COMMITTEE OF THE WHOLE MEETING AGENDA

November 24, 2026, 6:00 p.m.
Trenton Town Hall
120 Main Street, Trenton, Nova Scotia

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1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

At the Town of Trenton, we acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people. This land is governed by the treaties of Peace and friendship, first signed by the Mi'kmaq. We reside by Pictou Landing First Nation, which is governed by a Chief and Five Council.

3. ADOPTION OF AGENDA

Recommendation:

That the November 24, 2026, Committee of the Whole Meeting agenda be adopted.

4. ADOPTION OF MINUTES

Recommendation:

That the November 25, 2025, Committee of the Whole Meeting minutes be adopted.

5. REPORTS

5.1 CAO Recruitment – Update from Councillor LeBlanc

6. NEW BUSINESS

6.1 STORM Application
6.2 Flag Policy
6.3 Winter Parking Restrictions

7. CLOSED SESSION

Recommendation:

That Council move into closed session in accordance with Section 22(2) of the Municipal Government Act.

8. ADJOURNMENT

Upcoming Meetings (6:00 p.m.)

→ December 8, 2026 – Council Meeting

TOWN OF TRENTON
COMMITTEE OF THE WHOLE MEETING MINUTES

November 25, 2025
Trenton Town Hall

Council Present: A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

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1. CALL TO ORDER

Deputy Mayor LeBlanc called the meeting to order at 6:00 p.m.

2. LAND ACKNOWLEDGEMENT

Deputy Mayor Leblanc acknowledged that the Town of Trenton is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people.

3. ADOPTION OF AGENDA

Moved: A. Dove
Seconded: S. MacKinnon

That the November 25, 2025, Committee of the Whole Meeting agenda be adopted.

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

4. ADOPTION OF MINUTES

Moved: S. Cameron
Seconded: D. Cullen

That the October 28, 2025, Committee of the Whole Meeting minutes be adopted.

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

5. PRESENTATIONS

None

6. CORRESPONDENCE

6.1 NS Building Code – Proposed Amendments
6.2 Office of the Ombudsman – Investigations Notification Procedure
6.3 NS Emergency Management – Municipal Disaster Financial Assistance Claims Update

No motions arose from the correspondence.

7. NEW BUSINESS/CONTINUING BUSINESS

7.1 New School Update

- MLA MacGillivray is expected to have an update in 4-6 weeks.

7.2 Street Lighting Policy

Moved: S. Cameron
Seconded: D. Cullen

That staff provide a report on a Street lighting Policy to Council.

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

7.3 Crosswalk: 6th Street & Dutchess Avenue

Moved: S. Cameron
Seconded: D. Cullen

That staff investigate the feasibility of a crosswalk installation on 6th Street at Duchess Avenue.

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

7.4 Library Funding

Moved: A. Dove
Seconded: S. MacKinnon

That the Mayor write a letter to the Province Government with other regional mayors to request more sustainable funding for libraries.

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

8. ADJOURNMENT

Moved: A. Dove
Seconded: S. MacKinnon

That the November 25, 2025, Committee of the Whole Meeting be adjourned. (6:40 p.m.)

In Favour (5): A. Dove, S. Cameron, D. Cullen, N. LeBlanc, S. MacKinnon

Motion Carried

Alec Dove
Mayor

Gabryel Joseph
Chief Administrative Officer

Request for Decision

Report to: Town Council - (Committee of the Whole)

Meeting Date: November 24, 2026

Subject: Storm Sewer Separation Project

Prepared by: D. McDougall, Interim CAO

Reviewed by: A. MacCaulay, Consulting Engineer & Bonnie Coulter, Director of Finance

Current Situation:

The Town has been studying the stormwater and sanitary system in the Strickland Avenue area for a few years. One of the issues identified is that stormwater enters the sanitary sewer collection system in this area and that in significant storm/rain events the extra water volume exceeds the capacity of the sanitary sewer system causing surcharge and overflow.

The Town's consulting Engineer, Allan MacAulay, has identified a sewer separation project at Tenth and Fourteenth Street that should be eligible for engineering design costs under the program.

Background:

The Stormwater Transformation Optimization and Resilience for Municipalities Program provides funding to help municipalities and villages improve stormwater management through planning, analysis, equipment, training and program development. Municipalities can apply until 12 November 2026.

The Stormwater Transformation Optimization and Resilience for Municipalities (STORM) Program may fund up to 50% of eligible project costs. The program may fund up to 75% of eligible project costs for applications with 2 or more municipalities or villages working together on a shared or regional stormwater initiative. The applicant or other sources need to fund the remaining balance of the project.

Eligible costs include:

- professional services
- equipment for approved project activities
- community engagement
- permit fees to carry out the project

Discussion:

If the Tenth and Fourteenth projects were successful in receiving funding the project would take approximately seven (7) months.

Once completed the design would bring the projects closer to being “shovel ready” and considered by the Council for inclusion in its Capital Improvement Plan and for future infrastructure programs that may be available.

The Interim CAO (D. McDougall) authorized the Consulting Engineer to submit an application to the STORM program by deadline (November 12, 2026). The application indicated that Council would be considering on November 24, 2026.

Legal Authority/Implications:

The Municipal Government Act provides that:

65A (1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if

(a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality;

Budget/Financial Implications:

The estimated cost of the design service has been estimated to be approximately $80,000. The Town’s share of the project would be 50% or up to $40,000.

The sanitary system is discharged into the East River Environmental Control Centre (ERECC) a regional system for treatment and the removal of stormwater from the treatment system would have a benefit to the region. This will be identified in the application to advocate for 75% provincial funding.

The Director of Finance has identified the source of funding for the Town’s share from the Capital Reserve or the Canada Community Building Fund reserve.

Options:

Option 1: Authorize staff to apply for STORM funding for the Tenth and Fourteenth Street project and confirm Council approval with the STORM program administrators.

Motion: The Committee of the Whole of the Council of the Town of Trenton approve the submission of the Tenth and Fourteenth Street “Sewer Separation Engineering Design Project” with the Town’s cost share being funded from the _____ reserve.

Option 2: Direct staff/engineer to provide additional information prior to applying for future provincial and/or federal funding programs.

No motion required.

Option 3: Do not approve the STORM application at this time. Staff will withdraw the application to the program.

Other Options: As discussed, and directed by Council.

Recommendation:

Council discussion and decision.

Attachments:

STORM application submitted.

Request for Direction

Report to: Town Council - (Committee of the Whole)

Meeting Date: November 24, 2026

Subject: Flag Policy

Prepared by: D. McDougall, Interim CAO

Current Situation:

The Town Council has indicated that it wishes to review the flag policy. It is understood that review pertains to provisions related to the flying of community organization flags and the use of special purpose flag poles. A few municipal flag policies were reviewed with varying approaches and complexity pertaining to special purpose flag policy and approval process, etc. and a summary comparison chart is attached to highlight differences. The existing and previous Town Flag policy are also included in the summary chart.

Staff are seeking direction from Council on the flag policy subject areas that are to be considered for revision and amendment.

Background:

The Council approved a revised flag policy in May 2026 which replaced the previous policy which was approved in November 2022. In addition to the removal of the community flagpole section (see comparison chart) there were revisions to the half-masting of flags section; including:

- Section 3.1 (a) to (f) of the previous policy was removed. However, section 3.2 of the new policy would allow for these occasions to be recognized at the discretion of the CAO versus automatic half-masting contemplated in the previous policy.
- Similarly, section 3.3 of the previous policy was removed with discretion for the CAO to recognize these occasions.
- Section 3.4 was added to the new policy related to the provision of public notice of the reason for half-masting.

There was also a proclamation section added which provides that the Town does not issue proclamations.

Discussion:

Council consideration and discussion requested.

If directed staff will develop a draft of a revised Flag Raising & Protocol policy for Council review and decision at a future Committee of the Whole or Council meeting.

Legal Authority/Implications:

The Municipal Government Act authorizes the Council to establish policy for this purpose.

The Municipal Solicitor was not consulted on this report but may be required for review for proposed revisions to the Flag Raising & Protocol Policy.

Budget/Financial Implications:

Pending Council decision. For example, the installation of a new special purpose flagpole would need to be budgeted.

Options:

1. Do not make revisions to the current Flag Raising & Protocol Policy.
2. Direct staff to develop revisions to the current policy.
3. Direct staff to conduct additional research on policy revision options for consideration by Committee of the Whole.

Recommendation:

Council directions to staff.

Attachments:

- Town of Trenton – current Flag Raising & Protocol Policy
- Town of Trenton – previous Flag Raising & Protocol Policy
- Municipality of the County of Pictou Events Flag Policy
- Town of Bridgewater Flag Flying Policy
- Municipality of the District of Chester Flag Raising & Protocol Policy

	Trenton - Current	Trenton - Previous	Town of Bridgewater	County of Pictou	District of Chester
Special Purpose Flag Pole	No	No – Pole used for Town flag used is used for special purpose flags.	Yes – two in Town public spaces/facilities.	No – flag poles, other than primary pole (highest) may be used for flags other than Federal, Provincial, Municipal, or First Nations.	Yes – located at municipal office in proximity of Federal, Provincial, Municipal Flagpoles.
Application Required	NA		Yes – sample in policy.	On request.	Yes
Approval to fly special purpose flag	NA		Council – in public.	Municipality approval.	Council
Subsequent approval – same applicant			Application required, Council approval not required.		Council approves in advance if recurring is requested.
Restrictions – flags will not be flown			Propagates hate, advertise for-profit corporate entity, flag in poor condition.		Political parties/orgs., religious groups or occasions, promotes hatred, defame the Municipality, groups promoting beliefs contrary to municipal policy.
Raising, Lowering			Town staff		Not specified.
Precedence			First come first served.	First come first served, alternate in subsequent periods.	
Maximum Period			Not specified.		2 weeks or duration of associated event.

Municipal promotion			Not specified.		Municipal social media or other communication with community organization.
Policy approved flags and dates			No	6 flags and dates approved in policy ex. Pan-African Flag first 2 weeks of February (African Heritage Month) and August 1 (Emancipation Day).	No

TOWN OF TRENTON

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Council Resolution

Resolution File Number: 2026.12.08 **WINTER PARKING REGULATIONS**
Date: December 8, 2026

BE IT RESOLVED whereas due to the congestion on the streets and highways in the Town of Trenton caused by vehicular and pedestrian traffic and the limitation on the free use of the streets liable to be caused by the presence of snow and ice thereon and notwithstanding that certain traffic signs have been erected in these communities prohibiting or permitting vehicles to park or stand upon any street during the hours stated thereon:

1. No person shall park or leave standing any vehicle upon any street in these communities between the hours of 01:00 a.m. and 07:00 a.m. of the same day.
2. No owner, driver or person having control or custody of any vehicle shall between the 1st day of December 2026 and the 1st day of April 2027, park or leave unattended by a person authorized to move and capable of operating the same upon any street in the above manner as to hinder, inconvenience or prevent removal or snow or ice from such highway or street.
3. No owner, driver or person having control or custody of any vehicle shall during the period from one hour after any snowstorm has commenced to two hours after such snowstorm has stopped, park the vehicle if it is unattended by a person authorized to move and capable of operating the same, upon any street in these communities.

Nothing in the foregoing shall apply to:

a. A motor vehicle of a physician or surgeon parked reasonably near his/her office or residence and immediately available for professional calls.
b. A motor vehicle parked by a physician or surgeon who is engaged in his/her professional occupation and reasonably near where he/she is so engaged.
c. A motor vehicle parked by an operator who is engaged in discharging his/her duties as a Police Officer or a member of the police or the armed services.
d. A motor vehicle parked by an operator who is engaged in discharging his/her duties as a member of a Fire Department.
e. A commercial vehicle parked by an operator for the purpose of loading or unloading merchandise.
f. A motor vehicle belonging to a public utility company or corporation parked reasonably near the residence of an operator and immediately available for emergency calls.

THIS IS TO CERTIFY that the foregoing is a true Copy of a resolution duly passed by the Town Council of the Town of Trenton at a duly called Meeting held on the 8th day of December, 2026.

GIVEN under the hand of the Town Clerk and Under the seal of the said Town this 8th day of December, 2026.

_____

Dan McDougall
Interim Chief Administrative Officer