

PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
Held Virtually

Minutes of Meeting
June 15, 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, Michelle Farrow
General Manager, Facilities and Operations, Gordie Snook
Manager, Engineering and Public Works, Jason MacMillan

1. Call to Order

A meeting of the Committee of the Whole was held virtually Tuesday, June 15, 2021 and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

2. Additions to Agenda

- i. Waterfront Market, Mayor, B. Chisholm-Beaton
- ii. Gateway Funding Request Project, Mayor, B. Chisholm-Beaton
- iii. COVID Restrictions Update, CAO, T. Doyle
- iv. In Camera Item, Councillor, M. MacIver

3. Approval of Agenda

MOVED by Councillor, H. MacDougall and SECONDED by Deputy Mayor, B. MacQuarrie “to approve the agenda with four additions”. MOTION CARRIED.

4. Presentations

There were no presentations at the June 15th Committee of the Whole Meeting.

5. Council Reports on Assigned Committees

Councillor J. Aucoin

The Housing Advisory meeting was held on May 24th and the focus was on hosting an event that would attract developers.

A Parks, Recreation and Active Transportation meeting was scheduled for June 8th but did not have enough membership for quorum. The meeting was rescheduled for June 17th at 5:30pm.

The Cape Breton Local Immigration Partnership currently has nine welcoming groups on Cape Breton Island. CBLIP is looking to form a welcoming committee within the Town of Port Hawkesbury.

Deputy Mayor B. MacQuarrie

Provided Council with committee updates via email prior to the meeting (attached).

Councilor H. MacDougall

The next Wall of Fame Committee meeting is being held on June 16th.
The Police Advisory Board was held on May 25th. The Terms of Reference were reviewed. There will be an ad put on the Town website, social media, and in the Reporter seeking two Town of Port Hawkesbury Representatives.

Councilor M. MacIver

There is a Landrie Lake Board Meeting scheduled for June 16th. The Board will review the budget for 2021/2022.

The Police Advisory Board held a meeting on May 25th.

Mayor B. Chisholm Beaton

Circulated committee updates via email prior to the meeting (attached).

6. CAO REPORTS

i. MARKETING, RECREATION, TOURISM & CULTURE

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

- Trails,
- Strait Area Pool,
- Sports Wall of Fame,
- Covid-19 Testing,
- Recreation Programming,
- Outdoor Movies,
- Canada Day,

Director, M. Farrow talked about how the Strait Area Trails Association had received formal recognition from the Province as a vital service in our Region. The trails and walking maps will be featured in the Nova Scotia Federation of Municipalities as well as a feature in Northeastern Magazine tourist guide. Strait Area Pool remains closed. Registration for Summer Camp will commence on June 22, 2019. Camp will be 30\$/day and 130\$/week. There is some active community kits left available. Other events planned over the summer such as boot camps, yoga, trail hikes and movies etc. Canada Day will look similar to last year with a travelling musician and online contests.

ii. FINANCE

An update on the project and initiatives in the Finance Department was presented by Director of Finance, E. MacEachen. The updated included:

- Balloon Debenture Refinancing,
- Landrie Lake Board Meeting,
- Police Advisory Board,
- Nova Scotia Municipal Clerk's Pension,

Director, E. MacEachen notified Council that the balloon debenture has been deposited to our account and the payment was made. Landrie Lake Board meeting is scheduled for June 16th. The Nova Scotia Municipal Clerks Pension legislation has increased their mandatory contributions so there will likely be a slight increase next year.

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,
- Waste Water Treatment Plant Grinder Replacement,
- Public Works Tenders,
- Public Works Activity Summary,
- Summary or Storm Events/Upset Conditions,
- Toolbox Safety Talk Topics,

Manager, J. MacMillan provided a detailed overview of the CMMS Project which included screenshot samples of the software, how to submit a digital maintenance request and talked about the benefits of changing over to a data based system. J. MacMillan also provided Council with an overview of Public Works staff monthly tasks. PCAP funding application has been submitted. He talked about the two tenders that were advertised. They have been awarded to Ocean Paving and Sweeps Pavement Markings. Both projects will be in late June. Public Works staff completed a replacement on Harold Street. The JOSH committee completed an inspection in May of the Public Works building.

Councilor H. MacDougall had asked what the status was on the lighting at the crosswalks that had been discussed. Manager J. MacMillan had stated that all requests that were submitted had been complete. Tamarac set of signals will be installed.

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,

General Manager G. Snook discussed the painting that has taken place in the Gym. The creamery flooring has been completed. Staff was able to capture the original Creamery logo that was in the old flooring. Bell Fiber will be running on June 23rd. All recreation grounds are open for the summer. Accessibility committee has nominated Matthew Higgins and Mayor, B. Chisholm-Beaton as Co-Chairs for the current term. On-site Energy Manager, Ainslie Timmons has completed her term with the Town and is preparing a report that will be presented to Council in September. The tenders for the Fire hall, Foodbank and Incubator Mall roof replacements have been awarded to A-1 Gutter. The new Kubota tractor is set to arrive June 16th.

7. Other Business

i. International Indigenous Day - Mayor, B. Chisholm-Beaton

Mayor B. Chisholm-Beaton had requested that the Mi'kmaq Flag be raised on June 21st for National Indigenous Peoples Day. She also brought forth the idea to Council to consider adding a fourth flag pole and flying the Mi'kmaq flag all year round.

The consensus of council was to bring forward to the Special Public Meeting of Council following Committee of the Whole Meeting.

Pit'upaq Funding Request – Mayor, B. Chisholm-Beaton

The Pit'upaq Society has requested \$2,000 contribution from the Town of Port Hawkesbury. Council had a discussion around the contributions in the past years.

The consensus of Council was to bring forward to the Special Public Meeting of Council following the Committee of the Whole Meeting.

8. Approved Additions

i. Waterfront Market - Mayor, B. Chisholm-Beaton

Mayor B. Chisholm-Beaton was approached by Town residents Angie Timmons and April Fletcher who would like to pilot an outdoor market on the waterfront over the summer months. Council had a discussion on how to move forward with the idea.

The Consensus of Council was to add to the agenda for the June Waterfront Advisory Committee Meeting.

ii. Gateway Project Request - Mayor, B. Chisholm-Beaton

Mayor, B. Chisholm Beaton had circulated information on the Gateway Project via email prior to the meeting. She had indicated that the Gateway project is an island-wide initiative. The next phase requires a funding application to ACOA for consultation services. This is a multi-year project that will work on

beautification and signage etc. The Gateway project is a great way to work together as an island with all levels of government. The Mayor would like to see that the Town of Port Hawkesbury is well represented.

The consensus of Council is the provided tentative support to for the scoping part of this project. Item will be brought back to Council when the time comes for ratification.

iii. COVID - 19 Restrictions Update – CAO, T. Doyle

CAO, T. Doyle gave Council an update on the Town of Port Hawkesbury's Phase two re-opening plan. The box office will open to the public for payments starting June 21st.

Body 'N' Soul will open June 16th with modified hours and back to regular hours of operation starting June 21st. Eastern District Planning Commission is set to reopen on June 21st. The COVID Assessment Centre is still running fully operational until the end of June.

CAO, T, Doyle had notified Council of the upcoming Staff Wellness day that will take place on June 18th. Staff will complete various jobs outdoors and be provided with t-shirts, lunch and refreshments.

iv. In Camera Item – Councilor, M. MacIver

MOVED by Councilor, J. Aucoin and SECONDED by Deputy Mayor, B. MacQuarrie "that the Town of Port Hawkesbury June 15th the Committee of the Whole meetings move to an in camera session at 8:33.p.m. MOTION CARRIED.

MOVED by Councilor, M. MacIver and SECONDED by Deputy Mayor, B. MacQuarrie "That the Town of Port Hawkesbury in camera session move back into meeting of the Committee of the Whole at 9:37.p.m. MOTION CARRIED.

9. Future Meetings (Held Virtually)

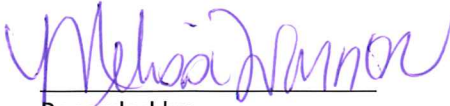
- Public Meeting September 7, 2021
- Committee of the Whole September 21, 2021

10. Adjournment

MOVED by Councilor, J. Aucoin and SECONDED by Councilor M. MacIver to adjourn the June 15th, 2021 meeting of the Committee of the Whole at 9:38.p.m. MOTION CARRIED.

September 8 2021
Date


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


Recorded by:
Melissa Warner
Communications and
Administrative Officer