

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING**

**Minutes of Meeting
Tuesday, January 8, 2019**

Present

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

1. Call to order

A Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, January 8, 2019 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

2. Additions to the agenda

- i. Council Committees and Assignments – Councilor H. MacDougall
- ii. Destination Reeves Street Project – Councilor B. MacQuarrie
- iii. In Camera – Contractual Issue – Mayor B. Chisholm-Beaton

3. Approval of the agenda

MOVED by Councilor H. MacDougall and SECONDED by Councilor T. Boudreau “to approve the agenda with three additions”. MOTION CARRIED.

4. Gallery Presentations

There were no gallery presentations.

5. Acknowledgements – Mayor B. Chisholm-Beaton

- Mayor B. Chisholm-Beaton thanked Port Hawkesbury Town Council and Staff for their hard work and contributions in 2018 and extended best wishes for the New Year.
- Councilor B. MacQuarrie was welcomed to his first meeting of Port Hawkesbury Town Council
- The Port Hawkesbury Seasonal Services Project, Port Hawkesbury Trails, achievements of various sports teams, and seniors who attended Seniors Christmas Luncheon were extended thanks and congratulations.

6. Approval of Council Minutes

Public Meeting – December 4, 2018
There were no errors or omissions.

7. Business Arising from the Minutes

Public Meeting – December 4, 2018 – Aaron Johnson Recognition
This issue will be brought forward for discussion at the January meeting of the Committee of the Whole as there was no meeting in December.

8. Council Committee Reports

There was no December meeting of the Committee of the Whole. Staff provided updates in their respective departments.

STAFF REPORTS

MARKETING, RECREATION, TOURISM & CULTURE

The following report was presented by Director, Paula Davis.

Holiday Activities

A calendar of events was developed and circulated to households with a list of holiday activities for December 2018. Various public skates, and swims were offered free of charge to encourage participation during the holiday season.

Two productions of Tis the Season were held, as well as a Gord Bamford performance, which were well received and supported by the community. The Port Hawkesbury Rotary Club provided a New Year's Eve event for the community to ring in the New Year.

Winter 2019

The 2019 winter schedule is being developed and will be distributed throughout the community next week. It will include a list of swimming as well as dryland activities for the winter session.

Multi Sports Program

The multi sports program is open for registration with a start date of January 27 and will run until June 23. This program is for boys and girls ages 4-6. A flyer will be distributed within the community.

Strait Area Trails

The trails provide a great opportunity to get out and enjoy the winter. Walking, cross country skiing, and snow shoeing are options for all to enjoy. Snow shoes are available for the public to use at their leisure, and can be picked up at the YMCA during regular Y hours.

FINANCE

The following report was presented by Director, Erin MacEachen.

Annual Review Group Pension Plan

Kate Knowles from Manulife Financial was in Town to provide an overview of the Town's Employee Pension plan. As a result, we are planning to provide another education session with our employees on financial literacy. Following this, we will have a licenced financial planner arranged to meet with pension plan members and their spouses on their total financial wellness. All sessions are voluntary.

Time Off Manager

Our new system for tracking staff's time benefits has been populated and tested, and we provided training to all staff early in December. We are actively using the software and the transition appears to have gone well.

Diamond Build Update

In collaboration with our group of Municipalities involved in our accounting software, we moved forward with the 2018/19 build update on the software. The update occurred at the end of December and the system seems to be functioning well.

Hotel Developer Presentation/Follow up with Cushman & Wakefield

A meeting was held with a hotel developer on December 17 for potential development on the CRVS site. The developer's consultants, Cushman & Wakefield, are conducting a hotel feasibility study. To help ensure the consultant understood the extent of the demand in our area, we presented a picture of the Town of Port Hawkesbury as a regional hub for industry, education, recreation, culture, tourism and the professional and public sectors. Updates were provided on industries, facilities, and organizations and discussion included growth and opportunities in support for the need for an additional hotel. In follow up, contact information on some industries and organizations will be provided to Cushman & Wakefield. The feasibility study is expected to be completed by mid-February, 2019.

2019 Assessments

E. MacEachen provided information on the Town of Port Hawkesbury Assessments which have been trending downwards in recent years. The residential assessments trends have remained relatively flat while commercial assessments have declined. She stated the 2019-2020 assessments are increasing by 1.43 in residential assessments and 1.25% in commercial assessments, primarily due to the CAP removal on residential properties, and the expansion of one existing business for commercial. It is important to continue the momentum of supporting new businesses and promoting growth of existing businesses and be mindful of making investments that encourage growth of business and our community, and encourage growth in our tax base. Discussion included decreases in grants in lieu and the planning and process for budget deliberations.

ENGINEERING and PUBLIC WORKS REPORT

The following report was presented by CAO, Terry Doyle.

Capital Works

Pitt / Napean Reconstruction Project

The contractor was issued the certificate of Substantial Completion. Deficiencies and small quantities of remaining landscaping will be addressed in the spring.

Capital Paving Project – 2018

The summary of work completed in 2018:

- Incubator Mall Parking Lot repaving Asphalt ~ 1650m² / Structural Gravels/1400 m
- Reynolds Street repaving Milling & Asphalt/3500m²/ Curb & Gutter/110m/Sidewalk 160m²
- Port Hawkesbury Fire Hall Front Parking Lot Asphalt/600m²/Structural Gravels/600m²
- Hiram Street repaving Milling & Asphalt/950m²
- Prince Street milling and paving has been completed Milling & Asphalt ~ 1150m²

A 300ft section of curb and sidewalk from the Summit Drive intersection to the gate at the Town Park could not be completed this year due to weather and sub-contractor schedule conflicts.

Destination Reeves Street

The following status update was provided;

Active Transportation Lane – Pitt Street to NSCC

Tender documents are at 95% complete, estimate to budget options are being reviewed.

Streetscape

Design work is underway with the target of having tender documents completed by February 1, 2019.

Façade

Contracts are in place for two businesses to move forward with construction. Concept designs have been completed for all of the individual businesses and two of the four malls.

DTIR Road Safety Improvements

DTIR representatives advise that they are in the process of finalizing the design of the road safety improvements from Pitt Street to Trunk Four.

CAO Presentation to Provincial Economic Development Agencies

CAO's and/or their representatives from the Municipalities of the Districts of Guysborough and St. Mary's, Counties of Antigonish, Richmond, Inverness, Victoria, and the Towns of Antigonish and Port Hawkesbury, presented to Provincial economic development agencies on November 29, 2018 which included:

- Innovacorp
- Develop Nova Scotia
- Tourism Nova Scotia
- Department of Business
- NSBI

The purpose of the meetings was to raise the profile and advocate on behalf of the Strait Area Municipalities as a region and as individual municipalities. Positive feedback was received from executives of these agencies.

Council Questions from Staff Reports

- CAO, T. Doyle addressed Councilor B. MacQuarrie' question regarding inefficiencies and the settlement on Napean Street stating the issue will be dealt with after one year of settlement. The cost will be assumed by the contractor.
- Director P. Davis and CAO, T. Doyle addressed Councilor T. Boudreau's comments about support for hotel development stating the lack of accommodations in Port Hawkesbury impacts the Town bidding for government conferences, industry events, and musical and sporting events which are not seasonal revenue opportunities but constitute a 12 month demand.

9. Correspondence

There was no correspondence.

10. Proclamations/Resolutions

There were no proclamations or resolutions.

11. Other Business

i. Investing in Canada Infrastructure Program (ICIP)

CAO, T. Doyle provided background on the ICIP, a long-term infrastructure plan focusing on five areas (streams) of investment: public transit, green infrastructure, social infrastructure, trade and transportation, and rural and northern Canadian communities. There is a call for a maximum of two applications for the Green – Environmental Quality Stream, which focuses on infrastructure that will support quality and management improvements for drinking water, wastewater and storm water, as well as reductions to soil and air pollutants through solid waste diversion remediation. As there is a deadline of January 18, 2019 and a resolution of Council is required for the application, Council will be polled for their availability to attend a Special Public Meeting, January 15 to discuss priority projects. Staff will prepare a summary of information and costs on recommendations for the ICIP application for Council review and consideration.

ii. Expense Report – December 2018

CAO, T. Doyle reviewed the December Expense Report for the Mayor, Council and CAO. The total expenses for the month of December was \$328.40. Expense reports are posted on the Town website.

12. Approved Additions

i. a) Town Advisory Committees

Council was in support of a Parks and Recreation Committee and a Town Infrastructure Committee to be added to the list of Town Advisory Committees. Councilors H. MacDougall and B. MacQuarrie inquired about the Pan Cape Breton Food Network Committee and the By-Laws and Policies Committee that Council agreed to strike from the Town Advisory Committees.

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves a Parks and Recreation Committee and a Town Infrastructure Committee to be added to the list of Town Advisory Committees. The Pan Cape Breton Food Network Committee and the By-Laws and Policies Committee will be struck from the Town Advisory Committees. By-Laws and Policies will now form part of the Committee of the Whole agenda. MOTION CARRIED.

b) Town Advisory Committees – Council Assignments.

MOVED by Councilor H. MacDougall and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the Council Committee Assignments for the Town Advisory Committees as presented”. MOTION CARRIED.

c) Regional Committees – Council Assignments

MOVED by Councilor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the Council Committee Assignments for the Regional Committees as presented”. MOTION CARRIED.

ii. Destination Reeves Street Project

Councilor B. MacQuarrie put forth the following motion to amend a motion recorded at a Special Public Meeting, December 13, 2016 on the Destination Reeves Street Project.

MOVED by Councilor B. MacQuarrie and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury amend its proposal submitted to ACOA and NS TIR regarding the Destination Reeves Street project, such that, the road diet portion of the project be removed, while the remaining components of the project continue to move forward.”

Councilor B. MacQuarrie stated he was in support of all aspects of the DRS project including the Active Transportation Link between the NSCC and Reeves Street, however, because of the volume of industrial /commercial truck traffic, and through conversations with the PHVFD, officials and Fire Chiefs from New Minas and Shediac, Reeves Street Committee members, and members of the community, he had strong reservations on the proposed road diet component. He addressed suggestions regarding steps to increase safety on Reeves Street.

Councilor T. Boudreau maintained his position that the road diet could be successful, and that as a pilot project, it could return to four lanes should it not be successful. He reiterated his concerns that project funding could be jeopardized should one component be pulled. Deputy Mayor M. MacIver and Councilor H. MacDougall maintained their positions of being in support of the Active Transportation Lane and the Façade Program components but not the road diet and bike lanes because of safety concerns. Councilor MacDougall stated he does not believe removing the road diet portion would jeopardize project funding.

Council, staff, and Town Solicitor discussion included the project funding formula, lane configuration and accessibility issues, the project’s statement of work and the definition of a complete street.

A series of motions from Roberts Rules of Order and their potential impacts for the project were discussed with respect to Councilor MacQuarrie’s motion for the Town to amend its proposal submitted to ACOA and NS TIR.

Mayor B. Chisholm-Beaton and Councilor T. Boudreau suggested deferring this motion to a February meeting to provide time to speak with NS TIR Minister Lloyd Hines, MP Rodger Cuzner, and/or funding agencies to gather more information.

MOVED by Councilor T. Boudreau to defer Councilor B. MacQuarrie’s motion “that the Town of Port Hawkesbury amends its proposal submitted to ACOA and NS TIR regarding the Destination Reeves Street project, such that, the road diet portion of the project be removed, while the remaining components of the project continue to move forward until a February meeting in order to gather more information”.

Councilor B. MacQuarrie stated he would agree to defer but only as a Notice of Motion at the February Public Meeting.

Mayor B. Chisholm-Beaton asked Council to 1) defeat the present motion or 2) Second Councilor T. Boudreau's motion.

Council returned to the present motion to amend the submitted proposal to ACOA and NS TIR.

MOVED by Councilor B. MacQuarrie and SECONDED by Deputy Mayor M. MacIver "that the Town of Port Hawkesbury amend its proposal submitted to ACOA and NS TIR regarding the Destination Reeves Street project, such that, the road diet portion of the project be removed, while the remaining components of the project continue to move forward." MOTION INCOMPLETE/ DEFEATED.

Council returned to the motion moved by Councilor T. Boudreau to defer the motion to amend the submitted proposal to ACOA and NS TIR to February.

MOVED by Councilor T. Boudreau to defer Councilor B. MacQuarrie's motion "that the Town of Port Hawkesbury amends its proposal submitted to ACOA and NS TIR regarding the Destination Reeves Street project, such that, the road diet portion of the project be removed, while the remaining components of the project continue to move forward until a February meeting in order to gather more information". MOTION INCOMPLETE/DEFEATED.

The original motion was amended to a Notice of Motion.

MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall "to provide a Notice of Motion to remove the road diet component from the Destination Reeves Street project at the February Public Meeting". MOTION CARRIED.

MOVED by Councilor H. MacDougall and SECONDED by Councilor T. Boudreau "that the Town of Port Hawkesbury moves In Camera at 8:45p.m. to discuss a contractual issue. The Public Meeting reconvened at 9:10 p.m. with no motions resulting from In Camera discussion.

13. Future Meetings

The future meetings of Town Council are scheduled as follows:

- Committee of the Whole January 22, 2019
- Public Meeting February 5, 2019
- Committee of the Whole February 19, 2019

Due to a scheduling conflict, the Mayor asked Council to consider rescheduling the February Committee of the Whole to February 12, 18, 26 or combine the CoW reports and defer the February meeting of the Committee of the Whole to the Public Meeting in March.

14. Public Question Period

Greg Morrow

Mr. Morrow requested clarification from Deputy Mayor M. MacIver on his comments that 1015 The Hawk showed bias against certain candidates and their position with the Destination Reeves Street Project. Mr. Morrow stated 1015 The Hawk has always remained neutral in elections with candidates and their platforms. The Deputy Mayor indicated information was told to him that The Hawk/employees showed bias and that he would follow up to confirm. He apologized to Mr. Morrow in the event the information was false. In addressing Council, Mr. Morrow also stated 1015 The Hawk employees do not represent the opinions of residents on their Facebook page, that the Professional Centre is not The Hawk – The Hawk is one of several offices located within the Professional Centre, and that Bob and Brenda MacEachern are the current owners of The Hawk.

15. Adjournment

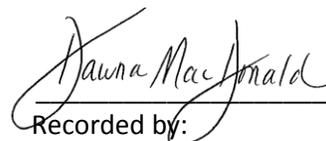
MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury adjourns the January 8, 2019 Public Meeting at 9:27 p.m.”. MOTION CARRIED.

February 6, 2019

Date



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



Recorded by:
Dawna MacDonald