

**PORT HAWKESBURY TOWN COUNCIL
TOWN COUNCIL MEETING**

**Minutes of Meeting
December 6, 2016**

Present

Mayor, Brenda Chisholm-Beaton
Councilor, Hughie MacDougall
Councilor, Mark MacIver
Councilor, Jeremy White
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director Marketing, Recreation, Tourism & Culture, Paula Davis
Town Solicitor, Larry Evans

Regrets

Deputy Mayor, Trevor Boudreau
Director, John Bain – Eastern District Planning Commission

Guests

St. Martha's Hospital Funding Drive Guests
Steve Smith, Campaign Chair
Joe MacDonald, Voluntary Chair, St. Martha's Regional Hospital Board
Dr. Mike Silver

1. Call to Order

A public meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, December 6, 2016 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m. A moment of silence was observed to commemorate the 25th anniversary of those students who lost their lives at the École Polytechnique, Montréal, December 6, 1989.

2. Gallery Presentations

a) St. Martha's Regional Hospital Foundation – Fundraising Effort
St. Martha's Regional Hospital Foundation launched a fundraising effort with corporate, family (St. Martha's Hospital and Foundation) and community participation with a goal to raise \$20 million for their endowment by 2026. The presentation by Mr. Steve Smith, Mr. Joe MacDonald and Dr. Mike Silver addressed the need to purchase and provide training for new equipment and technology to keep the hospital modern, maintain services and to support the growing needs of communities and the hospital. Town Council was asked to join the County and Town of Antigonish by organizing door-to-door visits for pledges of support and a consideration of a 10-year pledge to the campaign. Discussion included contribution options through industry payroll deductions and the provision of training sessions by foundation team members. On behalf of Council, Mayor Chisholm-Beaton thanked Mr. Smith and his guests for their presentation. Council will deliberate on the request for a 10-year pledge to the campaign.

3. Additions to / Approval of Agenda

There were no additions to the agenda.

MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “to approve the agenda as circulated with no additions”. MOTION CARRIED.

4. Acknowledgements

Mayor B. Chisholm-Beaton reached out to neighboring municipalities to utilize the Strait Area Transit for travel to the UNSM Fall Conference in Halifax. The Mayor and Councilor J. White thanked representatives from Inverness County, for coordinating this travel.

5. Minutes

- a) Town Council Meeting – October 4, 2016
There were no errors or omissions.
- b) Swearing In Ceremony – November 1, 2016
There were no errors or omissions.
- c) Special Council Meeting – November 14, 2016
There were no errors or omissions.

6. Business Arising from the Minutes

Town Council Meeting – October 4, 2016

Councilor H. MacDougall stated that several issues from the October 4, 2016 Town Council minutes, and the approval process of Council minutes will be raised for discussion at a future meeting of the Committee of the Whole.

7. Council Committee Reports

- a) Community Reports and Requests

MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the following contributions:

- 1. **Christmas Daddies - \$250**
- 2. **SAERC Operation Share and Care - \$100**
- 3. **Strait Area Evergreen Seniors Club – a contribution will be made in accordance with the Town of Port Hawkesbury Assistance Policy”. MOTION CARRIED.**

- b) Council Reports

MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves the formation of the following committees comprised of councilors, citizens and staff:

- 1. **By-Laws and Policy**
- 2. **Emergency Measures Organization**
- 3. **Financial Audit**
- 4. **Planning Advisory”. MOTION CARRIED.**

- c) Repeal of Licenses and Permits By-Law

MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the First Reading of the Repeal of the Licenses and Permits By-Law at the December 6, 2016 Town Council Meeting”. MOTION CARRIED.

- d) Format of the Committee of the Whole and Council Meetings

MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the proposed timelines and agenda formats for the Committee of the Whole and Town Council Meetings”. MOTION CARRIED.

Councilor H. MacDougall stated he would like discussion on this agenda issue at a future meeting.

Two ayes were recorded from Councilors J. White and M. MacIver. One contrary minded from Councilor MacDougall. MOTION CARRIED.

e) Christmas Holiday Schedule

MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the proposed Christmas Holiday Schedule with the following amendments:

- **December Committee of the Whole – Tuesday, December 20, 2016**
- **January Town Council Meeting – Monday, January 9, 2017”. MOTION CARRIED.**

f) Future Meetings

MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the schedule of monthly meetings of the Committee of the Whole on the third Tuesday of each month”. MOTION CARRIED.

g) Minutes – Committee of the Whole – November 14, 2016

MOVED by Councilor H. MacDougall and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves the November 14, 2016 minutes of the Committee of the Whole”. MOTION CARRIED.

8. Correspondence

a) Port Hawkesbury Seasonal Services Project

MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “to approve the request from Jo-anne MacDonald, Seasonal Services Coordinator, that the Town of Port Hawkesbury is prepared to cover any costs incurred with this project which are not funded by donations”. MOTION CARRIED.

9. Resolutions

There were no resolutions.

10. Other Business

a) First Reading – Repeal of the Licenses and Permits By-Law

Town Solicitor L. Evans stated that with the adoption of the Vending By-Law, a By-law to Repeal the Licenses and Permits By-Law is required. Upon Council approval, the By-Law to Repeal the Licenses and Permits By-Law will be presented to Council for Second and Final Reading at the January 9, 2017 Town Council Meeting. Public participation will be encouraged and will be received at this time. A copy of the Licenses and Permits By-Law and the By-Law to Repeal the Licenses and Permits By-Law will be available for inspection on the Town website and at the Town Offices.

MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves First Reading of the By-Law to Repeal the Licenses and Permits By-Law at the December 6, 2016 Town Council Meeting”. MOTION CARRIED.

On the question, L. Evans addressed Councilor M. MacIver stating the newly adopted Vending By-Law will repeal the Licenses and Permits By-Law. Any amendments to issues on permit fees are matters of a policy of Council.

b) Council Representation on Committees

Council and Staff met to discuss their representation on Regional and Local Committees.

**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the Council and staff representation on Regional Committees as presented”.
MOTION CARRIED.**

**MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the Council and staff representation on Local Committees as presented”.
MOTION CARRIED.**

c) Clean Water and Wastewater Fund (CWWF)

MOVED by Councilor H. MacDougall and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves the sources of funding for the CWWF Pitt and Napean Streets Utility Replacement Project as presented by the Director of Finance”. MOTION CARRIED.

d) Expense Reports – October and November

CAO, T. Doyle discussed the October and November 2016 Expense Reports. The total expenses incurred by the Town for October were \$141.60 and for November were \$174.22. Expense reports are posted on the Town website.

11. Approved Additions

There were no additions to the agenda.

12. Future Meetings

The future meetings of Town Council are scheduled as follows:

- a) Committee of the Whole – Tuesday, December 20, 2016
- b) Town Council Meeting – Monday, January 9, 2017

Councilor M. MacIver stated he would like discussion on the gas tax at the next meeting of the Committee of the Whole.

13. Adjournment

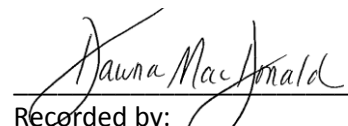
MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “that the Town of Port Hawkesbury adjourn the December 6, 2016 Town Council Meeting At 9:10 p.m.”. MOTION CARRIED.

January 10, 2017

Date



Approved by:
Terry Doyle, P.Eng.
Chief Administrative Officer



Recorded by:
Dawna MacDonald