

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

**Minutes of Meeting
October 22, 2019**

Present

Deputy Mayor, Mark MacIver
Councilor, Trevor Boudreau
Councilor, Hughie MacDougall
Councilor, Blaine MacQuarrie
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director of Marketing, Recreation, Tourism & Culture, Paula Davis
Project Manager, Jason MacMillan
Town Solicitor, Patrick Lamey

Regrets

Mayor Brenda Chisholm-Beaton

Guests

Executive Director, Amanda Mombourquette – Strait Area Chamber of Commerce
Chair, John Davis – Port Hawkesbury Sports Wall of Fame Committee

1. Call to Order

A meeting of the Committee of the Whole was held in Shannon Studio, PHCC, Tuesday, October 22, 2019 and called to order at 7:00 p.m. by Deputy Mayor M. MacIver.

2. Additions to Agenda

- i. Doctors Nova Scotia – Recruiting Dalhousie University Medical Learners – Councilor T. Boudreau

3. Approval of Agenda

MOVED by Councilor H. MacDougall and SECONDED by Councilor B. MacQuarrie “to approve the agenda as amended”. MOTION CARRIED.

4. Presentations

- i. Strait Area Chamber of Commerce Update
Executive Director, A. Mombourquette addressed the Chamber’s six pillar approach and benefits to becoming a member of the Strait Area Chamber of Commerce. Training programs, past and upcoming events, and the Chambers involvement in specific projects were also part of her presentation.

- ii. Port Hawkesbury Sports Wall of Fame
Chair, John Davis provided a report from the Nominating Committee which addressed the advertising process, review of nominations and the eight step evaluation process for nominees. It was determined that a Wall of Fame Induction Ceremony should be moved forward to 2020. The committee will continue to publicize to increase interest in nominee submissions.

5. Council Reports

Councilor H. MacDougall

Policing Committee Meeting – October 18, 2019

Discussion included the Destination Reeves Street Project and S/Sgt. David Morin's suggestion to provide RCMP reporting on specific statistics as identified by Councils from Inverness County and the Towns of Port Hawkesbury and Mulgrave.

Councilor T. Boudreau

Library Committee Meeting

The committee discussed challenges facing rural libraries; and the 'Open Library' pilot project in Guysborough and its potential in other areas.

6. CAO REPORTS

i. MARKETING, RECREATION, TOURISM & CULTURE

The following report was presented by Director, Paula Davis:

Aquatics

Swim lessons are in full swing. The Town is working on a strategy with Royal Lifesaving and SAERC to recruit and attract students as part of their Grade XI credits to address staffing challenges. Several meetings were held with staff to review safety procedures and changes to protocol.

Dryland

Drop-in Sports Program (SAERC Gym0 – includes teen basketball, adult basketball, badminton and pickleball. A pickleball clinic was held October 9.

Public Skating – Parent/ tot and senior/adult skate run Monday to Friday. The after school skate is Monday, Wednesday and Friday with a free public skate every weekend.

Workshops - "Fall into Fun Girl's Workshop" (October 26); "Scary Treats" (October 29); "Sew Warm" (November 14); and craft classes for children are scheduled.

Walking Map – will include a walking loop and distances from key areas in the Town. The map will be available in print form as well as on our website and social media.

Drop-In Recreational Youth Hockey (October 25) – The program is free to youth aged 8 – 14 that are not registered in Minor Hockey to provide an opportunity to try the sport in a non-competitive environment and remove cost barriers. The Town is partnering with Minor Hockey who will assist participants with the equipment to play safely.

Cultural Programming

Jenn Grant	October 26
Lennie Gallant	November 23
Tis the Season	December 7
George Canyon and Aaron Pritchett	December 12

Civic Centre

The Civic Centre has had a busy fall with meetings and events. The Town will host three provincial conferences utilizing the entire building for their needs. Celtic Colours required a transformation of the arena into a performance venue for the closing concert.

Physician Recruitment

Grayson Fulmer offered to participate in the first meeting of the Physician Recruitment Committee meeting. Additionally, he has and will continue to provide the Town with updates on NSHA initiatives.

A question and answer period followed with Council.

ii. FINANCE

The following report was presented by Director, Erin MacEachen:

A financial report to September 30, 2019 as well as a summary page and detailed record of accounts compared to anticipated budget were provided to Council. E. MacEachen stated the budget figures presented and used for comparison purposes are based on the anticipated use of the annual budget as at September 30, 2019. The report included information on the annual approved budget and addressed variances that were significant or unusual which were attributed to timing variances. She stated overall, departments are working within their set budgets. At this time, there are no concerns of significant over expenditure and the Town is looking at a positive year.

iii. ENGINEERING and PUBLIC WORKS REPORT

The following report was presented by Project Manager Jason MacMillan and CAO, Terry Doyle:

Radar Speed Sign Monthly Reports/Charts

A Statistics Summary Report was provided from the Town's radar speed sign. The data collected will be provided to the local RCMP detachment.

Location: Granville Street/Sydney Road Intersection

Date range: Sep 12/19 to Oct 17/19 = 36 days

Destination Reeves Street

Construction Project

Dexter Construction

Crews completed Phase 1 work on October 17; Phase 2 will resume in spring 2020. The landscaping contractor is currently on-site installing the remaining trees, sods, shrubs and perennials. The AT Trail was paved from the Civic Centre through to the TD Bank parking lot. Dexter has finished this work on schedule. NSTIR/Weeks construction activity has been completed.

NSTIR

NSTIR is waiting for overhead lane signage and crosswalk poles, and signals to be installed at the MacSween Street and Old Sydney Road intersections which are expected around the end of October. Local NSP crews have removed most of the old utility poles with the exception of three poles adjacent to Highway 4 traffic signals. Eastlink and NSP are coordinating dismantling the remaining poles with a shared traffic control setup.

Streetscape Signage Design RFP

The TOPH201906 Streetscape Signage Design and Development RFP closed September 26 with two submissions received. Staff is currently evaluating the proposals and the award recommendation.

Tamarac Drive Upgrades

Ocean Paving's landscaping sub-contractor completed the installation of sod in the median and lawn reinstatements. Ocean Paving had setbacks due to mechanical breakdown and weather. The paving work is near completion. Driveway and landscaping reinstatements will be completed shortly after paving. The Public Works Department will be replacing the sidewalk on the exit lane this fall.

Granville Street Traffic Study

A preliminary report was received from WSP. Staff will review the report and provide it to Council.

A question and answer period followed addressing paving issues and budgets relating to J.D. MacLean Crescent parking lot area, the accessibility area at the PHCC, and the sidewalk area near Highway 4. E. MacEachen and CAO, T. Doyle addressed the Façade Program funding and recommendations for its allocation. More information will be provided to Council at the November meeting of the Committee of the Whole.

PUBLIC WORKS

Council was provided the September 2019 report from the Public Works Department which provides a breakdown of the department's work for the month.

NOTICES TO RESIDENTS

- i. Fall Hydrant Flushing and Main Program – October 27 to November 8
- ii. Halloween Curfew

The above notices will be advertised for a two week period.

iv. By-laws and Policies

As part of the review process of the Town's By-laws and Policies, it was determined that the Destruction of Documents By-law and the Garbage Collection By-law be repealed due to their replacement by a policy and a by-law. Council agreed with the recommendation by staff to repeal these by-laws. The Subdivision By-law requires additional review and will be brought forward for discussion.

The consensus of Council was "to bring forward to the November Public Meeting First Reading to Repeal the Destruction of Documents By-law and the Garbage Collection By-law".

7. Other Business

- i. Terms of Reference – Physician Recruitment Committee

Membership numbers and Committee Composition were discussed in terms of having a balanced committee that may include other health professionals such as pharmacists, dentists and nurses. The title will be amended as 'Port Hawkesbury Physician and Health Professional Attraction and Retention Committee'. Council will provide amendments to P. Davis who will send the final draft to Victoria MacAulay and Grayson Fulmer for review.

8. Approved Additions

Doctors Nova Scotia – Recruiting Dalhousie University Medical Learners

Councilor Boudreau addressed an invitation to join Doctors Nova Scotia, Dalhousie University Department of Family Medicine, the Nova Scotia College of Family Physicians and Nova Scotia communities on Saturday, November 16 for a discussion on how to support medical learners (medical students and residents) and enhancing our collective physician recruitment efforts. Members of Council or staff that want to attend are asked to follow up with P. Davis.

9. Future Meetings

Public Hearing	October 24, 2019
Public Meeting	November 4, 2019
Committee of the Whole	November 19, 2019

10. Adjournment

MOVED by Councilor T. Boudreau and **SECONDED** by Councilor H. MacDougall to adjourn the October 22, 2019, meeting of the Committee of the Whole at 8:30 p.m.

November 5, 2019

Date



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



Recorded by:
Dawna MacDonald