

**Notice of Town of Pictou
Committee of Council Meeting
Council Chambers – CN Station
71 Front Street, Pictou
Monday, May 5, 2025**

The public can access the public portion of the meeting via the Town of Pictou Facebook Page beginning at 6:30 pm or attend in person.

Agenda

1. Private Session – Personnel and Contract Matters (6:00 pm)
2. Public Session – Call to Order (6:30 pm)
3. Changes/Approval of Agenda
4. Proclamations & Acknowledgements
 - a. Pictou Rotary Club Peace Pole
 - b. Lime Disease Awareness Month
 - c. Gaelic Awareness Month
 - d. Red Dress Day
5. Presentations
6. Departmental Reports
 - a. Fire Department
 - b. RCMP
 - c. Community Development
 - d. Public Works
 - e. Parks & Recreation
 - f. Variance
7. Appointment Committees
8. Reports/Recommendations from Private Session
9. Recommendations
 - a. Business Advisory Committee – Policy Amendments
 - b. Provincial Capital Assistance Program (PCAP) Resolution
10. Discussions
 - a. Grants to Organizations
11. Correspondence
12. Public Comments/Questions
13. Adjournment

Kyle Slaunwhite
Chief Administrative Officer

Overview of Town of Pictou Meetings

(A General Description of Council and Committee Meetings)

Committee of Council

- Council meets in committee to raise, discuss and debate matters of interest to the Town.
- Members of Council request review and debate staff reports during committee meetings.
- Committee meetings are often viewed as “working sessions”.
- Committee members make motions of recommendation to Council (committee does not approve Town business).
- Agendas can be changed during a Committee Meeting.

Regular Council

- Convened to address standing agenda items such as the approval of minutes.
- Council entertains recommendations made by Council Committees.
- Agendas can be changed during a regular Council meeting.

Special Council

- Convened for Council to address specific items of business.
- The publicized agenda for a Special Council meeting cannot be changed.

Public Hearings

- Convened for members of Council to hear reports and opinions of the general public, related parties and staff on specifically identified agenda items.
- Public Hearing agendas cannot be changed.
- Council does not debate matters before them during a public hearing.

Closed/Private Sessions of All Meetings

- Council or Committee members are only permitted to retire to private session to consider: acquisition, sale, lease and security of municipal property; setting minimum price at a tax sale; personnel matters; labour relations; contract negotiations; litigation or potential litigation; legal advice eligible for solicitor – client privilege, or public security.
- Council or Committee is to make a public record noting the reason for a private session, and excluding a procedural matter, Council or Committee is not permitted to make a decision in closed/private session.

PICTOU FIRE CHIEF REPORT

Fire Chief Wayne Robinson

Council Report Monday May 5, 2025

Fire Report For – April 2025

Calls for the Period

- At the time of this report, the Department has responded to 6 emergency calls, including 1 commercial fire alarm activation and 2 residential fire alarms, a motor vehicle accident, 1 call to assist RCMP standby, and a mutual aid call with Caribou for a house fire.

Training

- The department continues its training schedule, meeting on April 7 and 14. This month, we focused on MFR skills with a training night with EHS, non MFR members trained on pump operations and hose streams and SCBA training.
- The Level 1 Firefighter Course participants will be taking their certification on May 3 and 4.

Fire Fighting Equipment & Apparatus

- SCBA maintenance: Weekly checks continue, and all units are operating well. No change.
- Crews are keeping the equipment and gear clean and making sure it is ready to use.
- All trucks are do for their annual inspections in early May.
- The new SCBAs are now in service.

Department News

- We have been meeting with a representative from NFL (Northumberland Ferries) to conduct emergency planning for events that could occur on their ships, both at Pier C and while in operations. Officers from our department as well as Caribou, have participated in three meeting so far. Both sides are looking to make this a continuing partnership which will include emergency planning, training and exercises on a regular or recurring basis. No update currently.
- The Department held our annual banquet on April 26. Awards were presented to members for years of service, attendance to calls and training as well as peer voted on awards for officer, firefighter, rookie, and volunteer of the year.
- On May 5, we will be hosting the scouts during our training, giving them a tour of the station, showing them the trucks and performing some hose operations for them to see.

Building Maintenance

- Work by the Engineering Flight should be completed within the next month.

End of Report.

Fire Chief,

Wayne Robinson



MONTHLY REPORT: April 2025



RCMP MONTHLY REPORT

April 2025

Pictou District RCMP's Primary focus during this year is maintaining Public Confidence through Police presence and community engagements, Road Safety & Crime Reduction & are part of our Annual Performance Plan (APP).

- 2 Summary Offence tickets issued under Motor Vehicle Act and 6 written warnings.
- Checkpoint on Veteran's Drive:



Pictou District RCMP responded to a total of 74 calls for service as compared to the same time period in 2024 which recorded 93 calls for service.

- Police Advisory met and was sworn in on April 10, 2025:



- On April 3, 2025, the Pictou County Integrated Street Crime Enforcement Unit (PCISCEU) executed a search warrant at a residence on Welsford St. as part of an ongoing drug trafficking investigation. A man and a woman were safely arrested inside the home.

Officers searched the residence and seized a quantity of cocaine, methamphetamine, cash, a firearm, a machete, mobile devices and tools, which are believed to have been stolen.

Jennifer Anne Stevenson, 40, and Chad Andrew Thomson, 34, both of Pictou are each charged with:

- Possession for the Purpose of Trafficking (cocaine)
- Possession for the Purpose of Trafficking (methamphetamine)
- Careless Use of Firearm
- Unauthorized Possession of a Firearm
- Possession of a Firearm Knowing its Possession is Unauthorized
- Possession of a Weapon for a Dangerous Purpose (2 counts)
- Possession of Property Obtained by Crime (2 counts)

Stevenson and Thomson were released on conditions and are scheduled to appear in Pictou Provincial Court on July 7.

The investigation is ongoing and is being led by PCISCEU with assistance of Pictou County District RCMP, Antigonish/Guysborough Street Crime Enforcement Unit and RCMP Police Dog Services.

- On April 16, PCISCEU, with the assistance of RCMP Police Dog Services, Pictou County District RCMP, Stellarton Police Service and New Glasgow Regional Police (NGRP), executed an arrest warrant at a residence on Denoon St. in connection to an ongoing investigation.

At the home, officers safely arrested 33-year-old Christine Holly Fraser of Eureka and 37-year-old David Allen Lemmon of River John. Fraser was charged with Failure to Comply with Order (two counts); she was also arrested on an NGRP warrant. Lemmon was charged with Operation of a Conveyance While Prohibited and Failure to Comply with Probation Order.

Following the arrests, a search warrant was executed at the residence with the assistance of the Pictou County District RCMP. It resulted in the seizure of cocaine, methamphetamine, cash, a replica handgun, and drug paraphernalia. As a result of the search, Fraser faces additional charges:

- Possession for the Purpose of Trafficking (cocaine)
- Possession for the Purpose of Trafficking (methamphetamine)
- Possession of Weapon for Dangerous Purpose
- Possession of Property Obtained by Crime
- Failure to Comply with Order

Both Fraser and Lemmon appeared in Pictou Provincial Court on April 17 and were remanded into custody. The investigation is ongoing.



On April 24, 2025, the PCISCEU with the assistance of Pictou County District RCMP, Stellarton Police Service, Westville Police Service and the Emergency Response Team completed a search warrant on a residence on Gill Court. Jamie Lee Jackson, Josph Spears, Kelsey Whyteford and Jessica Linblad are facing numerous charges. Officers seized Heroin, prescription pills, cash, a handgun, and a long gun.



- Emergency Response Team package - Over 40 individuals from Emergency Response team, Dog Services, Crisis Negotiators, Explosive Disposal Team, Scribe, Emergency Medic Service team, EPSO with EHS, Critical Incident Commander, Dispatcher, Tactical Assault vehicle and driver.

Type of Occurrence	# 2024	# 2025	Remarks
911 Act	7	1	April 1-23
Animal Calls	1	2	
Assault	3	4	
Assistance to General Public	2	2	
Assistance to Other Agencies	4	3	
Break & Enter	1	3	
Checkpoints	0	2	
Child Welfare/Family Relations	1	0	
Controlled Drugs and Substances Act	1	2	
Crime Prevention	3	1	
Disturbing the Peace	1	2	
Fail to Comply	6	4	
False Alarms	1	1	
Fraud	3	2	
Harassment	2	2	
Impaired	0	3	
Liquor Act	0	0	
Lost and Found	2	1	
Mental Health Act	11	2	
Mischief	5	3	
Moving/Non Moving Traffic	9	8	
Municipal By-Laws	0	0	
Offender Management Checks	0	0	
Other Criminal Code	3	1	
Parking Offences	0	1	
Suspicious Person/Vehicle	1	0	
Theft	6	3	
Theft from motor vehicle	0	0	
Traffic Collisions	5	3	
Uttering Threats	2	2	
Wellbeing Checks	3	5	
Information	0	0	
Coroner's Act – Sudden Death	1	0	
Other Files	9	8	
Total	93	74	



Community Development MONTHLY REPORT APRIL 2025

Community Infrastructure and Neighborhood Revitalization *Developing and improving community facilities and spaces for social interaction, leisure activities and environmental conservation; fostering commercial and neighborhood revitalization initiatives.*

Waterfront & Marina:

- Love Local Vendor Village: 3 new kiosks for 2025 season; all kiosks are filled. Mamma Red's Canteen opened May 2. Vendors will be opening this year in June; details will be posted soon.
- New features planned for Love Local Vendor Village.

Beautification and Placemaking Initiatives:

- Beautification Labourer begins work on May 5.
- Advertised a Labourer position focused on painting for 2 months; begins in May.
- Standing Offer advertised for landscaping services; due April 30.

Economic Development *Advancing the implementation strategy for Pictou's Waterfront Development Plan and other strategic business initiatives; supporting entrepreneurship and innovation.*

- Grants to Organizations – received 27 requests; reviewed and created recommendation report.
- Participated in a collective meeting of marina operators from around the province; met twice in April; worked on a grant submission to Digital Nova Scotia due April 30.
- Ordered signs directing OHV users to designated streets in the Town of Pictou; working on trail head access signage for the same purpose.

Social Inclusion and Cultural Enrichment *Encouraging diversity and social inclusion; preserving and promoting cultural heritage and artistic expression through cultural events and initiatives.*

- Working with local artist in partnership with McCulloch House Museum on an educational and promotional video.

Marketing & Communications *Identify opportunities to profile the Town externally; develop and review internal communications ensuring consistent messaging.*

- Working on music program for the summer; 44 performances hosted by the Town including Moon Markets, Canada Day and Natal Day; mostly all now booked. Summer program book is being designed with a new look (36 pages) in partnership with the deCoste.
- Met with Tourism Nova Scotia staff (product development & marketing); provided a "walkabout" and update on Town projects and marketing plans.
- New map installed on the waterfront developed by Pictou County Forest School in partnership with the Town; "Climate Action Map – Making Pictou County Greener & Cleaner" which identifies green services and places for our citizens to access and explore.
- Developed a new Town of Pictou map for visitors and residents; 5,000 printed for distribution.
- Submitted a grant application to Digital Nova Scotia under the communities program for funding for photography and video focused on fall plus upgrades to functionality of the www.discoverpictou.com website.
- Ongoing updates on Town website and social media www.townofpictou.ca, www.discoverpictou.ca

Community Engagement and Participation *Engaging the community in decision-making processes; ensuring transparency and accountability in delivery of services and initiatives; foster creativity and a sense of identity within the community*

- Attended Quest Canada workshop focused on energy mapping that will help develop our Community Energy and Emissions Plans (CEEPS) which will guide our communities' greenhouse gas reduction work.
- Various meetings with community partners; Atlantic Canada Small Ports and businesses.

Organizational and Professional Development

- Will be attending the Downtowns Atlantic Conference in May in Dartmouth.
- Attended The Buoys Awards Dinner organized by DEANS which celebrates service and experiential excellence in the tourism industry.
- Co-op student will begin work on May 6; 16 week work term; Communications and Special Projects Intern.

Respectfully submitted,

Michelle Young
Community Development Officer

Facilities and Parks: Improve the quality of facilities.

- Pool
 - Met with NSCC to discuss options for retrofitting the pool's air handling units. Working with Tate Engineering on budget and costing options.
 - Working with YMCA to plan the transition of operations. Communications will be made when all information is available.
- Trails
 - Fitness Trails debris cleanup project paused to support bird nesting season.
- Preparing fields for spring sports season.

Volunteer Development: Facilitate effectiveness of volunteer groups

- Recreation Committee met to review nominations and select Volunteer of the Year and Youth Volunteer of the Year. Congratulations to Volunteer of the Year, Mary Campbell who will represent Pictou at the Nova Scotia Volunteer Awards and Sadie LeBlanc, Youth Volunteer of the Year.
- Worked with the Recreation Committee to plan and host the annual volunteer recognition event April 30. 150 confirmed attendees.
- Organized Go Clean Get Green community cleanup event April 26 with support from Pictou County Solid Waste. Over 25 participants cleaned up 50 bags of trash during the week and including the Saturday event.
- Met with Terry Fox Committee to begin planning the 45th Terry Fox Run. Pictou has hosted a run since its inception. Event founders Jean Harroun and Anne Gunning remain active in planning and hosting the event.

Participation for All: Increase participation, accessibility, financial and mobility barriers.

- Canada Summer Jobs grant received. We have partial funding for three summer students.
- Planning is underway for Summer Camp 2025.

Organizational and Professional Development:

- Chaired Highland Region Recreation Coordinators meeting.
- Attended Municipal Recreation Coordinators of Pictou County.

Respectfully submitted,
Sally O'Neill, Recreation Manager

Committee of Council - Finance Update May 5th, 2025

Operations – Town of Pictou

These are preliminary results for our fiscal year ending Mar 2025. We lag a month behind to allow for invoices to be received and processed from the preceding month.

Revenue

Sales of Service (\$99k deficit)

- The Pool for the summer caused this reduction in revenue; pool costs decreased by more.

Revenue from own sources (\$137k surplus)

- Interest is \$67k high than expected YTD due to timing of capital work
- Tree removal from watershed/fitness trail forest: \$60k

Other Transfers (\$72k Surplus)

- An oil spill during Carnival cost \$47k to clean up; we will charge this to the Lobster Carnival
- We have received \$25k beautification grant
- Municipal Innovation Grant - \$38k used YTD

Expenses

General Services (\$84k Deficit)

- Includes \$41k spent on Municipal Innovation grant project
- Lawyer costs \$21k over budget

Protective Services (\$54k Surplus)

- RCMP admin position has been vacant for several months

Environmental health Services (\$87 deficit)

- high than expected repairs and maintenance of lift stations and WWTP

Environmental development Services (\$75 deficit)

- \$46k oil spill at carnival funded by Lobster Carnival
- \$25k spent on beautification from grant

Transfers

- Capital from revenue is \$175k lower than expected, due to contingencies in infrastructure work

Overall, we are favourable to the budget due mainly to lower capital from revenue due to contingency built into infrastructure budgets not being used.

We will be able to add \$74k to our operating reserves compared to \$17k which we had budgeted.

David Nicholson

Manager of Finance

Town of Pictou

TOWN OF PICTOU

Non-Consolidated Schedule of Operating Fund
(Unaudited - Preliminary - Draft only)

31-Mar	12 Mos. 24-25 Actual	12 Mos. 24-25 Budget	12 Mos. 24-25 Variance
Revenues			
Taxes	\$ 5,929,887	\$ 5,945,887	\$ (16,000)
Grants in lieu of taxes	443,065	430,065	13,000
Deed Transfer Tax	197,384	197,384	-
Sales of services	320,679	419,679	(99,000)
Revenue from own sources	758,246	621,246	137,000
Unconditional transfers from other governments	562,397	546,397	16,000
Other transfers	307,890	235,890	72,000
	8,519,548	8,396,548	123,000
Expenses			
General government services	1,156,358	1,041,358	(115,000)
Protective services	1,885,013	1,939,013	54,000
Transportation services	1,229,297	1,260,297	31,000
Environmental health services	904,841	817,841	(87,000)
Public health and welfare services	46,522	45,522	(1,000)
Environmental development services	263,974	187,974	(76,000)
Recreation, cultural services and education	1,157,293	1,110,293	(47,000)
Transfer to Deed Trf Trust	197,384	197,384	-
Education	623,940	623,940	-
	7,464,622	7,223,622	(241,000)
Excess of revenues over expenses before the following	1,054,926	1,172,926	(118,000)
Financing and Transfers			
Debenture and term loan principal installments	(389,389)	(389,389)	-
Transfer to own funds	(591,400)	(766,400)	175,000
Net financing and transfers	(980,789)	(1,155,789)	175,000
Annual Surplus (Deficit)	74,137	17,137	57,000