

Minutes of a Town of Pictou Committee of Council meeting convened 6:30 pm in Council Chambers on the above date. Mayor James Ryan presiding.

**PRESENT:** Deputy Mayor Dan Currie; Councillors Eric Daley, Malcolm Houser and Nadine LeBlanc

**ALSO PRESENT:** Dan Troke, CAO  
Addie Maccallum, Staff Sgt RCMP  
Corey Smith, Town Accountant  
Jim Chisholm, Public Works  
Michelle Young, Recreation Coordinator  
Kyle Slaunwhite, Project Manager  
Paul Janes, Fire Department  
Nicole Battist, Deputy Clerk/Minute Recorder

**1. PRIVATE SESSION – PROPERTY MATTERS (5:30 PM)**

**2. PUBLIC SESSION – CALL TO ORDER (6:30 PM)**

Mayor Ryan called the meeting to order.

Prior to the start of the meeting, Council took a moment to recognize the passing of former employee Pat Elliott and former councillor Ralph Ferguson.

**3. APPROVAL OF AGENDA**

MOVED: N LeBlanc  
SECONDED: E Daley

*COC-02-05-18-2051*

MOTION: To approve the agenda as circulated.  
MOTION CARRIED

**4. PRESENTATIONS**

a. Hector Arena – Ron Clarke

Ron Clarke, Hector Arena Manager, made a presentation on the long-term viability of the facility. The Commission is requesting the Town make a 5-year commitment to match the County’s contribution of \$15,000 per year.

**5. DEPARTMENTAL REPORTS**

a. Fire Department

Paul Janes was on hand to answer questions.

- Question on checks of Self-Contained Breathing Apparatus (SCBA)
- Deputy Mayor Currie thanked the Fire Department volunteers who were on-hand to open the station as a warming centre during the recent power outage

b. Fire Inspections

Paul Janes indicated:

- Inspections are going well
- He continues to work on completing the System of Fire Inspections
- Question on powers of Fire Inspector to enter premises

c. RCMP

Staff Sgt Maccallum attended the meeting on behalf of the RCMP.

- Currently there is one vacancy within the Pictou RCMP Detachment that should be filled within the month
- Question on what classifies “Other Files” under “Types of Occurrences” in the monthly report
- Question on overtime as it relates to vacancies and financial impact on the Town

d. Administrative

Deputy Clerk Battist highlighted the Administrative Report. There were no questions.

e. Public Works Department

J Chisholm was on hand to answer questions.

- Question on salt truck problems
- Question on broken sewer lines on Farm Street and whether they are being considered in asset-management plan
- Comment that Council would like to see the downtown snow removed as soon as possible after a storm has ended

f. Recreation & Parks

M Young highlighted:

- Busy applying for various grants for the upcoming year
- Plans underway for Winter Carnival and Volunteer Week

g. Variance Report

C Smith reported on the operational budget and answered questions. He also provided a briefing on the status of Capital project spending.

- Underbudget in General Government due to CAO vacancy
- Over in Transportation due to paving
- Over in Environmental Development due to breakwater repairs and floriculture budget
- Under on Protection – well below expected because of vacancy with RCMP
- Question on Tale Sale date
- Question on BID (Pictou Business) tax

h. Project Management

K Slaunwhite highlighted:

- Water capital – slightly over-budget
- Question on whether Waste Water Treatment Plant needs to be completed by March 31, 2018 per Building Canada Fund requirements

**6. APPOINTMENT COMMITTEES**

- a. Municipal Alcohol Project (MAP) – DM Currie
  - The group has spent time recently on enforcement issues around legalization of cannabis
  - Inter-generational forum planned to discuss and learn about various topics – cannabis will be the first topic
- b. Hector Arena – DM Currie
  - Several activities and programs were highlighted in a circulated written report
- c. Riverview Home – M Houser
  - CEO retiring in May – recruitment in progress
- d. deCoste Centre – M Houser
  - On track to surpass revenue projections
  - Working on a 5-year business plan
  - Efficiency upgrades are in progress
- e. Hector Quay Society – M Houser
  - 40 bus tours currently booked – ahead of last year’s totals already
  - 2023 plans underway for 250<sup>th</sup> Anniversary of the arrival of the Hector
  - Below-water ship repairs will be completed in early spring
- f. Pictou Business and Marketing Society (PBMS) – M Houser
  - 16 people attended last meeting – great turnout
  - Budget was presented and includes ideas for a façade program, business contest or mash-up event and a new festival competition
  - New membership fee categories being explored
- g. Police Advisory Board (PAB) – N LeBlanc
  - Winter Parking Ban reviewed and clarified
  - Speaker forums being considered
- h. Lobster Carnival – N LeBlanc
  - Plans underway for upcoming year
- i. Northumberland Fisheries Museum – N LeBlanc
  - Beans and Fishcakes Fundraiser coming up in February
- j. PC Hall of Fame – E Daley
  - Looking at establishing an induction and ceremony committee
  - Looking for ongoing sponsors to support operations
  - NSCC students slowly rebuilding lost electronic files

- k. CEF – E Daley
  - Ongoing project intake
  - Waiting federal approval for new projects
  - Have recruited some new members
  
- l. DEANS – E Daley
  - Services 12 municipalities
  - Visitations up 29% in Pictou last year (7000 visitors)
  - Regional guide almost ready to go with new map
  - New website being developed
  
- m. Regional Enterprise Network (REN) – Mayor Ryan
  - Nominating committee is getting ready to approach people to serve on board of directors

**7. BUSINESS ARISING FROM MINUTES**

- a. Event Permits by CAO Approval – Off-Highway Vehicles By-Law Policy  
The Mayor highlighted the draft policy.

MOVED: E Daley  
SECONCED: M Houser

*COC-02-05-18-2052*

MOTION: That the following serve as the required seven (7) day advance notice to adopt a new Town Policy entitled “Event Permits by CAO Approval – Off-Highway Vehicles By-Law Policy”.  
MOTION CARRIED

**8. RECOMENDATIONS/REPORTS FROM PRIVATE SESSION**

Contract matters related to Town properties were discussed.

**9. NEW BUSINESS**

None

**10. CORRESPONDENCE**

None

**11. PUBLIC COMMENTS/QUESTIONS**

- Question on status of Partners Construction offer related to Veterans Drive
- Question on Off-Highway Vehicles By-Law Policy

**12. ADJOURNMENT**

MOVED: DM Currie  
SECONDED: N LeBlanc

***COC-02-05-18-2053***

MOTION: To adjourn the meeting at 8:15 pm.  
MOTION CARRIED

APPROVED

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James J. Ryan  
Mayor

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Dan Troke  
CAO