

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING**

**Minutes of Meeting
Tuesday, September 10, 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

Guests

Amanda McDougall, Councilor/Executive Director, Atlantic Coastal Action Program (ACAP)
Curtis Doucet, Fire Chief – Port Hawkesbury Volunteer Fire Department

1. Call to order

A Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, September 10, 2019 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

2. Additions to the agenda

- Letters of Thanks Re Support for the Allan J. MacEachen Regional Airport – Mayor B. Chisholm-Beaton
- Leaf and Yard Waste Site – Request to Extend Hours of Operation – Councilor B. MacQuarrie

3. Approval of the agenda

MOVED by Councilor B. MacQuarrie and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the agenda as distributed.” MOTION CARRIED.

4. Gallery Presentations

Atlantic Coastal Action Program (ACAP) – Councilor/Executive Director, Amanda McDougall

ACAP Cape Breton is a an environmental non-profit organization that offers the knowledge that Cape Bretoners need to make greener choices, and works directly on practical solutions that help protect and restore the natural environment. The presentation included information on ACAP’s work, its municipal and community partners, wastewater, water and source water conservation and protection, and solid waste management. A question period followed.

5. Acknowledgements

The following acknowledgements and congratulations were extended:

- Strait Area Pee Wee A Sting Team and Volunteers– Hosts of Provincial Tournament
Councilor H. MacDougall
- Strait Area Under 15 Girls Soccer Team and Coach Alex Thompson – Provincial Champions
Councilor B. MacQuarrie
- A thank you was extended to everyone who was involved with the restoration and clean-up efforts in the wake of Hurricane Dorian – Councilor T. Boudreau

Acknowledgements continued...

Mayor B. Chisholm-Beaton

- Festival of the Strait Committee and Volunteers
- Jack Day – Wounded Warriors Canada
- Jacqui Cormier – Hospitality and accommodations for Jack Day
- Neil Hamilton – Walk for Mental Health Awareness
- Town of Port Hawkesbury staff, employees, and summer students – commended for work on summer initiatives
- Best wishes to teachers and students for the school year
- Best wishes to all teams with the start of the hockey season
- Port Hawkesbury Volunteer Fire Department, surrounding area Fire Departments, and Public Works Department – Restoration and clean-up efforts after Hurricane Dorian

6. Approval of Council Minutes

Public Meeting	June 11, 2019	No Errors or Omissions
Special Public Meeting	June 25, 2019	No Errors or Omissions
Special Public Meeting	June 26, 2019	No Errors or Omissions
Special Public Meeting	July 18, 2019	No Errors or Omissions

7. Business Arising from the Minutes

Special Public Meeting – June 25, 2019

Agenda Item 4.ii – Fire Departments - Letters of Thanks re Port Hawkesbury Paper Fire

The letters of thanks were distributed to Council for review and will be sent to the fire departments who attended to the Port Hawkesbury Paper Fire.

8. Council Committee Reports

- i. Report of Committee of the Whole – June 25, 2019
Motions were ratified at a Special Public Meeting – June 25, 2019
- ii. Motions Arising from In Camera Session – June 25, 2019
Motions were ratified at a Special Public Meeting – June 25, 2019
- iii. Approval of Minutes: Committee of the Whole – June 25, 2019

Director P. Davis addressed Councilor H. MacDougall’s inquiries regarding the status of signage for School Sign Dedication and Aaron Johnson.

MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the June 25, 2019 minutes of the Committee of the Whole”.

MOTION CARRIED.

9. Motions from In Camera Session – September 10, 2019

There were no motions coming forward.

10. Correspondence

Minister Chuck Porter, Municipal Affairs and Housing – August 7, 2019

The Mayor read aloud Minister Porter’s correspondence regarding the Allan J. MacEachen Regional Airport.

11. Proclamations / Resolutions

Proclamation: Right to Know Week –September 23-29, 2019

MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury, proclaims September 23 to September 29, 2019 as Right to Know Week in the Town of Port Hawkesbury”. MOTION CARRIED.

12. Other Business

i. Appeal of Variance – Alex Dunphy, Planner, Eastern District Planning Commission (EDPC)

A variance request was received for PID#50152107 to change the front and rear yard setbacks to build a new home and garage. Alex Dunphy’s presentation addressed the variance permission in accordance with the Municipal Planning Strategy and the MGA and the variance test and results. One letter of appeal was received for this application. A question period followed. The recommendation from the EDPC was to deny the appeal and approve the variance.

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury, deny the appeal and approve the variance for PID#5015210 as presented by the Eastern District Planning Commission ”. MOTION CARRIED.

ii. Borrowing Resolutions

Aerial Ladder Truck - \$950,000

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves a borrowing resolution for an Aerial Ladder Truck for the Town of Port Hawkesbury in the amount of \$950,000”. MOTION CARRIED.

Financing of Balloon Payment for the Civic Centre Debentures - \$375,000

MOVED by Councilor T. Boudreau and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury approves a borrowing resolution for the Financing of Balloon Payment for the Civic Centre Debentures in the amount of \$375,000”. MOTION CARRIED.

iii. Memorandum of Understanding (MoU) – Inter-Municipal Information Technology Services

A recommendation by Director E. MacEachen was presented to Council to sign a MoU for Inter-Municipal Technology Services to move forward with an RFP (Phase 1) at a cost of \$5000 to assess information technology needs.

MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury agrees to sign a Memorandum of Understanding to move forward with an RFP (Phase 1) at a cost of \$5000 for shared Inter-Municipal Information Technology Services”. MOTION CARRIED.

iv. Tax Adjustment – Request to Write-off Tax Account #04678222

Councilor B. MacQuarrie declared a conflict of interest and vacated Council Chambers. Section 69A (1) of the MGA was discussed.

MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury on behalf of Tax Account # 04678222, approve the tax adjustment and request to write-off taxes in the amount of \$1265.35”. MOTION CARRIED.

v. Emergency Management Plan

The Emergency Management Plan was provided to Council for review over the summer. The Emergency Management Committee was commended by Council for their work on the plan. Thanks were extended to the Port Hawkesbury Volunteer Fire Department for their work following Hurricane Dorian. Fire Chief, and EMC Co-Chair, Curtis Doucet, addressed questions from Council regarding training; he will conduct research for ongoing development opportunities for Council.

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approve the Emergency Management Plan as presented”. MOTION CARRIED.

vi. Airport Committee Terms of Reference

MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approve the Terms of Reference for the Airport Management Committee”. MOTION CARRIED.

vii. Policies/By-Laws Review

Councilor H. MacDougall requested revisiting discussion on a By-Law Enforcement Officer and to seek interest from neighboring municipalities who may want to take part in this shared service. As approved by Council, regular discussion and review of the Town’s by-laws and policies will begin prior to the September meeting of the Committee of the Whole.

viii. Physician Recruitment Committee

Councilor B. MacQuarrie requested moving this issue forward for discussion at the October meeting of the Committee of the Whole to discuss membership and a mandate, and that staff bring forward a draft Terms of Reference for Council review at the November meeting of the Committee of the Whole.

MOVED by Councilor B. MacQuarrie and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury bring forward discussion on the Physician Recruitment Committee and a draft Terms of Reference at the November meeting of the Committee of the Whole”. MOTION CARRIED.

ix. Granville Street Bridge Improvements

Eastern Fence was awarded the contract to install guard rails leading up to the Granville Street Bridge. The contractor noted concerns regarding drilling holes in areas that could affect water lines. CAO, T. Doyle stated alternate means of protection will be needed. The timber and wood identified for replacement and asphalt repairs will be handled by the Public Works Department.

x. Street Patching

Councilor B. MacQuarrie recognized the asphalt repairs throughout the summer and wanted to reiterate it remains a concern for residents. CAO, T. Doyle stated the asphalt repairs will resume as soon as the Public Works Department complete cleanup related to damages caused by the storm.

xi. Community Park Speed Bump - Update

CAO, T. Doyle provided an update on the safety improvements made at the community park. Barriers have been positioned to maintain lines of sight and to prevent vehicle parking. The NSCC donated speed bumps were installed in locations deemed appropriate to slow down traffic. Permanent speed bumps will be positioned in association with the new crosswalk location for a long term solution. Council discussion followed.

xi. RCMP Update on Reeves Street

Staff will follow up with S/Sgt. D Morin regarding a report to Council of speed violations on Reeves Street and extend an invitation to present to Council at a future meeting. CAO, T. Doyle indicated S/Sgt. Morin provides regular updates to staff who bring these forward to Council accordingly.

xiii. Destination Reeves Street – Signal Lights

Councilor B. MacQuarrie would like a letter sent to Minister Hines regarding the decision to not improve the signal lights at Reeves Street intersections (Reynolds Street and Pitt Street).

Recess of Council at 9:05 p.m. The Public Meeting of Council reconvened at 9:12 p.m.

The February 5, 2019 video clip of NS TIR Engineer Dwayne Cross's presentation was reviewed by Council. Councilor B. MacQuarrie indicated the motion(s) to move forward with the Destination Reeves Street Project was based on the commitments for safety improvements from NS TIR. Council discussion followed.

MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury send a letter to NS TIR requesting reconsideration of the decision made to not improve signal lights at Reeves Street intersections (Reynolds Street and Pitt Street)”.

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver to amend the motion as follows “that the Town of Port Hawkesbury send a letter to NS TIR requesting reconsideration of the decision made to not improve signal lights at Reeves Street intersections (Reynolds Street and Pitt Street). Councilor B. MacQuarrie and Mayor B. Chisholm-Beaton will draft the letter to Minister Hines”.
MOTION CARRIED.**

The draft letter will be circulated to Council for review and comments at the September meeting of the Committee of the Whole.

xiv. Council Meetings

Deputy Mayor M. MacIver would like the monthly Committee of the Whole meetings changed to a Public Meeting to allow for motions at that time rather than waiting for ratification at the following Public Meeting. Town Solicitor P. Lamey will research this issue to be brought forward to the October meeting of the Committee of the Whole.

xv. Expense Reports – June – July – August

CAO, T. Doyle reviewed the June, July and August Expense Reports for the Mayor, Council and CAO. There were no expenses incurred in the month of June. The total of expenses for the month of July was \$2,751.39; the total of expenses for August was \$76.80. Expense reports are posted on the Town website.

13. Approved Additions

i. Letters of Thanks Regarding Support for the Allan J. MacEachen Regional Airport

MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves Letters of Thanks to be sent to those who provided support letters for the Allan J. MacEachen Regional Airport”. MOTION CARRIED.

ii. Leaf and Yard Waste Site – Request to Extend Hours of Operation

The Leaf and Yard Waste Site will remain open with extended hours to accommodate the clean-up efforts due to Hurricane Dorian.

14. Future Meetings

- Special Public Meeting Tuesday, September 17, 2019
- Committee of the Whole Tuesday, September 17, 2019
- Public Meeting Tuesday, October 1, 2019
- Committee of the Whole Tuesday, October 15, 2019

15. Public Question Period

There were no questions received from the gallery.

16. Adjournment

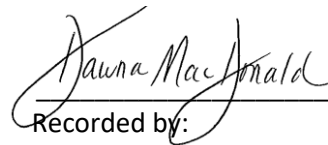
MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall "that the Town of Port Hawkesbury adjourns the September 10, 2019 Public Meeting at 9:35p.m." MOTION CARRIED.

October 2, 2019

Date



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



Recorded by:
Dawna MacDonald