



Before we begin our meeting, we acknowledge that we are gathered on the traditional territory of the Mi'kmaq people. We recognize the deep and ongoing relationship the Mi'kmaq have with this land, and we honor their history, culture, and contributions. We welcome all those who live, work, and play in Stewiacke, and we strive to uphold the spirit of respect and unity in our community.

Committee Of The Whole Agenda

1. Call to order
2. Attendance
3. Approval of / changes to agenda
4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – COTW July 26, 2026
6. Announcements
7. Presentations – David Phillips, Executive Director, TCPEP
8. Written petitions / correspondence – Recreation Nova Scotia
9. Citizen comments
10. Business
 - A) CAO Report
 - B) Community Development Update
 - C) Finance Report
 - D) TENDER – Old PW Building
 - E) TENDER – Pleasant Hill
 - F) Amalgamation - Follow Up Discussion
11. Town Committee(s) - Bylaw and Policy Update
 - i. Rental Policy #2021-47
 - ii. Recognition of Birthdays and Anniversaries Policy # 2011-32
12. Council Updates
13. In camera session

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



14. Adjournment

Council Meeting Agenda:

1. Call to order
2. Attendance
3. Approval of / changes to agenda
4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – Council July 26, 2026
6. Announcements
7. Presentations - None
8. Written petitions / correspondence
9. Citizen comments
10. Business
 - A) Development Officer Appointment (Alternate)
 - B) TENDER – Pleasant Hill
11. Town Committee(s)
 - A) Planning Advisory Committee - Re: R4 Assembly Amendment Second Reading
 - B) Bylaw & Policy - Re: Sewer Connection By-Law Second Reading
12. Council Updates
13. In camera session Re: legal advice for solicitor client privilege
14. Adjournment

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



COTW & COUNCIL MEETING MINUTES
Thursday July 23, 2026 @ 7:00 pm
Stewiacke Community Centre, Stewiacke, NS

Before we begin our meeting, we acknowledge that we are gathered on the traditional territory of the Mi'kmaq people. We recognize the deep and ongoing relationship the Mi'kmaq have with this land, and we honor their history, culture, and contributions. We welcome all those who live, work, and play in Stewiacke, and we strive to uphold the spirit of respect and unity in our community.

Committee Of The Whole Agenda

1. Call to order 7:01 pm
2. Attendance

Town Council	Position
Rebecca Rogers	Councillor, Town of Stewiacke
David LeBlanc	Councillor, Town of Stewiacke
Pam Osborne	Councillor, Town of Stewiacke
Marc Seguin	CAO, Town of Stewiacke
Jacob MacPherson	Town Planner
Regrets	Mayor Doug Glasser
Regrets	Deputy Mayor Suzanne Lutz

3. Approval of / changes to agenda

Approve the agenda for our Committee of the Whole session for Thursday, July the 23rd, as presented.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



COTW & COUNCIL MEETING MINUTES
Thursday July 23, 2026 @ 7:00 pm
Stewiacke Community Centre, Stewiacke, NS

4. Disclosure of interest on agenda items – None
5. Approval of minutes from the previous meeting – COTW June 25, 2026
6. Announcements
7. Presentations
8. Written petitions / correspondence – Maggies Place (received)
9. Citizen comments

Lynann Wamboldt, St Andrews St Stewiacke

10. Business
 - A) CAO Report
 - B) Development Officer Appointment (Alternate)

Motion that, Council recommend Jacob McPherson as our alternate development officer

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

11. Town Committee(s)
12. Council Updates
13. In camera session
14. Adjournment 7:12 pm

***** A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *****



COTW & COUNCIL MEETING MINUTES
Thursday July 23, 2026 @ 7:00 pm
Stewiacke Community Centre, Stewiacke, NS

Council Meeting Agenda:

1. Call to order 7:12 pm
2. Attendance

Town Council	Position
Rebecca Rogers	Councillor, Town of Stewiacke
David LeBlanc	Councillor, Town of Stewiacke
Pam Osborne	Councillor, Town of Stewiacke
Marc Seguin	CAO, Town of Stewiacke
Jacob MacPherson	Town Planner
Regrets	Mayor Doug Glasser
	Deputy Mayor Suzanne Lutz

3. Approval of / changes to agenda

Motion to accept the agenda for our Council meeting for Thursday, July the 23rd, as presented

Motion to Approve Agenda:	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

4. Disclosure of interest on agenda items
5. Approval of minutes from the previous meeting – June 25, 2026 & Council July 7th, 2026

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



COTW & COUNCIL MEETING MINUTES
Thursday July 23, 2026 @ 7:00 pm
Stewiacke Community Centre, Stewiacke, NS

6. Announcements
7. Presentations - None
8. Written petitions / correspondence
9. Citizen comments - None
10. Business

A) Fire Hall Land Designation

Motion - That Council approve the land that was illustrated within the report that shows 11 Nova Scotia Highway Number 2. Stewiacke be designated as the future home of the new Stewiacke Fire Hall for the Stewiacke and District Area Volunteer Fire Department. And further, that Council approves that the Stewiacke District volunteer and Area Fire Department be authorized to fundraise for the planning and construction of the new fire hall. And further, that Council approve that town staff support the Stewiacke District Volunteer Fire Department as necessary.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

B) Paving Tender

Motion - That Council Approve the 2026 paving report awarding the tender under the 2026 / 27 Capital budget that we award the paving tender to Basin Contracting Limited in the amount of \$27,000 plus HST, and that we approve That the CAO be authorized to execute the necessary contract.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



C) Water Plant Design and Construction Mgmt. RFP

Motion, that Council approve the request for proposal for engineering design services and project management for the water treatment plant, and that report be received, and that Council approves that the request for proposal STEW-2026-02, Engineering Design Services and Project Management of the Stewiacke Water Treatment Plant Design be awarded to Dillon Consulting Limited in the amount of \$1,405,220, plus HST, and further, that Council approve that the Mayor and CAO be authorized to execute the contract on behalf of the Town.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

11. Town Committee(s)

A) Planning Advisory Committee Re: R4 Assembly Amendment First Reading

Approve the first Reading for the LUB Amendment Council approve the outdoor event permit by-law within that, as per Section 2. Schedule 2, so Schedule 1 and Schedule 2, and then further, that we set a public hearing 6:30 pm on September the 24th

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried



COTW & COUNCIL MEETING MINUTES
Thursday July 23, 2026 @ 7:00 pm
Stewiacke Community Centre, Stewiacke, NS

B) Bylaw & Policy

- Sewer Connection By-Law

Motion that Council approve the changing of the wording of Section 8 in the Sewer Connection By-law to 1T26-10.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

- Procurement Policy

Motion that Council approve the adding of the section for purchasing of equipment to the procurement policy number 2026-05.

Motion to Approve	Approved By:
First	Councillor Osborne
Second	Councillor LeBlanc
Result	Carried

12. Council Updates

Councillor Osborne – Verbal Report

13. In camera session

14. Adjournment 7:27pm

******* A FIVE (5) MINUTE RECESS WILL OCCUR BETWEEN COTW & COUNCIL *******



To: Town Council

From: Marc Seguin, CAO

Re: CAO Report

Date: September 24 ,2026

The following is a list of general updates as of September 24, 2026.

This report is submitted as information only.

TANK WATER TOWER ROOF REPLACEMENT:

During the water tower maintenance projects, damage was observed and reported to the Towers roof area. It was noted that damage had likely occurred during a previous storm (likely during Hurricane Fiona) and that work is required to maintain the structural integrity of the tank.

The following items need to be rectified:

- Removal of tank roof, flashing, dome angle, 19" wall sheets (12) and web truss
- Replace top ring with new 19" wall

The lead time for ordering parts for this is 4 to 6 weeks. It is estimated that the project will commence in late august to early September and the cost is \$137,704 + HST. The repair is deemed to be an emergency repair and must be completed. Funding will be used from the projects contingency budget.

Status –Project compelte



Water Treatment Plant Design Project

- Contract with Dillion has been finalized.
- Agreement to enter land executed.
- Two design meetings completed.
- Topographic imaging completed.
- Geotechnical investigation commencing

Next Steps:

- Hydrological analysis
- Drilling of test wells

Staff anticipate a DRAFT site plan being ready for presentation to Council at the November 2026 meeting. It is anticipated that we should achieve 50% of the design by January 2027.

Status – On schedule

High Tide Low Tide – The High Tide / Low Tide Road pump station project planning is underway. The physical improvements will commence in July.

The estimated schedule is as follows:

Item	Date / Time
Mobilization	July 6, 2026
Mechanical upgrades to wet well	July 15 to 17, 2026
Install new concrete top, riser and new pump guide rails	July 18 to 19, 2026
Electrical updates	July 20, 2026
Commission Station with Engineer	July 21, 2026
Demobilization	July 22, 2026

Status – Project is complete.



Kitchener St – Lift Station – Two lift pumps are in need of replacement on Kitchener St. It is not possible to bypass the pumps and keep the system in operation.

With this in mind, the work should be done at a time where there is the least amount of demand on the system. Staff are looking at performing the work between the hours of 1am and 6am on a date to be selected. The public will be advised.

Status – PROJECT DELAYED

***Update – The project was delayed due a backorder in the pump / valves required. The parts are scheduled for delivery in the first week of October. Staff will reschedule the work and advised impacted residents.**

Emergency Repairs

Water Plant:

- In August the water treatment plants Chlorine Injection Pump failed.
- The equipment is a necessary component to our water treatment plant and water treatment process.
- Replacement was required immediacy to avoid a “boil water order”
- Staff sourced the necessary pump and replaced it the same day.
- The cost of the new Chlorine Injection Pump was \$5,069 (+HST)
- This cost was not budgeted and is deemed an emergency repair.

CC Rooftop Units (AC and Heat):

- Upon our annual inspection of the roof top units at the Community Centre the inspection revealed that 2 of the 3 units that heat and cool the community centre main level are not operational.
- The report on Refrigeration & HVAC identified the blower motor on each unit needs to be replaced.
- Each blower motor is priced at \$2891.00.
- The total cost to to complete the work is \$7,481.13 including taxes.
- An additional expense will be incurred to rent a 60-foot-high zoom boom. A day rental is \$1200.00 through United Rentals. Staff estimate one to 2 days for the repair.
- This cost was not budgeted and is deemed an emergency repair.



Water Treatment Updates:

The Town remains on voluntary water restrictions at this time as the river turbidity levels remain high. The result is a significantly longer water treatment time. Staff continue to monitor water quality daily.

RCMP

Staff will be joined by Provincial Staff from the Department of Justice and the RCMP at the October 22, 2026 COTW meeting to review the new billing model and plans for policing services in our area.

FIRE

Stewiacke & District Volunteer Fire Department has launched a new fundraising tracker in the front of their current station in support of our future station.

Town Staff are committed to assisting the fire team with this important initiative and I would like to thank Chief Crozier, Deputy Chief Verboom and Deputy Chief Fisher and all of the volunteers from our Fire Department for their assistance and dedication to this initiative.

Why do we need a new fire hall?

- The current hall limits the number of firefighters we can accommodate
- Cannot fit many modern, taller fire apparatus
- Has extremely limited space between trucks and firefighter gear
- Stores our PPE in the same area as our apparatus
- Has no proper showers or post-incident decontamination area
- Is not fully accessible for members of the public
- Was not designed for the technology, equipment, and challenges firefighters face today

Our Fire department has been planning for the future for several years and presented our 5-10 year plan to Town Council.

The request to Council was that the Town dedicate the land required

In July 2026 Town of Stewiacke Council resolved:

That the land illustrated within this report at 111 NS-2, Stewiacke, NS B0N 2J0 be designated as the future home of the New Fire Hall –Stewiacke & District Volunteer Fire Department; and

That Council recommend that the Stewiacke & District Volunteer Fire Department be authorized to fund-raise for the planning and construction of the new fire hall; and

That Council recommend that Town Staff support the Stewiacke & District Volunteer Fire Department as necessary.





Fundraising efforts now. This isn't about building a bigger or fancier fire hall. It's about building a safer, more functional and accessible facility that allows our volunteers to train, respond, and operate effectively. This will allow us to continue providing the best possible emergency service to the Town of Stewiacke, Municipality of Colchester, and beyond.

More details can be found at <https://www.stewiackefire.ca/new-station-fundraising-updates>

Marc Seguin

Marc Seguin

Chief Administrative Officer



To: Council

From: Erin Richard

Re: Department of Community Development Update

Date: September 24th, 2026

Summer Programming Recap

The recreation team led 11 weeks of successful summer camp programming. Seven weeks were held at the Stewiacke Community Centre for children age 6- 12, and four weeks of camp for children age 4 – 5, was held at Lifepoint Church. Each week of camp was at capacity for participants, which caps at 26 for the older camp, and 18 for the younger camp. Each summer provides data that Ben and his team of summer staff leaders offer high-quality programs that is reflected of a caring, welcoming and fun environment.

Summer Soccer and T-ball were successful with 150 children enrolled in the 6-week programming. The volunteer led soccer program that was newly introduced this summer was a large success. Erin Densmore, Davy Wright and Ashley Ballam led children 8-14 years through 12 weeks of summer soccer, spending 2 nights per week on the fields at the Recreation Ground. Thank you to all who participated in this new initiative.

I would like to thank Erin Densmore, Ashley Ballam, Davy Wright, Erin Carter, Jack Lewis, Jack MacDougall, Norah McPhee, Kristyn Miller, Abby Baines, Sarah Merryweather, Jared Young, Kaylin Young, Owen McPhee, Charlottee Treeves, Ella, Grace Lorette and the many parents and stand in volunteers for making sure the youth of Stewiacke have the ability to take part in fun activities within their town.

School Crossing Guards

The Community Development team is happy to announce we have two new faces to add to the rooster for the coming calendar year. We wish to welcome Sue Edgett and Katherine Sharples as our Crossing guards

Town of Stewiacke | 295 George Street | P.O. Box 8 | Stewiacke, NS B0N 2J0
Office 902-639-2231 | Fax 902-639-2221 | Email town@stewiacke.net



for 2026-2027 school year.

After School Programming

After School Programming is well underway for the new school year. We welcome back our leaders from last year, Kaley St Jean, Madison Weir and Emma Dean. We have 20 children enrolled in programming each day and are advertising for a few more spaces to be filled.

Stewiacke Town Days

Stewiacke Town Days 2026 was a positive event for the community. Despite a few weather challenges, all events were successfully facilitated and well attended. The weather forecast forced change for the Friday night Firework Show to Sunday, and this change was positively received by the community. Thank you to the committee for dedicating their time to planning and implementing Stewiacke Town Days 2026 – Mary Lloyd, Doug Glasser, Dave LeBlanc, Lisa Armsworthy and Mairi Shears. Stewiacke Town Days 2027 will fall on August 6th, 7th and 8th.

Facilities/Green Spaces/Trails

- Approved in the capital budget, outdoor lighting and upgrades are being completed at the Public Works Garage.
- Roof unit maintenance at the Stewiacke Community Centre is scheduled for end of September.
- The ballfields have been reshaped and topsoil added.
- The Solar Garden has had 2 panels with damage identified and changed out to ensure optimum energy production.
- Washrooms in Dennis Park and the Stewiacke Recreation Ground had minor repairs completed throughout the summer to ratify vandalism – new sink, new toilet, new soap dispenser.
- The Stewiacke River Country Trail has new surfacing throughout sections of the 1 km wooded loop.
- Interior Demolition and Construction for the Public Works Office Building was tendered, and an update will be provided on the outcome of that process later in the agenda.

Regional Accessibility Advisory Committee

The Regional Accessibility Advisory Committee has several vacancies. All partners will be advertising for members of community to apply. The committee is in the process of reviewing the Truro-Colchester Regional Accessibility Plan, and addressing any commitments outlined within the document that have not been actioned upon yet.

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Central Nova Scotia Tourism Development Society

The CNSTDS board of directors has been working alongside the Executive Director, and MRSB (Consulting firm) in creating and approving the 2027-2031 Corporate Strategic Plan. The first AGM for the society was held on September 15th, 2026.

Recreation Nova Scotia Conference

The Recreation Nova Scotia Conference is in the Fundy Region this year, being held at the Glengarry in Truro October 14-15. Staff will be attending.

Newsletter

September and October 2026 e-newsletters were emailed to the 78 registered emails. The next issue will cover November and December 2026. Please share with networks the requirement to register to receive the information.

STEWIACKE

RIVERS OF OPPORTUNITY



Q1 Budget vs Actual
June 30, 2026



General Operating Budget vs Actual Q1 - June 30, 2026

	Budget 2026/27	Actual Q1 June 30/26	Budget %
REVENUE			
Total Taxes*	3,564,441	1,821,730	51.1%
Total Grants in Lieu of Taxes	9,416	0	0.0%
Total Sale of Services	84,273	84,273	100.0%
Total Revenue from Own Sources	262,045	62,466	23.8%
Total Unconditional Transfer from Gov't	157,183	0	0.0%
Total Conditional Transfers from Gov't	25,000	0	0.0%
TOTAL REVENUE	4,102,358	1,968,469	48.0%
*19 properties were in Tax Sale status at the end of June. Subsequently, all accounts have been paid or have signed payment arrangements			
EXPENSE			
Total Legislative	96,911	35,286	36.4%
Total Administrative	677,802	214,712	31.7%
Total Police Protection	236,861	58,890	24.9%
Total Fire Protection	192,846	48,212	25.0%
Total Protective Other	39,815	14,540	36.5%
Total Transportation & Public Works	447,652	97,161	21.7%
Total Environmental Health	290,525	55,465	19.1%
Total Planning & Development	106,945	26,723	25.0%
Total Recreation & Culture	461,436	106,187	23.0%
Total Fiscal Services	1,551,565	11,156	0.7%
Total EXPENSE	4,102,358	668,332	16.3%

Water Utility Operating Budget va Actual Q1 June 30,2026			
	Budget 2026/27	Actual Q1 June 30/26	Budget %
REVENUE			
Total Revenue	803,506	138,374	17.2%
EXPENSE			
Total Pumping	7,893	134	1.7%
Total Water Treatment	355,519	117,463	33.0%
Total Transmission & Distribution	43,300	3,115	7.2%
Total Administrative & General	102,571	4,705	4.6%
Total Non Operating Expenditures	160,682	0	0.0%
Total Expense	803,506	263,792	32.8%



To: Council

From: Erin Richard

Re: RFP Stewiacke Public Works Office Demo

Date: September 24th, 2026

RECOMMENDATION

That Council recommend awarding the Stewiacke Public Works Office Demolition “Section 1” to Axios Construction Limited, in the amount of \$26,675.32 including tax, and

That Council recommend that they authorize the CAO to enter into a formal contract with Axios Construction Limited.

ORIGIN

The Town of Stewiacke owns the old post office building located at 103 Main Street, Stewiacke Nova Scotia. The building was used as our Public Works office, but it has been vacant for over two years. The building requires many upgrades in order to utilize the space for future use.

During the budget process the discussion on municipally owned buildings was addressed, and whether the future for this property is to sell, rent/lease, or use for town functions, in its current condition it does not meet building code, fire code or accessibility standards.

Staff have completed a Hazardous Materials Survey on the building, and a Water Remediation Assessment. Both assessments resulted in water and mold detection, as well as Hazardous materials (led paint) that requires specific removal when demolition takes place, and repairs to roof/ventilation and other areas to remediate water presence.

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BACKGROUND

The property, 103 Main Street, Stewiacke, was sold to the Town of Stewiacke in 1976. The property was previously known as the Post Office, and then when the municipality bought it, used as the Public Works Office.

Staff have reviewed properties and facilities owned by the municipality, to identify future maintenance plans, uses, and other potential opportunities. Highlighting the possible opportunities this vacant building could bring to the town; the project was approved in the capital budget 2026-2027 for demolition and repair. It is important to reflect the Province of Nova Scotia aiming for an accessible Nova Scotia by 2030, which requirements to meet these standards were reflected in the RFP.

Within the Tender Document for the Public Works Building, work requested for bidding was to be broken up into sections, to allow for possible phased approaches based on pricing.

- Section 1- Interior Demolition
- Section 2- Interior Design
- Section 3- Interior Construction
- Section 4- Additional Pricing on Exterior Repairs

Staff posted the RFP Stew-2026-05 on the provincial procurement website on July 30th, 2026, and closed to submissions on September 3rd, 2026, at 2:00pm.

Staff opened the four submissions received, inclusive of HST:

Proponent	Section 1	Section 2	Section 3	Section 4	Total Fee
Fowler Construction Services LTD	\$55,280.50	\$18,382.75	\$191,447.56	\$60,382.04	\$325,492.85
Ridgemark Construction & Design LTD	\$28,386.00	\$9,690.00	\$218,082.00	\$65,208.00	\$321,366.00
Axios Construction	\$26,675.32	\$35,739.00	\$197,907.27	\$82,367.28	\$342,688.87
Cedar Lane Designs	\$77,785.84	\$35,968.82	\$305,013.56	\$229,012.90	\$647,781.14



With submissions total surpassing the allocated capital amount of \$100,000.00 staff are recommending proceeding with Section 1 “Interior Demolition” of the Public Works Building and awarding the portfolio to Axios Construction in the amount of \$26,675.32 including HST.

Should capital budget remain after completion of section 1, staff will procure other stages separately to reach the project goals and budget.

POLICIES/LEGISLATION

Procurement Policy #2026-05

FINANCIAL

The 2026-2027 capital budget was inclusive of \$100,000.00 to repair the Public Works Building located at 103 Main Street East.

CONSULTATIONS

Marc Seguin, CAO, Town of Stewiacke
Pat Boyce, Building Inspector, Town of Stewiacke

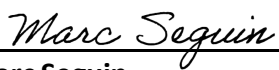
ATTACHMENTS

Request for Proposals Stew-2026-05

CONCLUSION

Staff recommend that Council award “Section 1” of the Stewiacke Public Works Office Demolition to Axios Construction Limited in the amount of \$26,675.31 including tax.

Approved by:



Marc Seguin
Chief Administrative Officer



REQUEST FOR TENDER

**INTERIOR DEMOLITION, DESIGN &
INTERIOR BUILD
STEWIACKE PUBLIC WORKS OFFICE
BUILDING
TOWN OF STEWIACKE
STEW-2026-05**

**CLOSING: Thursday August 27th, 2026, at
2:00 pm**

INSTRUCTION TO BIDDERS

Sealed Tenders, in clearly marked envelopes, are to be delivered to Town Hall - 295 George Street, Stewiacke NS, B0N 2J0, **prior to 2:00:00 P.M. LOCAL TIME on Thursday August 27th, 2026.**

This Request for Tender is to obtain an offer from a qualified contractor. The Town of Stewiacke reserves the right to, at any time during the process, reject any or all tenders, either in whole or in part.

Tenders received after the deadline, will not be opened and will be returned unopened. Fax or electronic (email) submissions will not be accepted. The onus is on the Proponent to ensure that the Tender is received in the proper location and before the closing time.

COMMUNICATIONS

All questions relating to this project, are to be directed to **procurement@stewiacke.net**.

INSTRUCTIONS TO PROPONENTS

Sealed Tenders, in clearly marked envelopes which includes the prescribed form(s) as instructed, are to be delivered to **Town Hall - 295 George Street, Stewiacke NS, B0N 2J0**, prior to 2:00:00 P.M. LOCAL TIME (as per time clock located in the Corporate Services Division) **Thursday, August 27th, 2026.**

The Town of Stewiacke is NOT obligated to accept the lowest or any Tender. The onus is on the Proponent to ensure that the Tender is received in the proper location and before the closing time.

Tenders must be submitted on the forms provided. Tenders that do not comply strictly with the terms and conditions hereof may be declared informal and/or disqualified. Tenders that are incomplete, conditional, obscure or unqualified will be rejected.

Your signed Tender submission shall be taken as your statement that you understand the requirements and agree to comply with our requirements and any supplementary terms and conditions stated in the Tender Documents. Your signed Tender Document confirms that you have checked and confirmed your pricing and by signing the Form of Tender and/or Form of Quotation or your Tender submission, you agree that you have not omitted any items from your Tender and you will be bound by law to supply the items as specified at the prices proposed.

The contractor is responsible for required traffic measures and overall site safety.

SCOPE OF WORK

Section 1 – Interior Demolition (Pricing Required)

The successful Proponent shall complete the interior demolition of the Public Works Office Building located at:

103 Main Street East
Stewiacke, Nova Scotia B0N 2J0

The work shall include, but is not limited to:

- Complete demolition and removal of all non-structural interior building components.
 - Nonstructural walls
 - Insulation
 - Electrical
 - Gyproc
 - Plumbing
- Proper handling, transportation, and off-site disposal of all demolition materials in accordance with all applicable federal, provincial, and municipal regulations, including the recommendations and requirements identified in the hazardous materials assessment.
- Protection of the existing structural components that are to remain.

Completion Criteria:

Section 1 will be considered complete when the building's interior has been stripped to its structural framing and all demolition debris has been removed from the site.

Section 2 – Interior Design (Pricing Required)

The successful Proponent shall prepare and present a proposed interior layout for the Public Works Office Building for review and approval by Town staff.

The proposed design shall:

- Comply with the current Nova Scotia Building Code Regulations for Group D (Business and Personal Services Occupancies).
- Meet regulations outlined in the National Fire Code of Canada
- Meet all applicable accessibility requirements and current code standards.

- Maximize the functionality of the available floor space while maintaining an open-concept office environment.
- Include:
 - One (1) barrier-free male washroom.
 - One (1) barrier-free female washroom.
 - An upgraded main entrance and accessible ramp.
- Comply with Energy Code Requirements
- Ventilation

The final design shall be subject to review and approval by the Town prior to construction.

Section 3 – Interior Construction (Pricing Required)

Following approval of the design prepared under Section 2, the successful Proponent shall provide all labour, materials, equipment, supervision, and project management necessary to complete the interior construction of the Public Works Office Building in accordance with the approved design. The price will be inclusive of electrical, plumbing, insulation, flooring, heating and cooling system necessities.

The work shall include all construction required to deliver a complete, code-compliant, and occupancy-ready office space.

In addition, the Proponent shall provide a separate cost estimate for the following potential exterior repairs and upgrades:

- Brick masonry repairs.
- Chimney repairs.
- Soffit repairs or replacement.
- Peaked roof repairs or replacement, as required.
- Concrete step repairs or replacement.

The Town reserves the right to include or exclude any or all the exterior repair work from the final contract award.

The Town reserves the right to include or exclude **Section 2 and 3** depending on budgetary implications.

Team Composition

The proponent is required to identify the key personnel who will be assigned to this project, these key personnel must remain on the project until completion of the project. Please provide each employee's name, title/role, and years of related experience and indicate the percentage of their time to be dedicated to this project. Name of the client

- Name, title, telephone number and email of a client contact
- Brief description of the reference projects scope, complexity, and duration
- Role the proposed individual played in the reference project.

The listed personnel must include all partners/consultants'/ external resources that are to be used on this project.

References

The Proponent shall provide three references. The Town reserves the right to contact the references provided or any others deemed appropriate by the Town.

The Town reserves the right to obtain and consider reference feedback from Town staff having experience with the Proponent who has provided services to the Town. Staff currently employed by the Town cannot be listed as client references.

References will only be rated as a pass/fail. References that are considered accurate and relevant based on the size and scope of this project and prove to validate, to the Town's satisfaction, that the Proponent generally met the reference's expectations will be rated as a pass.

The Town may choose not to enter into contract negotiations with any Proponent whose references, in the Town's sole opinion, are found to be unsatisfactory.

References – Please List Three	
Reference 1	
Reference 2	

STEWIACKE RIVERS OF OPPORTUNITY  HALF WAY BETWEEN THE NORTH POLE & EQUATOR	Interior Demolition, Design & Interior Build Stewiacke Public Works Office Building STEW-2026-05
Reference 3	

 STEWIACKÉ RIVERS OF OPPORTUNITY HALF WAY BETWEEN THE NORTH POLE & EQUATOR	Interior Demolition, Design & Interior Build Stewiacke Public Works Office Building STEW-2026-05
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FORM OF TENDER

TO: The Corporation of the Town of Stewiacke (hereinafter called the "Town")

TENDER: Interior Demolition, Design, and Interior Build – Public Works Office

(Name of Firm or Individual Proponent)

Address and Postal Code:

Name of Person Signing for Firm: _____

Position of Person Signing for Firm: _____

Phone Number: _____ Email Address: _____

I/We, the undersigned, having carefully examined the site of the proposed Work, and having read, understood, and accepted the Instructions to Proponents, and will complete the Work in strict accordance with the Tender Documents noted above and hereto attached for the lump price including taxes of: _____

Dollars (In Words, including taxes).

The cost of all material & labour to be incorporated in the project is:

Section 1: _____

Section 2: _____

Section 3: _____

Exterior Addition: _____

TOTAL : _____

PROPONENT'S DECLARATION

I/We certify that:

1. The party(ies) executing this document is authorized to bind their corporation.
2. To the best of my/our knowledge and belief the information provided in our Tender submission is correct.
3. Except as expressly and specifically permitted in the Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this tender process, and by submitting a tender each Proponent shall be deemed to have agreed that it has no such claim.
4. To the best of my/our knowledge and belief the Tender submission is made without any connection, comparison of figures or arrangement with or knowledge of any other corporation, firm or person submitting a tender for the same Work and is in all respects fair and without collusion or fraud.
5. To the best of my/our knowledge and belief no member of Town Council, Committees and no officer or employee of the Town of Stewiacke is, will be, or has, become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise in, or in the performance of this agreement, or in the supplies, Work, or business to which it relates, or in any portion of the profits thereof, or in any of the money to be derived there from.
6. My/Our Tender submission will remain open for acceptance for a period of 90 (ninety) business days after opening of the Tenders and the Town of Stewiacke may at any time within this period accept our Tender submission.
7. To the best of my/our knowledge and belief there is not nor was there any actual or perceived unfair advantage or conflict of interest in our tender submission or our performing of or observing the contractual obligations of the proponent as set out in the contract.

I/We agree if awarded the contract that I/we will supply at the time of issue or my execution of the contract, at my/our expense, a copy of our letter of incorporation, certificate of corporate status, or business registration.

Name of Firm: _____

Signing Officer's
Signature: _____

Declared by me this ____ day of _____ 2026.

GENERAL ACKNOWLEDGEMENTS

No Collusion

In participating in this Request for Tender, the Proponent will not discuss or communicate, directly or indirectly, with any other Proponent or any servant, agent or representative thereof, respecting the preparation or presentation of their Tender. Each Proponent's Tender shall be submitted without any connection, knowledge, comparison of figures or arrangements with any other Proponent or servant, agent or representative thereof and each Proponent will be responsible to ensure that its participation in this process is conducted fairly and without collusion or fraud.

Conflict of Interest

The Proponent shall provide a statement that clearly identifies that the Proponent has no conflict of interest with respect to other work and/or other clients.

No member of the Council and no officer or employee of the Town is, will be, or has become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise howsoever in or in the performance of the said contract, or in the supplies, work or business in connection with the said agreement, or in any portion of the profits thereof, or any supplies to be used herein, or in any of the monies to be derived therefrom

Cancellation

Failure by the successful Proponent to comply with all terms, conditions and general provisions of this Request for Tender to the satisfaction of the Town of Stewiacke shall be just cause for the cancellation of the Contract award. The Town of Stewiacke shall then have the right to award this Contract to any other Proponent, or to re-issue the Request for Tender.

Default

In the event that the successful Proponent fails to properly, promptly, and fully carry out the Work required by these Documents, the Town reserves the right to notify the successful Proponent to discontinue all Work under this Contract, to advertise for new Tenders or carry out the Work in any way as the Town may, at its sole discretion, deem best.

Indemnification

The Proponent will indemnify and save harmless the Town, its employees, agents, successors, and assigns, from and against all actions claims and demands whatsoever which may be brought against or made upon the Town and against all losses, liability, judgments, claims, costs, demands or expenses which the Town may sustain, suffer, or be put to resulting from or arising out of the Proponent's failure to exercise reasonable care, skill or

diligence in the performance or rendering of any Work or service required hereunder to be performed or rendered by the Proponent.

Claims and Costs

All costs and expenses incurred by the Proponent relating to the Tender submission and any negotiations with the Town of Stewiacke will be borne by the Proponent. The Town of Stewiacke is not liable to pay such costs or expense or reimburse or compensate Proponents under any circumstances, including the rejection of any or all other Tenders. The Town of Stewiacke will not accept responsibility for any delays or costs associated with any reviews or the approval process. No Proponent shall have any claim for any compensation of any kind whatsoever as a result of participating in this Request for Tender and by submitting a Tender, the Proponent shall be deemed to have agreed that it has no claim. The Proponent hereby releases and waives any claims for damages, including any claims for damages for fundamental breach, relating to this Request for Tender.

Rejection of Tenders

The Town of Stewiacke reserves the right to reject any, or any part of, or all Tenders, and also reserves the right to award a contract to other than the Proponent submitting the lowest total acquisition cost or highest scored Tender. The Town of Stewiacke will not consider Tenders where the Form of Tender is improperly filled out.

Variation of Tender Prices

No variation in the unit prices or total Tender Price will be permitted after a sealed Tender has been submitted to the authorized representative, except in the instance of variation due solely to an increase or decrease in the rate of eligible taxes, beyond the control of the Proponent, occurring after the time and date of submission of their Tender. An increase or a decrease in the rate of eligible taxes, under these circumstances, shall alter the price of the Tender, but only to the extent of the tax increase or decrease.

Legal Compliance

The Contract resulting from the Request for Tender shall be governed by, subject to and interpreted in accordance with the laws of the Province of Nova Scotia.

Proponents/Bidders will be required to demonstrate that they are in compliance with the requirements of any applicable authority which is licensing, regulating or approving the activities which relate to the tender, request for tender or quotation.

Site Inspection

The Town reserves the right to show or inspect the site at any time and also to cancel any order or stop any Work that is not performed in strict accordance with the specifications.

Control and Correction of Work

The successful Proponent shall adequately protect the Work, the Owner's property, adjacent property and the public, and shall be fully responsible for any damage or injury due to his act or neglect or is attributable to the acts or omissions of the successful Proponent, its subcontractors, suppliers, agents, employees, officers, directors, and all other persons and other entities for whose acts the successful Proponent may be liable or for whom it is responsible in law and their respective officers, directors, agents and employees;

The successful Proponent shall be solely responsible for construction means, methods, techniques, sequences and procedures and coordinating the various parts of the Work under the Contract. The successful Proponent shall complete the Work in a first class and Workmanlike manner in conformity with the Contract Documents.

Insurance

Forthwith upon the execution of agreement the contractor shall provide a copy of their commercial general liability insurance insuring against damage or injury to persons or property with the Town of Stewiacke added as an additional insured.

Permits and Regulations

The Proponent shall apply and pay for all necessary permits and licenses, approvals and consents required for the execution of the Work. The Proponent shall give all necessary notices and pay all fees required by law and comply with all laws, by-laws, rules, regulations and requirements relating to the Work and to the preservation of public health. The Proponent shall be responsible for the safety of all Workers and equipment on the site in accordance with all applicable safety legislation passed by Federal, Provincial and Local Authorities governing construction safety.

Subcontractor Qualifications

Since all Proponents must be qualified and experienced in this type of Work, it will be necessary for the Proponent to verify that its subcontractors are similarly qualified and experienced in their specified area of Work. Therefore, the Proponent is required to submit both a list of subcontractors (Schedule 2) for approval along with a list of references. Only those subcontractors named and approved at time of order may be used. Approval of subcontractors is at the sole discretion of the Owner.

The Contractor shall be responsible to the Owner for the acts and omissions of its subcontractors and of all persons directly or indirectly employed by it in connection with the Work and shall be responsible for and shall ensure they obtain all necessary permits, licenses, certificates, inspections and insurance in accordance with the Work as may be required by laws, rules, regulations and codes related to the Work and the Contract Documents. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and the Owner.

 STEWIACKÉ RIVERS OF OPPORTUNITY HALF WAY BETWEEN THE NORTH POLE & EQUATOR	Interior Demolition, Design & Interior Build Stewiacke Public Works Office Building STEW-2026-05
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The Owner reserves the absolute right to require the Contractor to use an alternate subcontractor where the subcontractor is in litigation adverse to the Owner. The Owner shall not be liable to the Proponent for any costs associated with this change in sub-proponent.

Limitations of Operations

Schedule shall be based upon all Work required to complete the contract must be carried on between the hours of 7:00 a.m. and 7:00 p.m., Monday to Saturday. Please note that no Work will be permitted on legal holidays or holidays observed by the Town of Stewiacke without the written permission of the Contract Administrator.

If the successful Proponent wishes to perform Work outside of the hours noted above, they may do so upon the written permission of the Contract Administrator.



To: Town Council

From: Marc Seguin, CAO

Re: Pleasant Hill Street Refurbishments – Award of Tender

Date: September 24, 2026

RECOMMENDATION

That report Pleasant Hill Street Refurbishments – Award of Tender be received; and

That we recommend to Council that the Town award the Pleasant Hill Street Refurbishments tender to Atlantic Snow & Ice Management in the amount of \$ 854,564.84 (+HST); and

We recommend to Council that the CAO be authorized to execute the necessary contract.

ORIGIN

The 2026-2027 capital budget, approved by Council provides funding for the Pleasant Hill Street Refurbishments.

Staff issued a tender for the work and are ready to proceed with the project.



Background

Following the Towns procurement policy, Staff issued a “Request For Tender” for the work. The tender document is attached to this report. The tender closed on Thursday September 10, 2026 at 2:00 pm

In total five (4) bids were received prior to the deadline

The following Staff attended the opening of the bids:

- 1) Jill Rafuse, Administrative and Development Coordinator
- 2) Marc Seguin, CAO

The result of the bids is as follows:

Bidder	Price (Excluding HST)
Atlantic Snow & Ice Management *Low bid*	\$854,564.84
Harbour Construction Company Ltd	\$1,567,000.00
Atlantic Rd Construction & Paving Ltd	\$1,395,245.00
Dexters Construction	\$1,994,000.00

The low bid for the tender was submitted by Atlantic Snow & Ice Management in the amount of \$ 854,564.84 (+HST).

POLICIES/LEGISLATION

The tender was issued in line with the Town of Stewiacke procurement & purchasing policy.

FINANCIAL

The Towns Capital budget has an approved amount of \$975,016 for this project. The tender amount falls well within the approved budget and provides a contingency budget of \$ 120,451.16.



CONSULTATIONS

- 1) Erin Richard, Director, Community Services
- 2) Helen Young, Manager of Finance

ATTACHMENTS

Tender - PLEASANT HILL STREET REFURBISHMENTS STEW-2026-04

CONCLUSION

Staff recommend that the Town proceed to award the Pleasant Hill Street Refurbishments tender to Atlantic Snow & Ice Management in the amount of \$854,564.84 (+HST).

Marc Seguin

Marc Seguin
Chief Administrative Officer



REQUEST FOR TENDER

**PLEASANT HILL
STREET REFURBISHMENTS
STEW-2026-04**

CLOSING: Thursday September 10, 2026 at 2:00 pm

The Corporation of the Town of Stewiacke
Town Hall - 295 George Street, Stewiacke NS, B0N 2J0

 STEWIACKÉ RIVERS OF OPPORTUNITY HALF WAY BETWEEN THE NORTH POLE & EQUATOR	PLEASANT HILL STREET REFIRBISHMENTS STEW-2026-04
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INSTRUCTION TO BIDDERS

Sealed Tenders, in clearly marked envelopes, are to be delivered to Town Hall - 295 George Street, Stewiacke NS, B0N 2J0, **prior to 2:00:00 P.M. LOCAL TIME on Thursday September 10, 2026.**

This Request for Tender is to obtain an offer from a qualified contractor. The Town of Stewiacke reserves the right to at any time during the process, reject any or all tenders, either in whole or in part.

Tenders received after the deadline, will not be opened and will be returned unopened. Fax or electronic (email) submissions will not be accepted. The onus is on the Proponent to ensure that the Tender is received in the proper location and before the closing time.

COMMUNICATIONS

All questions relating to this project, are to be directed to **procurement@stewiacke.net**

INSTRUCTIONS TO PROPONENTS

Sealed Tenders, in clearly marked envelopes which includes the prescribed form(s) as instructed, are to be delivered to **Town Hall - 295 George Street, Stewiacke NS, B0N 2J0**, prior to 2:00:00 P.M. LOCAL TIME (as per time clock located in the Corporate Services Division) **Thursday, September 10, 2026.**

The Town of Stewiacke is NOT obligated to accept the lowest or any Tender. The onus is on the Proponent to ensure that the Tender is received in the proper location and before the closing time.

Tenders must be submitted on the forms provided. Tenders that do not comply strictly with the terms and conditions hereof may be declared informal and/or disqualified. Tenders that are incomplete, conditional, obscure or unqualified will be rejected.

Your signed Tender submission shall be taken as your statement that you understand the requirements and agree to comply with our requirements and any supplementary terms and conditions stated in the Tender Documents. Your signed Tender Document confirms that you have checked and confirmed your pricing and by signing the Form of Tender and/or Form of Quotation or your Tender submission, you agree that you have not omitted any items from your Tender and you will be bound by law to supply the items as specified at the prices proposed.

The contractor is responsible for required traffic measures and overall site safety.

 STEWIACKÉ RIVERS OF OPPORTUNITY HALF WAY BETWEEN THE NORTH POLE & EQUATOR	PLEASANT HILL STREET REFIRBISHMENTS STEW-2026-04
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SCOPE OF WORK

Please refer to the DRAWINGS & SPECIFICATIONS within the attached tender drawing package specific to Pleasant Hill.

Tender Drawings

Town of Stewiacke– Street Refurbishments, Issued for Tender

- .0 Sheet 0: Cover Sheet
- .1 Sheet 1: Plan and Profile, Riverside Ave North: STA. 0+000 TO 0+300 **(COMPLETE)**
- .2 Sheet 2: Plan and Profile, Riverside Ave Mid: STA. 0+300 TO 0+620 **(COMPLETE)**
- .3 Sheet 3: Plan and Profile, Riverside Ave South: STA. 0+620 TO 0+940 **(COMPLETE)**
- .4 Sheet 4: Plan and Profile, Lewis St: STA. 0+000 TO 0+160 **(FUTURE TENDER)**
- .5 Sheet 5: Plan and Profile, Pleasant Hill: STA. 0+000 TO 0+220**
- .6 Sheet 6: Storm Drainage – Plan 1**
- .7 Sheet 7: Storm Drainage – Plan 2**
- .8 Sheet 8: Construction Notes and Details**
- .9 Sheet 9: Construction Notes and Details 2**
- 10 Sheet 10: Construction Notes and Details 3**

REFERENCES

The Proponent shall provide three references. The Town reserves the right to contact the references provided or any others deemed appropriate by the Town.

The Town reserves the right to obtain and consider reference feedback from Town staff having experience with the Proponent who has provided services to the Town. Staff currently employed by the Town cannot be listed as client references.

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The Town may choose not to enter into contract negotiations with any Proponent whose references, in the Town’s sole opinion, are found to be unsatisfactory.

References – Please List Three	
Reference 1	
Reference 2	
Reference 3	

 STEWIACKÉ RIVERS OF OPPORTUNITY HALF WAY BETWEEN THE NORTH POLE & EQUATOR	PLEASANT HILL STREET REFIRBISHMENTS STEW-2026-04
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FORM OF TENDER

A.
TO: **The Corporation of the Town of Stewiacke** (hereinafter called the "Town")

TENDER: **Pleasant Hill**

 (Name of Firm or Individual Proponent)
 Address and Postal Code:

Name of Person Signing for Firm: _____
 Position of Person Signing for Firm: _____
 Phone Number: _____ Email Address: _____

I/We, the undersigned, having carefully examined the site of the proposed Work, and having read, understood, and accepted the Instructions to Proponents, and will complete the Work in strict accordance with the Tender Documents noted above and hereto attached for the lump price including taxes of: _____Dollars
 (In Words, including taxes)

The cost of all material & labour to be incorporated in the Work is:	\$ _____
Harmonized Sales Tax	\$ _____
TOTAL	\$ _____

PROPONENT'S DECLARATION

I/We certify that:

1. The party(ies) executing this document is authorized to bind their corporation.
2. To the best of my/our knowledge and belief the information provided in our Tender submission is correct.
3. Except as expressly and specifically permitted in the Instructions to Proponents, no Proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in this tender process, and by submitting a tender each Proponent shall be deemed to have agreed that it has no such claim.
4. To the best of my/our knowledge and belief the Tender submission is made without any connection, comparison of figures or arrangement with or knowledge of any other corporation, firm or person submitting a tender for the same Work and is in all respects fair and without collusion or fraud.
5. To the best of my/our knowledge and belief no member of Town Council, Committees and no officer or employee of the Town of Stewiacke is, will be, or has, become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise in, or in the performance of this agreement, or in the supplies, Work, or business to which it relates, or in any portion of the profits thereof, or in any of the money to be derived there from.
6. My/Our Tender submission will remain open for acceptance for a period of 90 (ninety) business days after opening of the Tenders and the Town of Stewiacke may at any time within this period accept our Tender submission.
7. To the best of my/our knowledge and belief there is not nor was there any actual or perceived unfair advantage or conflict of interest in our tender submission or our performing of or observing the contractual obligations of the proponent as set out in the contract.

I/We agree if awarded the contract that I/we will supply at the time of issue or my execution of the contract, at my/our expense, a copy of our letter of incorporation, certificate of corporate status, or business registration.

Name of Firm: _____

Signing Officer's
Signature: _____

Declared by me this _____ day of _____ 2026.

GENERAL ACKNOWLEDGEMENTS

No Collusion

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Cancellation

Failure by the successful Proponent to comply with all terms, conditions and general provisions of this Request for Tender to the satisfaction of the Town of Stewiacke shall be just cause for the cancellation of the Contract award. The Town of Stewiacke shall then have the right to award this Contract to any other Proponent, or to re-issue the Request for Tender.

Default

In the event that the successful Proponent fails to properly, promptly, and fully carry out the Work required by these Documents, the Town reserves the right to notify the successful Proponent to discontinue all Work under this Contract, to advertise for new Tenders or carry out the Work in any way as the Town may, at its sole discretion, deem best.

Indemnification

The Proponent will indemnify and save harmless the Town, its employees, agents, successors, and assigns, from and against all actions claims and demands whatsoever which may be brought against or made upon the Town and against all losses, liability, judgments, claims, costs, demands or expenses which the Town may sustain, suffer, or be put to resulting from or arising out of the Proponent's failure to exercise reasonable care, skill or

diligence in the performance or rendering of any Work or service required hereunder to be performed or rendered by the Proponent.

Claims and Costs

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Site Inspection

The Town reserves the right to show or inspect the site at any time and also to cancel any order or stop any Work that is not performed in strict accordance with the specifications.

Control and Correction of Work

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Insurance

Forthwith upon the execution of agreement the contractor shall provide a copy of their commercial general liability insurance insuring against damage or injury to persons or property with the Town of Stewiacke added as an additional insured.

Permits and Regulations

The Proponent shall apply and pay for all necessary permits and licenses, approvals and consents required for the execution of the Work. The Proponent shall give all necessary notices and pay all fees required by law and comply with all laws, by-laws, rules, regulations and requirements relating to the Work and to the preservation of public health. The Proponent shall be responsible for the safety of all Workers and equipment on the site in accordance with all applicable safety legislation passed by Federal, Provincial and Local Authorities governing construction safety.

Subcontractor Qualifications

Since all Proponents must be qualified and experienced in this type of Work, it will be necessary for the Proponent to verify that its subcontractors are similarly qualified and experienced in their specified area of Work. Therefore, the Proponent is required to submit both a list of subcontractors (Schedule 2) for approval along with a list of references. Only those subcontractors named and approved at time of order may be used. Approval of subcontractors is at the sole discretion of the Owner.

The Contractor shall be responsible to the Owner for the acts and omissions of its subcontractors and of all persons directly or indirectly employed by it in connection with the Work and shall be responsible for and shall ensure they obtain all necessary permits, licences, certificates, inspections and insurance in accordance with the Work as may be required by laws, rules, regulations and codes related to the Work and the Contract Documents. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and the Owner.

The Owner reserves the absolute right to require the Contractor to use an alternate subcontractor where the subcontractor is in litigation adverse to the Owner. The Owner shall not be liable to the Proponent for any costs associated with this change in sub-proponent.

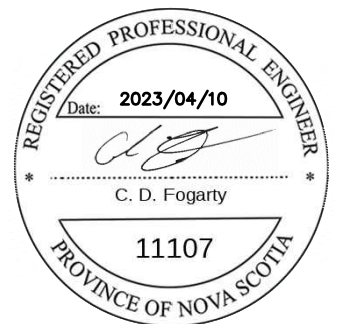
Limitations of Operations

Schedule shall be based upon all Work required to complete the contract must be carried on between the hours of 7:00 a.m. and 7:00 p.m., Monday to Saturday. Please note that no Work will be permitted on legal holidays or holidays observed by the Town of Stewiacke without the written permission of the Contract Administrator. If the successful Proponent wishes to perform Work outside of the hours noted above, they may do so upon the written permission of the Contract Administrator.

STEWIACKE, N.S.



Map of the area around the intersection of Main Street East and Canadian National Railway. The map shows a grid of streets including Main Street West, Main Street East, and the Sewage River. The Canadian National Railway runs horizontally across the middle. Other streets shown include Main Street West, Main Street East, and the Sewage River. The map is labeled 'PLAN 12200' in the top left corner.



DISCLAIMER: DRAWINGS SUBJECT TO APPROVAL PRIOR TO CONSTRUCTION. THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WHICH SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY WSP CANADA INC. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK. SEE SHEETS 08 & 09 FOR CONSTRUCTION NOTES AND DETAILS.

[illegible]

PROJECT NUMBER: 181-01036		DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE: HORIZONTAL: 1:3500 VERTICAL: N/A		IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE.  25mm
DESIGNED BY: D. HOVEY	DRAWN BY: D. HOVEY	
CHECKED BY: A. MILLIGAN	APPROVED BY: C. FOGARTY	



WSP Canada Inc.
1 Spectacle Lake Drive
Dartmouth, Nova Scotia, Canada B3B 1X7
T 902-835-9955 F 902-835-1645 www.wsp.com

CLIENT: TOWN OF STEWIACKE

CLIENT REF. #:
PROJECT:

STREET REFURBISHMENTS

STEWIACKE, N.S.

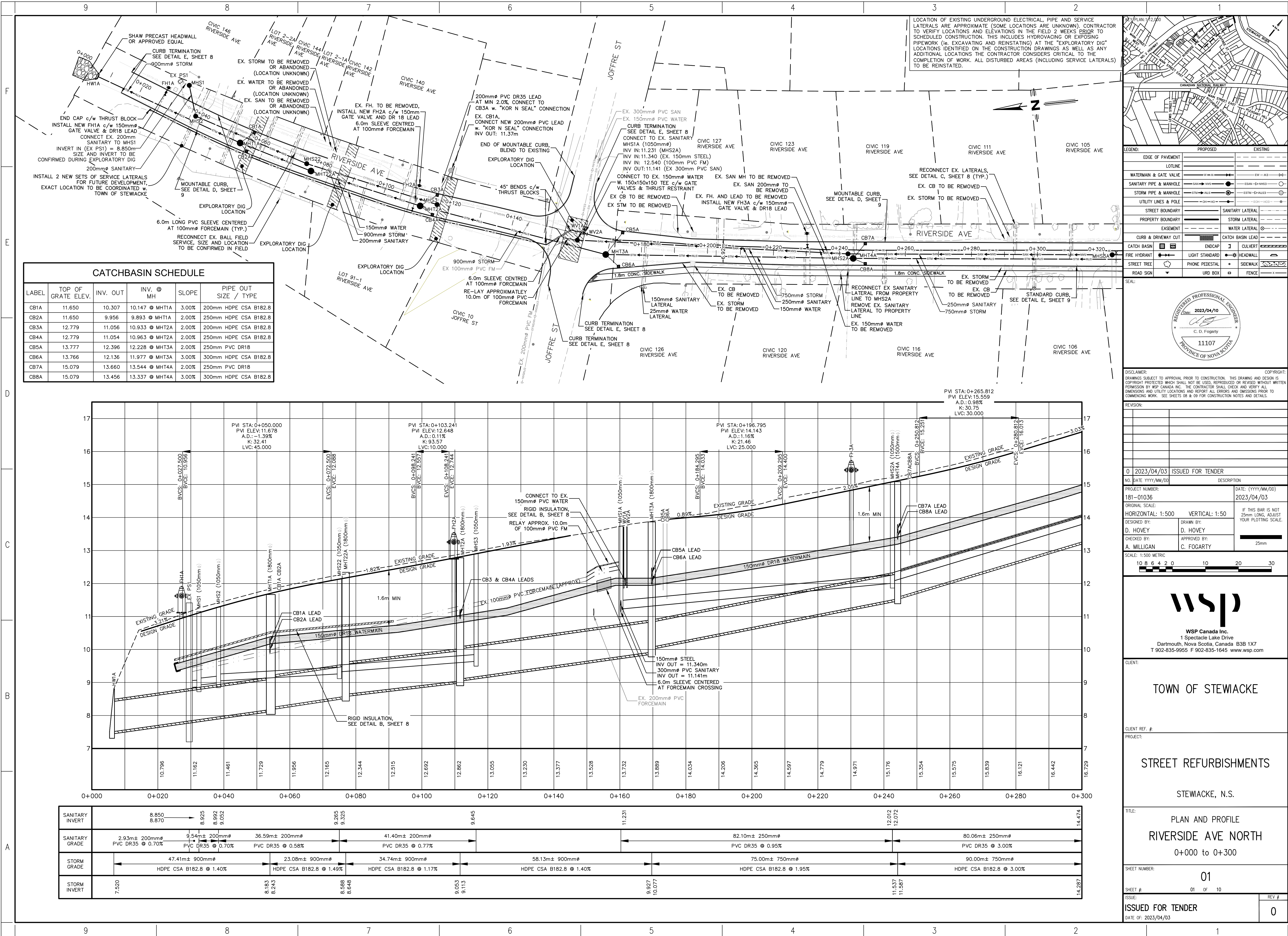
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COVER SHEET

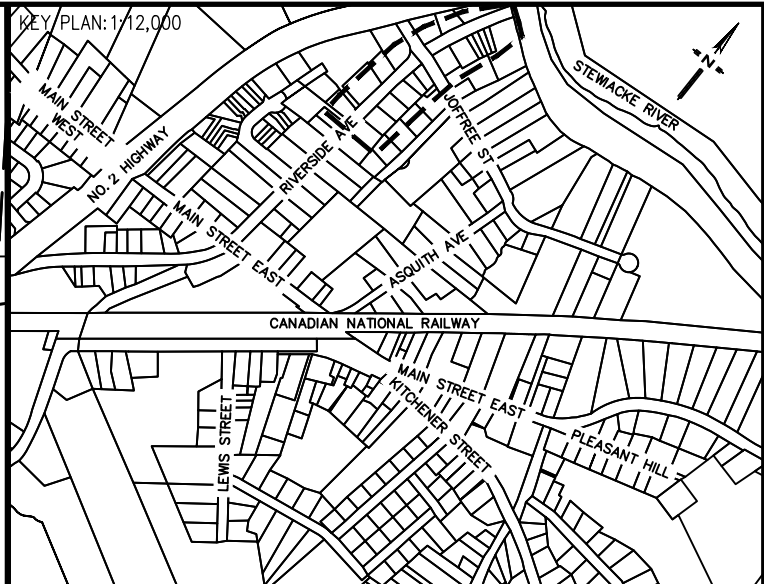
SHEET NUMBER: 00

SHEET #: 00 OF 10

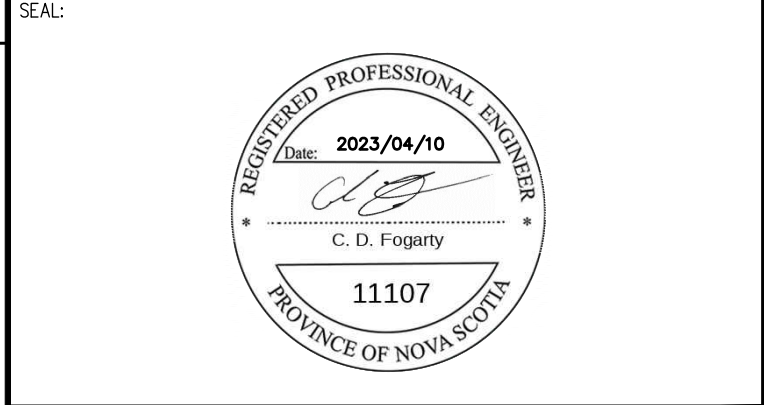
ISSUED FOR TENDER	0
DATE OF: 2023/04/03	



CATCHBASIN SCHEDULE					
LABEL	TOP OF GRATE ELEV.	INV. OUT	INV. @ MH	SLOPE	PIPE OUT SIZE / TYPE
CB1A	11.650	10.307	10.147 @ MHT1A	3.00%	200mm HDPE CSA B182.8
CB2A	11.650	9.956	9.893 @ MHT1A	2.00%	250mm HDPE CSA B182.8
CB3A	12.779	11.056	10.933 @ MHT2A	2.00%	200mm HDPE CSA B182.8
CB4A	12.779	11.054	10.963 @ MHT2A	2.00%	250mm HDPE CSA B182.8
CB5A	13.777	12.396	12.228 @ MHT3A	2.00%	250mm PVC DR18
CB6A	13.766	12.136	11.977 @ MHT3A	3.00%	300mm HDPE CSA B182.8
CB7A	15.079	13.660	13.544 @ MHT4A	2.00%	250mm PVC DR18
CB8A	15.079	13.456	13.337 @ MHT4A	3.00%	300mm HDPE CSA B182.8



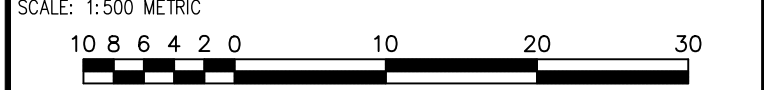
LEGEND:		PROPOSED	EXISTING
EDGE OF PAVEMENT			
LOTLINE			
WATERMAIN & GATE VALVE			
SANITARY PIPE & MANHOLE			
STORM PIPE & MANHOLE			
UTILITY LINES & POLE			
STREET BOUNDARY			
PROPERTY BOUNDARY			
EASEMENT			
CURB & DRIVEWAY CUT			
CATCH BASIN			
FIRE HYDRANT			
STREET TREE			
ROAD SIGN			
SANITARY LATERAL			
STORM LATERAL			
WATER LATERAL			
ENDCAP			
CULVERT			
HEADWALL			
SEWAGE			
URD BOX			
FENCE			



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REVISION:	
NO.	DATE YYYY/MM/DD
0	2023/04/03

PROJECT NUMBER: 181-01036		DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE: HORIZONTAL: 1:500 VERTICAL: 1:50		IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE.
DESIGNED BY: D. HOVEY	DRAWN BY: D. HOVEY	
CHECKED BY: A. MILLIGAN	APPROVED BY: C. FOGARTY	



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CLIENT: TOWN OF STEVIACKÉ

CLIENT REF. #:

PROJECT:

TITLE: PLAN AND PROFILE

RIVERSIDE AVE NORTH

0+000 to 0+300

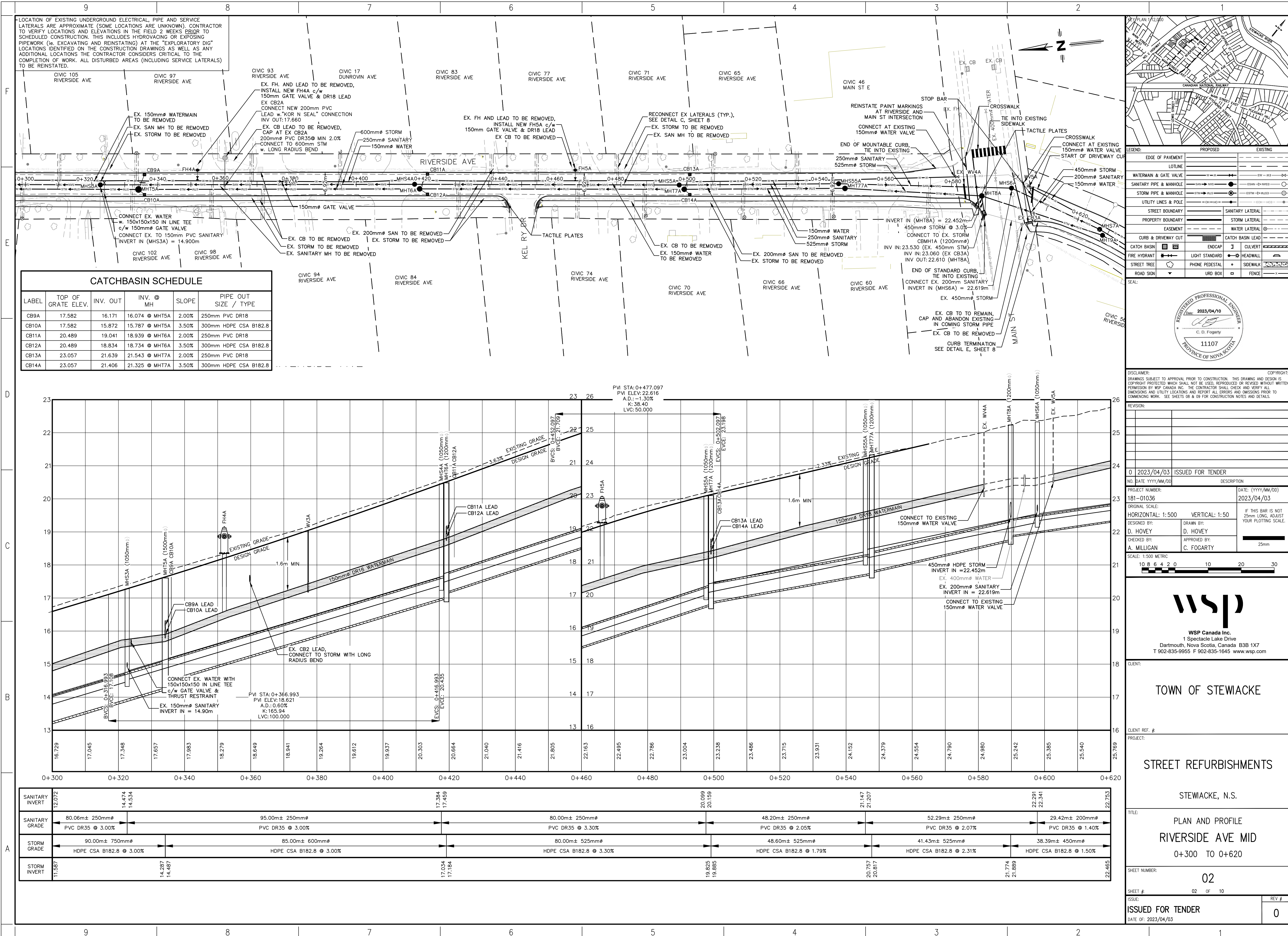
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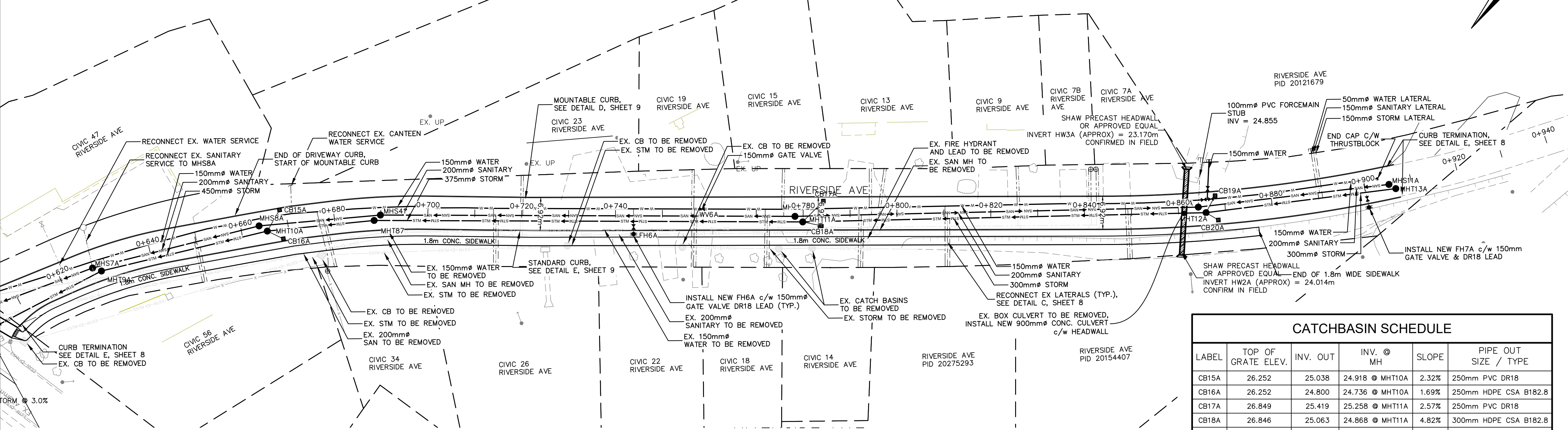
ISSUE: ISSUED FOR TENDER

DATE OF: 2023/04/03

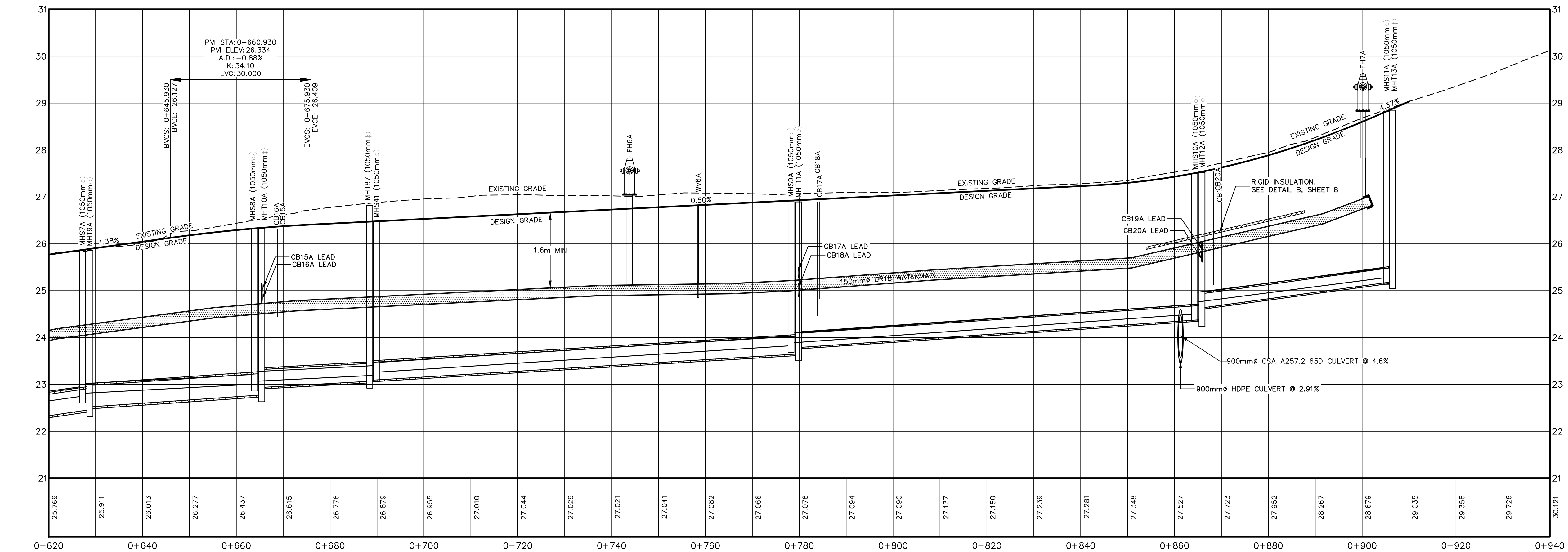
REV # 0



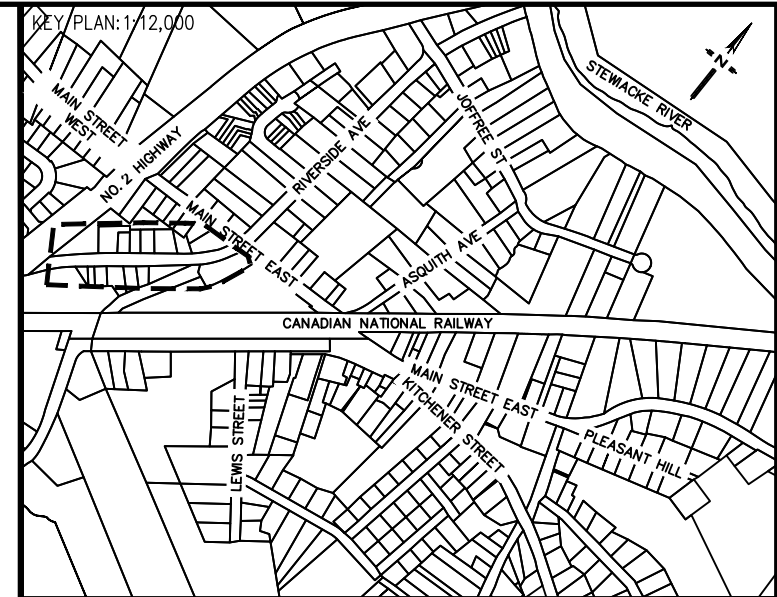
LOCATION OF EXISTING UNDERGROUND ELECTRICAL, PIPE AND SERVICE LATERALS ARE APPROXIMATE (SOME LOCATIONS ARE UNKNOWN). CONTRACTOR TO VERIFY LOCATIONS AND ELEVATIONS IN THE FIELD 2 WEEKS PRIOR TO SCHEDULED CONSTRUCTION. THIS INCLUDES HYDROVACUING OR EXPOSING PIPEWORK (i.e. EXCAVATING AND REINSTATING) AT THE "EXPLORATORY DIG" LOCATIONS IDENTIFIED ON THE CONSTRUCTION DRAWINGS AS WELL AS ANY ADDITIONAL LOCATIONS THE CONTRACTOR CONSIDERS CRITICAL TO THE COMPLETION OF WORK. ALL DISTURBED AREAS (INCLUDING SERVICE LATERALS) TO BE REINSTATED.



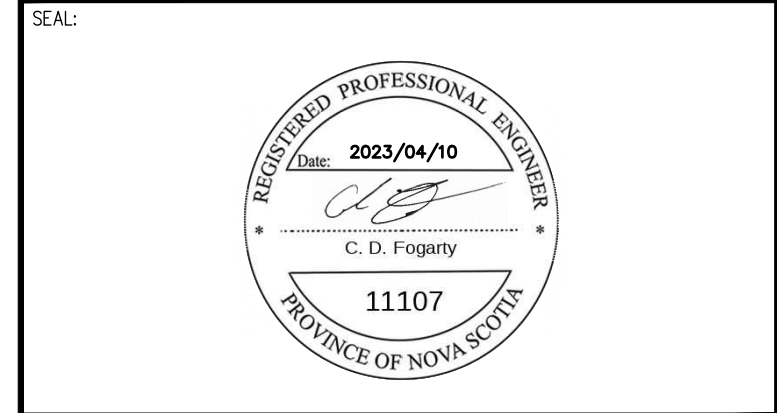
CATCHBASIN SCHEDULE					
LABEL	TOP OF GRATE ELEV.	INV. OUT	INV. @ MH	SLOPE	PIPE OUT SIZE / TYPE
CB15A	26.252	25.038	24.918 @ MHT10A	2.32%	250mm PVC DR18
CB16A	26.252	24.800	24.736 @ MHT10A	1.69%	250mm HDPE CSA B182.8
CB17A	26.849	25.419	25.258 @ MHT11A	2.57%	250mm PVC DR18
CB18A	26.846	25.063	24.868 @ MHT11A	4.82%	300mm HDPE CSA B182.8
CB19A	27.482	25.976	25.851 @ MHT12A	3.04%	200mm PVC DR18
CB20A	27.488	25.722	25.602 @ MHT12A	3.92%	250mm HDPE CSA B182.8



SANITARY INVERT	22.341	22.753	22.813	23.010	23.070	23.200	23.264	23.829	23.889	24.505	24.755	25.285
SANITARY GRADE	22.341	22.753	22.813	23.010	23.070	23.200	23.264	23.829	23.889	24.505	24.755	25.285
STORM GRADE	21.889	22.465	22.525	22.780	22.940	23.071	23.091	23.654	23.789	24.384	24.634	25.192
STORM INVERT	21.889	22.465	22.525	22.780	22.940	23.071	23.091	23.654	23.789	24.384	24.634	25.192



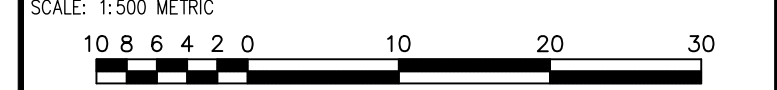
LEGEND:	PROPOSED	EXISTING
EDGE OF PAVEMENT	---	---
LOTLINE	---	---
WATERMAIN & GATE VALVE	---	---
SANITARY PIPE & MANHOLE	---	---
STORM PIPE & MANHOLE	---	---
UTILITY LINES & POLE	---	---
STREET BOUNDARY	---	---
PROPERTY BOUNDARY	---	---
EASEMENT	---	---
CURB & DRIVEWAY CUT	---	---
CATCH BASIN	---	---
FIRE HYDRANT	---	---
STREET TREE	---	---
ROAD SIGN	---	---



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PROJECT NUMBER: 181-01036	DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE: HORIZONTAL: 1:500 VERTICAL: 1:50	IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE.
DESIGNED BY: D. HOVEY	DRAWN BY: D. HOVEY
CHECKED BY: A. MILLIGAN	APPROVED BY: C. FOGARTY



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CLIENT:
TOWN OF STEIWACKE

CLIENT REF. #:
STREET REFURBISHMENTS

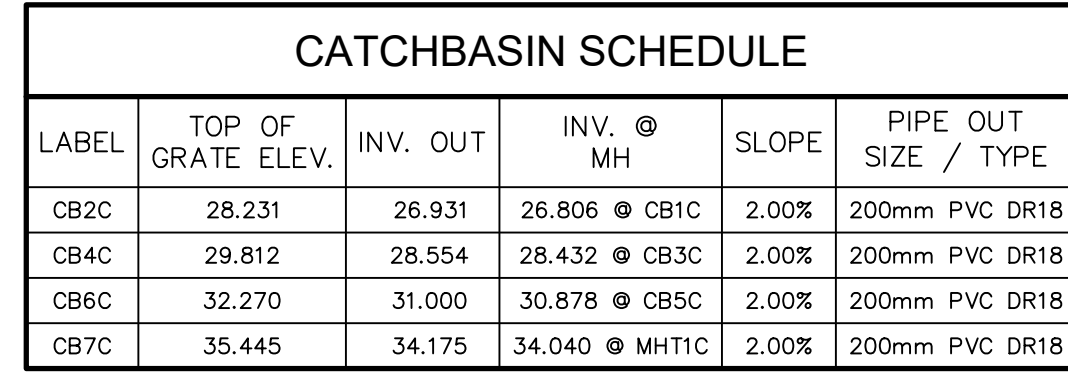
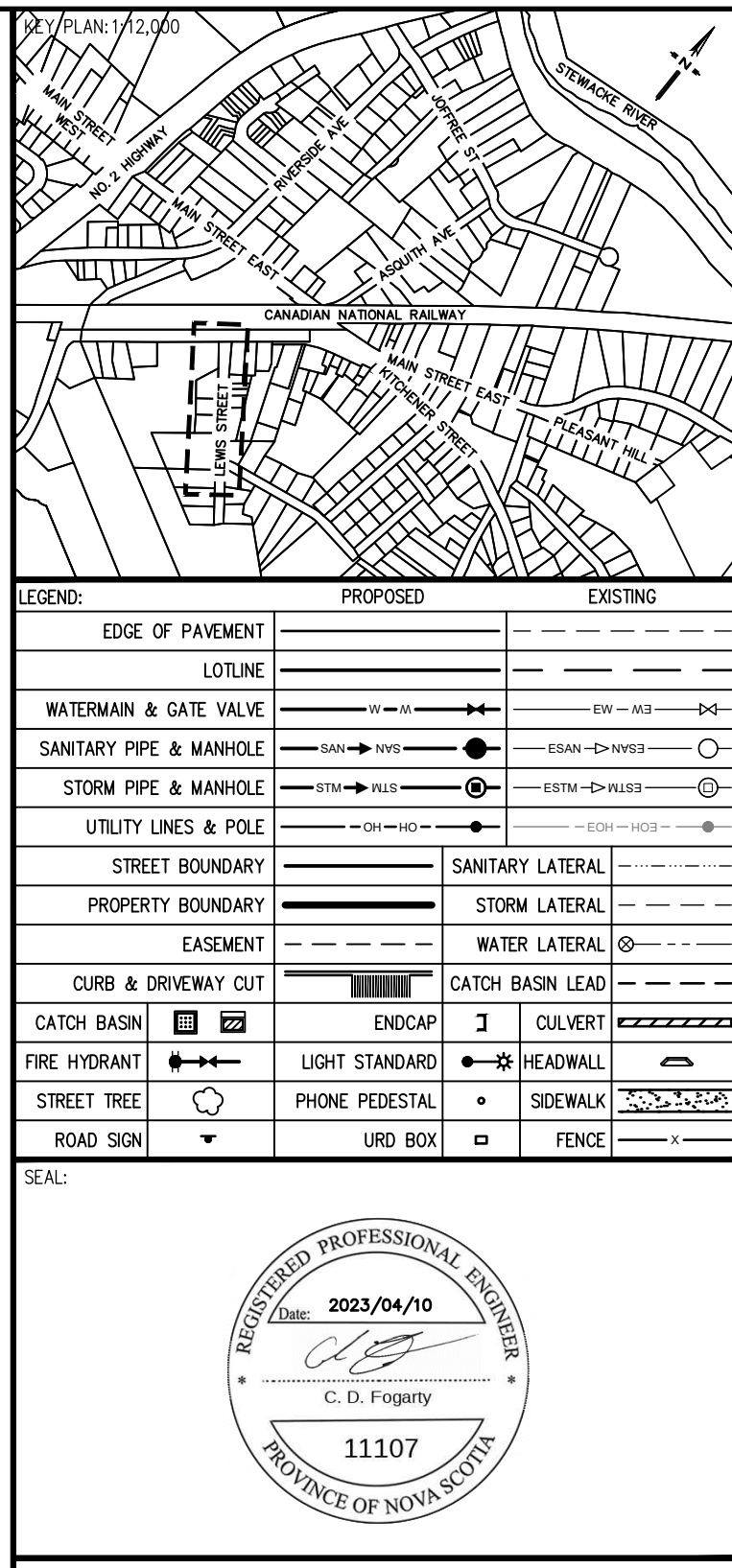
TITLE:
**PLAN AND PROFILE
RIVERSIDE AVE SOUTH
0+620 TO 0+940**

SHEET NUMBER:
03

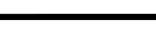
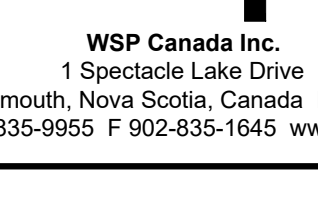
SHEET #:
03 OF 10

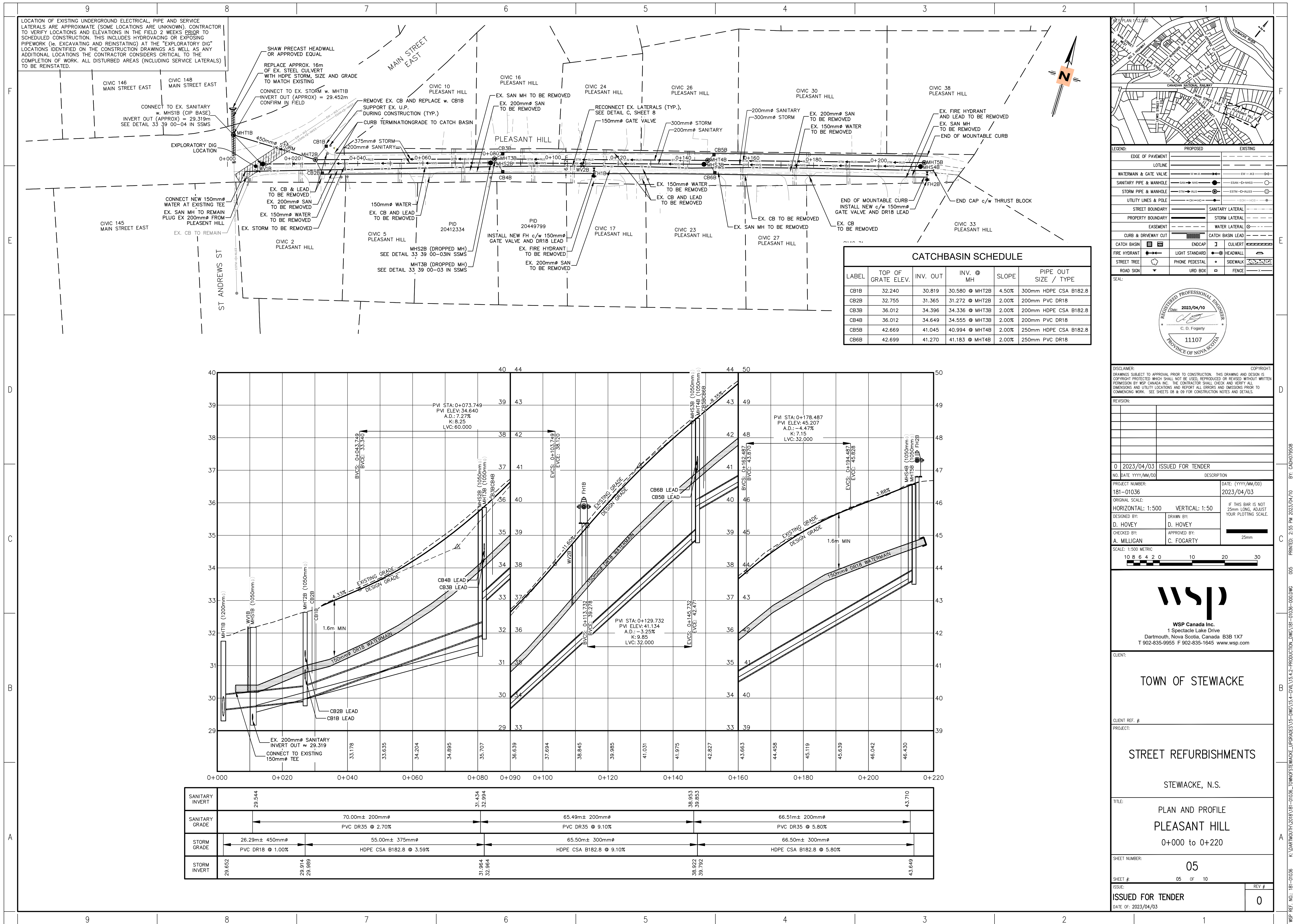
ISSUED FOR TENDER
DATE OF: 2023/04/03

REV #:
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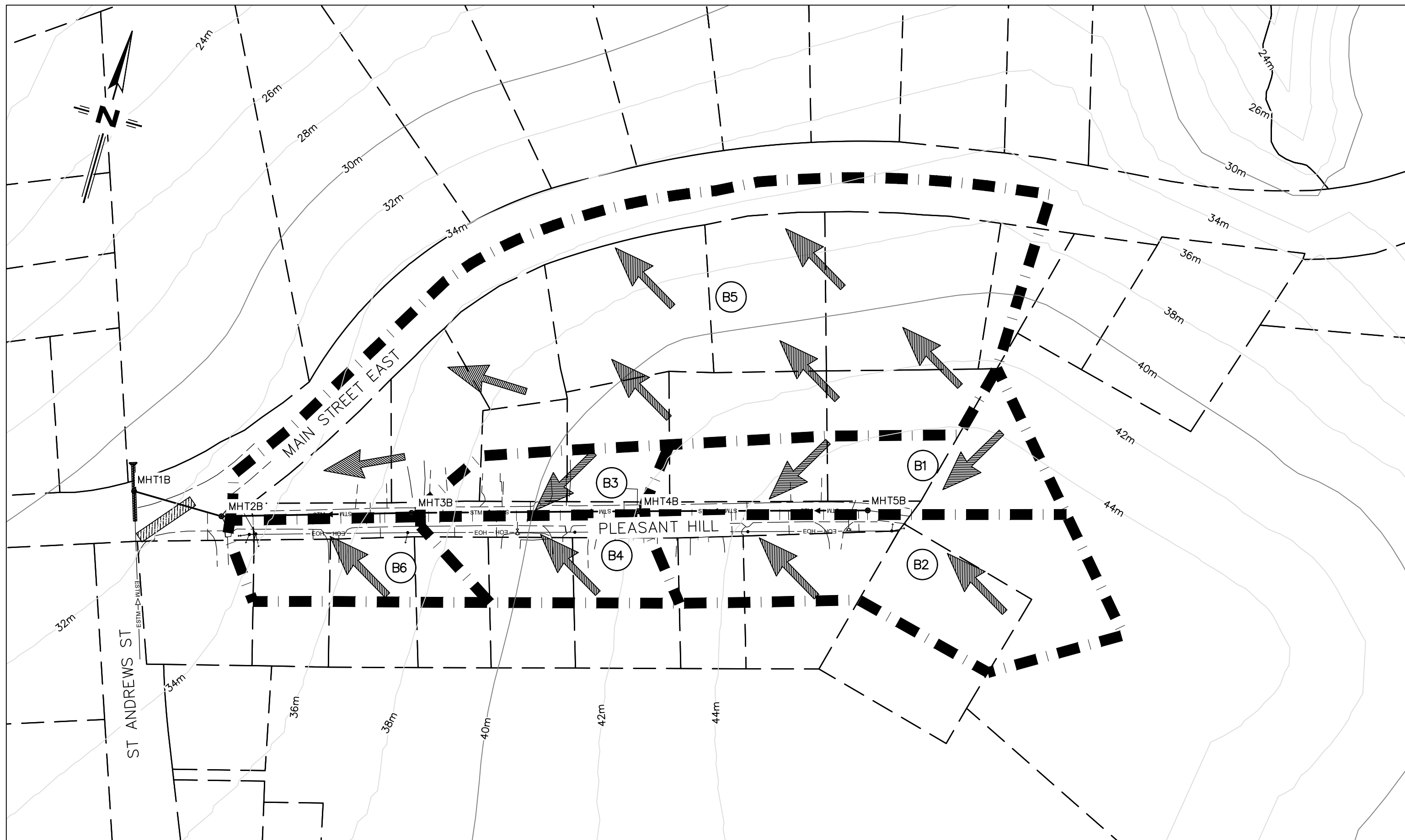
SANITARY INVERT	23.640		26.730 26.790		32.220	
SANITARY GRADE						
STORM GRADE						
STORM INVERT	26.410		28.055 28.115		34.148	

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REVISION:							
0	2023/04/03			ISSUED FOR TENDER			
No.	DATE YYYY/MM/DD			DESCRIPTION			
PROJECT NUMBER: 181-01036				DATE: (YYYY/MM/DD) 2023/04/03			
ORIGINAL SCALE: HORIZONTAL: 1:500 VERTICAL: 1:50				IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE. 			
DESIGNED BY: D. HOVEY		DRAWN BY: D. HOVEY					
CHECKED BY: A. MILLIGAN		APPROVED BY: C. FOGARTY					
SCALE: 1:500 METRIC 							
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TOWN OF STEWIACKE							
CLIENT REF. #:							
PROJECT:							
STREET REFRUBISHMENTS							
STEWIACKE, N.S.							
TITLE: PLAN AND PROFILE LEWIS STREET 0+000 to 0+160							
SHEET NUMBER: 04							
SHEET # 04 OF 10							
ISSUE:				REV #			
ISSUED FOR TENDER				0			
DATE OF: 2023/04/03							



B STORM DRAINAGE - PLEASANT HILL

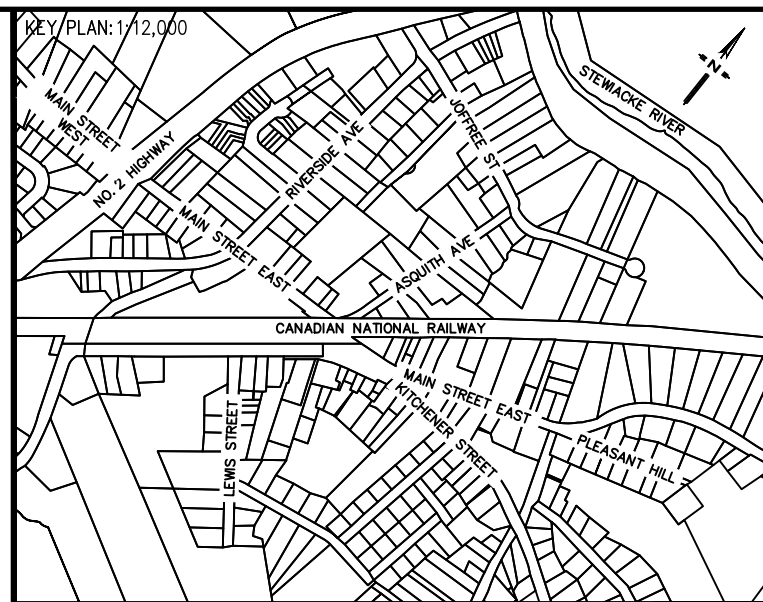
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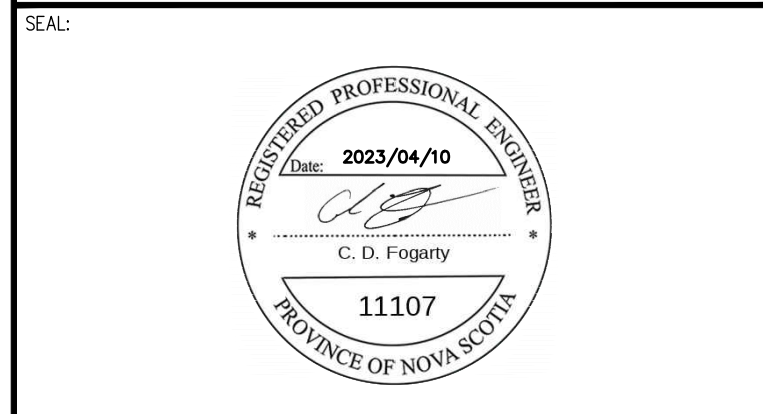
MINOR SYSTEM SUBCATCHMENT AREAS SCS (5 year)					
SUBCATCHMENT AREAS		RATIONAL 'C' VALUES	SUBCATCHMENT AREAS		RATIONAL 'C' VALUES
B1	0.27± Ha	87	B2	0.40± Ha	87
B3	0.11± Ha	87	B4	0.15± Ha	87
B5	0.15± Ha	87	B6	1.39± Ha	87

MINOR PIPED STORM SYSTEM STORM DRAINAGE ANALYSIS - SCS METHOD								
FLOW FROM MANHOLE	FLOW TO MANHOLE	TRIBUTARY AREA	TRIBUTARY AREA (Ha)	DESIGN FLOW (L/s)	PIPE SIZE (mm)	PIPE SLOPE (%)	PIPE CAPACITY (L/s)	OVERALL CAPACITY
5 YEAR RETURN PERIOD								
PLEASANT HILL								
MHT5B	MHT4B	N/A	0.00±	0.0	300	5.80%	252.3	0.0
MHT4B	MHT3B	B1-B2	0.67±	98.5	300	9.10%	316.0	.31
MHT3B	MHT2B	B1-B4	0.93±	131.4	375	1.60%	151.8	.55
MHT2B	MHT1B	B1-B6	2.47±	297.7	450	1.00%	370.7	.80

- RAINFALL INTENSITY BASED ON TRURO RAINFALL INTENSITY/DURATION CURVES.
- PIPE CAPACITY BASED ON MANNING'S EQUATION (n=0.012).
- CONTRACTOR TO INSTALL INLET CONTROL DEVICES IN CATCHBASINS AS DIRECTED BY ENGINEER.
- ROOF LEADERS TO DISCHARGE TO SURFACE.



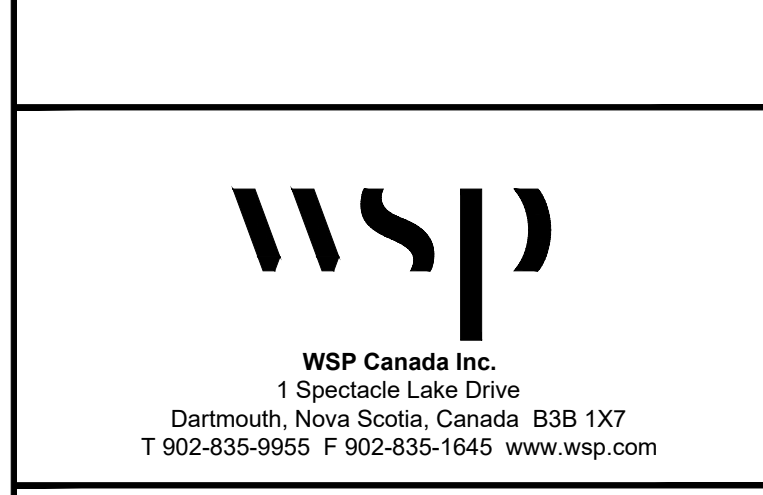
LEGEND:	
DRAINAGE AREA	---
APPROX. 5 YR FLOOD LIMIT	5 YR = 50 L/S
APPROX. 100 YR FLOOD LIMIT	100 YR = 50 L/S
MAJOR DRAIN	→
FLOW FROM POINT	(X 1)
FLOW TO POINT	(A)
DRAINAGE AREA	(A1)



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REVISION:	

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NO.	DATE	DESCRIPTION
PROJECT NUMBER:	181-01036	DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE:	HORIZONTAL: 1:1000 VERTICAL: N/A	IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE.
DESIGNED BY:	D. HOVEY	DRAWN BY: D. HOVEY
CHECKED BY:	A. MILLIGAN	APPROVED BY: C. FOGARTY



CLIENT: TOWN OF STEVIACKÉ

CLIENT REF. #:

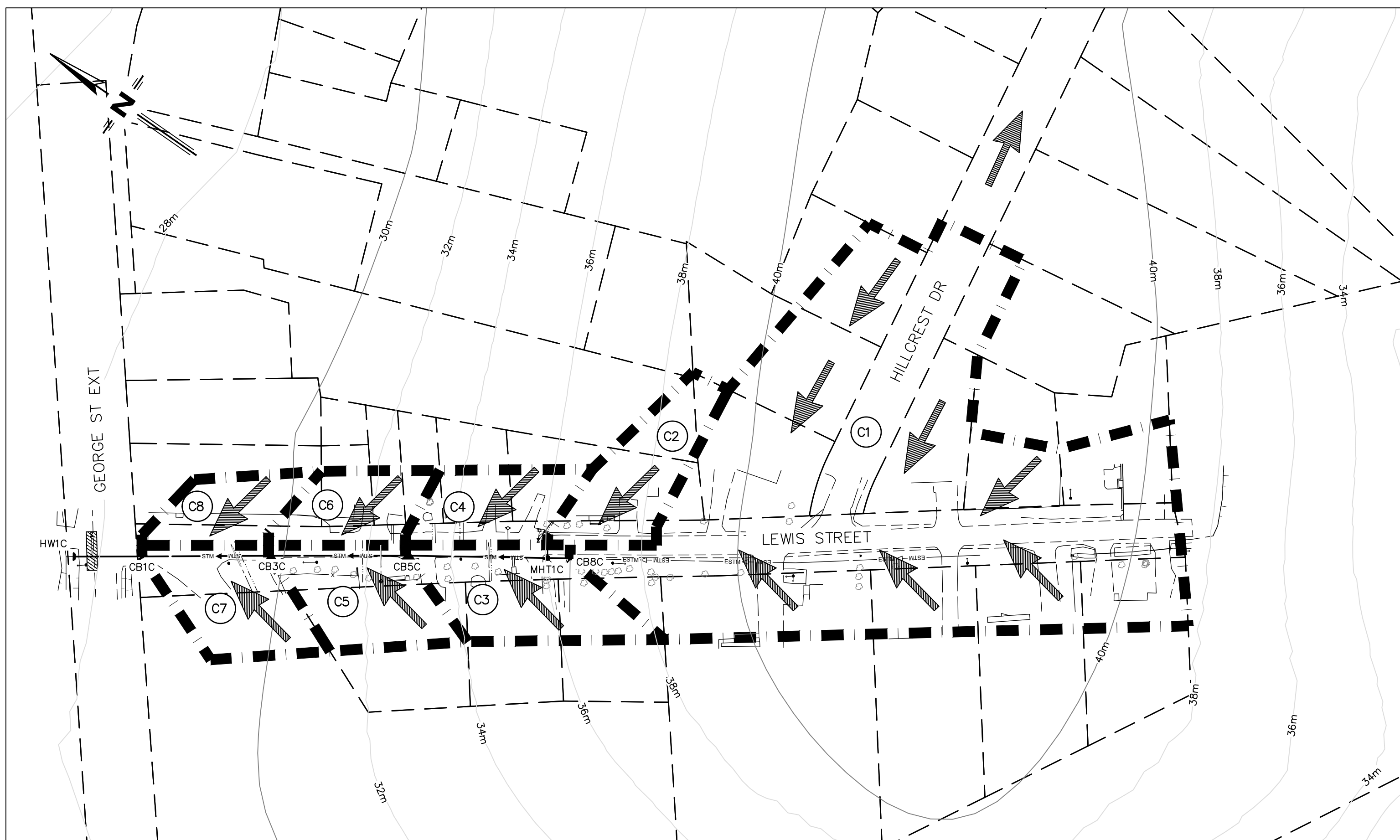
PROJECT: STREET REFBURISHMENTS

STEWIACKÉ, N.S.

TITLE: STORM DRAINAGE PLAN 2
SHEET NUMBER: 07
SHEET #: 07 OF 10
ISSUED FOR TENDER
DATE OF: 2023/04/03
REV # 0

C STORM DRAINAGE - LEWIS STREET

1:1000



MINOR SYSTEM SUBCATCHMENT AREAS SCS (5 year)					
SUBCATCHMENT AREAS		RATIONAL 'C' VALUES	SUBCATCHMENT AREAS		RATIONAL 'C' VALUES
C1	1.25± Ha	87	C2	0.12± Ha	87
C3	0.14± Ha	87	C4	0.09± Ha	87
C5	0.12± Ha	87	C6	0.08± Ha	87
C7	0.12± Ha	87	C8	0.07± Ha	87

MINOR PIPED STORM SYSTEM STORM DRAINAGE ANALYSIS - SCS METHOD								
FLOW FROM MANHOLE	FLOW TO MANHOLE	TRIBUTARY AREA	TRIBUTARY AREA (Ha)	DESIGN FLOW (L/s)	PIPE SIZE (mm)	PIPE SLOPE (%)	PIPE CAPACITY (L/s)	OVERALL CAPACITY
5 YEAR RETURN PERIOD								
LEWIS STREET								
CB8C	MHT1C	C1	1.25	147.0	375	7.00%	463.8	.32
MHT1C	CB5C	C1-C2	1.37±	159.5	375	7.50%	480.2	.33
CB5C	CB3C	C1-C4	1.60±	182.1	375	6.00%	429.5	.42
CB3C	CB1C	C1-C6	1.80±	203.2	375	4.00%	350.7	.58
CB1C	HW1C	C1-C8	1.99±	221.9	450	0.60%	287.7	.77

- RAINFALL INTENSITY BASED ON TRURO RAINFALL INTENSITY/DURATION CURVES.
- PIPE CAPACITY BASED ON MANNING'S EQUATION (n=0.012).
- CONTRACTOR TO INSTALL INLET CONTROL DEVICES IN CATCHBASINS AS DIRECTED BY ENGINEER.
- ROOF LEADERS TO DISCHARGE TO SURFACE.

9	8	7	6	5	4	3	2	1
---	---	---	---	---	---	---	---	---

- D

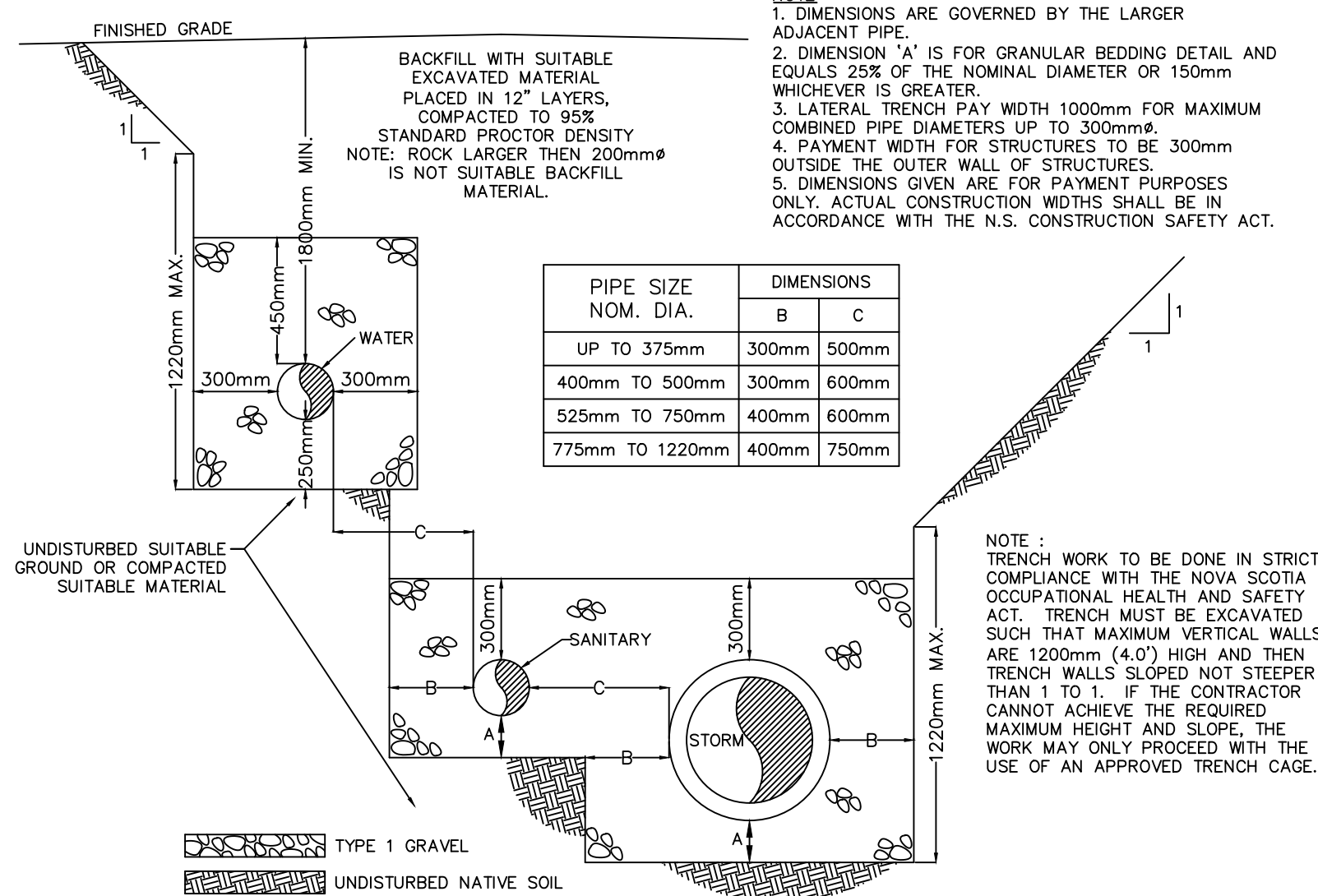
C

- B

SANITARY GRAVITY MAIN _____ PVC DR35, DIAMETER AS INDICATED
SANITARY LATERALS _____ 125mmø PVC DR28 (WHITE)
STORM MAIN _____ CSA HDPE B182.8, DIAMETER AS INDICATED
CATCH BASIN LEADS _____ 200mmø CSA HDPE B182.8 UNLESS OTHERWISE NOTED, CATCH
BASINS TO BE INSTALLED 35mm LOCAL DEPRESSION.
STORM LATERALS _____ 100mmø PVC DR35 (GREEN)
WATER _____ PVC DR18, DIAMETER AS INDICATED.
WATER LATERALS _____ 19mmø MUNICIPEX WATER LATERAL
HYDRANT LEAD _____ 150mmø PVC DR18

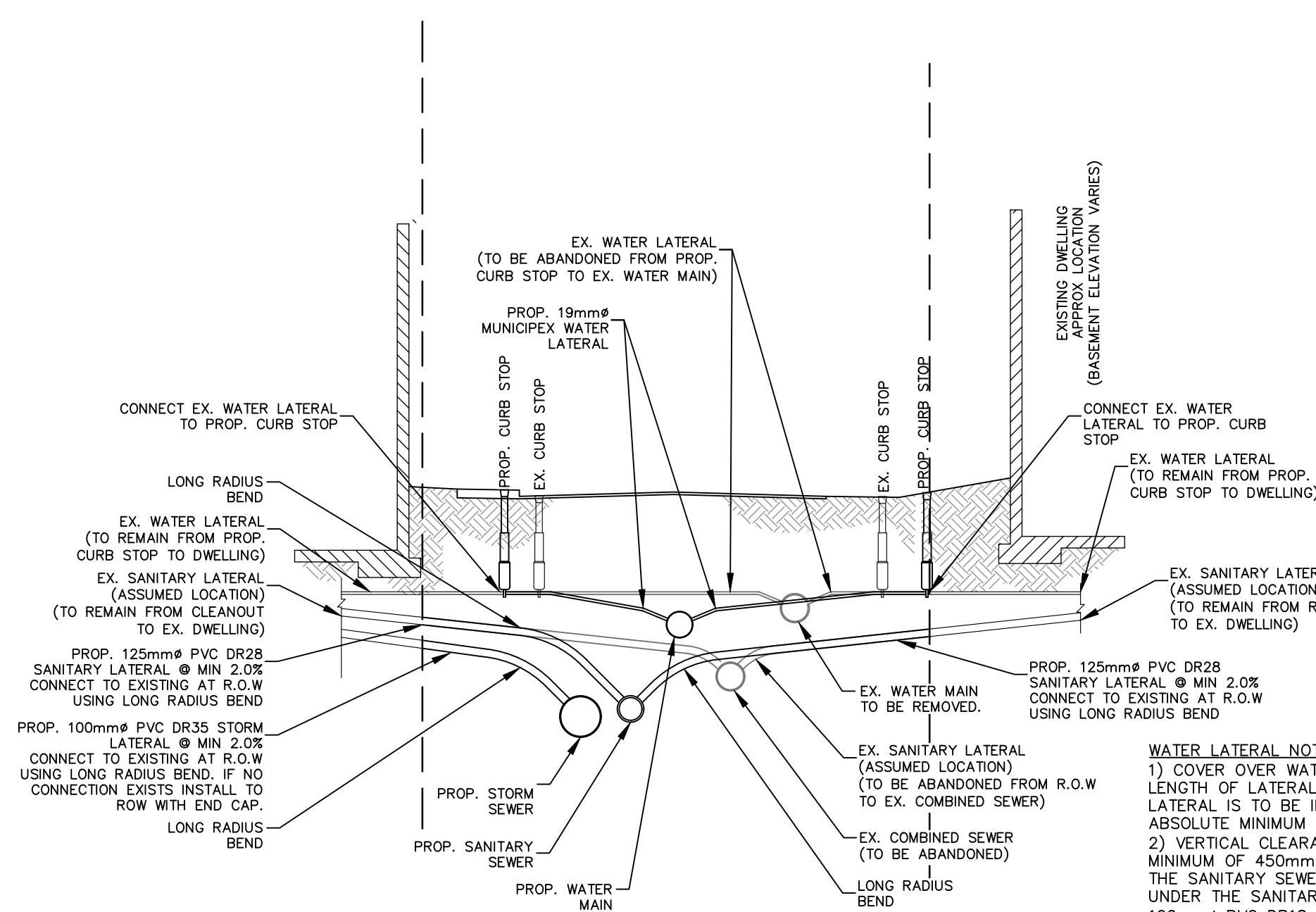
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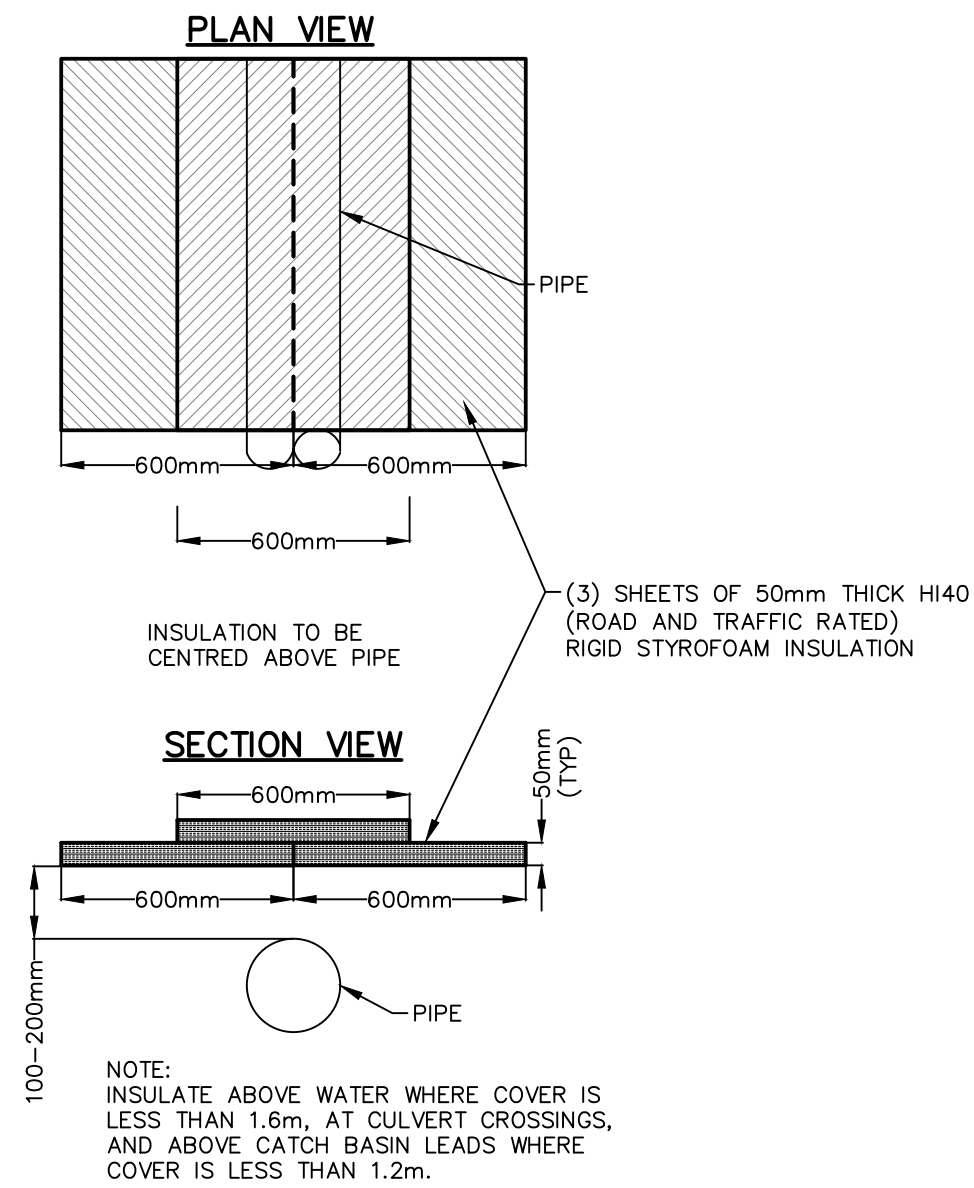
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NTS



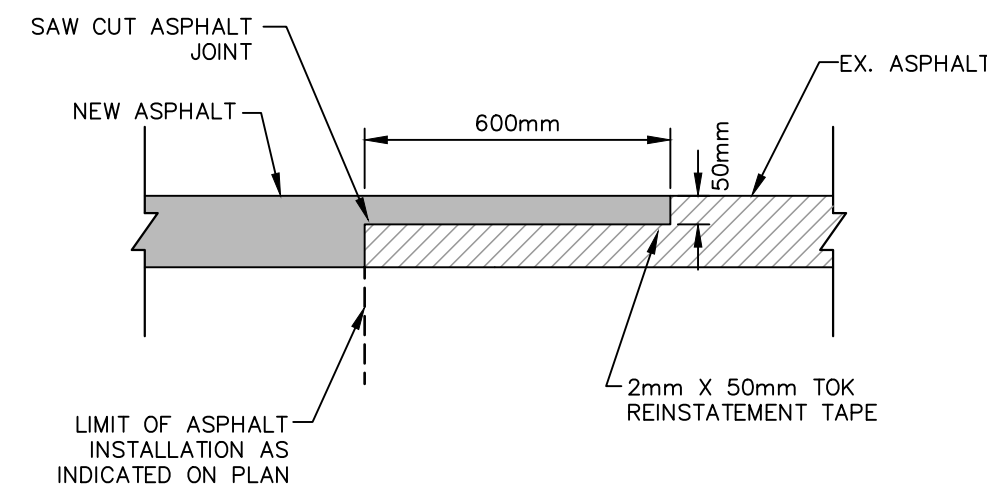
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D



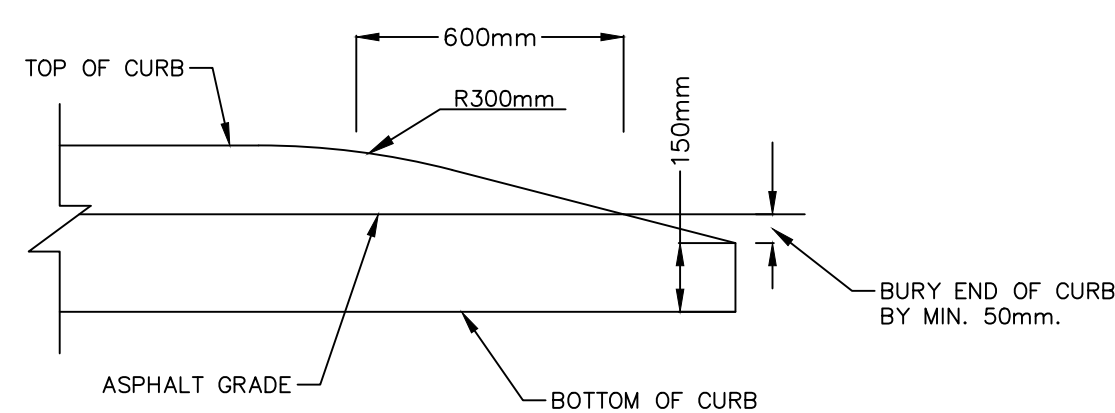
D

NTS



F

NTS



D

11

1

B

B

1

1

1

A

A

1

1

1

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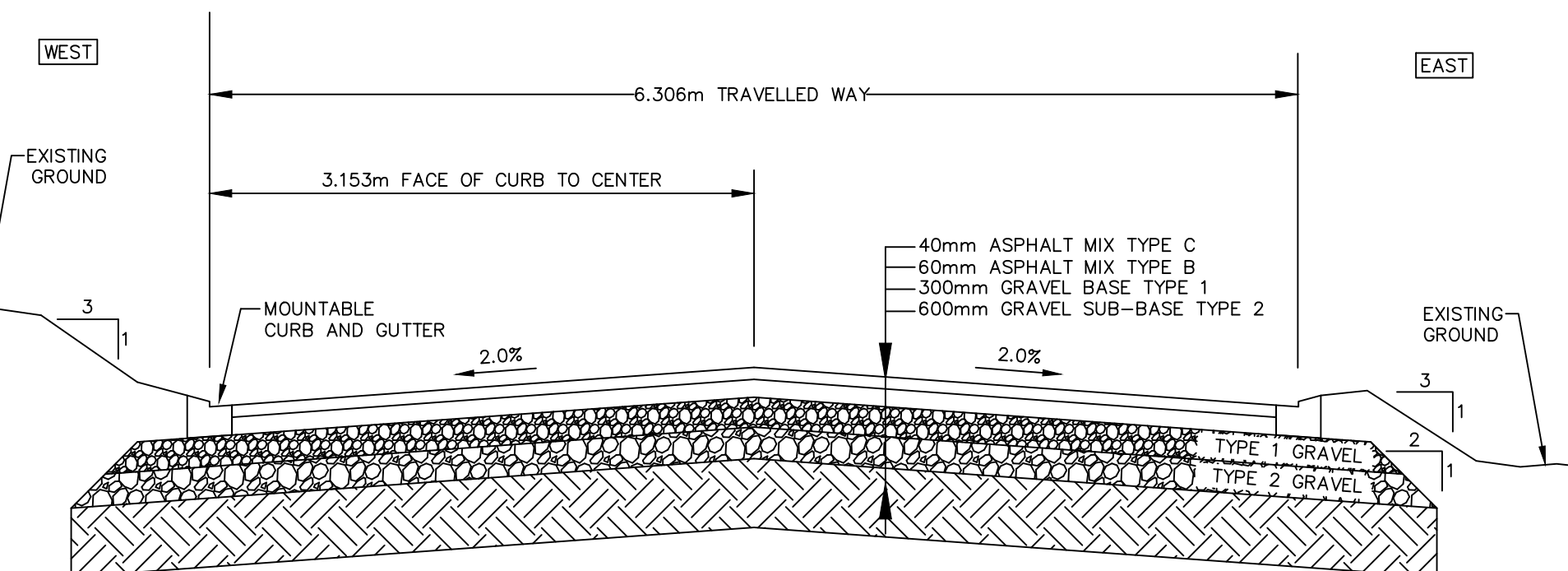
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1

[illegible]

(B) TYPICAL ROADWAY SECTION - PLEASANT HILL



(C) TYPICAL ROADWAY SECTION - LEWIS STREET

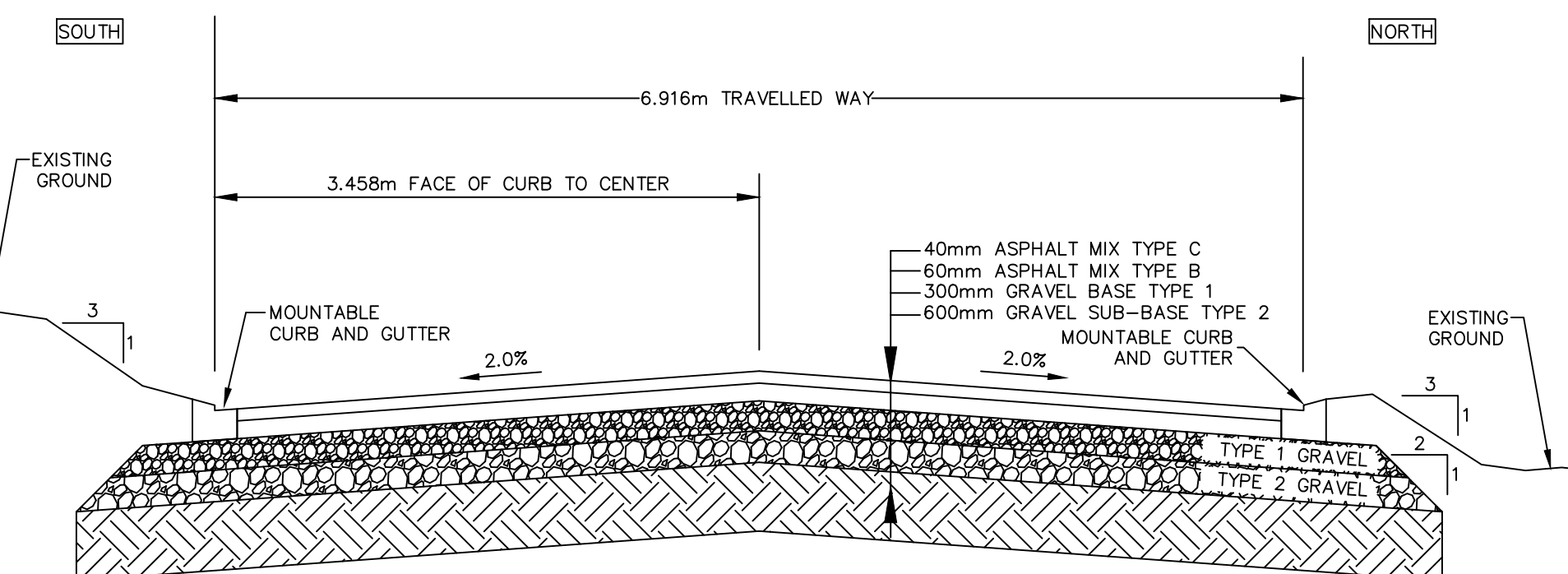
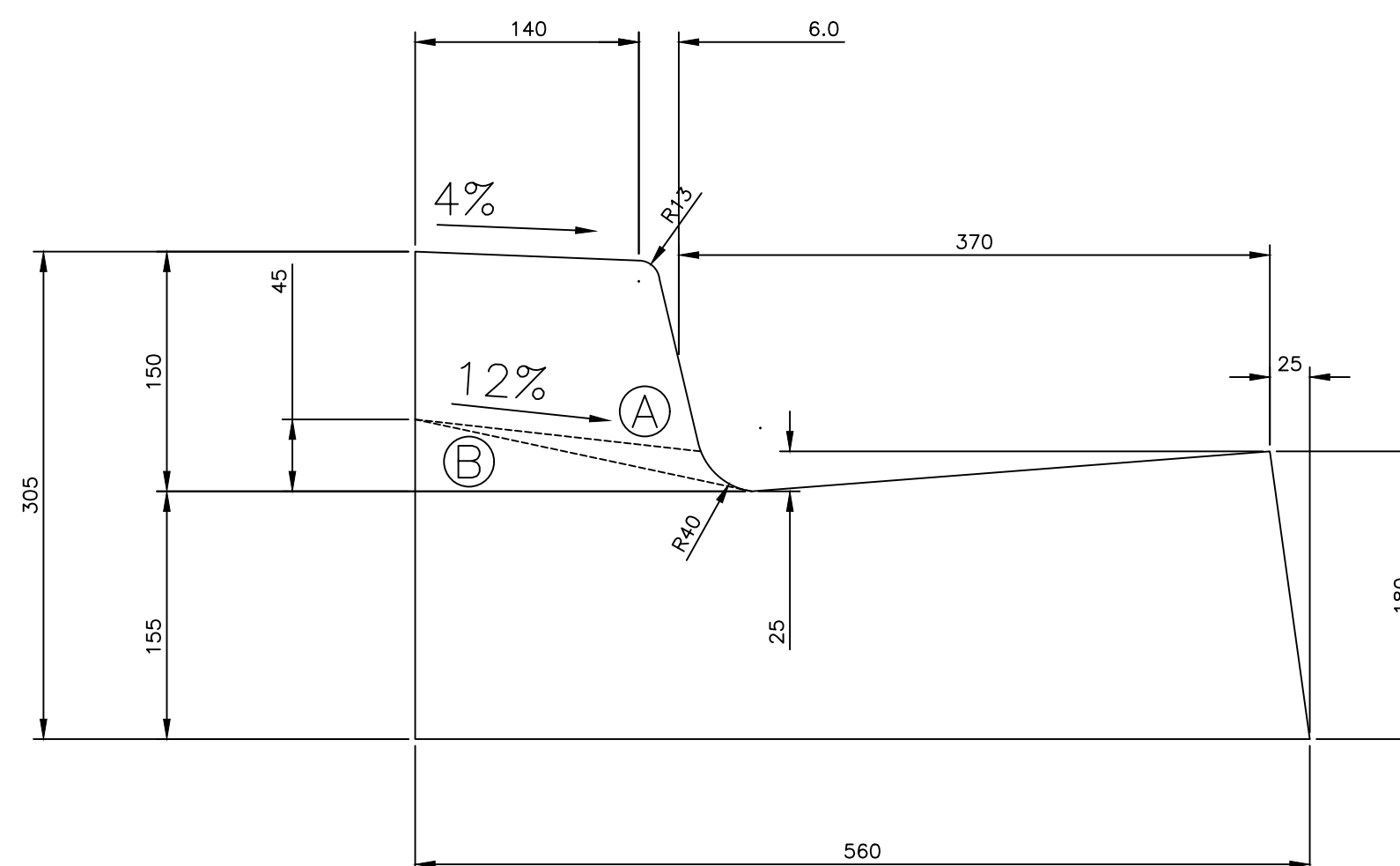


Figure 1 is a plan view of the test specimen. The overall dimensions are 560mm in width and 226mm in height. The top section is 150mm wide. A curved edge on the left side of the top section has a radius of 164mm. A 25mm wide section on the right side is labeled "REVERSE GUTTER (WHERE ASPHALT IS SLOPING AWAY FROM CURB)". A 15mm wide section is also indicated. The specimen is filled with a material containing small triangular markers.

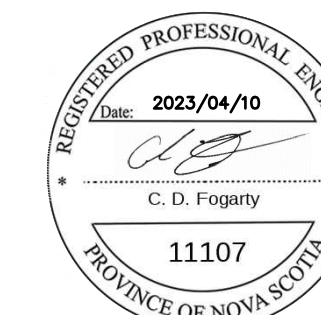
NOTES:

1. DASHED LINE "A" INDICATES CURB AT DRIVEWAYS.
2. DASHED LINE "B" INDICATES CURB AT PEDESTRIAN RAMPS.



The diagram illustrates a cross-section of a road pavement structure. Key features include:

- Directional Labels:** "EAST" on the left and "WEST" on the right.
- Dimensions:**
 - "6.916m TRAVELLED WAY" spanning the main road surface.
 - "3.458m FACE OF CURB TO CENTER" from the curb face to the centerline.
- Ground and Slope:**
 - "EXISTING GROUND" is shown on both sides.
 - A slope of "3" vertical to "1" horizontal is indicated on the left.
 - A "2.0%" cross-slope is shown for the road surface.
- Pavement Layers (from top to bottom):**
 - 40mm ASPHALT MIX TYPE C
 - 60mm ASPHALT MIX TYPE B
 - 300mm GRAVEL BASE TYPE 1
 - 600mm GRAVEL SUB-BASE TYPE 2
- Structural Features:**
 - "MOUNTABLE CURB AND GUTTER" is shown on both the left and right sides.
 - Below the gravel sub-base, "TYPE 1 GRAVEL" and "TYPE 2 GRAVEL" are indicated in different zones.
 - Another "3" vertical to "1" horizontal slope is indicated on the right side.

[illegible]

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0	2023/04/03	ISSUED FOR TENDER
NO. DATE YYYY/MM/DD		DESCRIPTION
PROJECT NUMBER: 181-01036		DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE: HORIZONTAL: N/A		IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE 25mm
VERTICAL: N/A		
DESIGNED BY: D. HOVEY	DRAWN BY: D. HOVEY	
CHECKED BY: A. MILLIGAN	APPROVED BY: C. FOGARTY	



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T 902-835-9955 F 902-835-1645 www.wsp.com

CLIENT:

TOWN OF STEWIACKE

CLIENT REF. #:

PROJECT:

STREET REFRUBISHMENTS

STEWIACKE, N.S.

CONSTRUCTION NOTES

& DETAILS 2

SHEET NUMBER: 09

SHEET # 09 OF 10

ISSUED FOR TENDER
DATE OF: 2023/04/03

1

A SURFACE REINSTATEMENT DETAILS

NTS

NOTES:

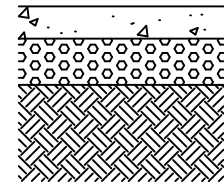
1. PRIOR TO PLACEMENT OF THE PAVEMENT AND SUB-BASE GRAVELS, THE ENTIRE SUBGRADE SHOULD BE PROOF-ROLLED UNDER THE SUPERVISION OF GEOTECHNICAL PERSONNEL. ANY AREAS SHOWING EXCESSIVE DEFLECTION SHOULD BE EXCAVATED AND REPLACED WITH COMPACTED GRANULAR MATERIAL.

CONCRETE SIDEWALK

100mm - CONCRETE

150mm - BASE GRAVEL, TYPE 1

SUBGRADE COMPACTED AS PER GEOTECHNICAL REQUIREMENTS



TOPSOIL AND HYDROSEED

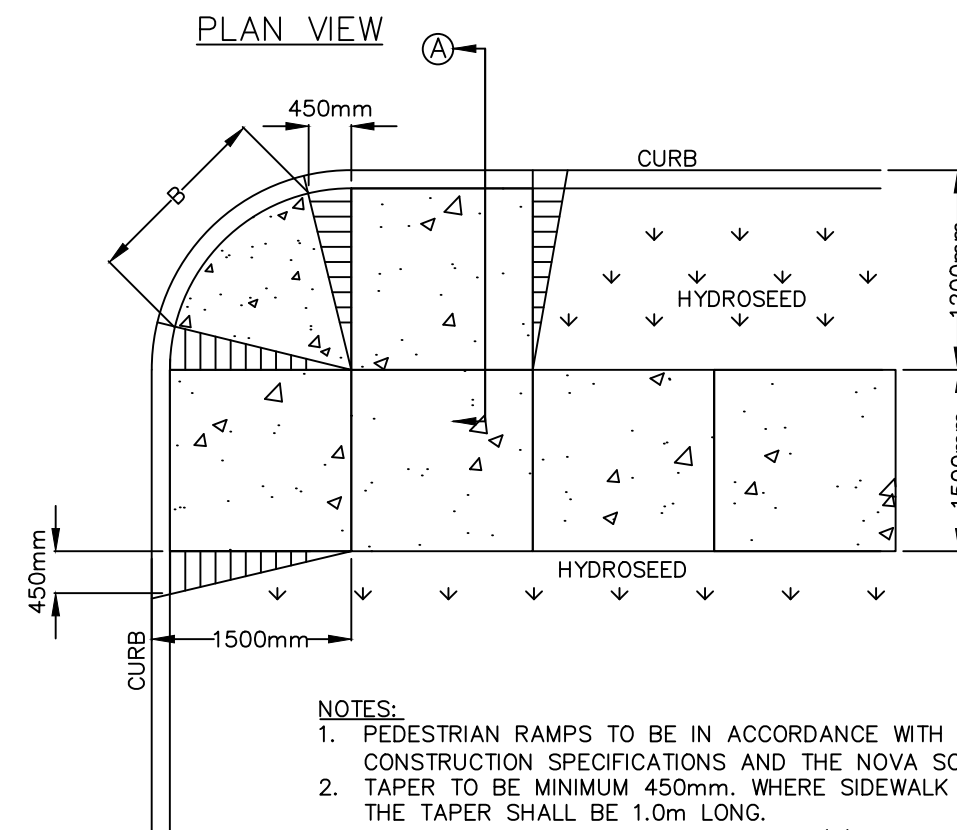
APPROVED HYDROSEED

150mm - TOPSOIL



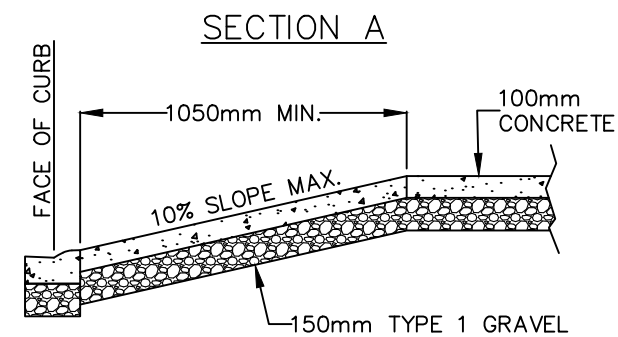
B PEDESTRIAN RAMP DETAIL

NTS

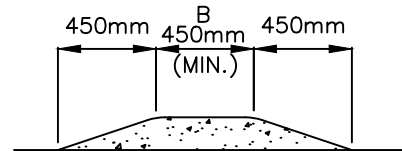


NOTES:

1. PEDESTRIAN RAMPS TO BE IN ACCORDANCE WITH THE NSTIR HIGHWAY CONSTRUCTION SPECIFICATIONS AND THE NOVA SCOTIA 'BLUE BOOK'.
2. TAPER TO BE MINIMUM 450mm, WHERE SIDEWALK ABUTS THE CURB THE TAPER SHALL BE 1.0m LONG.
3. INSTALL A RAMP DIVIDER ONLY WHEN (B) IS GREATER THAN 450mm.

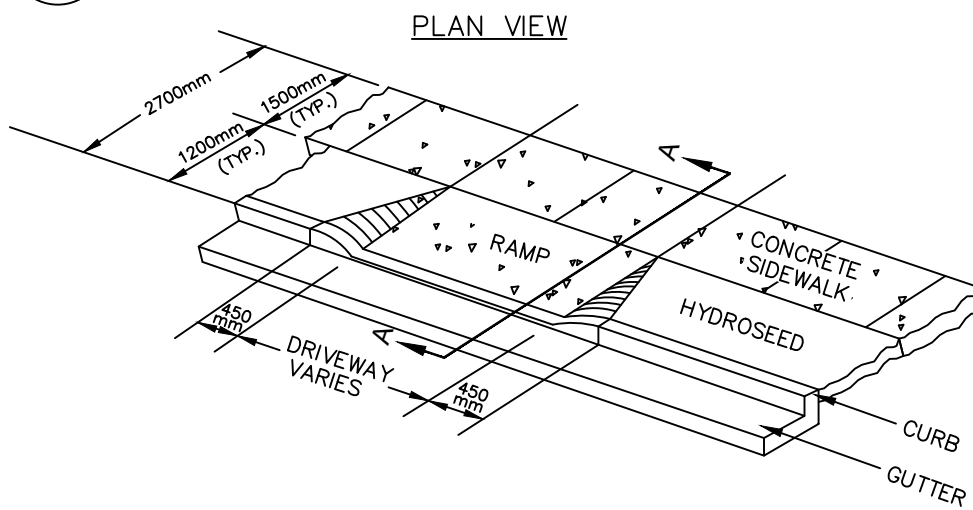


PEDESTRIAN RAMP DIVIDER VIEW

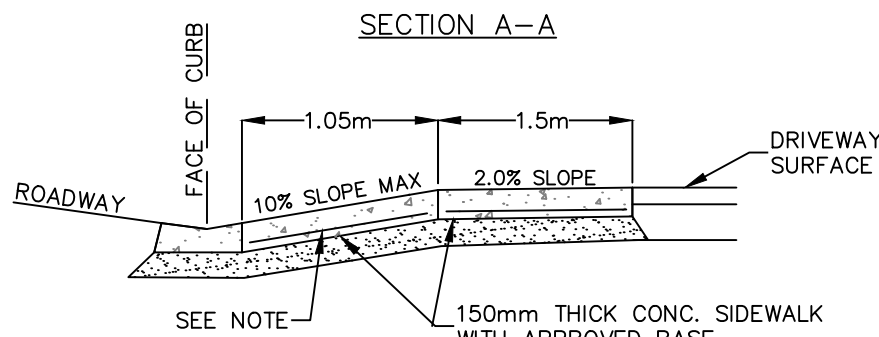


C DRIVEWAY RAMP DETAIL

NTS



SECTION A-A

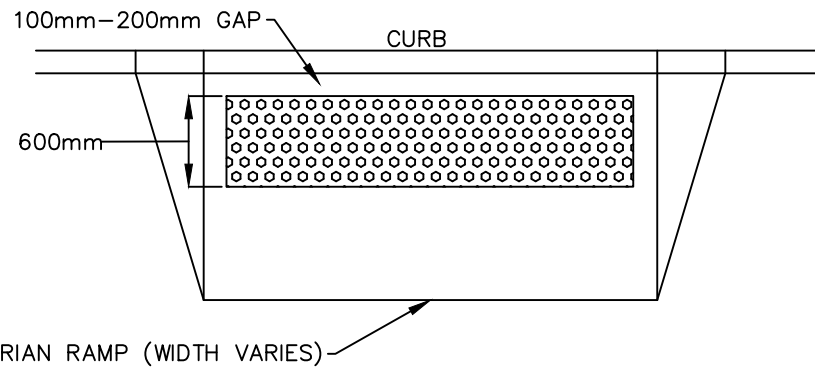


NOTE:

FOR COMMERCIAL AND INDUSTRIAL DRIVEWAYS
PLACE 150 X 150 - M.W. 18.7 X M.W. 18.7
50mm FROM BOTTOM OF CONCRETE
RAMP AND SIDEWALK.

D TACTILE PLATE DETAIL

NTS

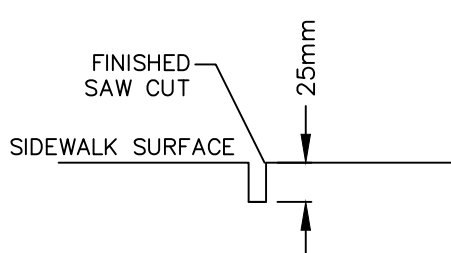


TACTILE SURFACE NOTES:

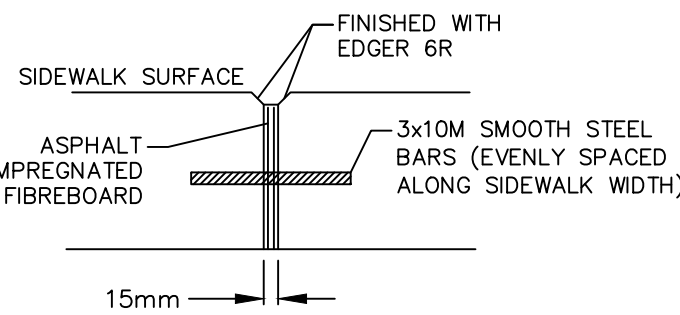
1. NATURAL CAST IRON ATTENTION TWSI (TACTILE WALKING SURFACE INDICATOR) PLATES TO CSA B651.
1. INSTALLATION TO BE DONE IN ACCORDANCE TO MANUFACTURER'S INSTALLATION PROCEDURES.
2. ALL CONCRETE TO BE MINIMUM 35 MPa.
3. SIZE AND SHAPE OF PLATES TO MANUFACTURER'S SPECIFICATIONS.
4. MAXIMUM GAP BETWEEN PLATES AND START OF TAPER TO BE 100mm.
5. INSTALL TOP OF BASE PLATES (BOTTOM OF DOMES) LEVEL WITH CONCRETE RAMP.
6. INSTALL RADIUS PLATES WHERE CURB HAS A RADIUS.

F CONCRETE SIDEWALK JOINT DETAILS

NTS



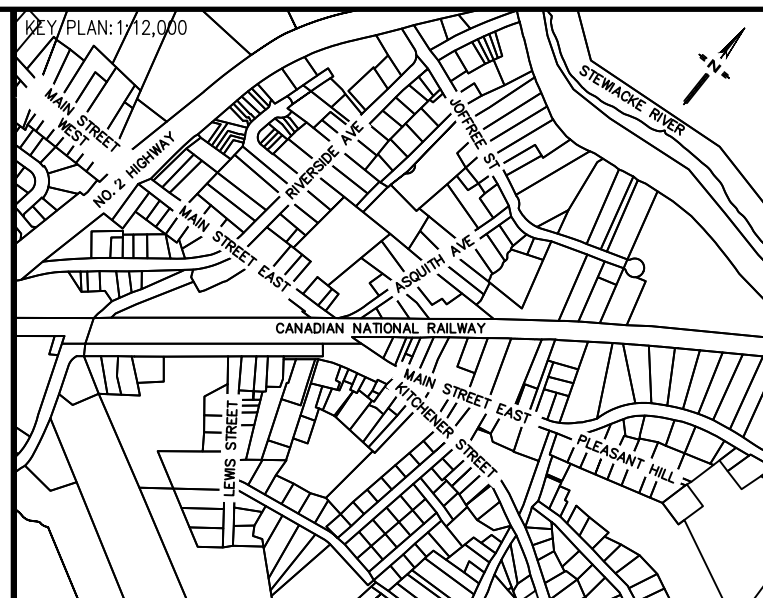
CONTROL JOINT



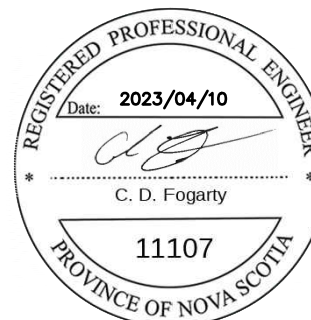
EXPANSION JOINT

NOTES:

1. EXPANSION JOINTS TO BE SPACED EVERY 50m.
2. CONTROL JOINTS TO BE SPACED EVERY 1.5m.
3. GRAVEL BASE TO EXTEND 150mm BEYOND EDGE OF SIDEWALK CONCRETE.
4. CONTROL JOINTS TO BE SAW CUT.
5. EXPANSION JOINT BARS ARE TO BE GREASED ON ONE SIDE OF THE JOINT.
6. DURING CONSECUTIVE POURS, THE END OF EACH POUR IS TO OCCUR AT AN EXPANSION JOINT.



SEAL:

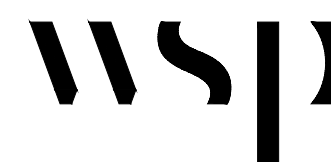


DISCLAIMER: DRAWINGS SUBJECT TO APPROVAL PRIOR TO CONSTRUCTION. THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WHICH SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY WSP CANADA INC. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK. SEE SHEETS 08 & 09 FOR CONSTRUCTION NOTES AND DETAILS.

REVISION:

NO.	DATE	DESCRIPTION
0	2023/04/03	ISSUED FOR TENDER

PROJECT NUMBER: 181-01036	DATE: (YYYY/MM/DD) 2023/04/03
ORIGINAL SCALE: HORIZONTAL: 1:500 VERTICAL: 1:50	IF THIS BAR IS NOT 25mm LONG, ADJUST YOUR PLOTTING SCALE.
DESIGNED BY: D. HOVEY	DRAWN BY: D. HOVEY
CHECKED BY: A. MILLIGAN	APPROVED BY: C. FOGARTY



WSP Canada Inc.
1 Spectacle Lake Drive
Dartmouth, Nova Scotia, Canada B3B 1X7
T 902-835-9955 F 902-835-1645 www.wsp.com

CLIENT:

TOWN OF STEWACKE

CLIENT REF. #:

PROJECT:

STREET REFURBISHMENTS

STEWACKE, N.S.

TITLE:

CONSTRUCTION NOTES
& DETAILS 3

SHEET NUMBER:

10

SHEET #:

10 OF 10

ISSUE:

ISSUED FOR TENDER

DATE OF: 2023/04/03

REV #

0

Bylaw & Policy Committee Report

Committee of the Whole / September 24th

1 Rental Policy #2021-47

- Proposed changes are to include a discretionary right of refusal
- Examples of reasons include but are not limited to; activity promoting discrimination, hate or violence against any person or group based on race, national or ethnic origin, color, religion etc. The activity is contrary to the Town's values, policies, or community standards. Risks to public safety etc.
- Town will provide written notice of any refusal to the applicant, including general reasons for refusal.

Changes proposed are attached and in RED font.

Motion: Recommend to council to approve the changes to Rental Policy #2021-47 as presented.

2. Recognition of Birthdays and Anniversaries Policy # 2011-32

- Proposed changes include name change to the following: "Milestone Recognitions Policy"
- Broadening the reasons for recognition from just birthdays and anniversaries to include other major life events, including graduation from high school, college, university, or recognized trade/apprenticeship program. Opening/launching a new business. Birth/adoption of child etc.
- Requests for a recognition letter to be submitted to the town (via email) two weeks prior to event. Form also now included in policy for submission.
- Now provided an option to make use of the electronic sign, in the amount of \$15/week, up to a maximum of two weeks.

Changes proposed included in the document package in RED font.

Motion: Recommend to council to change the name of policy #2011-32 from Recognition of Birthdays and Anniversaries Policy to Milestone Recognitions Policy and accept the changes as presented.

Policy: **Rental Policy**

Policy No: **2021-47**

Date Originally Approved: **January 24th, 2019**

Proposed amendment presented: **May 13th, 2021**

Proposed amendment presented:

Removal of rental property schedule and additional piece on rental guidelines during State of Emergency status.

Date presented for Councils Approval: **May 27th, 2021**

Motion: *Moved that Council approve the recommendation to update the Rental Policy No. 2021-47 as presented at Committee of the Whole May 13, 2021.*

This Policy is current as of: May 28, 2021



Policy Number:

Policy Subject: Rental Policy 2021- 47

Policy Objective

The objective of this policy is to inform individuals who are interested in renting or reserving one of the Town of Stewiacke's owned public spaces/facilities on the guidelines to follow during the rental and what costs and requirements must be met to confirm the reservation.

Policy

The Town of Stewiacke owns and manages many properties and facilities for the benefit and enjoyment of residents and visitors. It is the intent of this document to ensure all users understand what the Town will expect of them if they rent out facilities for private events or make use of the public parks/spaces.

General Guidelines

- 1) Groups or individuals shall be expected to observe all facility policies, rules and regulations.
- 2) Groups or individuals hosting an event shall be expected to follow all guidelines in the signed rental agreement
- 3) Groups or individuals attending an event shall be expected to observe all event policies, rules and regulations instituted by the event host/renter.
- 4) Inappropriate behaviour at a Town facility or property shall result in the issuance of a written or verbal warning to the offenders and if necessary, the police will be notified. Inappropriate behaviour for the purpose of this document includes but is not limited to:

- a. Behaviour that obstructs or hinders the ability of others to use and enjoy Town facilities, or participate in Town service programs or events, or compromise the safety and health of others including staff;
- b. Refusal to follow rental agreement terms and conditions and all other related Town policies, rules and regulations;
- c. Willful damage or vandalism of property;
- d. Criminal behaviour;
- e. Access into the building or facility during a time that was not specified in the rental agreement.

5) The use of facilities will not be restricted on the basis of race, nationality, ethnic origin, religion, sexual orientation, age or mental/physical disability.

6) Town Staff or Town Council have the right to refuse any proposed use of Town property after reviewing the completed Rental Agreement, and noticing that the planned activity will not comply with the guidelines stated in this document.

7) Booking of facilities/greenspaces, etc. is on a first-come first-serve basis, with Town programs given priority.

8) Cleaning of properties and facilities after use is the responsibility of the user and all used space must be left in the same condition in which they are found. Users are required to remove all materials, equipment and rubbish left after use of the facility/property

9) Users of Town facilities/properties are prohibited from removing materials (woods, stones etc.) from the property for personal or commercial use. Removal of these materials will be treated as a crime and referred to the RCMP.

10) Alcohol, tobacco and cannabis products are prohibited on all Town owned property, unless otherwise indicated on rental agreement and provincial regulations.

11) All users must follow and respect the occupancy numbers stated per building during rentals.

12) the renter is a business or society, the renter must provide proof of liability insurance with coverage of at least \$1,000,000, with the Town of Stewiacke added as an Additional Insured with respect to the event.

If the renter is an individual, insurance coverage will be provided by the Town under the Rental Agreement at the renter's cost. Premium depends of the type of event and the number of participants.

13) All users booking a facility/property that requires key access will have to pay a deposit before receiving the key. Deposits will be refunded to the user, once the key is returned.

14) All users must comply with Provincial guidelines, orders and regulations regarding States of Emergencies. Users may have their rental/reservation altered or cancelled as a result of a State of Emergency Order.

15) The Town reserves the right, in its sole and absolute discretion, to refuse any application to rent space in any Town facility or property for any event, activity, or purpose that the Town reasonably determines to be inappropriate for use of the facility.

16) Without limiting the generality of paragraph 15, the Town may refuse to rent space to any person, group, or organization, or for any event or activity, where the Town reasonably believes that:

- (a) the proposed use, event, or activity may promote discrimination, hatred, or violence against any person or group based on race, national or ethnic origin, colour, religion, sex, age, mental or physical disability, sexual orientation, gender identity or expression, or any other ground protected by applicable human rights legislation;
- (b) the proposed use, event, or activity is contrary to the Town's values, policies, or community standards;
- (c) the proposed use, event, or activity may bring the Town or the facility into disrepute;
- (d) the proposed use, event, or activity may create a risk to public safety, security, or order;
- (e) the applicant or organization has previously violated the terms of a rental agreement with the Town or has engaged in conduct that caused damage to municipal property or disruption to municipal operations; or
- (f) the proposed use, event, or activity is otherwise incompatible with the facility's purpose as a public facility.

17) All rental applications shall be reviewed by the designated Town official or committee responsible for facility rentals. The Town shall provide written notice of any refusal to the applicant, including general reasons for the refusal, within a reasonable time following receipt of the application, but the Town is not required to provide detailed justification for its decision to refuse a rental application.

18) Nothing in this policy creates an obligation on the Town to rent space in any Town facility or property to any person, group, or organization.

19) The Town's acceptance of a rental application does not constitute approval of the views, beliefs, or activities of the applicant or any associated organization.

Please refer to Rental Agreement for schedule of fees, insurance coverage options, possible subsidy and schedule of green spaces/facilities for reservation. Completing the Rental Agreement, including having a member of Town staff sign the Agreement, will confirm your reservation/rental.

Annotation for Official Policy Book

Date of Notice to Council Members of Intent
To Consider (Minimum 7 Days):

Date of Passage of Current Policy: May 27, 2021

I certify that this Policy was adopted by Council as indicated above.



Chief Administrative Officer

2021-06-14
Date

Policy: **Milestone Recognitions Policy**

Date Originally Approved: **April 28, 2011**

Motion: **~~“That the Recognition of Birthdays and Anniversaries~~
~~Milestone Recognitions~~ Policy 2011 - 32, be approved,
as presented”.**

This Policy is current as of: **April 28, 2011**

Policy Number: 2011 – 32

Policy Subject: Milestone Recognitions Policy

Policy Objective

To establish a process where the Town of Stewiacke may acknowledge individual and group milestones ~~through submit~~ **submission of** a request for a “Congratulatory Message”, signed by the Mayor in recognition of Birthdays, ~~and Anniversaries and significant~~ Milestones.

Policy

1. A **“Congratulatory Message Request Form”** attached as Appendix “A” must be submitted to the ~~CAO~~ **Director of Community Services** for consideration and processing.
 2. Birthday milestones start at age 65, then every 5 years (70, 75, 80, 85, 90 etc)
 3. Anniversary Milestones start at 35 years, then every 5 years after (40, 45, 50 etc)
 4. **Significant personal milestones achieved. Examples provided in the list below:**
 - a. Graduation from high school, college, university, or a recognized trade or apprenticeship program;
 - b. Opening or launching a new business;
 - c. Enlistment in the Canadian Armed Forces, law enforcement, fire services, emergency medical services, or other protective service professions;
 - d. Birth or adoption of a child;
 - e. Marriage or civil union;
 - f. Other notable achievements or life events deemed appropriate by the Mayor and Director of Community Services
 5. Requests should be submitted via email to town@stewiacke.net at least two weeks prior to the milestone date, where possible, to allow sufficient time for processing and preparation of the congratulatory message.
 6. The Town reserves the right to determine eligibility for recognition and may decline requests that do not align with the intent of this policy.
 7. Recognition requests beyond a letter signed by the Mayor shall be charged at a rate of \$15.00 per week, to a maximum of two weeks for display on the electronic sign, ~~and \$15.00 per week, to a maximum of two weeks, for social media promotion, consisting of up to four posts total (two posts per week).~~
-

Annotation's For Official Policy Book

Date of Council members Review April 14, 2011

Date of Passage of Current Policy: April 28, 2011

I certify that this Policy was adopted by Council as indicated above.

_____	<u>April 29, 2011</u>
CAO / Clerk	Date

Mayor's Congratulatory Request Form

Request a Congratulatory Message from the Mayor

The Mayor is pleased to recognize residents celebrating a **birthday, anniversary, or significant milestone** in our community.

Please complete the form below to request a congratulatory message. Requests should be submitted sufficiently in advance of the celebration date to allow time for processing.

Requests must be submitted to town@stewiacke.net

Recipient Information

Full Name of Recipient:

Address:

Phone Number:

Email Address:

Occasion

Please select the type of recognition requested:

- ☐ Birthday
- ☐ Wedding Anniversary
- ☐ Significant Milestone
- ☐ Other: _____

Date of Celebration:

Milestone/Age/Years Being Celebrated:

Congratulatory Message Details

Please provide any information you would like included in the Mayor's message, such as the recipient's accomplishments, community involvement, family details, or other significant information. To a maximum of 200 words.

Delivery Preference

Please select your preferred method of receiving the congratulatory message:

- ☐ Mail
- ☐ Email
- ☐ Presentation by the Mayor or Mayor's Office, **if available**

Preferred Delivery Address/Email:

Requestor Information

Name of Person Making the Request:

Relationship to Recipient:

Phone Number:

Email Address:

Authorization

By submitting this request, I confirm that the information provided is accurate and that I have permission to provide the recipient's information for the purpose of preparing a congratulatory message from the Mayor.

I understand that submitting a request does not guarantee that the Mayor will be available for a personal presentation or appearance.

Requestor's Signature:

Date:

For Office Use Only

Date Received: _____

Request Verified By: _____

Date of Response: _____

Delivery Method: _____

Staff Notes:

Mayor's Office Approval/Initials: _____



Council Meeting September 24, 2026

The following motions were recommended to Council by the COTW on June 25, 2026:

Item 10A – Development Officer

Motion - That Council approve Jacob McPherson as our alternate development officer.

Item 10 B – Pleasant Hill

Motion that the Pleasant Hill Street Refurbishments – Award of Tender be received; and

That Council award the Pleasant Hill Street Refurbishments tender to Atlantic Snow & Ice Management in the amount of \$854,564.84 (+HST); and

That Council authorize that the CAO be authorized to execute the necessary contract.



ITEM 11 - Bylaw & Policy

Council Meeting September 24, 2026

The following motions recommended to Council by the COTW on July 23, 2026:

Town Committee(s)

A) Planning Advisory Committee - Re: R4 Assembly Amendment Second Reading

Motion – That Council approve The Town of Stewiacke Land Use By-law be amended as per Schedule 1; and

That Council adopts the Outdoor Event Permit By-law as per Schedule 2.

Annotation's:	
First Reading	July 23, 2026 - COMPLETE
Advertisement of Second Reading	July 24, 2026 - COMPLETE
Public Hearing	September 25, 2026 – PENDING
Second Reading	September 25, 2026 – PENDING
Final Notice/ Effective Date	PENDING
Notice sent to Province of Nova Scotia	PENDING

B) Bylaw & Policy - Re: Sewer Connection By-Law Second Reading

Motion - That Council approve the changing of Section 8 in the Sewer Connection By-law 2026-10.

Annotation's:	
First Reading	July 23, 2026 - COMPLETE
Advertisement of Second Reading	July 24, 2026 - COMPLETE
Public Hearing	Not required
Second Reading	September 25, 2026 – PENDING
Final Notice/ Effective Date	PENDING
Notice sent to Province of Nova Scotia	PENDING



To: Stewiacke Town Council

From: Jacob Macpherson, Planner

Re: Land Use Bylaw Text Amendment Application for 670 Highway 2, Stewiacke NS

Date: July 23, 2026 **Bylaw Note:**

Submitted On: July 16, 2026 **First Reading - July 23, 2026**

Second Reading - September, 24, 2026

RECOMMENDATION

Staff recommend to Council that:

1. the Town of Stewiacke Land Use By-law be amended as per Schedule 1; and
2. Council adopts the Outdoor Event Permit By-law as per Schedule 2.

BACKGROUND

On March 9, 2026, zzap consulting submitted a request on behalf of the applicant to amend the Town's Land Use Bylaw to permit an assembly use in the R4 Zone. The applicant has submitted this request so that catered events can be allowed on their property, 670 Highway 2, which is in the R-4 Zone. A rationale was also provided by zzap to explain the purpose and potential benefit of making the amendment.

On March 18, 2026, the Planning Advisory Committee (PAC) considered the application to permit a 'Place of Assembly' as a permitted use in the R-4 zone. PAC directed Staff to create a new draft of the regulations that more closely consider:

- The impact of noise in residential parts of Town, especially in residential neighborhoods that are zoned R-4.
- The traffic impact of an event space on local roads (i.e. roads that are not Highway 2).
- Parking requirements.
- The movement of vehicles in and out of the event site.



On April 22, 2026 Staff presented updated regulations based on the Planning Advisory Committee's direction. In addition to permitting the Place of Assembly use, as the applicant requested, the updated regulations consider the potential impacts of:

- Traffic congestion issues on local roads.
- Noise caused by outdoor event spaces.
- Parking required to properly host events.

PAC recommended that Council adopt the proposed regulations as they are presented in this report.

On May 28, 2026 this project was brought to the Committee of the Whole, who recommended that Council adopt the proposed Land Use By-law amendments and new by-law.

The regulations are attached as:

- Schedule 1 (Land Use By-law amendments); and
- Schedule 2 (Outdoor Event Permit By-law).

DISCUSSION

The proposed Land Use By-law amendments would define the Place of Assembly use and permit the use in the R-4 zone with added requirements to reflect the direction of PAC. To be eligible as a Place of Assembly, the property would need to be along Highway 2, have multiple access points, and meet the parking requirements of the Land Use By-law. These requirements are intended to reduce the potential for congestion in Town, improve the ability of event attendees to evacuate during an emergency, and distance event spaces from more established neighbourhoods in Town that are zoned R-4 such as the Southern end of St Andrews St.

While the Town's existing Noise By-law already considers what levels of noise are acceptable in the Town at different times, PAC has identified the need for regulations that take a more proactive approach by considering the impact of noise before the event location has been chosen. To reduce the potential for noise disturbance from outdoor event spaces, outdoor concert venues have been removed from the proposed definition of 'Place of Assembly'. In addition, any events using outdoor speakers would need to apply for an Outdoor Event Permit through the proposed Outdoor Event Permit By-law.

The Outdoor Event Permit by-law requires that outdoor events using speakers are located away from neighboring homes and limits the times when speakers can be used to the hours listed in the Town of Stewiacke Noise By-law. By licensing an event through a permit, the event would be considered



exempt from the Noise By-law which would normally prohibit any event space in Town from being able to operate without the potential of being fined.

POLICIES/LEGISLATION

Policy RP-13 It is a policy of Council to establish the Rural Residential (R-4) Zone and to allow uses which are suitable for a rural area, such as agricultural uses, forestry uses, and golf courses. The R-4 Zone shall apply to the area designated Rural Residential. Existing R-4 uses located outside of the designation will also be zoned R-4.	Policy RP-13 establishes the Rural Residential Zone and gives examples of the kind of uses that are suited for rural parts of town. The uses listed, and more, are included as permitted uses for the R-4 Zone in the Land Use Bylaw. Uses such as a building to host catered events or a wedding venue are a good fit for rural spaces. The larger lot size of R-4 properties makes it easier for an event organizer to account for noise, parking space, and space for large crowds, all of which could cause be land use conflicts in other parts of Town.
Policy GP-2 It shall be the intention of Council to allow a range of compatible uses in each designation, subject to the policies of this document.	Permitting the Place of Assembly use increases the range of compatible uses in conformance with Policy RP-13.
Policy GP-3 It shall be the intention of Council to encourage the majority of future development to locate in the serviced areas of the Town.	Permitting Place of Assembly in rural areas would not encourage specific kinds of future development to locate in serviced areas of Town.
GP-4 It shall be the intention of Council to support the unserviced areas of the Town as a rural and agricultural area.	Allowing for a greater flexibility in permitted uses in the R-4 zone would support new and existing businesses in the rural areas of Stewiacke.
Policy IM-3 In considering amendments to the Town of Stewiacke Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider: a) whether the proposal is considered premature or inappropriate in terms of:	

i. the adequacy of sewer and water services; ii. the adequacy of school facilities; iii. the adequacy of fire protection; iv. the adequacy of road networks adjacent to, or leading to the development; and v. the financial capacity of the Town to absorb any costs relating to the development. b) the suitability with any aspect relative to the movement of auto, rail and pedestrian traffic; c) the adequacy of the dimensions and shape of the lot for the intended use; d) the pattern of development which the proposal might create; e) the suitability of the area in terms of steepness of grade, soil and geological conditions, location of water courses, marshes or bogs and susceptibility of flooding; f) whether the proposal meets the requirements of the appropriate provincial or federal agencies as well as whether it conforms to all other relevant municipal by-laws and regulations; g) the impact of not only the use being proposed but all uses permitted in the zone; h) the site meets all of the zone requirements for the zone sought; i) the impact of the proposed development on adjacent uses; and j) any other matter required by relevant policies of this Strategy.	(a)(iii) The applicant has already considered fire protection and evacuation as part of an application for a temporary event permit. Fire protection will continue to be considered as a part of the permitting process. (b) Hosting events has the potential to increase traffic in the rural areas of Town as people travel to and leave the event space. Only properties located along Highway 2 would be eligible. i) The impact of the proposed development is minimized by the size and location of the property.
--	--

MOTION

Staff recommend to Council that:

1. the Town of Stewiacke Land Use By-law be amended as per Schedule 1; and
2. Council adopts the Outdoor Event Permit By-law as per Schedule 2.



Approved by:

Marc Seguin
Chief Administrative Officer



Schedule 1 – Proposed Land Use By-law Amendments

(1) Under “Definitions”, add a new definition:

“Place of Assembly means a building, facility, or outdoor space where people gather for cultural events, festivals, celebrations, or similar purposes but does not include restaurants or outdoor concert venues.”

(2) Under “8.6.2 Permitted Uses”, add “Place of Assembly, subject to Section 8.6.3” as a new permitted use

(3) Add a new section after “8.6.2 Lot Specifications” with the following text:

“8.6.3 – Assembly Use

The Assembly Use may be permitted in the R4 Zone provided:

- The proposed event is within 250 meters (820.2 feet) of Highway 2 and has more than one legal access point;
- Adequate parking is provided, subject to Section 6.1; and
- For any event that involves the outdoor amplification of sound, a valid Outdoor Event Permit has been issued.”



Schedule 2 – Proposed Outdoor Event Permit By-law

TOWN OF STEWIACKÉ

BY-LAW #2026 – __

Date of first reading:

Date of advertisement of Notice of Intent to Consider:

Date of Second Reading:

Date of advertisement of Passage of By-Law:

Date of mailing to Minister a certified copy of By-law:

1. Title

This by-law may be cited as the “Outdoor Event Permit By-law”

2. Definitions

For the purposes of this By-law, the following words shall have the meanings hereby assigned to them:

- “Development Officer” means a development officer of the Town of Stewiacke
- “Non-participant Household” means a dwelling that is not associated with the hosting of an event
- “The Town” means the Town of Stewiacke

3. Purpose

- 3.1. This By-law is to provide for the requirements and issuance of Outdoor Event Permits where such a permit is required by the Land Use By-law.
- 3.2. An event that receives an Outdoor Event Permit shall be considered as an event that is licensed by the Town.
- 3.3. An Outdoor Event Permit shall not exempt the need to obtain a building or development permit.

Town of Stewiacke | 295 George Street | P.O. Box 8 | Stewiacke, NS B0N 2J0
Office 902-639-2231 | Fax 902-639-2221 | Email town@stewiacke.net



4. Requirements

A Development Officer may, at their sole discretion, issue an Outdoor Event Permit provided:

- a) The Place of Assembly use is a permitted or legally existing use on the property;
- b) The outdoor amplification of music will only occur outside of the hours proscribed in Part 2 of the Town of Stewiacke Noise By-law, as amended;
- c) The location of the event is 200 ft away, or more, from non-participant households; and
- d) The event is not open to the general public.

5. Application

5.1. An Outdoor Event Permit application shall be submitted by the property owner or a representative of the property owner to the Development Officer and shall contain any information required for the proper administration of this by-law, including but not limited to:

- a) The address and proposed location of the event on the property;
- b) A general description of the event(s) to take place; and
- c) The planned date of the event, or events in the case of multiple events.

5.2. An Outdoor Event Permit shall be valid for twelve months after the permit is issued.

5.2.1. A valid Outdoor Event Permit may be used for multiple events provided that the proposed location and timings remain the same.

6. Penalties

6.1. No person shall host an event where an Outdoor Event permit is required without an Outdoor Event Permit.

6.2. Any person who contravenes any provision of this By-law is punishable by:

- 6.2.1. The revocation of the Outdoor Event Permit; and
- 6.2.2. A fine, as per the Town of Stewiacke Noise By-law, as amended.

APPLICATION FOR OUTDOOR EVENT PERMIT

Please note: Outdoor Event Permits may only be issued where required by the Town of Stewiacke Land Use By-law.

Name of Applicant(s):	
Telephone:	Cell: Home: Work:
Event Address:	
Event(s) description and dates:	

I certify that:

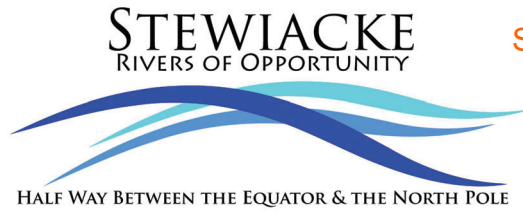
- ☐ The event(s) will not be open to the general public.
- ☐ The outdoor event space is 200 feet away or more from any non-participating households.
- ☐ That no outdoor amplification of music will occur during the quiet hours set out in Part 2 of the Town of Stewiacke Noise By-law.

X

Applicant(s) Signature

Date

For Office Use Only
☐ Approved ☐ Not Approved
Valid until:
Approval Number:
Date of approval by Development Officer:
Comments:



Title: Sewer Connection Bylaw 2026-10

1. Short Title

This By-law may be cited as the ***"Sewer Connection By-law"***.

2. Interpretation

In this By-law, unless the context otherwise requires, the expression:

- a) "Combined Sewer" means a sewer that is intended to conduct wastewater and stormwater;
- b) "Council" means the Town Council of the Town of Stewiacke;
- c) "Engineer" means the Engineer for the Town of Stewiacke as appointed by Council;
- d) "Person" shall mean any individual, firm, company, association, society, corporation or group;
- e) "Sanitary Sewer" means a sewer for the collection and transmission of domestic, commercial and industrial wastewater or any of them, and to which uncontaminated or cooling water, storm, surface, and groundwater are not intentionally admitted;
- f) "Sewer" means a pipe, conduit, drain, open channel, or ditch used for the collection and transmission of wastewater, stormwater, or uncontaminated process or cooling water;
- g) "Sewerage System" means all pipes, mains, equipment, buildings and structures for collecting, pumping or treatment of wastewater and operated by the Town of Stewiacke, but does not include a storm sewer;
- h) "Storm Sewer" means a sewer and all related structures designed exclusively for the collection and transmission of uncontaminated water, stormwater, drainage from land or from any watercourse or any of them;
- i) "Town" means the Town of Stewiacke or the area contained within its municipal boundaries, as the context requires;



- j) "Town" means the Town's Superintendent of Public Works or a person designated by Superintendent of Public Works.
3. a) No person shall connect any private sewer or building sewer to a municipal sewer without first completing and filing, with the Municipal Town Office, an application form, as prescribed by the Town, and a plan or description of the work to be performed including but not limited to the position, size, kind and weight of all pipe.
- b) No connection to a municipal sewer shall be made except with approval from the Town and under the supervision of the Engineer or Town Representative.
- c) No connection shall be covered until it has been inspected and approved by the Engineer or Town Representative.
4. Every person connecting to a sewerage system shall construct the connection according to requirements of the Canadian Building and Plumbing Codes.
5. No person shall connect any storm sewer to any sanitary sewer.
6. a) The owner of a building, the nearest part of which is not more than three hundred feet from any portion of a municipal sewer shall be required at the owners expense to construct a building sewer therefrom and connect the same to the said municipal sewer; provided, however, Council may exempt therefrom any such building as appears to it:
- i) to be adequately served with existing storm drainage and on-site sewage disposal systems;
 - ii) would not be adequately served by connection to the municipal sewerage system.
- b) The Council shall give the owner of an existing building which is located within 300 feet from any portion of a municipal sewer one year, from the passing of this By-law, to establish a sewer connection in accordance with Town by-laws.
- c) The Council may direct the owner of a building that does not have a proper or sufficient outlet for sewage to proceed, within thirty (30) days to cause the sewage disposal from such building to be properly deposited into the sanitary sewer of the Town.



7. Where a building has been connected to the municipal sewerage system or the Council has ordered a building to be so connected, the Council may by resolution order the owners of outhouses and septic tanks to remove such outhouses and to destroy or fill such septic tanks.

8. All costs associated with the installation, connection, maintenance or repair of a building sewer connection to the municipal sewerage system, including the costs of any necessary permits, are the sole responsibilities of the owner, with the exception of the portion of connection from the property line to the main line connection, which will be the responsibility of the Town.

9. Offenses

Except as otherwise provided herein, any person who contravenes any section of this By-law is liable on conviction to a penalty of not less than \$200.00 and not more than \$1,000.00 and in default of payment to imprisonment for a term of not more than three (3) months

10. Repeal

This By-law repeals any and all By-laws regarding sewer connection.

I, Marc Seguin, CAO & Municipal Clerk of the Town of Stewiacke, hereby certify that the above noted bylaw was passed at a meeting of the Town of Stewiacke Municipal Council on July 23, 2026.

Annotation's:	
First Reading	July 23, 2026 - PENDING
Advertisement of Second Reading	PENDING
Second Reading	PENDING
Final Notice/ Effective Date	PENDING
Notice sent to Province of Nova Scotia	PENDING

I certify that this Policy was adopted by Council as indicated above.

CAO / Clerk

Date