

Minutes of a Town of Pictou Regular Council meeting convened at the CN Station – Council Chambers on the above date. Mayor James Ryan presiding.

**PRESENT:** Deputy Mayor Melinda MacKenzie; Councillors Dan Currie, Nadine LeBlanc and Shawn McNamara

**ALSO PRESENT:** Kyle Slaunwhite, CAO  
Roland Burek, Town Planner/Development Officer (DO)  
Nicole MacDonald, Deputy Clerk/Minute Recorder

**1. PRIVATE SESSION – PERSONNEL MATTERS (6:00 PM)**

**2. PUBLIC SESSION – CALL TO ORDER**

The Chair called the meeting to order at 6:30 pm.

**3. LAND ACKNOWLEDGEMENT**

It was acknowledged that Town Council was meeting in the unceded territory of Mi’kma’ki, the ancestral and unceded land of the Mi’kmaq people.

**4. CHANGES/APPROVAL OF AGENDA**

MOTION: To approve the agenda with four additions/changes:  
8b. Change to “Non-Substantive Amendment to the Development Agreement”  
9a. Affordable Housing  
9b. Water Rate Study  
9c. CN Ballfield

MOVED, SECONDED AND CARRIED

*RTC-10-16-23-2701*

**5. PROCLAMATIONS & ACKNOWLEDGEMENTS**

**6. PRESENTATIONS**

a. Pictou County Transit Update

Manager of Pictou County Transit, Danny MacGillivray, provided a more detailed proposal on how a public transit system could work for the Towns of Pictou, Westville and Trenton, and Pictou Landing First Nation. All four communities would need to be on board to allow this proposal to begin in the Spring of 2024; otherwise, there would be a delay in re-working the approach.

Mr. MacGillivray is proposing routes six days a week, three times a day, plus an additional one time per week of multiple loops for 2 hours. All routes would meet up with exiting points in Stellarton and New Glasgow. The cost for this level of service is \$257,000 annually, with an anticipated subsidy of one-third from the Province. The cost to the rider is \$10/day – \$5 goes against local unit bill; \$5 goes to Pictou County Transit. The cost for Pictou would be

\$43,500 per year for the 3-year pilot, with the \$5 share of tickets going against that cost. Anticipated costs would be closer to \$35,000.

- Question on decision timeline – need to know by November to start April 2024; need 6-month lead
- What is the advantage to this proposal over existing CHAD services? – price; with CHAD the rider pays based on distance and can only go to one place and back home, with no loop

Mr. MacGillivray was thanked for the update. Council will further discuss at a November meeting.

**7. APPROVAL OF MINUTES**

a. Audit Committee – September 18, 2023

There being no corrections, the Chair approved the circulated Audit Committee minutes of September 18, 2023.

b. Regular Council – September 18, 2023

The Chair approved the circulated Regular Council minutes of September 18, 2023 with one clarification – Presentation by Rink Manager, Ronnie Clarke: it has been 50 years since the Hector Arena began its operations, rather than the plant started to operate.

c. Public Hearing – October 3, 2023

There being no corrections, the Chair approved the circulated Public Hearing minutes of October 3, 2023.

d. Committee of Council – October 3, 2023

The Chair approved the circulated Committee of Council minutes of October 3, 2023 with one correction – under Appointment Committee Reports, the CEF report was from Councillor McNamara, not Deputy Mayor MacKenzie.

**8. PRIVATE SESSION – PERSONNEL MATTER**

The Mayor and CAO were given direction on a personnel matter.

**9. RECOMMENDATIONS**

a. Variance Notice – 221 Beeches Road

A letter was circulated to Council explaining the Variance Request. DO Burek explained that this is a large variance request to allow up to 1576 square feet of floor area, when the maximum permitted as-of-right is 1000 square feet. Given the location is at the back of the property he did not foresee any issues.

Additional points to the request:

- A letter was sent to residents in the area with no objections noted
- One lady called with several questions, and she was satisfied with the answers
- Request is for variance in height from 15 to 17 feet and 57% variance in size of building
- Wooden structure, workshop style building is proposed

- Approval can be made contingent on approved drawings

Council consensus was to allow for the Variance, provided the DO was satisfied with the building drawings; if the DO felt it necessary, he would bring the drawings back to Council prior to approval.

b. Non-Substantive Amendment to the Development Agreement – 47 Denoon Street

The original Development Agreement is for 4 units. At some unknown point, the number of units changed from 4 to 6. The property is currently taxed at 6 units and has 6 parking spaces. The new owners would like to update the paperwork and make the DA legal.

The DO considers this a non-substantive request as there is no change in building size.

MOTION: To approve a Non-Substantive Amendment to an existing Development Agreement with BTI Real Estate Corp. for property situated at 47 Denoon Street to permit the applicant to add a maximum of two (2) residential units to the floor plan of the existing four (4) unit dwelling.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2702***

c. Tourism Marketing Levy By-Law

MOTION: To table the Tourism Marketing Levy By-Law indefinitely until more information is received on how the levy would be used and further stakeholder consultation takes place.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2703***

d. Business Advisory Committee Policy – Approval

MOTION: To adopt a new policy titled “Business Advisory Committee”.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2704***

e. Tax Collection Policy Amendments – Approval

MOTION: To approve amendments to the policy titled “Tax Collection”.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2705***

f. Code of Conduct Policy Amendments – Approval

MOTION: To approve amendments to the policy titled “Code of Conduct”.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2706***

g. Pictou County Partnership Agreement – Interim Agreement

MOTION: To proceed with support for an interim agreement; and to give the Mayor permission to vote to this effect on the Town’s behalf at the next Shared Services Meeting.

MOVED, SECONDED AND CARRIED ***RTC-10-16-23-2707***

h. Temporary Borrowing Resolution – Various Capital Projects

MOTION: To approve the following motion:

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the Town of Pictou, subject to the approval of the Minister of Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute.

WHEREAS the Council of the Town of Pictou has adopted a capital budget for this fiscal year as required by Section 65 of the Municipal Government Act and are so authorized to expend funds for capital purposes as identified in their capital budget.

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the Town of Pictou borrow a sum or sums not exceeding Four Million Six Hundred Sixty-Seven Thousand Six Hundred Fifty Dollars (\$4,667,650) for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing.

THAT the sum be borrowed by the issue and sale of debentures of the Council of the Town of Pictou to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that a sum or sums not exceeding Four Million Six Hundred Sixty Seven Thousand Six Hundred Fifty Dollars (\$4,667,650) in total be borrowed from time to time from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of approval of the Minister of Municipal Affairs and Housing of this resolution.

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

MOVED, SECONDED AND CARRIED

***RTC-10-16-23-2708***

i. Deputy Mayor Appointment

MOTION: To appoint Councillor Dan Currie as Deputy Mayor for the fourth year of this Council’s four-year term, effective November 1, 2023.

MOVED, SECONDED AND CARRIED

***RTC-10-16-23-2709***

j. Deputy Mayor Signing Authority

MOTION: To approve that Dan Currie be granted signing authority effective November 1, 2023.

MOVED, SECONDED AND CARRIED

***RTC-10-16-23-2710***

**10. DISCUSSION**

a. Affordable Housing

The idea of asking the Planning Committee to look at zones where affordable homes, smaller dwellings, modular homes and/or mini homes could be appropriately located was discussed.

Staff indicated this idea, along with appropriate standards, could be considered during the Land Use By-law review.

b. Water Rate Study

When the Financial Audit Statements were presented in September, the auditors suggested another water rate study be completed, as the current rates were not meeting the demand of expenditures. Increases to the Town's water rate must be approved by the NS Utility and Review Board.

The CAO has reached out to G.A. Isenor Consulting Limited who did our last two water rate studies and asked them to conduct a 3-year rate study.

c. CN Ballfield

Staff has completed a preliminary review of the costs to repair the CN Ballfield vs re-building in another location. The field lights are at their end of life, there was copper theft of the electrical system, and the infield needs to be properly re-built. Staff will work with the Recreation & Parks Committee to look at the costs, pros and cons associated with all options. If it were relocated it would remain a memorial field.

**11. REPORTS**

a. Municipal Corporation Reports

i) Pictou County Shared Services Authority

- Report circulated electronically

ii) Pictou County Wellness Centre

- Report circulated electronically

iii) Riverview Home

- Report circulated electronically
- Once closed down, residential buildings may be repurposed into seniors housing or other uses

**12. CORRESPONDENCE**

**13. PUBLIC COMMENTS/QUESTIONS**

**14. ADJOURNMENT**

There being no further business, the Chair adjourned the meeting at 8:05 pm.

APPROVED

---

James J. Ryan  
Mayor

---

Kyle Slaunwhite  
CAO