

PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
In Person/ Virtual for Staff & Council
Virtually for the Public to View

Minutes of Meeting
April 20, 2021

Present

Mayor, Brenda Chisholm-Beaton (in person)
Deputy Mayor, Blaine MacQuarrie (virtually)
Councillor, Jason Aucoin (in person)
Councillor, Hughie MacDougall (virtually)
Councillor, Mark MacIver (virtually)
Chief Administrative Officer, Terry Doyle (in person)
Director of Finance, Erin MacEachen (in person)
Director of Marketing, Recreation, Tourism & Culture, Paula Davis (in person)
General Manager, Facilities and Operations, Gordie Snook (in person)
Manager, Engineering and Public Works, Jason MacMillan (virtually)
Executive Director, EDPC, John Bain (virtually)

Guests

David Morin, Staff Sargent, RCMP (virtually)
Ainslie Timmons, OEM Efficiency Nova Scotia (virtually)

1. Call to Order

A meeting of the Committee of the Whole was held in person/virtually Tuesday, April 20, 2021 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

2. Additions to Agenda

- Budget meeting, Deputy Mayor, Blaine MacQuarrie

3. Approval of Agenda

MOVED by Councillor J. Aucoin and SECONDED by Councillor, H. MacDougall “to approve the agenda with one addition”. MOTION CARRIED.

4. Presentations

RCMP Policing Priorities Update – Staff Sargent David Morin

Staff Sargent, D. Morin gave a presentation to Council which included a report on staffing levels, overview of the Inverness District Organizational Chart, and a report on the Town’s policing priorities for 2020 ; Substance Abuse, Community Policing and Traffic Enforcement. He talked about the impact that Covid-19 has had on the District which is why there is a decrease in the number of charges made for both substance abuse and traffic enforcement. The RCMP was very limited with respect to community involvement due to the pandemic. He talked about how the district are currently setting their priorities for 2021 and would like feedback from Council so they will be able to incorporate.

Council had asked for a copy of Staff Sgt Morin’s presentation to be sent along to them following the meeting. Councillor, J. Aucoin asked S/Sgt. Morin how many traffic violations have occurred around the Community Park and Tamarac Education Centre. Mr. Morin was going to forward the results along to

CAO, T. Doyle to forward along to Council. There was a question and answer session following the presentation.

Efficiency Nova Scotia, Onsite Energy Manager- Ainslie Timmons

Onsite Energy Manager, Ainslie Timmons gave a presentation on the energy project to date. Her presentation included benchmarking and an energy management plan for two Municipal Sites; The Town of Port Hawkesbury's Waste Water Treatment Plant and the Port Hawkesbury Civic Centre. Ms. Timmons will be conducting energy audits of the sites and will be looking for opportunities for the Town of Port Hawkesbury to apply to Efficiency Nova Scotia Programs. There was a question and answer session following the presentation.

5. Council Reports on Assigned Committees

Councilor J. Aucoin

Housing Advisory Meeting the next meeting will be held on April 21.

Economic Development Advisory Committee meeting that was originally scheduled for April 13th was re-scheduled until April 28.

Strait Richmond Housing Coalition held a meeting on April 14th.

Deputy Mayor B. MacQuarrie

Accessibility Committee – will be held April 22nd.

Strait Richmond Housing Coalition – Held a meeting on April 14th.

Cape Breton South Recruiting for Health – held a meeting on April 15th.

Councilor H. MacDougall

Strait Area Transit held a meeting and the next meeting will be held on April 28th.

Landrie Lake Meeting was held on April 8th and another meeting is scheduled for April 29th.

Councilor M. MacIver

Landrie Lake Meeting was held on April 8th and another meeting is scheduled for April 29th.

Mayor B. Chisholm Beaton

Circulated committee updates via email prior to the meeting and presented highlights from the report. The report is attached.

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:

- Strait Area Pool,
- Strait Area Women's Group & Leaside Swimming,
- Bicycle Nova Scotia,
- Performances,
- Signage,
- Pickleball,
- Meetings,
- Community Cleanup,

The Strait Area Pool is back open after week long closure for cleaning. Winter lessons are finishing off. Registration for spring lessons took place April 12-16, which will be set to begin April 26 and will run into the first week of July. Bicycle Nova Scotia is conducting a survey for the public's feedback on the proposed new blue route along Granville Street. The survey will be live until May 14th. There are two upcoming performances; Dave Gunning & JP Cormier and Port Cities. Ticket sales began April 13th and both shows are currently almost sold out. Community Cleanup is scheduled for Saturday, April 24th from 10am-12pm. There will be a press release that will go out on April 21st notifying the public of the 2021 Granville Green cancellation.

ii. FINANCE

Director of Finance, E. MacEachen gave Council a throughout presentation on the 2022 Budget discussions that have been held over the months of February, March and April. In her presentation she talked about:

- planning process,
- 2022 highlights,
- assessment trends,
- current debt levels,
- preliminary budget deficit,
- future considerations,
- tax rates remaining stable

There was a draft budget circulated to Council on Monday April 19th for Council to review.

Mayor, B. Chisholm- Beaton suggested that it was an appropriate time for Deputy Mayor, B. MacQuarrie to discuss the budget meeting addition to the agenda. Deputy Mayor, B. MacQuarrie asked if there was a meeting scheduled with the Amber Carrigan, Executive Director of the Strait Area Transit. Staff were in the process of finalizing a date and time with A. Carrigan. Director of Finance E. MacEachen asked if Council would like to proceed with the draft budget as presented or hold another Budget meeting.

The consensus of Council was to attend a brief virtual lunchtime meeting on April 28th for budget discussions.

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,
- Steve Reynolds Retirement,
- Water Utility Annual Report to NSE,
- Pothole Season Notice,
- Spring Hydrant Flushing,
- SCADA Computer Reliability Upgrades,
- Public Works Activity Summary,
- Summary of Storm Events/Upset Conditions,
- Toolbox Safety Talk Topics,

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

The Civic Centre was the host of four hockey games over the past weekend. Spring maintenance has started on the parks and fields. The tennis court nets are set to be installed next week if the weather permits.

v. BY-LAWS and POLICIES

CAO, T. Doyle updated Council on the Elected Officials Code of Conduct draft policy and asked Council how they would like to move forward with the development and review of the new policies.

The consensus of Council was to hold a Bylaw and Policy meeting during the second or third week of May.

Planning

Executive Director, J. Bain presented to Council on the new Inter Municipal Service agreement that would allow the Town of Antigonish to join the Eastern District Planning Commission as a permanent member. The Town of Antigonish was on a three year trial period that has now expired. J. Bain explained in detail that past terms and that the Town of Antigonish has brought a significant amount of permit revenue to the EDPC with the construction of Mulrone Centre and currently with three large buildings being constructed. J. Bain has ask for Council to consider the following motion for approval at the May 4th Public Meeting of Council.

“That the Town of Port Hawkesbury rescinding the July 1, 2018 Eastern District Planning Commission InterMunicipal Service Agreement and replacing it with the presented agreement effective July 1, 2021”

Councilor, J. Aucoin asked J. Bain what the current status was on lots 141-149 in Elm Court.

EDPC ED, J. Bain stated that there was currently a draft complete that will be brought forward to the next Planning and Advisory Committee meeting. J. Bain also made a suggestion of adding affordable housing to the Agenda for the next Planning and Advisory Meeting.

7. Other Business

- i. Committee of the Whole – Councilor, H. MacDougall

Councilor, H. MacDougall discussed how he would like to bring back moving motions at the Committee of the Whole meetings. He has been reviewing past meeting minutes that have dated back to up to 15 years. Upon his research he found that moving motions at the Committee of the Whole meetings made the meetings run a lot smoother. He would like to find a time for Council to discuss this further prior to the May 4th Public Meeting.

8. Approved Addition

The approved addition was discussed during the Budget discussions.

9. Future Meetings (Held Combination Virtually/In Person)

- Public Meeting May 4, 2021
- Committee of the Whole May 18, 2021

10. Adjournment

MOVED by Councilor, J. Aucoin and SECONDED by Councilor M. MacIver to adjourn the April 20th, 2021 meeting of the Committee of the Whole at 8:45.pm. MOTION CARRIED.

May 5th 2021
Date

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

Melissa Warner
Recorded by:
Melissa Warner
Communications and
Administrative Officer