

**PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE**

**Minutes of Meeting
May 25, 2015**

Present

Mayor, Billy Joe MacLean
Deputy Mayor, Joe Janega
Councilor, Dr. Trevor Boudreau
Councilor, Brenda Chisholm-Beaton
Chief Administrative Officer, Maris Freimanis
Director of Finance, Erin MacEachen
Town Solicitor, Larry Evans

Regrets

Councilor, Bert Lewis

Guests

Emily A. Pond, Municipal Advisor, NS Municipal Affairs
Patrick Hartling, President, SPL Development Services Inc.

1. Call to Order

A meeting of the Committee of the Whole was held in the Shannon Studio, PHCC, Monday, May 25, 2015 and called to order by Mayor MacLean at 7:00 p.m.

2. Additions to / Approval of Agenda

The agenda was approved with no additions.

3. Gallery Presentations

- Roles and Responsibilities of Council and Staff

Ms. Emily Pond, Municipal Advisor, NS Municipal Affairs, addressed the requirements of the Municipal Government Act (MGA) relating to a CAO System vs Council as a CAO System within NS municipalities; human resources and the relationship between Council and Staff. She discussed the advantages of a CAO System, CAO responsibilities and Staff requirements, reporting and accountability. Discussion included balancing residents' expectations and perceptions of Council while adhering to the MGA, the costs associated with a CAO system in NS, and the Town Solicitor and CAO reporting relationship. Mayor MacLean noted the importance of good provincial and municipal leadership in NS during these difficult economic times.

4. Other Business

a) Sponsorship Requests

i. 2015 Celtic Colours International Festival Sponsorship Fee

MOVED by Deputy Mayor J. Janega and SECONDED by Councilor Dr. T. Boudreau "to approve the request of a \$5000 Sponsorship Fee for the 2015 Celtic Colours International Festival to be budgeted from the Donation Account". MOTION CARRIED.

ii) 2015 Walk the Walk for Autism – Use of PHCC Bear Head Room, Concourse and Walking Track

MOVED by Councilor B. Chisholm-Beaton and SECONDED by Councilor Dr. T. Boudreau "to approve the request of the use of the PHCC Bear Head Room, Concourse and Walking Track for the 2015 Walk the Walk for Autism to be budgeted from the Donation Account". MOTION CARRIED.

b) Review of Travel Policy and Application

MOVED by Councilor B. Chisholm-Beaton and SECONDED by Councilor Dr. T. Boudreau “to approve the appointment of Deputy Mayor J. Janega as a member of a committee comprised of the Municipal Advisor, Director of Finance and CAO to review all aspects of Town travel and report to Council with recommendations”. MOTION CARRIED.

c) Update – Reeves Street Traffic Study and Façade Program

CAO M. Freimanis met with Staff and Transportation and Infrastructure Renewal representatives to discuss: the Gateway Roundabout, road dyeing, a pedestrian access link to the NSCC, Pitt Street Extension, Active Transportation and Access Management, Signage and Marking for pedestrian crosswalks and issues regarding Trunk 4. An action plan will be developed indicating medium and long term improvements and recommendations followed with a report to Council.

d) Water Account Adjustment – Foreclosure

MOVED by Deputy Mayor J. Janega and SECONDED by Councilor B. Chisholm-Beaton “to approve the request by A. MacDonald, Revenue Collector, to write off the foreclosed utility account #010820.00”. MOTION CARRIED.

e) Port Hawkesbury Literacy Council (PHLC) – Use of Office Space

MOVED by Deputy Mayor J. Janega and SECONDED by Councilor B. Chisholm-Beaton “to approve the recommendation of Director of Finance, E. MacEachen to provide an in-kind contribution of office space within the PHCC to the PHLC at no charge. This request will be reviewed on an annual basis”. MOTION CARRIED.

5. **Approved Additions**

There were no additions to the agenda.

6. **Adjournment**

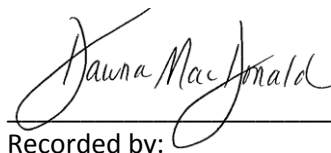
MOVED by Dr. T. Boudreau and SECONDED by Councilor B. Chisholm-Beaton “to adjourn the Committee of the Whole at 8:00 p.m.”. MOTION CARRIED.

June 3, 2015

Date



Approved by:
Maris Freimanis, P.Eng.
Chief Administrative Officer



Recorded by:
Dawna MacDonald