

**Notice of Town of Pictou  
Committee of Council Meeting  
Council Chambers – CN Station  
71 Front Street, Pictou  
Monday, May 4, 2026  
6:30 pm**

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

**Agenda**

1. Call to Order
2. Changes/Approval of Agenda
3. Proclamations & Acknowledgements
  - a. Lyme Disease Awareness Month
  - b. Gaelic Awareness Month
  - c. Red Dress Day
  - d. Emergency Preparedness Week
4. Presentations
5. Departmental Reports
  - a. Fire Department
  - b. RCMP
  - c. Community Development
  - d. Public Works
  - e. Parks & Recreation
  - f. Variance
6. Appointment Committees
7. Reports/Recommendations from Private Session
8. Recommendations
  - a. Vendor Bylaw – Required Resolution
  - b. Municipal Climate Change Adaptation Plan
9. Discussions
  - a. Off-Highway Vehicle (OHV) Pilot Recap
  - b. Grants to Organizations
  - c. Summer Meeting Schedule
10. Correspondence
11. Public Comments/Questions
12. 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

April 2026

### **Calls for the Period**

- At the time of this report, the department responded to 8 calls for service during the month of April, including a commercial fire alarm activation, a residential fire alarm, an CO alarm, an MVA, a grass fire, a structure fire, as well as two mutual aid calls for an MVA and smoke sighted.

### **Training**

- For the month of April, the department spent time preparing and testing our wildland fire equipment and we toured a local business, The Advocate, to allow members to become familiar with the layout and contents of the building.
- Upcoming training for May will include aspects of fire attack, we will work on SCBA, pump operations, hose deployment and fire attack. Then we will put all the components together with a simulated structure fire.

### **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.
- All vehicles are in good repair and ready for service.

### **Department News**

- The department has a new Facebook page, Pictou Fire and Rescue, please check it out and follow us. Site will include Pictou Fire events, public service messages and pictures of our department.
- In 2025, the Department hosted the Rolling Barrage, a group of motorcycle riders made up of service veterans, emergency first responders and their friends and families who ride across Canada raising funds and awareness for mental health injuries for veterans and first responders. They were very impressed with the hospitality extended to them and they have asked to make this a stop on their 2026 tour. This year will be their 10th anniversary and will involve an even larger group riding across the country. We are honored to host them again this year, on August 4. Update, because of the larger expected group this year, we have asked the Royal Canadian Legion, Pictou, to be the host venue this year and they have agreed to do so.

### **Building Maintenance**

- We are currently doing inspections under health and safety regulations and are compiling a list of things that need to be addressed. Ongoing.
- We have begun a spring cleaning of the station, removing some stuff that has been around for a long time and likely won't be used by us. Some old gear is out of date but can be used by some other departments who may not have the means to purchase new gear. We have been speaking with a department that may take our outdated gear. We are also repurposing some of our storage areas in the building to allow us to better organize our supplies/inventory which in turn may give us more room on the main apparatus floor.



**MONTHLY REPORT: April/2026**



## RCMP MONTHLY REPORT

**April 2026**

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 59

calls for service as

compared to the same

time period in 2025 which

recorded 85 calls for

service.

### ROAD SAFETY

- 5 Summary Offence Tickets
- 1 Written warning

### MAINTAINING PUBLIC CONFIDENCE

- On April 14, officers attended a home in Westville as part of an ongoing investigation. The PCISCEU led the search warrant execution, with support from Nova Scotia RCMP Police Dog Services, Westville Police Service and Stellarton Police Department. During the search, investigators seized several firearms, as well as prohibited and restricted firearm accessories and ammunition. Officers also seized crossbows, other weapons such as swords that are considered dangerous to the public, and body armour. A 33-year-old Westville man was arrested. The man was later released on conditions pending a court appearance scheduled for July 13.



- On April 22, 2026, a search warrant was executed on address on Veteran's Drive. It is still under investigation.

Type of Occurrence	# 2025	# 2026	Remarks
911 Act	1	4	
Animal Calls	2	2	
Assault	5	1	
Assistance to General Public	2	1	
Assistance to Other Agencies	3	2	
Break & Enter	3	1	
Checkpoints	2	0	
Child Welfare/Family Relations	0	0	
Controlled Drugs and Substances Act	2	0	
Crime Prevention	1	1	
Disturbing the Peace	2	1	
Fail to Comply	5	3	
False Alarms	1	2	
Fraud	3	2	
Harassment	5	1	
Impaired	3	1	
Liquor Act	0	0	
Lost and Found	1	1	
Mental Health Act	2	1	
Mischief	7	3	
Moving/Non Moving Traffic	11	14	
Municipal By-Laws	0	0	
Offender Management Checks	1	2	
Other Criminal Code	4	5	
Parking Offences	1	0	
Suspicious Person/Vehicle	0	2	
Theft	2	2	
Theft from motor vehicle	0	0	
Traffic Collisions	3	0	
Uttering Threats	2	0	
Wellbeing Checks	6	3	
Information	0	1	
Coroner's Act – Sudden Death	0	0	
Trespass	0	0	
Other Files	5	3	
<b>Total</b>	<b>85</b>	<b>59</b>	



# Community Development

## MONTHLY REPORT

### APRIL 2026

**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 & Placemaking**

- Marina Branding, Naming and Visual Identity Development Project – received the first brief from the creative session to develop the brand strategy; from Vibe Creative Group.
- Received grant approval for one student for the waterfront (decreased from two in 2025)
- Marina – completing a comparison of marina fee structures (NS & PEI); will be targeting several marinas to conduct a best practice visit in May.
- Music and event program planning for the season; working on confirmation for bookings for 38 days of activities (summer). Tent will be installed the week of June 15.
- Working on Love Local Vendor Village seasonal prep; vendor agreements and site cleanup.

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

- Pictou Business Advisory Committee met April 30; focus of the meeting was the Pictou Façade Improvement Program.
- New business/tenant will be occupying the CN Station beginning in May (another antique business); space within the CN is being reorganized to be more efficiently used.

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

- Multiple meetings with Pictou Farmers Market organizers regarding planning for 2026 (ongoing); applied to the Community Health Board Grant Program to provide assistance for this year.
- Photography – will be contracting a professional photographer to capture more diversity for our photo library. Photos will span the course of a full year to capture all seasons.

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

- Cruise – The four ship visits scheduled for 2026 will be berthing at Pier C.
- Social Media – ongoing; including a social media spring/summer campaign on Discover Pictou page; recent posts on various Facebook pages have reached as high as 16,500 views.
- Saltscapes Expo – Town of Pictou set up an exhibit at the Expo this year; 3 day event in Halifax. Approximately 3,000 attendees. Volunteers assisted with the booth who included: Pictou Lobster Carnival, Ship Hector and Sea Glass Coffee House; developed and produced various marketing materials and banners for the expo. These will be used in the VIC this season.
- Large Gateway Sign at Rotary (Proudfoots Building; smaller one) – obtaining quotes for design work and production from local companies.
- Attended a NS Tourism webinar focused on their tourism strategy, marketing campaigns and other activities that communities can participate in.

**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*

- Town Grant Program – 38 applications have been received; now under review, a report will be provided to Council in May.

**Organizational and Professional Development**

- Received approval for a grant from the Municipal Wellness Program through AMANS for a wellness project for staff and Council (\$3,000). Project title is: *Thrive @ Work - Building a Healthier Municipal Workplace*. Details will be shared soon.
- Co-op student (Acadia University) will begin May 12<sup>th</sup>; Communications and Special Projects Intern. Funded under the Co-op Education Incentive Program (50%).
- Received grant approval for funding for Canada Day from Heritage Canada.
- Attended the second “Planting Seeds of Change” session hosted by Creative Pictou County.
- Attended the Chamber of Commerce AGM at Pictou County Wellness Centre.
- Attended the DEANS Coastal Nova Scotia Awards and Dinner event.

Respectfully submitted,  
Michelle Young, Community Development Officer

## **Superintendent of Public Works – May 2026**

### **Capital:**

- Broidy Park, Dwyer Construction took over as new contractor, heat pump and lighting and utility connection remain.
- Splash Pad Tender awarded to Dirt Road Contracting, project started in October, May completion, work ongoing.
- Market Wharf ongoing (60%).
- Waste Water Treatment Plant SBR #3 aerator replacement tender no bids, reaching out to suppliers to direct bids.
- Salt Shed tender out.
- Asphalt patching tender out.
- Preparing tender for capital projects.

### **Utilities:**

- Hydrant replacement ongoing Creighton (spring 2026) and Strathcona Place (on hold at NSHA request) remain.

### **Roads and Sidewalk:**

- Cleanup completed.
- Sweeping ongoing.
- Lawn repair to start in May from winter damage.

### **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.



## RECREATION AND PARKS MONTHLY REPORT

April 2026

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

- Spring cleanup is underway; park staff are removing winter debris and making minor repairs to structures
- Preparing CN Ballfield for a high school girls regional tournament May 19
- Purchased new netting for PA soccer nets

### **Trails:**

- Funding has been secured for the Fitness Trail restoration project. The project is now in the pre-construction phase, including mapping the trail route, selecting water crossings and culvert locations, sourcing construction materials, and designing trailhead and wayfinding signage. The restored trail will reconnect sections affected by Fiona Forest disturbance. Construction of the trail surface is planned to begin in late spring.

### **Promotion and Communication:**

- Promoted Beginner Ball program to gauge interest in a spring/summer program at the Ricky Sutherland Field
- Volunteers of the Year were featured in the Advocate newspaper as well as social media and weekly 'Connecting our Community' email promotions

### **Organizational Effectiveness:**

- Broidy Park Community Centre – researching community centre fees, policies and best practices
- Assisted with Communications and Special Projects Intern interviews

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

- Congratulations to our 2026 Volunteer of the Year, Dawn Westhaver and Youth Volunteer of the Year, Evan Maharaj!
- Volunteer Appreciation Reception was a resounding success with approximately 150 in attendance. Many thanks to the Recreation Committee, Sandy Mackay, Royal Canadian Legion, Branch 16, musical entertainment by Henry Oakley and presentation by Don Hill - Pictou Rotary Musical director
- Go Clean Get Green community cleanup was held April 25; 75 bags of garbage were collected by 30 people; Creative Pictou County partnered to collect interesting items to create an art piece based on the event



- Partnerships in April – the following groups/people either volunteered or provided financial funding to Pictou Parks & Recreation programs and events:
  - Pictou County Solid Waste/Go Clean Get Green participants
  - Royal Canadian Legion, Branch 16
  - Pictou Recreation Committee
  - Sandy McKay and Don Hill
  - Creative Pictou County
  - Pictou Antigonish Regional Library
  - Pictou Academy
  - McCulloch Education Centre
  - Fulton Trucking
  - NS Health Authority
  - Trans Canada Trail Foundation
  - Pictou County Salsation Group
  - Pictou Pickleball/Badminton Clubs
  - Province of Nova Scotia
  - Stacy Gemmel

**Participation for All:** Increase participation, accessibility, decrease financial barriers.

- Still looking for volunteers and players for Beginner Ball
- Received Canada Summer Jobs approval for 5 positions: Summer Recreation Coordinator, Inclusion Leader, Camp Counselor, Tennis Instructor and Park Labourer
- Planning has begun for summer camps, programs and events

**Municipal Physical Activity Leader:**

- Active Transportation – Trail counters have arrived and will be installed to begin collecting usage data for planning and funding; the GoPro has been used for hikes and route assessments, with ongoing work to improve storage and editing so footage can be properly managed and shared.
- Jitney Trail Signage Project – Design and mapping are complete, with partner feedback ongoing; finalization May/June
- Active After School Program – Ongoing at MEC, for Grades 4-6; students in weekly physical activity sessions; two new leaders have been hired to support the program
- Pictou County Hike Club – April events included a pop-up hike, a short hike, and an Earth Day clean-up; the Hike Club received great media coverage from The News and The Advocate (published April 29)
- Professional Development – Attended the Spring Physical Activity Practitioners Exchange (PAPE) on April 14-15, focused on Asset-Based Community Development

## Committee of Council - Finance Update May 4<sup>th</sup>, 2026

### Operations – Town

These are preliminary results for 2025-26. We lag a month behind to allow for invoices to be received and processed from the preceding month. There may still be some adjustments

### Revenue

#### **Sales of Service (\$88k deficit)**

- The YMCA taking over the pool will reduce revenue/expenses for the pool by \$123k
- Less Sweeping than expected in the fall -\$33k
- New contract with Westville to sell accounting services for \$25k

#### **Other Transfers (\$88k surplus)**

- \$42k Provincial grant to produce VR marketing material (Offsetting Expense)
- \$29k grant for environment coordinator

### Expenses

#### **General Government (\$83k deficit)**

- Unexpected \$36k in short term interest costs due to grant timing
- High repairs costs for failing heating system at Admin bldg. \$14k
- \$29k Enviro Coordinator mostly paid through offsetting grant

#### **Protective Services (\$203k deficit)**

- \$85k adjustment to RCMP expenses for prior fiscal year.
- RCMP at 6.1 FTE compared to 5.5 budgeted.

#### **Transportation Services (\$84k deficit)**

- Unusually high snow clearing costs

#### **Environmental Dev Services (\$165k deficit)**

- \$42k Provincial grant to produce VR marketing material (Offsetting Expense)
- \$25k was spent expecting beautification grant but the program was canceled
- \$82k spent on entertainment for the waterfront that I missed budgeting

#### **Recreation Cultural Services (\$85k surplus)**

- The YMCA taking over the pool will reduce revenue/expenses for the pool by \$123k

### **Tranfers to own funds**

- Capital from revenue is expected to be \$300k under budget due to favourable tenders.
- Using \$140k from sale of assets to fund capital this instead of operating funds.

We are \$74k over budget this year. This is mainly due to higher RCMP costs and . Also, unbudgeted expenses programming the event site this summer.

Water and Tax bills were sent out at the beginning of April.

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. 25-26 Actual	12 Mos. 25-26 Budget	12 Mos. 25-26 Variance
<b>Revenues</b>			
Taxes	\$ 6,495,587	\$ 6,481,587	\$ 14,000
Grants in lieu of taxes	425,576	425,576	-
Deed Transfer Tax	169,097	200,097	(31,000)
Sales of services	318,142	406,142	(88,000)
Revenue from own sources	533,455	577,455	(44,000)
Unconditional transfers from other governments	545,654	545,654	-
Other transfers	94,337	6,337	88,000
	<b>8,581,848</b>	<b>8,642,848</b>	<b>(61,000)</b>
<b>Expenses</b>			
General government services	1,308,043	1,198,043	(110,000)
Protective services	2,182,638	1,979,638	(203,000)
Transportation services	1,468,957	1,372,957	(96,000)
Environmental health services	871,859	889,859	18,000
Public health and welfare services	42,585	47,585	5,000
Environmental development services	337,423	172,423	(165,000)
Recreation, cultural services and education	808,432	893,432	85,000
Transfer to Deed Trf Trust	169,097	200,097	31,000
Education	675,324	675,324	-
	<b>7,864,358</b>	<b>7,429,358</b>	<b>(435,000)</b>
<b>Excess of revenues over expenses before the following</b>	<b>717,490</b>	<b>1,213,490</b>	<b>(496,000)</b>
<b>Financing and Transfers</b>			
Debenture and term loan principal installments	(418,394)	(418,394)	-
Transfer to own funds	(397,200)	(819,200)	422,000
<b>Net financing and transfers</b>	<b>(815,594)</b>	<b>(1,237,594)</b>	<b>422,000</b>
<b>Annual Surplus (Deficit)</b>	<b>(98,104)</b>	<b>(24,104)</b>	<b>(74,000)</b>