

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING**

**Minutes of Meeting
January 9, 2017**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Trevor Boudreau
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

Director, John Bain – Eastern District Planning Commission

Guests

Fire Chief, Curtis Doucet – Port Hawkesbury Volunteer Fire Department

1. Call to Order

A Public meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Monday, January 9, 2017 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

2. Gallery Presentations

a) Port Hawkesbury Volunteer Fire Department – Fire Chief, Curtis Doucet
Fire Chief, C. Doucet reviewed the breakdown of Fire Calls received for 2016 with a total of 43 calls from December 1, 2015 to November 30, 2016. The average number of calls ranges from 60-70 for this period. Membership is now at 38 (down from 40) and there is a need for young members to join the Fire Department.

3. Additions to / Approval of Agenda

There were no additions to the agenda.

MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor T. Boudreau “to approve the agenda as circulated”. MOTION CARRIED.

4. Acknowledgements

Mayor B. Chisholm-Beaton acknowledged and thanked Bob Cass and Danny MacIntosh for their many years of service, and extended best wishes on their recent retirement from the Town of Port Hawkesbury. Both gentlemen were formally acknowledged by the Mayor for their contributions at the Town of Port Hawkesbury Christmas Staff Party.

5. Council Minutes

a) Audit Committee Meeting – October 4, 2016

MOVED by Deputy Mayor T. Boudreau and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves the minutes of the October 4, 2016 Audit Committee”. MOTION CARRIED.

b) Town Council Meeting – December 6, 2016

There were no errors or omissions.

c) Special Public Meeting – December 13, 2016
There were no errors or omissions.

d) Emergency Meeting – December 21, 2016
There were no errors or omissions.

6. Business Arising from the Minutes

Emergency Meeting – December 21, 2016

Deputy Mayor T. Boudreau stated he received an email from Dorothy Barnard to continue discussions with Richmond County and other partners regarding the status of the Community Outreach and Support Worker. Councilor H. MacDougall stated his wish to see more funding detail recorded in the Emergency Meeting minutes.

Town Solicitor L. Evans stated that with respect to the October 2016 Municipal Election (and meetings in an election year), a method to deal with minutes from the previous Council should have been discussed with a recommendation to call a final meeting to finalize all minutes and outstanding issues.

7. Council Committee Reports

a) ROC Society – Letter of Support

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves a letter of support for the ROC Society Expansion Project”.
MOTION CARRIED.**

b) Tax Account #02970023 – Request to Write-off

MOVED by Deputy Mayor T. Boudreau and SECONDED by J. White “that the Town of Port Hawkesbury approves the request to write off Tax Account #02970023 in the amount of \$793.44, plus accrued interest to January 9, 2017”. MOTION CARRIED.

c) Minutes – Committee of the Whole – December 20, 2016

**MOVED by Councilor J. White and SECONDED Councilor H. MacDougall “that the Town of Port Hawkesbury approves the minutes of the December 20, 2016 Committee of the Whole”.
MOTION CARRIED.**

8. Correspondence

Reeves Street Project – Tom Gunn

CAO, T. Doyle discussed the letter of support received from Tom Gunn regarding road dieting and a safe, active transportation link that the Town is working on to connect the NSCC

Strait Area Campus to Reeves Street. The NS TIR are requesting, and the Town is seeking letters of support to proceed with the next phase of the Reeves Street Project and to move forward with a public consultation.

9. Resolutions

There were no resolutions.

10. Other Business

a) Second Reading – By-Law to Repeal the Licenses and Permits By-Law

i. Council Question Period

MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor T. Boudreau “that the Town of Port Hawkesbury opens discussion on the Second Reading of the By-Law to Repeal the Licenses and Permits By-Law”. MOTION CARRIED.

ii. Call for opposing presentations

There were no opposing presentations from the gallery for the Second Reading of the By-Law to Repeal the Licenses and Permits By-Law.

iii. Call for Presentations in favor.

There were no presentations from the gallery in favor of the Second Reading of the By-Law to Repeal the Licenses and Permits By-Law. Mayor B. Chisholm-Beaton declared that the gallery was closed for comment.

iv. There were no written submissions received for the Second Reading of the By-Law to Repeal the Licenses and Permits By-Law.

Town Solicitor L. Evans stated that Council adopted the First Reading of the By-Law to Repeal the Licenses and Permits By-Law, December 6, 2016. It has been properly advertised and the public had an opportunity for input in advance of the Second and final reading. The Licenses and Permits By-Law needed to be updated as some items no longer exist and issues regarding fees and regulations need to be modernized. The adoption of the Vending By-Law has made the Licenses and Permits By-Law redundant requiring a By-Law to Repeal the Licenses and Permits By-Law.

Deputy Mayor T. Boudreau would like the Vending By-Law, in particular Vendor Permit Fees, placed on the agenda of the January 17, 2017 Committee of the Whole.

MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the Second and Final Reading of the By-Law to Repeal the Licenses and Permits By-Law”. MOTION CARRIED.

b) Approval of Community Committee Representatives

Emergency Measures Organization

CAO T. Doyle stated six applications have been received to date following advertisements for citizen membership on various committees. Michael Hatt, Ken Richardson and Monica Ryan have a wide range of knowledge and experience and seek appointment to the Emergency Measures Organization. He encouraged Council to speak to residents to put forward their names, and who meet the criteria for consideration of membership on community committees.

MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the appointment of Michael Hatt, Ken Richardson and Monica Ryan to the Emergency Measures Organization”. MOTION CARRIED.

c) Island Wide Municipal Conference

Mayor B. Chisholm-Beaton proposed April 2017 or November 2017 (the traditional period) for Council consideration to host the Island Wide Municipal Conference. The host for this conference rotates between municipalities and now falls with the Town of Port Hawkesbury. Staff will provide more information on the costs involved to host the Island Wide Municipal Conference.

d) Communications

Laptops or iPads were offered to Council as communication devices. Councilor M. MacIver wanted to revisit this issue to include his preference for mobile phones as an option stating it should be the preference of the individual Councilor. He would like to make a motion that mobile phones be included as a communication device for Council. Discussion included past practice and mobile phone expense.

E. MacEachen stated past practice was that the Town contributed towards mobile phone charges. This practice ended with the 2012-2016 Council. Mayor B. Chisholm-Beaton covers all charges of her mobile phone expenses with no charges to the Town. One third of the Council stipend is non-taxable and accounts for expenditures relating to Council travel, phone calls, etc. The promotion of laptops and iPads as Council communication devices is in keeping with moving forward to a green initiative and paperless environment. E. MacEachen estimated costs as: \$300-500 for a phone; \$100 per month for calls; with a total of \$1200 per Councilor which is not in the current budgeted for.

Councilor H. MacDougall stated he was not looking for a new phone but would continue to use his existing phone. He recalled and recommends a \$75 monthly reimbursement to cover mobile phone costs relating to Council duties and communications with residents, many of whom do not have computers or iPads.

Councilor J. White stated he is leaning towards including mobile phones as a communication device as he currently has a mobile phone for personal and work use.

Deputy Mayor T. Boudreau stated he does not have an issue with including mobile phones as an option for Council communication devices. He inquired about the Provincial plan.

CAO T. Doyle stated there was benefit for further discussion and research. Staff will investigate costs associated with Council mobile phone use based on the newly signed Provincial plan and in comparison with existing personal plans for a future meeting.

MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approve a \$75 monthly reimbursement for Councilors who choose mobile phones as their communication device”. MOTION CARRIED. One nay was recorded from Deputy Mayor T. Boudreau.

e) Expense Reports – December 2016

CAO, T. Doyle reviewed the December 2016 Expense Report. The total expenses incurred by the Town for December were \$6,460.61. Monthly expense reports for the Mayor, Council and CAO 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, January 17, 2017
- b) Public Meeting Tuesday, February 7, 2017
- c) Committee of the Whole Tuesday, February 21, 2017

13. Adjournment

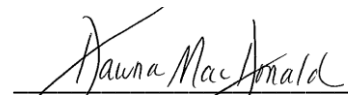
MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor T. Boudreau “that the Town of Port Hawkesbury adjourns the January 9, 2017 Town Council Meeting at 7:45 p.m.”. MOTION CARRIED.

February 7, 2017

Date



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



Recorded by:
Dawna MacDonald