

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING**

**Minutes of Meeting
October 2, 2018**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Hughie MacDougall
Councilor, Trevor Boudreau
Councilor, Mark MacIver
Chief Administrative Officer, Terry Doyle
Director of Marketing, Recreation, Tourism & Culture, Paula Davis
Town Solicitor, Patrick Lamey

Regrets

Director of Finance, Erin MacEachen

1. Call to order

A meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, October 2, 2018 and called to order by Mayor B. Chisholm-Beaton at 7:00 p.m.

2. Additions to the agenda

- i. Seniors Christmas Dinner – Mayor B. Chisholm-Beaton
- ii. Cape Breton Island Housing Authority – Deputy Mayor H. MacDougall
- iii. Letter of Thanks to Outgoing Councilor Jeremy White – Deputy Mayor H. MacDougall

3. Approval of agenda

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

4. Gallery presentations

There were no gallery presentations.

5. Acknowledgements

The following acknowledgements were made by Mayor B. Chisholm-Beaton:

- i. Nova Scotia Treaty Day - October 1, 2018
- ii. Mi'kmaq History Month in Nova Scotia – October 2018
- iii. Veterans Week – November 5-11, 2018
- iv. National Newspaper Week – October 1-7, 2018

6. Approval of minutes

- i. Public Meeting September 11, 2018
- ii. Special Public Meeting September 18, 2018

There were no errors or omissions.

7. Business arising from the minutes

There was no business arising from the minutes.

8. i. Council Committee Reports

a) Civic Centre Plaques

MOVED by Councilor T. Boudreau and SECONDED by Deputy Mayor H. MacDougall “that the Town of Port Hawkesbury approves the first plaque for the Port Hawkesbury High School to be positioned on a pedestal and made of plastic. A proof will be provided to Council for approval”. MOTION CARRIED.

b) Town Approved Parks

MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves staff to bring back recommendations for signage, and designation of park and green space for Council’s review”. MOTION CARRIED.

c) Letter to Chad Kelly re Compost Collection Program

MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the letter as presented to be sent to Chad Kelly with thanks and appreciation for his work on the municipal compost collection program”. MOTION CARRIED.

iii. Approval of minutes: Committee of the Whole – September 18, 2018

**MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the September 18, 2018 minutes of the Committee of the Whole”.
MOTION CARRIED.**

9. Correspondence

i. Letter of Support Request – NSCC Strait Campus

MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the letter in support of the NSCC Recreational Boat Safety Initiative. The signature line of the letter will be amended to include Town Council. MOTION CARRIED.

ii. Seasonal Services Port Hawkesbury

**MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the request to provide funds necessary to cover any shortfall incurred with the 2018 Seasonal Services Port Hawkesbury project which are not funded by donations”.
MOTION CARRIED.**

MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves a letter of thanks and appreciation to be sent to Joanne MacDonald in recognition of her many years of service and dedication to the Seasonal Services Port Hawkesbury Project. Council will be provided a draft of this letter for review”. MOTION CARRIED.

10. Proclamations / Resolutions

There were no proclamations or resolutions.

11. Other Business

- i. Expense Report – September 2018
CAO, T. Doyle reviewed the September Expense Report for the Mayor, Council and CAO. The total expenses for the month of September were \$1,356.02. Expense reports are posted on the Town website.
- ii. Upcoming Special Election
A Councilor vacancy was declared at a Special Public Meeting on September 18. As per the Municipal Government Act and the Municipal Elections Act, an election must be called by October 16 – four weeks from the date of vacancy. Council was asked to approve a date for a Special Public Meeting prior to October 16 to a) officially call the election and, b) approve the preliminary electors list. Council agreed to have a Special Public Meeting on Monday, October 15 at which time the election calendar, logistics for the Returning Officer and polls, and the candidate application process will be discussed.
- iii. Waterfront Advisory Committee Terms of Reference (ToR)
CAO, T. Doyle provided Council with revisions to the draft Waterfront Committee ToR for review. Council was asked to approve these revisions or come back with additional revisions at the October Committee of the Whole. Council agreed to approve in principle the draft ToR as presented. The Waterfront Advisory Committee will review and provide comments on the draft ToR which will be brought back to Council.

MOVED by Councilor T. Boudreau and SECONDED by Deputy Mayor H. MacDougall “that the Town of Port Hawkesbury approves in principle the draft Waterfront Advisory Committee Terms of Reference As presented which will be provided to the committee for review, comments and brought back to Council”. MOTION CARRIED.

- iv. Rainbow Crosswalks
Council was provided with versions of rainbow crosswalks throughout Nova Scotia and other provinces. Municipality maintained roads can install rainbow crosswalks. The recommendation is to keep the standard white lines universally recognized as a crosswalk and insert coloured “rainbow lines” within the perimeter. Council discussed options for the crosswalks to include reflective materials. Updates will be provided to Council on safety and best practices for installing rainbow crosswalks.

12. Approved Additions

- i. Seniors Christmas Dinner
Mayor B. Chisholm-Beaton thanked the Rotary Club for being part of the Seniors Christmas Dinner. The Mayor and Council discussed options to prioritize Town residents on the invitation list, reduce numbers in the registration process, and to have neighbouring municipalities schedule a similar event to accommodate all seniors wanting to take part in this special event.

MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the use of the Bear Head Room, sound equipment, kitchen facilities, and staff labour required to facilitate the Seniors Christmas Luncheon, December 9, 2018”. MOTION CARRIED.

ii. Cape Breton Island Housing Authority (CBIHA)

Deputy Mayor H. MacDougall inquired about the status of meeting with representatives from CBIHA to discuss issues regarding community housing in the Town of Port Hawkesbury. CAO, T. Doyle stated that staff is planning to coordinate a meeting in conjunction with CBIHA representatives who will be attending a Housing Summit, on October 24 at the PHCC.

iii. Letter of Thanks – Former Councilor Jeremy White

Former Councilor Jeremy White was thanked and commended by Deputy Mayor H. MacDougall for his service as a member of Town Council.

MOVED by Deputy Mayor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves a letter of thanks and appreciation to be sent to Jeremy White for his service and dedication as a Councilor for the Town of Port Hawkesbury”. MOTION CARRIED.

13. Future Meetings

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| i. | Special Public Meeting | Monday, October 15, 2018 |
| ii. | Committee of the Whole | Monday, October 22, 2018 |
| iii. | Public Meeting | Tuesday, November 6, 2018 |
| iv. | Committee of the Whole | Tuesday, November 20, 2018 |

14. Public Question Period

There were no questions from the gallery.

15. Adjournment

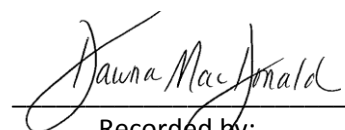
MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury adjourns the October 2, 2018 Public Meeting at 7:45 p.m. MOTION CARRIED.

November 7, 2018

Date



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



Recorded by:
Dawna MacDonald