

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

**Minutes of Meeting  
Tuesday, May 22, 2012**

**Present**

Mayor, Billy Joe MacLean  
Chief Administrative Officer, Maris Freimanis  
Deputy Mayor, Ken Anderson  
Councilor Jim King  
Councilor, Hugh MacDougall  
Councilor, Mark MacIver  
Director of Marketing, Tourism, Culture and Recreation, Paula Davis  
Director of Parks and Facilities, Jim Pyke  
Town Solicitor, Patrick Lamey (Alternate)

**Regrets**

Director of Finance, Deputy Chief Administrative Officer, Erin MacEachen  
Director of Public Works, Jim MacNeil  
Town Solicitor, Larry Evans

**1. Call to Order**

A meeting of the Committee of the Whole was held in the Shannon Studio, Monday, April 16, 2012. It was called to order by Mayor MacLean at 6:00 p.m.

**2. Presentation – Port Hawkesbury Waterfront Advisory Group (PHWAG)**

On behalf of the PHWAG, CAO, M. Freimanis provided Town Council with a series of initial recommendations for waterfront development. The general consensus from community input was that both rental and sale opportunities be entertained for Waterfront properties through the Expression of Interest (EOI) recommendation. Funding for development would be better accomplished through the sale of property (with the exception of several properties) and not at the cost of raised taxes.

Town Council thanked and commended the PHWAG for their report. The EOI recommendation discussion included development of the inventory and rental processes, networking with existing tenants and the NS government, researching market-based information, media updates, evaluation of EOI submissions, relocation of the rail yard, safety concerns, and layout of the land, vis-à-vis commercial and recreation activities. CAO, M. Freimanis supported Deputy Mayor K. Anderson's suggestion to hold a public forum to finalize community input.

**MOVED by Councilor M. MacIver, and SECONDED by Councilor J. King "that Town Council accepts the Expression of Interest recommendation as outlined in the PHWAG Report". MOTION CARRIED.**

**3. Additions to / Approval of Agenda**

- a) Regional Development Agencies (RDA)– Funding Termination
- b) Stop sign – Crandall Road/Pineridge Drive
- c) Spring Clean-up – Update
- d) In-Kind Support Request – *Right Some Good*
- e) Municipal Action Committee - Update

**MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor H. MacDougall "that Town Council approves the agenda as amended." MOTION CARRIED.**

**4. Directors' Reports:**

**a) RCMP – Cst. Darren Legere, RCMP, Inverness County District**

Mayor MacLean welcomed Cst. Darren Legere to the meeting. Cst. Legere provided a detailed report of the Occurrence Statistics (all violations) for the period February 22 – May 22, 2012. Councilor H. MacDougall requested that a copy of the report be provided to Council. Councilor J. King noted that traffic lines should be inserted on Pitt St. to redirect traffic near Tim Hortons.

**MOVED by Councilor H. MacDougall, and SECONDED by Councilor J. King “that Town Council receives the RCMP Report”. MOTION CARRIED.**

**b) Finance – Maris Freimanis**

M. Freimanis presented the Finance Report on behalf of E. MacEachen and provided the following updates:

- Banking RPF: all respondents were contacted, notified of the results and thanked for their submissions
- Diamond Municipal Solutions: the first cheque run was completed April 19, 2012; training has begun on the Accounts Receivable and Cash Receipting processes, and the interfund module
- Budget - there is an increase to the original 30k deficit presented based on assessment changes to commercial tax revenues
- Audit – year-end procedures will commence May 28, 2012
- Municipal Indexes Sessions – E. MacEachen will attend a Municipal Indicator session on May 25, 2012 in New Glasgow regarding an evaluation model that is relevant and useful to Municipalities

**MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor J. King “that Town Council receives the Finance Report”. MOTION CARRIED.**

**c) Park and Facilities – Jim Pyke**

J. Pyke presented his Parks and Facilities report which included a final update on the 32<sup>nd</sup> Annual NuStar Tournament; meetings regarding refurbishing the Marina Facility; Tall Ships funding update; Fields Maintenance and Civic Centre update; the Strait Area Pool AHU and Dehumidification construction process; updates on the Creamery/Waterfront and the PHCC. The Town of Port Hawkesbury received a thank you letter from NuStar regarding their donation to the 32<sup>nd</sup> Annual Hockey Tournament. Councilor M. MacIver stated he will meet with CAO, M. Freimanis and Director J. Pyke to discuss landscaping in preparation for the Tall Ships, July 25-26, 2012.

**MOVED by Councilor M. MacIver, and SECONDED by Councilor H. MacDougall “that Town Council receives the Parks and Facilities Report”. MOTION CARRIED.**

**d) Marketing, Tourism, Culture and Recreation – Paula Davis**

P. Davis' May 18 report included discussions with Tennis NS to support a summer tennis program; working with the Province and RDA to pursue a five year strategic operation plan regarding the Aquatics program; the Soccer – “Play it Forward” program will arrive in Port Hawkesbury, Thursday, June 7, 2012 (schedule of events included); summer soccer registration; Sailing NS instructional clinics will be held in September; Veterans Memorial Arena Dedication, May 10; Wall of Fame applications; Farmers Market and Granville Green updates; Jumpstart Day, May 26; and the Jubilee Student Art Exhibit, May 24.

**MOVED by Councilor J. King, and SECONDED by Deputy Mayor K. Anderson “that Town Council receives the Marketing, Tourism, Culture and Recreation Report”. MOTION CARRIED.**

e) Public Works – Maris Freimanis

CAO, M. Freimanis advised Council that J. MacNeil will be off on medical leave until June 15, 2012. The Public Works April report focused on continued repairs/replacement of water meters; cold patch potholes at various locations, lawn repairs, servicing machinery, repairs to valve block and bolts, street signs and catch pits. Of note was the continuing monitoring and testing of water quality.

**MOVED by Councilor M. MacIver, and SECONDED by Deputy Mayor K. Anderson “that Town Council receives the Public Works Department Report”. MOTION CARRIED.**

**5. Financial Requests:**

a) Jim MacDonald – Attendance at National Dart Championship

**MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor J. King “to deny the financial request of Jim MacDonald with regrets based on Section 65 of the Municipal Government Act”. MOTION CARRIED.**

**6. Approved Additions:**

a) Regional Development Agencies (RDA) – Termination of Funding

Deputy Mayor K. Anderson suggested that Town Council should meet with the RDA and ECBC to discuss the impact of the ACOA funding termination of the Regional Development Agencies.

b) Stop sign – Crandall Road/Pineridge Drive

Councilor J. King asked Town Council for their recommendation on maintaining or removing the stop sign at Crandall Road/Pineridge Drive as a safety precaution. CAO, M. Freimanis stated he will discuss this issue with the RCMP and itemize the information for Town Council’s recommendation.

c) Spring Clean-up – Update

Deputy Mayor K. Anderson received calls regarding the completion of the Spring Clean-up. CAO, M. Freimanis will confirm this information with Eastern Sanitation Limited and update Town Council by email.

d) In-Kind Support Request – *Right Some Good*

The Town of Port Hawkesbury has been asked to co-sponsor the *Right Some Good* two-day event as well as use of the PHCC facilities, security provision, and venue support for the event in August. CAO, M. Freimanis will provide Town Council with more information to assist with their recommendation. Mayor MacLean thanked CAO, M. Freimanis and P. Davis for their information.

e) Municipal Action Committee (MAC) – Update

Mayor MacLean stated he was asked to attend the UARB Hearing on behalf of the MAC and other Municipalities in support of the PWCC sales process. Deputy Mayor K. Anderson requested additional information on Mayor MacLean’s role in this process. Town Council agreed to support Mayor MacLean regarding his attendance at the UARB Hearing.

**7. In Camera Session**

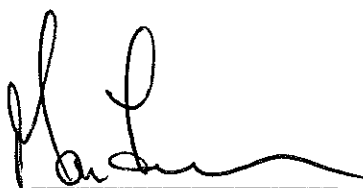
**MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor M. MacIver “to recess In Camera at 7:03 p.m.”. MOTION CARRIED.**

**The Committee of the Whole Meeting reconvened at 7:30 p.m.**

8. Adjournment

**MOVED** by Deputy Mayor K. Anderson, and **SECONDED** by Councilor H. MacDougall "that Town Council adjourns the Committee of the Whole Meeting at 7:30 p.m.". **MOTION CARRIED.**

June 6, 2012  
DATE

  
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APPROVED BY:  
CAO, Maris Freimanis

  
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RECORDED BY:  
Dawna MacDonald