

PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
Held Virtually

Minutes of Meeting
January 19, 2021

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Blaine MacQuarrie
Councillor, Jason Aucoin
Councillor, Hughie MacDougall
Councillor, 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

1. Call to Order

A meeting of the Committee of the Whole was held virtually Tuesday, January 19, 2021 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

2. Additions to Agenda

- i. Crosswalks – Councillor, H. MacDougall

3. Approval of Agenda

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

4. Presentations

There are no presentations

5. Council Reports on Assigned Committees

Councillor J. Aucoin

Cape Breton South Recruitment for Health

Strait Area is expecting a new Family Physician to move to the Strait Area by mid to late February. In addition a new Registered Nurse is scheduled to start working at Strait Richmond Hospital within the next month. The committee advised that a Nurse Practitioner is now at the new Collaborative Health Centre. The Committee will be presenting to the NSCC LPN class this month to try and retain future graduates.

Strait Richmond Housing Matters Coalition

Committee is trying to flatten the curve of the number of homeless people in the Town of Port Hawkesbury. The Housing Survey was presented to the committee and was well received.

Eastern District Planning Commission – Chair, Amanda Mombourquette

The Town of Antigonish has requested to become a permanent member of EDPC. There was a discussion about forming a joint accessibility committee between neighboring municipalities. A letter is going to be sent to CAO, T. Doyle within the next week.

Councilor M. MacIver

No updates to report

Councilor H. MacDougall

No updates to report

Deputy Mayor B. MacQuarrie

Waterfront Advisory Committee - Chair, Joan MacDonald

A Combined In-person and Virtual Meeting was held January 20, 2021. The Framework Plan document was circulated and presented and there was great feedback from committee. Another meeting will be held in the next couple of weeks.

Accessibility Committee

A meeting was held January 18, 2021 and a new Chair and Co-Chair will have to be appointed and the committee members have been approved. Meetings will be held monthly. Regrets from some members were conveyed due to scheduling conflicts.

Eastern Counties Regional Library

Regrets were conveyed due to scheduling conflict. Next meeting will be held January 21, 2021.

Mayor B. Chisholm Beaton

Strait Richmond Housing Matters Coalition

A new Chair and Co-Chair will have to be determined.

Airport Committee- Chair,

The January 12th meeting was cancelled and a virtual meeting will be rescheduled.

6. CAO REPORTS

i. MARKETING, RECREATION, TOURISM & CULTURE

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

- Fitness Centre
- Strait Area Trails

- Performances
- Strait Area Pool
- Winter Flyer and Holiday Activities

The new winter flyer has been circulated. Swimming lessons and Recreation programs began January 18, 2021.

ii. FINANCE

A detailed financial report was presented by Director of Finance, E. MacEachen. as of December 31, 2020

- Financial Statements
- Assessment Update
- 2022 Budget Process

Director of Finance E. MacEachen requested council to provide feedback on how they would like to proceed with preparation of the 2022 Budget.

The consensus of Council was to have a Priority setting session in the month of February with Council, CAO & Director of Finance. The purpose of the meeting will be for Council to voice their budget priorities for 2022 to CAO and Director of Finance.

iii. ENGINEERING and PUBLIC WORKS REPORT

Manager of Engineering and Public Works, J. MacMillan provided a detailed update on many of the projects and initiatives ongoing in his department including:

- Traffic Sign Report,
- Water Treatment Plant Tank Re-Coating Project,
- FCM MAMP CMMS Project,
- Public Education for Winter Snow Removal /Ice Control,
- Solid Waste Management

A general overview of Public Works staff monthly tasks was also provided.

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,
- Oceans Innovation Centre,
- Strait Area Pool,
- Fire Hall,

- Alan J. MacEachen Regional Airport,
- Accessibility,

v. BY-LAWS and POLICIES

CAO T. Doyle reported that the Council Procedural Policy should be circulated for council to review prior to Committee of the Whole.

7. Other Business

i. J.A. Douglas McCurdy,

Mayor, B. Chisholm-Beaton discussed the response from the advocacy letter that was circulated in the agenda package.

ii. Future Meetings,

Council discussed hosting in-person/virtual meetings.

The consensus of Council was to continue to host virtual meetings and discuss virtual/in-person options at future meetings.

iii. Shop Local Day, Mayor, B. Chisholm-Beaton

Mayor B. Chisholm-Beaton along with Cape Breton Partnership and the Strait Area Chamber of Commerce has promoted Shop Local Day on all social media outlets. The hope is to have Shop Local day well-advertised for 2022.

iv. Housing Survey Update, Mayor, B. Chisholm-Beaton

Mayor B. Chisholm-Beaton circulated a press release and a final copy of the Housing Survey to Council prior to meeting. Cape Breton Partnership and The Town of Port Hawkesbury staff will begin to promote Housing Survey January 21, 2021. The survey will be available electronically and hard copies will be printed and available at The Port Hawkesbury Civic Centre Box Office.

v. NSCC Carpentry Program Project Partnership,

Mayor, B. Chisholm-Beaton received a request from NSCC Carpentry Class Instructors to have a partnership with the Town of Port Hawkesbury to build garbage-compost boxes for the Town. NSCC second year students will build at cost if Town would purchase the materials.

The consensus of Council was to move forward with a partnership between NSCC and the Town of Port Hawkesbury. Mayor B. Chisholm-Beaton to provide a tentative agreement to NSCC Carpentry Program Instructors.

vi. Council Advisory Committee Appointments, CAO, T. Doyle

CAO, T. Doyle provided detailed recommendations to council for the recently advertised Town Advisory Committees. Terms of Reference are being developed for newly formed Economic Development, Housing and Parks and Recreation Committees. Committee lists will be sent to Council for their review and comments. A final recommendation will be sent to Council with hope of approval at February Public meeting. A call for volunteers for Parks & Recreation Committee will be advertised in February.

vii. Housing Social Enterprise Letter of Support, Mayor, B. Chisholm-Beaton
Mayor, B. Chisholm-Beaton discussed a request for a letter of support from Housing Social Enterprise

The consensus of Council was to have Damian MacInnis with Housing Social Enterprise Group, present at February Public Meeting. Council will consider a letter of support after the presentation.

viii. Regional Entrepreneurial Accelerated Program, Team Cape Breton Strait Update, Mayor, B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton will keep council informed on updates from the committee.

8. Approved Additions

Crosswalks

Councilor, H. MacDougall brought concerns of poorly lit crosswalk at the Pitt and Queen intersection. Deputy Mayor, B. MacQuarrie mentioned the intersection of Old Sydney Road and Queen Street also a concern due to poor lighting and markings.

Councilor M. MacIver mentioned concerns with intersections in Tamarac and had a conversation with Manager of Engineering and Public Works about issue.

Councilor J. Aucoin mentioned the intersection of Reeves Street and Truck 4.

CAO, T. Doyle will follow up with Manager of Engineering and Public Works, J. MacMillan.


9. Future Meetings (Held Virtually)


- Public Meeting February 2, 2021
- Committee of the Whole February 16, 2021

10. Adjournment

MOVED by Deputy Mayor B. MacQuarrie and **SECONDED** by Councilor J. Aucoin to adjourn the January 19, 2021 meeting of the Committee of the Whole at 8:20p.m. **MOTION CARRIED.**

Feb 2, 2021
Date


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


Recorded by:
Melissa Warner
Communications and
Administrative Officer