

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

**Minutes of Meeting
March 16, 2021**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Blaine MacQuarrie
Councilor, Jason Aucoin
Councilor, Hughie MacDougall
Councilor, Mark MacIver
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director of Marketing, Recreation, Tourism & Culture, Paula Davis
General Manager, Facilities and Operations, Gordie Snook
Manager, Engineering and Public Works, Jason MacMillan
Town Solicitor, Patrick Lamey

Guests

Stan Johnson, CEPI Coordinator
Ronald Newcombe, CEPI
Paul Schwartz, Pitu'paq

1. Call to Order

A meeting of the Committee of the Whole was held virtually Tuesday, March 16, 2021 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

2. Additions to Agenda

- i. In person/virtual meetings – Mayor B. Chisholm-Beaton

3. Approval of Agenda

MOVED by Councilor J. Aucoin and SECONDED by Deputy Mayor B. MacQuarrie “to approve the agenda with one addition”. MOTION CARRIED.

4. Presentations

CEPI – Stan Johnson,

The presentation included information about CEPI such as history, past projects, budget, partnerships and their goal of working with all four levels of Government; Federal, Provincial, Municipal and First Nations. There was a question and answer session following the presentation.

Pitu'paq – Paul Schwartz

The presentation included where the Pitu'paq name originated, membership, past and current projects. Due to technical difficulties there was no question and answer session following the presentation.

5. Council Reports on Assigned Committees

Councilor J. Aucoin

Housing Advisory Meeting was held on March 11th, 2021 and the Terms of Reference were reviewed.

Economic Development Advisory meeting was held on March 10th, 2021 and the Terms of Reference were reviewed.

Strait Richmond Housing Coalition held a meeting on March 10th, 2021.

Deputy Mayor B. MacQuarrie

Accessibility Committee – Held Monday, March 8th, 2021

Eastern Counties Regional Library- Meeting will be held Thursday, March 18, 2021

Strait Richmond Housing Coalition – Held a meeting March 10th, 2021.

Received presentations from both Cape Breton Community Housing Association and Ally Centre of Cape Breton. The committee looked at a submission to the Nova Scotia Affordable Housing Commission. Next meeting is scheduled for April 10th.

Cape Breton South Recruiting for Health – Held a meeting March 11th, 2021

Majority of the meeting was spent preparing for a meeting with senior Nova Scotia Health Authority Staff on March 18, 2021.

Councilor H. MacDougall

Strait Area Transit held a meeting and there are changes to the Executive Board.

Councilor M. MacIver

Waterfront Advisory Committee - A motion was made to rename North Granville Street Park to Sunset Park. The committee members reviewed the priorities with the new members.

Mayor B. Chisholm Beaton

Circulated committee updates via email prior to the meeting.

6. CAO REPORTS

i. **MARKETING, RECREATION, TOURISM & CULTURE**

The following report was presented by Director, P. Davis for Recreation, Marketing, Tourism & Culture. The report included:

iv. FACILITIES, OPERATIONS AND PARKS

The General Manager, Facilities, Parks and Operations, G. Snook provided a report on the many initiatives ongoing in his department including;

- Civic Centre,
- Canada Summer Job Program,
- Oceans Innovation Centre,
- Strait Area Pool,
- Fire Hall,
- Accessibility,

Efficiency Nova Scotia Energy Manager, Ainslie Timmons started a ten week extensive audit on all Municipal buildings on March 8th, 2021. Spring Hockey begins April 5th and will run until May 9th.

v. BY-LAWS and POLICIES

CAO, T. Doyle updated Council on the Council Procedural Policy and stated that a separate meeting will be scheduled.

7. Other Business

- i. Policing Priorities, CAO, T. Doyle
CAO, T. Doyle reviewed the 2020/2022 Policing priorities that were set in May of 2020 - Substance Abuse, Community Policing, and Traffic Enforcement.

The consensus of Council was to ask the RCMP Staff Sergeant, David Morin for a presentation to Council that would provide an update on the progress of Policing Priorities.

- ii. SPCA Letter – Mayor, B. Chisholm-Beaton
A letter was circulated in the agenda package from the Town of Stellarton regarding the new SPCA building.

The consensus of Council was to ask The Town of Stellarton to explain what the Stellarton SPCA service reach currently is.

- iii. Economic Development and Housing Terms of Reference Amendments - CAO, T. Doyle

CAO, T. Doyle reviewed the amendments for the Terms of Reference and recommended that the following changes **would apply to all Town Advisory Terms of Reference:**

1. **Current** – In October of each upcoming renewal year an advertisement for the public member(s) whose term is set to expire that calendar year shall be placed in the local newspaper.

Recommendation – In October of each upcoming renewal year an advertisement for the public member(s) whose term is set to expire that calendar year shall be posted.

2. **Current** – Committee members who miss three consecutive meetings will be deemed to have resigned.

Recommendation - Committee members who miss three consecutive meetings without a legitimate excuse will be deemed to have resigned.

3. **Current** - Members of the Economic Development Committee are privy to materials in the conduct of their duties that may be confidential in nature or not for wider distribution. Confidentiality is required to be maintained and failure to do so can result in removal as a member. All materials shared with the Economic Development Committee are assumed to be confidential, unless otherwise stated.

Recommendation - Members of the Advisory Committee are privy to materials in the conduct of their duties that may be confidential in nature or not for wider distribution. Confidentiality is required to be maintained and failure to do so can result in removal as a member. All materials shared with the Advisory Committee are assumed to be confidential, unless otherwise stated. Printed confidential materials provided to members shall be returned to the Town after conclusion of discussion on the subject matters. Should confidential information be provided to members in an electronic format, members are responsible to delete the material after discussions on the matter have concluded.

The following change was recommended for the Housing Terms of Reference:

Current - Work of the Committee shall include;

Recommendation - Work of the Committee may include but not limited to;

Consensus of Council was to accept all the changes to the Terms of Reference as presented.

- iv. Parks & Recreation Terms of Reference - CAO, T. Doyle

The consensus of Council was to move the update of Terms of References forward for consideration to the April 6th Public Meeting of Council.

- v. Recommendation for Waterfront Committee – CAO, T. Doyle

CAO, T. Doyle received an application for the Waterfront Advisory Committee from Cher McDaniel. He made a recommendation to Council to approve the application for the Waterfront Advisory Committee and will invite Ms. McDaniel to the next meeting.

The consensus of Council was to move the appointment of Cheryl McDaniel to the Waterfront Advisory Committee recommendation forward to the April 6th Public Meeting of Council.

vi. Scotchtown Volunteer Fire Department - Mayor, B. Chisholm-Beaton

A letter was circulated in the agenda package from Mike Veva with the Scotchtown Volunteer Fire Department. Mike is currently lobbying the Provincial government for a 15% discount on funeral costs for volunteer first responders.

The consensus of Council was to draft a letter of support and bring forward to the April 6 Public Meeting of Council.

8. Approved Addition

i. In Person/ Virtual Meetings

Mayor, B. Chisholm-Beaton asked Council how they would like to proceed with future meetings. Deputy Mayor, B. MacQuarrie and Councilors M. MacIver and J. Aucoin were in agreeance to host in person Meetings for Councilors and allow public to view virtually. Councilor, H. MacDougall will like to continue virtually until Public Health has lifted all restrictions.

Virtual/in person meetings will move forward to the April 6th Public Meeting of Council.

9. Future Meetings (Held Virtually)

- Public Meeting April 6, 2021
- Committee of the Whole April 20, 2021

10. Adjournment

MOVED by Councilor, J. Aucoin and SECONDED by Councilor M. MacIver to adjourn the March 16, 2021 meeting of the Committee of the Whole at 8:47 pm. MOTION CARRIED.

April 8 2021
Date

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

Melissa Warner
Recorded by:
Melissa Warner
Communications and
Administrative Officer