

**Notice of Town of Pictou  
Committee of Council Meeting  
Council Chambers – CN Station  
71 Front Street, Pictou  
Monday, October 6, 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. Public Session – Planning Advisory Committee (6:00 pm)
2. Public Session – Call to Order (6:30 pm)
3. Changes/Approval of Agenda
4. Proclamations & Acknowledgements
  - a. Mi'kmaq History Month
  - b. National Disability Employment Awareness Month
5. Presentations
  - a. Marketing Levy – Coastal NS, Accommodations Group
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. Rescinding Partial Exemption – Curbside Collection Charge Policy
  - b. Public Sewer By-Law
  - c. Notice of First Reading – Development Agreement for 12 Units on 85 Union Street
10. Discussions
  - a. RCMP Building and Town Administration Office
11. Correspondence
12. Public Comments/Questions
13. Adjournment

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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, October 6th, 2025

Fire Report For – September 2025

### **Calls for the Period**

- The department responded to 10 calls for service, including 4 commercial fire alarm activations, 3 medical/EHS assist calls, 1 MVA, 1 prank call, 1 for investigation of carbon monoxide

### **Training**

- The department continues our training schedule – this month we have focused on equipment maintenance as well as pump operations and drafting operations
- The province has recently announced plans to move forward with a Firefighter Training Plan; they have announced the forming of a 32-person panel with members from across the province; they have been tasked with putting together an interim training plan for the province which will cover everything from fire behavior to ladder safety to vehicle extrication and everything in between
- Fire Fighting Equipment & Apparatus
  - SCBA maintenance: Weekly checks continue, and all units are operating well
  - Crews are keeping the equipment and gear clean and making sure it is ready to use
- Truck 11 has a leak in the pump packing, will be repaired in July when pump and ladder testing is completed; waiting on supplier; supplier has been held up in New Brunswick dealing with truck breakdowns with customers dealing with wildfires

### **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 meetings 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
- Fire Prevention Week is upcoming in early October, we will be holding an open house; follow our social media for confirmed times; Prevention Week Parade occurred this past weekend and our school visits will be happening this week

### **Building Maintenance**

- We have a minor leak under our washing machine that will be fixed shortly. No change
- The building next door to the fire hall has been removed and work there is continuing. Thank you to the town for the support on this project as well.



**MONTHLY REPORT: September 2025**



## RCMP MONTHLY REPORT

### September 2005

Pictou District RCMP's Primary focus during this fiscal year is Maintaining Public Confidence, Road Safety & Crime Reduction. Strategic initiatives & goals are part of our Annual Performance Plan (APP)



Pictou District RCMP

responded to a total of 94

calls for service as

compared to the same

time period in 2025 which

recorded 84 calls for

service.

### ROAD SAFETY

- Extra patrols during the first week of school being back



### Charges

# Charge Section	Wording
1 MVA 143 (1)(I)	Stopping or parking where prohibited by sign
1 MVA 18 (1)	Failing to have in possession or carry in vehicle unexpired vehicle permit
Total Charges: 2	

### Warnings

**# Charge Section Wording**

1 MVA 37 Displaying number plate issued for another vehicle  
(1)(c)

1 VIR Owner or operator of vehicle operating vehicle without  
26(2)S valid inspection sticker in place or possessing valid  
inspection certificate for vehicle

Total Warnings: 2

**HUMAN RESOURCES**

- All positions filled. Cpl. Ryan Nicholson will be coming from Yukon to replace Cpl. Kim Ward.

**POLICE ADVISORY BOARD**

- Next meeting is October 15 at 6:00 pm and is open to the public.

Type of Occurrence	# 2024	# 2025	Remarks
911 Act	1	2	
Animal Calls	1	1	
Assault	3	2	
Assistance to General Public	3	0	
Assistance to Other Agencies	3	4	
Break & Enter	1	2	
Checkpoints	1	1	
Child Welfare/Family Relations	1	0	
Controlled Drugs and Substances Act	2	1	
Crime Prevention	2	0	
Disturbing the Peace	1	3	
Fail to Comply	1	6	
False Alarms	4	4	
Fraud	1	2	
Harassment	5	3	
Impaired	0	0	
Liquor Act	0	1	
Lost and Found	3	2	
Mental Health Act	11	3	
Mischief	11	9	
Moving/Non Moving Traffic	8	9	
Municipal By-Laws	3	1	
Offender Management Checks	0	1	
Other Criminal Code	6	1	
Parking Offences	0	1	
Suspicious Person/Vehicle	0	5	
Theft	3	5	
Theft from motor vehicle	0	0	
Traffic Collisions	3	3	
Uttering Threats	3	2	
Wellbeing Checks	2	7	
Information	0	2	
Coroner's Act – Sudden Death	1	1	
Trespass	1	1	
Other Files	4	9	
<b>Total</b>	<b>89</b>	<b>94</b>	



## Community Development MONTHLY REPORT SEPTEMBER 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 kiosks remained open on weekends throughout September until the 28<sup>th</sup>. The Visitor Information Centre was open daily during this period from 10am-5pm.

### **Beautification and Placemaking Initiatives:**

- Victory Heights Park – pathway installation complete; installation of park features (anchor and interpretive panels) and landscaping will be complete by end of October.
- Submission to TV series “Hometown Takeover” contest through HGTV to choose Pictou as their feature small Town with a focus on downtown beautification; solid application with photos and video.

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

- Cruise Development – 3 cruise ship visits for October 10, 11 and 30. Working with a potential new company arriving 2026 & 2027.
- Planning of the Business Mixer for Oct 2<sup>nd</sup> taking place at the Northumberland Fisheries Museum.
- Planning of the Premiere Showing of the Stop Motion Animated Video release for October 9<sup>th</sup> at McCulloch House Museum and Genealogy Centre (by invite); general release will be announced.

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

- Grant submission to the province for the “Enchanted Trail” project; lighting up of the Jitney Trail during the winter months to create a winter wonderland experience.
- Planning and promotions of National Day for Truth and Reconciliation on September 30<sup>th</sup>.
- Planning for Pictou’s annual HarvFEST on the Harbour event in October; larger event this year with two venues; the Pictou Waterfront and a “street party” on Water Street. Both the Pictou Business Advisory Committee and Pictou Parks & Recreation will be assisting during the event.
- Attended the National Day for Truth and Reconciliation event at Pictou Landing First Nation.

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

- Tourism Nova Scotia (TNS) – working with TNS on the Emerging Destinations Program; there will be a photo and video shoot on October 2-4 in Pictou featuring fall experiences to extend the tourism season. Working with several businesses to be featured by a social media online influencer.
- Compiled and formatted the Town Newsletter, fall issue. Mailbox delivery has been paused due to the postal strike (no delivery of unaddressed mail).
- Ongoing updates on Town website and social media [www.townofpictou.ca](http://www.townofpictou.ca), [www.discoverpictou.ca](http://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*

- Provided a waterfront tour to regional directors from across the province from the Department of Communities, Culture, Tourism and Heritage.

**Organizational and Professional Development**

- Participated in virtual workshop hosted by AMANS; the benefits of “Proactive and Strategic Municipal Communications”.
- Attended virtual presentation by Climate Risk Institute hosted by the province; Adapting Nova Scotia’s Shared Coastal Parks.

Respectfully submitted,

Michelle Young  
Community Development Officer

## Superintendent of Public Works – October 2025

### Capital:

- Constitution St completed
- Pavement issue resolved; deCoste Parking lot milled and paved
- Capital Tender awarded to SW Weeks – Oak Street and Beeches Road sidewalks; Grange Street, Campbell Court, Victoria Street and Fairview Court completed; Caladh Avenue ongoing
- Broidy Park Tender awarded to Stoic Commercial Construction; construction ongoing
- Splash Pad Tender awarded to Dirt Road Contracting. Project expected to start in October
- Salt truck delivered
- Market Wharf foundation ongoing; about 75% complete; budget update 2.9 million of 12.5 million spent

### Utilities:

- Drilling Well 19 in process
- Hydrant replacement ongoing – Remaining is Creighton (waiting till event site is over for the year) and Strathcona Place (on hold at NSHA request)

### Roads and Sidewalk:

- Patching ongoing – 70% complete

### Public Works:

- Working on a digitization program for old Public Works files/drawings
- Working on continuing with existing GIS database and creating an asset assessment program; Infrastructure report to be updated as needed
- Preparing asset inspection plan for manholes, catch basins and water valves for 2025



## Recreation and Parks MONTHLY REPORT September 2025

### **Facilities and Parks:** Improve the quality of facilities.

- Parks
  - Roof is on the Community Centre; installation of electrical, lighting, and plumbing in progress; project is on track to be completed by the end of October;
  - Splash Pad construction is expected to begin in early October with the pouring of the concrete base; features to be installed in May for a summer opening
- Trails
  - Preparing for community work event to create access to the existing trails
  - Trails reopened September 11<sup>th</sup>
- Pool
  - YMCA is opening the pool for programming October 6<sup>th</sup>; working with Aquatics staff to offer non-member community swimming options
  - Received recommendations and cost estimates from AH Roy and Associates for Air Handling Unit – approximately \$350,000 will be needed to replace aging equipment

### **Volunteer Development:** Facilitate effectiveness of volunteer groups

- Attended Provincial Volunteer Awards September 29<sup>th</sup> with Pictou Volunteer of the Year, Mary Campbell, Mayor Ryan and guests
- Recreation Committee has two new member applications, and is beginning strategic planning activities with a visioning discussion in October and promoting the community survey
- Recreation department and committee are partnering to provide activities during HarvFest on October 25<sup>th</sup>, including the Pumpkin Glow Up event – get your carving tools ready!
- Holiday planning committee will meet October 8<sup>th</sup> to begin planning the Tree Lighting and other holiday activities; the committee is looking for volunteers to help plan an exciting holiday season, no requirement to be on the recreation committee to join this working group

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

- Terry Fox Run welcomed over 100 participants and raised \$20,400 for cancer research; students at McCulloch Education Centre created more than 50 inspiring signs that were placed all along the run route; members of the original 1980 organizing committee gave opening remarks
- New program: Women's Bike Ride – Tuesdays, 6pm, Jitney Trail; no cost to participate and bikes available to borrow from our equipment loan program
- New program: Learn to Run – Sunday nights, 6pm, begins Oct 5<sup>th</sup> – 6 weeks starting with workshop on Oct 1<sup>st</sup>

- Pickleball and badminton have moved into the MEC gym for the fall and winter – Pickleball 6pm Monday, Wednesday, and Friday; Badminton 6:30pm Tuesday and Thursday
- Yoga Tuesdays 10-11am; Chair Yoga Fridays 11-11:45am at Pictou United Church
- Salsation Thursdays, 7pm has been moved to Pictou Academy Auditorium and will continue there for the fall; the free trail class attracted 22 participants; Drop in fee \$5
- Handmade Hangout – 3rd Thursday of each month, Murray Family Library 7pm - Free

### **Public Engagement and Planning**

- Recreation community survey has launched and will collect responses until the end of October <https://forms.cloud.microsoft/r/SPWP2s2wKe>
- Contributed recommendations to the 5-year capital projects budget for parks and facilities

### **MPAL- Municipal Physical Activity Leader**

- Active Transportation Plan: The Active Transportation Committee met with Upland Design to review the final draft of the plan; final document will be available in early October
- Pictou Academy/McCulloch Education Centre Connector Trail – The trail surfacing is complete, and walkers and bikers are beginning to use the trail; signage to come; two water bottle filling stations have been ordered, one for this Trail and one for the Jitney Trail at the Waterfront
- Trick or Trail: Planning is underway for the second Trick or Trail event; a shared event between the recreation departments of Pictou County held at Trenton Park
- Fall guided hike series is underway with hikes completed at Trenton Park and the Jitney Trail; this will be the last chance to earn the original Pictou County Hike Badge, as we are working to redesign the original badge
- Other Trail Amenities Order: Two E-Bike Charging Racks have been ordered for the Waterfront area; benches, garbage cans, and dog bag dispensers have been ordered for the Pictou Academy Palmerston Multi-Use Pathway

### **Professional Development**

- Attended a joint workshop with Highland Region Recreation group and Valley Recreation
- Attended Pictou County Recreation Coordinators meeting
- Organizing chainsaw certification training for park staff

## Committee of Council - Finance Update Oct 6<sup>th</sup>, 2025

### Operations – Town

This variance report shows forecasted revenues and expenses. This is based on 4 months of actual results (Apr-Aug). We lag a month behind to allow for invoices to be received and processed from the preceding month.

### Revenue

#### Sales of Service

- The YMCA taking over the pool will reduce revenue/expenses for the pool by \$140k
- New contract with Westville to sell accounting services for \$25k

#### Other Transfers (\$58k surplus)

- \$30k Provincial grant to produce VR marketing material (Offsetting Expense)
- \$18k MoPC contribution to library costs

### Expenses

#### Protective Services (\$99k deficit)

- \$85k adjustment to RCMP expenses for prior fiscal year.

#### Environmental Dev Services (\$116k deficit)

- \$30k Provincial grant to produce VR marketing material (Offsetting Expense)
- \$25k was spent expecting beautification grant but the program was canceled

#### Recreation Cultural Services (\$11k deficit)

- The YMCA taking over the pool will reduce revenue/expenses for the pool by \$140k

### Transfers

#### Tranfers to own funds

- Capital from revenue is expected to be \$300k under budget due to favourable tenders.

Overall, I am expecting that we will be \$164k favourable to the operating budget this year. This is mainly due to reducing capital from operating; and higher RCMP costs than expected.

David Nicholson

*Manager of Finance  
Town of Pictou*

# TOWN OF PICTOU

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

31-Aug	5 Mos. 25-26		5 Mos. 25-26		5 Mos. 25-26	
	Actual		Budget		Variance	
<b>Revenues</b>						
Taxes	\$	6,438,943	\$	6,425,943	\$	13,000
Grants in lieu of taxes		-		-		-
Deed Transfer Tax		106,810		82,810		24,000
Sales of services		119,292		119,292		-
Revenue from own sources		299,283		294,283		5,000
Unconditional transfers from other governments		174,013		174,013		-
Other transfers		63,628		5,628		58,000
		<b>7,201,969</b>		<b>7,101,969</b>		<b>100,000</b>
<b>Expenses</b>						
General government services		783,481		760,481		(23,000)
Protective services		721,331		622,331		(99,000)
Transportation services		515,557		501,557		(14,000)
Environmental health services		370,797		407,797		37,000
Public health and welfare services		46,965		47,965		1,000
Environmental development services		218,943		102,943		(116,000)
Recreation, cultural services and education		492,452		481,452		(11,000)
Transfer to Deed Trf Trust		106,810		82,810		(24,000)
Education		281,385		281,385		-
		<b>3,537,720</b>		<b>3,288,720</b>		<b>(249,000)</b>
<b>Excess of revenues over expenses before the following</b>		<b>3,664,249</b>		<b>3,813,249</b>		<b>(149,000)</b>
<b>Financing and Transfers</b>						
Debenture and term loan principal installments		(210,934)		(210,934)		-
Transfer to own funds		(310,083)		(310,083)		-
<b>Net financing and transfers</b>		<b>(521,017)</b>		<b>(521,017)</b>		<b>-</b>
<b>Annual Surplus (Deficit)</b>		<b>3,143,232</b>		<b>3,292,232</b>		<b>(149,000)</b>

# TOWN OF PICTOU

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

31-Aug	12 Mos. 25-26 Forecast	12 Mos. 25-26 Budget	12 Mos. 25-26 Variance
<b>Revenues</b>			
Taxes	\$ 6,494,922	\$ 6,481,922	\$ 13,000
Grants in lieu of taxes	425,899	425,899	-
Deed Transfer Tax	228,476	200,476	28,000
Sales of services	300,213	406,213	(106,000)
Revenue from own sources	550,232	577,232	(27,000)
Unconditional transfers from other governments	545,654	545,654	-
Other transfers	63,628	5,628	58,000
	<b>8,609,025</b>	<b>8,643,025</b>	<b>(34,000)</b>
<b>Expenses</b>			
General government services	1,213,815	1,198,815	(15,000)
Protective services	2,079,105	1,980,105	(99,000)
Transportation services	1,386,903	1,372,903	(14,000)
Environmental health services	848,232	890,232	42,000
Public health and welfare services	46,965	46,965	-
Environmental development services	287,401	172,401	(115,000)
Recreation, cultural services and education	767,151	893,151	126,000
Transfer to Deed Trf Trust	228,476	200,476	(28,000)
Education	674,424	675,424	1,000
	<b>7,532,472</b>	<b>7,430,472</b>	<b>(102,000)</b>
<b>Excess of revenues over expenses before the following</b>	<b>1,076,553</b>	<b>1,212,553</b>	<b>(136,000)</b>
<b>Financing and Transfers</b>			
Debenture and term loan principal installments	(418,394)	(418,394)	-
Transfer to own funds	(519,200)	(819,200)	300,000
<b>Net financing and transfers</b>	<b>(937,594)</b>	<b>(1,237,594)</b>	<b>300,000</b>
<b>Annual Surplus (Deficit)</b>	<b>138,959</b>	<b>(25,041)</b>	<b>164,000</b>