

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

**Minutes of Meeting  
September 11, 2018**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Hughie MacDougall  
Councilor, Trevor Boudreau  
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, Patrick C. Lamey

**Guests**

Ryan Armstrong, Grant Thornton LLP  
Julie Marchand, Chair, Port Hawkesbury Audit Committee

**1. Call to Order**

A Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, September 11, 2018 and called to order by Mayor Brenda Chisholm-Beaton at 7:10 p.m.

**2. Additions to the Agenda**

There were no additions to the agenda.

**3. Approval of the Agenda**

**MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the agenda as distributed”. MOTION CARRIED.**

**4. Gallery Presentations**

- i. Ceilidh Market Update – Danielle Martell & Kevin MacEachern - Deferred
- ii. Festival of the Strait Update – Danna Ferguson & Kevin MacEachern - Deferred

**5. Approval of 2017-2018 Financial Statements**

Ryan Armstrong, Grant Thornton LLP, provided an overview of the March 31, 2018 Non-consolidated and Consolidated Financial Statements. Julie Marchand, Chair, Town of Port Hawkesbury Audit Committee, stated the Audit Committee met with the Town’s auditors, Grant Thornton, on April 25, 2018 to review the audit plan for the March 31, 2018 year and then again on August 29 to review the results of the audit. Based on the results of the meetings, the Audit Committee made recommendations to Council as presented in the following motions:

**MOVED by Councilor T. Boudreau and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the March 31, 2018 audited consolidated financial statements as presented to the Audit Committee at the Audit Committee Meeting on August 29, 2018”. MOTION CARRIED.**

**MOVED by Councilor T. Boudreau and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves the March 31, 2018 non-consolidated financial statements as presented to the Audit Committee at the Audit Committee Meeting on August 29, 2018”. MOTION CARRIED.**

## 6. Acknowledgements

### *Dr. Royden Trainor*

Deputy Mayor H. MacDougall acknowledged Dr. Trainor's passing, his contributions to the Town and his service as a member of Council. A moment of silence was observed.

### *Strait U15 Girls Soccer Team*

Councilor J. White acknowledged the Strait U15 Girls Soccer Team provincial championship win marking the second year in a row that the U15s have won the provincials, and the third provincial title in two years with the U13s win in 2017.

### *Strait Area Sting 15U A Tier 1 Baseball Team*

Mayor B. Chisholm-Beaton acknowledged the Strait Area Sting 15U A Tier 1 Baseball Team's provincial championship win.

### *Stand Up Against Bullying – September 13, 2018*

Mayor B. Chisholm-Beaton encouraged staff to "wear pink" in recognition of the Strait Regional Centre for Education's celebration to "Stand Up Against Bullying Day" on Thursday, September 13.

## 7. Approval of Council Minutes

- Public Meeting June 5, 2018
- Special Public Meeting June 19, 2018
- Public Hearing June 28, 2018
- Special Public Meeting June 28, 2018
- Special Public Meeting July 6, 2018

There were no errors or omissions.

## 8. Business Arising from the Minutes

Special Public Meeting – June 28, 2018 – Approved Additions – Item 9i)  
Cape Breton Island Housing Authority

Deputy Mayor H. MacDougall inquired about staff's research on a fencing issue for a Town property. Staff will coordinate a formal meeting with the Cape Breton Housing Authority to discuss this and other issues within the Town.

Special Public Meeting – July 6, 2018 – Approved Additions – Item 5c)  
Plaque – Recognition of Port Hawkesbury Schools

Deputy Mayor H. MacDougall inquired about the status of the plaque to commemorate the Port Hawkesbury High School, St. Therese School, Port Hawkesbury Public School, Centennial Elementary School and Canso Regional Vocational School. Mayor B. Chisholm-Beaton stated communications are ongoing with Maple Signs. A low resolution photograph of the 40<sup>th</sup> anniversary of the Port Hawkesbury High School was obtained. Locating photographs of the remaining schools is proving difficult. Deputy Mayor H. MacDougall agreed that inserting the names of all schools on the plaque without photographs would suffice. The Mayor discussed location options for displaying the plaque as well as incorporating additional wording. The design of plaques will be discussed at the Committee of the Whole.

## 9. Council Committee Reports

- i. Report from Committee of the Whole – June 19, 2018

The Report from the June 19 Committee of the Whole was ratified at the Special Public Meeting June 19, 2018.

- ii. Approval of Minutes: Committee of the Whole – June 19, 2018

**MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the June 19, 2018 minutes of the Committee of the Whole”. MOTION CARRIED.**

## 10. Correspondence

The letter to Chad Kelly regarding the Compost Collection Program was deferred to the September meeting of the Committee of the Whole.

## 11. Proclamations/Resolutions

Proclamation – Right to Know Week in Nova Scotia – September 24-30, 2018

**MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “that the Town of Port Hawkesbury, proclaims September 24 to September 30, 2018 as Right to Know Week in the Town of Port Hawkesbury”. MOTION CARRIED.**

## 12. Other Business

- i. Waterfront Development Committee Update

The draft Terms of Reference for the Waterfront Development Committee was provided to Council for review in advance of the September 18 meeting of the Committee of the Whole.

- ii. Port Hawkesbury Veterans Park

At a Special Public Meeting, June 19, Council passed a motion to approve the transfer of ownership of the Veterans Memorial Park properties and assets from the Port Hawkesbury Veterans Memorial Park Society to the Town. The Town agreed that the park would be maintained to honour our veterans and that a committee of volunteers would be established to assist with the maintenance of the park. On July 3, the Port Hawkesbury Veterans Park Society Executive met with Town representatives to officially transfer ownership of the lands to the Town. A committee will be formed in the spring to maintain the park. CAO, T. Doyle confirmed that all facets of the park will be in order for the November 11 Remembrance Day Ceremony.

- iii. Rainbow Crosswalks

Mayor B. Chisholm-Beaton was approached by residents to install a year round rainbow crosswalk(s). The crosswalk(s) would also be in recognition of 2019 Pride Week. CAO, T. Doyle has been in discussion with the Strait Regional School Board and has researched potential locations. Councilor M. MacIver stated that NSTIR should be consulted regarding the process, legal and safety issues, and the specific reflective paints that would be required. The Mayor suggested that Council consider other events in recognition of the 2019 Pride Week.

iv. Smith Family Donation of J. Franklin Wright Painting

The J. Franklin Wright oil on canvas entitled "The Abraham" was donated by the Smith Family to the Town of Port Hawkesbury. The painting, valued at \$24,000, was presented to Fred Smith, Mabou, upon his retirement from RBC Atlantic Division, May 27, 1977. On behalf of the Mayor, Council and staff, CAO, T. Doyle thanked the Smith Family for the painting which will be displayed in the Civic Centre. A formal letter of thanks will be sent to the family.

v. Debt Resolution – Re Balloon Financing of the Wastewater Treatment Plant Debenture

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor H. MacDougall "that the Town of Port Hawkesbury borrow by the issue and sale of debentures a sum not exceeding \$262,500 for a period not to exceed five years, in the amount that the Mayor or CAO deems proper provided the average interest rate of the debenture does not exceed the rate of 5.5%". MOTION CARRIED.**

vi. Capital Projects Update

Pitt / Napean Reconstruction

The following water, sewer and storm mains have been installed to date: Napean Street total (980m), Pitt Street (350m). Of the total of 1350m of installation, 85% has been completed. There are 14 homes and businesses remaining to be serviced. Napean Street is completely paved and prepared for sidewalk installation. The MacSween Street intersection duct bank and unknown rock along Pitt Street were challenges encountered over the summer months.

Water Treatment Plant

- Oil Tank Replacement  
A new above ground oil tank is in place, filled, and ready for commissioning. The existing buried oil tank could not be removed and had to be abandoned on site because of its proximity to the water treatment plant septic tanks and raw water main from the Landrie Lake Pumping Station. Tank abandonment procedures were completed as per Nova Scotia Environment regulations.
- Motor Control Centre Removal  
The tender closing deadline for this work was August 9, 2018; three bid submissions were received. This work has not yet been awarded as staff is assessing budget availability for the project.
- Dissolved Air Flotation (DAF) Saturator Tank Replacement  
The replacement saturator tank has been ordered and delivery is expected in late fall. LYNK will be completing the installation, connections and programming work on a time and material approach for the RAWDON Technologies Limited designed tank. RAWDON Technologies Limited is the original designer of the water treatment plant DAF treatment system. The estimated project budget is \$45,000.

Capital Paving Project - 2018

Ocean Paving Limited was awarded the Town Capital Paving Tender for 2018. The work will include milling and paving of 3,200m<sup>2</sup> of asphalt on Reynolds Street, replacement of sections of curb/gutter and sidewalk, and the Incubator Mall and Port Hawkesbury Volunteer Fire Hall parking lots. Additionally, the tennis court was resurfaced, new safety netting was installed in the arena, and a bike pump track was constructed. CAO, T. Doyle addressed questions from Council regarding ballfield fencing, the MacSween and Granville Street sidewalks, and curb to be repaired between Sydney Road and Hwy 104.

