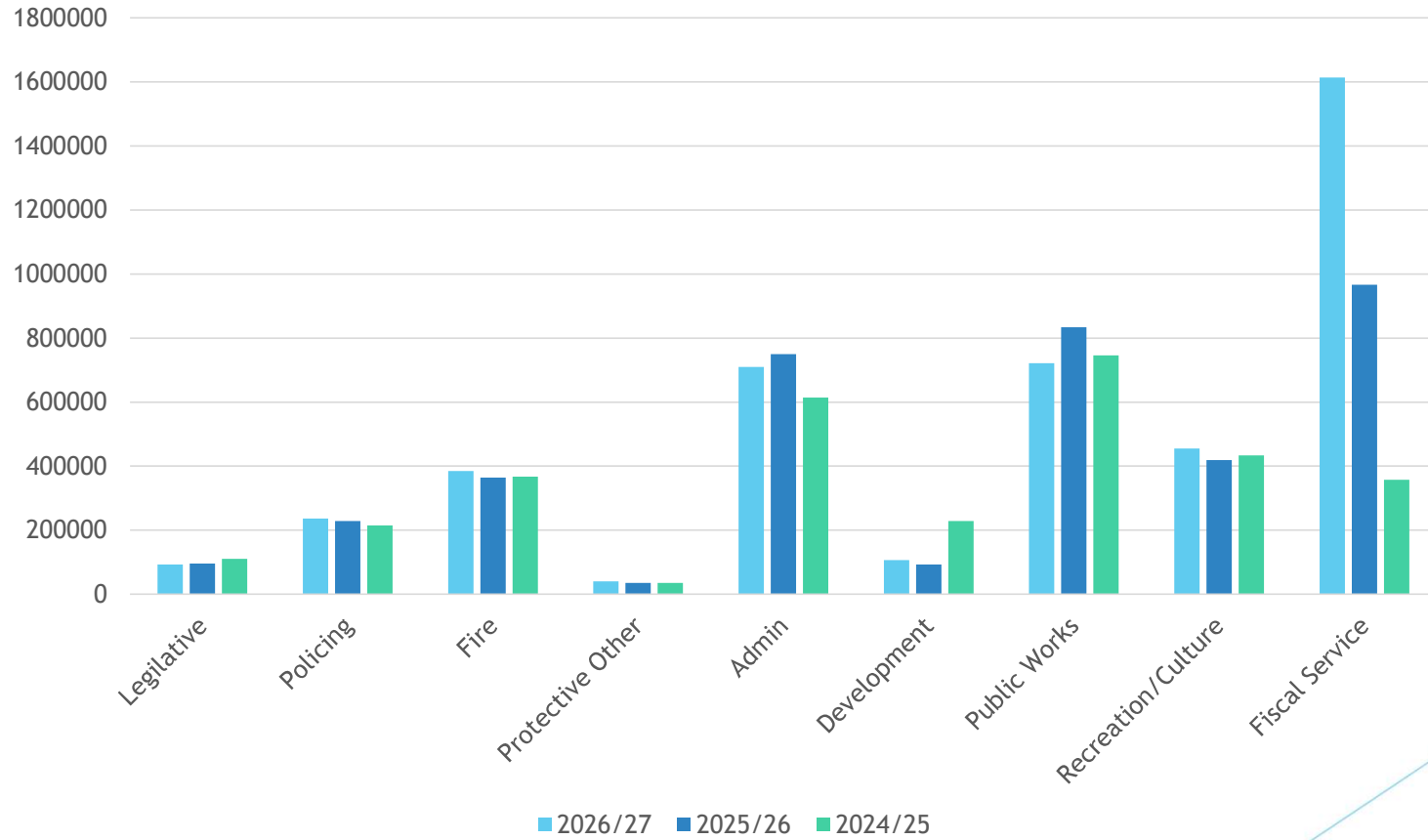
**87.1%**

**4.3%**

**7.2%**

**1.4%**

## Budget 26/27 Expense



## Budget Recommendations from Council Meeting March 26, 2026

Budget Item	Budgetary Cost	Budgetary Cost Revision	Recommendation By
Council Professional Development-GO	\$5000	Increase to \$7500	Councilor Osborne
Council Travel Other-costs is included in Council Professional Development(training, hotel & meals) and Mileage -GO	\$0.00	\$3500	Councilor Osborne
Cost Share-Project Co-Ordinator-GO	\$48,000	\$0.00	Councilor Osborne
Special Projects- Remove \$1000 refreshments for public events-GO	\$9,600	\$8,600	Councilor Osborne
Rec Committee- Increase Town Days expense by \$4000-GO	\$14,400	\$18,400	Councilor Osborne
Downtown Decorating-remove from budget-GO	\$8,000	\$0.00	Mayor Glasser
TCPEP-GO	\$13,445	\$0.00	Mayor Glasser
<b>TOTAL CHANGE IN OPERATING BUDGET</b>	<b>\$93,945</b>	<b>\$38,000 = \$55,945 surplus</b>	
Fitness Centre- Gen Cap 28/29	\$300,000	\$0.00	Staff
Ball Field Expansion Gen Cap28/29	\$200,000	\$0.00	Staff
Pump Track Gen Cap 28/29	\$60,000	\$0.00	Staff
<b>TOTAL CHANGE IN 28/29 CAPITAL BUDGET</b>	<b>\$560,000</b>	<b>\$0.00 = \$560,000 surplus</b>	



**1. Agenda/Call to order:**

1.1. Welcome

- **Called to order 6:25 PM**

1.2. Approval/Additions to Agenda

- **Approval of Agenda**  
  - 1<sup>st</sup>: Roxanne
  - 2<sup>nd</sup>: Laura

**2. Minutes of the Last Meeting:**

2.1. February 19, 2026, minutes

- **Accepted as presented**

**3. Update of amendments in progress:**

3.1 – Rental Policy (2021-47)

- **Motion made to adopt Tier #1 (Tiered User Classification Model – Fixed Rate by Group Type, as per below) as presented by Erin Richard**  
  - 1<sup>st</sup>: Cindy
  - 2n: Roxanne

**1. Tiered User Classification Model**

**(Fixed Rate by Group Type)**

**Standard Rate: \$30/hour**

Category	Eligibility	Hourly Rate	Subsidy Value
Municipal / Internal	Town programs (MPAL outcomes), Council-approved initiatives	\$0	100%
Non-Profit / Community Group	Registered non-profits, youth sports, service clubs	\$15	50%
Private / Commercial	Businesses, private events, ticketed events	\$30	0%

**4. New Business:**

4.1 –

4. **Next Meeting: May 21<sup>st</sup> @ 06:30 PM**

5. **Discussion / Sundry / Citizen Comments:**

6. **Adjournment: Adjourned @ 6:48 PM**