

PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
Held Virtually
Minutes of Meeting
March 15, 2022

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Jason Aucoin
Councillor, Blaine MacQuarrie
Councillor, Mark MacIver
Councillor, Hughie MacDougall
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Manager, Engineering and Public Works, Jason MacMillan

Regrets

Manager, Facilities and Operations, Gordie Snook
Director of Marketing, Recreation, Tourism & Culture, Michelle Farrow

Guests

Eastern Counties Regional Library, Executive Director, Laura Emery
Eastern Counties Regional Library, Manager Port Hawkesbury Branch, Amanda Campbell
Cape Breton South Recruitment for Health, Gina MacDonald

1. Call to Order

A meeting of the Committee of the Whole was held virtually Tuesday, March 15, 2022, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

2. Additions to Agenda

- i. Taxi Policy – Mayor, B. Chisholm-Beaton

3. Approval of Agenda

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

4. Presentations

Eastern Counties Regional Library - Laura Emery & Amanda Campbell

CAO, L. Emery had given a presentation to Council on the current state and issues of the Eastern Counties Regional Library Port Hawkesbury Branch. The presentation included the Impact that Covid-19 Public Health Restrictions have had on the branch, the Impact on computer users, the Impact on borrowing, Historical Issues, Infrastructure Renewal, and services offered to seniors. CAO, L. Emery had indicated that Port Hawkesbury is the busiest branch in the Eastern Counties and limited access is the largest problem. There was a Q& A following the presentation.

Deputy Mayor, J. Aucoin had asked if CAO, L. Emery can forward along data of Port Hawkesbury users to Council.

Cape Breton South Recruitment for Health – Gina MacDonald

Health Recruitment Officer, G. MacDonald had given a presentation to Council on the current and future initiatives with the Cape Breton South Recruitment for Health. The presentation included CBSRH Mission and goals, recruitment and retention processes, and the 2022 funding requirements.

The consensus of Council is to move the item forward to the April 5th Public Meeting for discussion.

5. Council Reports on Assigned Committees

Councillor B. MacQuarrie

Councillor, B. MacQuarrie had stated that he will forward a written report to Melissa.

Councillor M. MacIver

Joint Industrial Park Commission – The next meeting is scheduled for March 31st at 5 p.m.

Waterfront Advisory Committee – The meeting is scheduled for March 21st.

Eastern District Planning Commission – The next meeting is scheduled for March 29th.

Police Advisory Committee – The next meeting is scheduled for April 12th.

Deputy Mayor J. Aucoin

Allan J. MacEachen Regional Airport Committee – He had attended the Strategic Planning Session that was held on March 11, 2022. The next Airport Committee Meeting is scheduled for March 22, 2022.

Parks Recreation and Active Living Committee – A meeting was held on February 23rd. The Committee is very close to making a recommendation to Council on their first project.

Cape Breton Local Immigration Pilot – The last meeting was held on a Sunday afternoon and the committee will be hosting a campaign.

Mayor B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton circulated her report to Council prior to the meeting.

6. CAO REPORTS

i. FINANCE

Director, E. MacEachen had provided Council with a detailed overview of the Capital Budget Plan. She had reviewed the Fiscal Year 2022/2023 Budget Planning Process and the Capital Highlights; which included:

- Water Treatment Plant & Distribution upgrades
- Streets & Sidewalk plan,
- Facilities,
- Active Transportation,
- And Waterfront Project

She had asked Council for clarity around the Granville Green Accessibility upgrades.

The consensus of Council was to utilize the \$10,000 budget allotment to improve accessibility at the Granville Green grounds and look for ways to leverage those funds.

Director, E. MacEachen had asked Council for some direction on the request that came in from Councillor, B. MacQuarrie around a \$78,000 addition to the budget plan to add a sidewalk along Spruce Street.

The consensus of Council was to move the sidewalk addition forward to the Special Public Meeting.

The consensus of Council was to move the 2022/2023 Budget ratification forward to the Special Public Meeting.

ii. **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,
- TOPH 202106 WTP Process Control Upgrades,
- MacQuarrie Drive Extension,
- Pothole Repairs,
- Brush Clearing,
- Review and Site Visit for Backhoe,
- Nova Scotia Public Works Overhead Message Board,
- Water Main Break-Oak Crescent/Birchwood Drive,
- and the Tamarac Drive Active Transportation Concept Design

Manager, J. MacMillan provided an overview of activities in the Public Works Department that took place in February. He had noted that speed has been down since the traffic speed sign has been moved to the new location. He had also reviewed the preliminary active transportation drawings for Tamarac Drive.

iii. **By-Law and Policies**

CAO, T. Doyle had reviewed the Video Conferencing Policy that was based on a template prepared by AMANS which had been circulated in Council agenda packages. He had confirmed that the MGA states that there must be a policy in place if Council wants to attend Council meetings virtually after March 20th when the State of Emergency is lifted.

The consensus of Council was to schedule a separate meeting to discuss a video conferencing policy for Councillors.

Deputy Mayor, J. Aucoin had declared a conflict and left the meeting at 8:56 p.m.

Taxi Policy- Mayor, B. Chisholm-Beaton

CAO, T. Doyle had stated that both licensed taxi companies have come forward asking to consider raising the base rate that has been identified in the Taxi Policy. He had suggested that staff prepare a draft policy with a formula that will be designed to fluctuate with the market price of gas. Staff will prepare and circulate a draft to Council. Councillor, M. MacIver indicated that he believed the CAO was authorized to make those changes in the policy which was adopted.

Deputy Mayor, J. Aucoin had returned to the meeting at 9:04 p.m.

Other Business

- i. Medical for Council – Deputy Mayor, J. Aucoin

The consensus of Council was to defer item until April Committee of the Whole.

- ii. Covid-19 Related Restrictions – CAO T. Doyle

CAO, T. Doyle had asked Council how they wish to proceed with Covid-19 restrictions post State of Emergency.

The consensus of Council was to continue discussions at the policy-setting meeting.

- iii. Mi'kmaw Summer Games – Mayor, B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton had noted the sponsorship package was circulated in the agenda packages for Council to review.

8. Approved Additions

The addition to the agenda was discussed under By-laws and Policies.


9. Future Meetings

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|--------------------------|----------------|
| • Special Public Meeting | March 29, 2022 |
| • Public Meeting | April 5, 2022 |
| • Committee of the Whole | April 19, 2022 |

10. Adjournment

MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, J. Aucoin to adjourn the March 15, 2022 meeting of the Committee of the Whole at 9:20.p.m. MOTION CARRIED.

April 6, 2022
Date


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

Melissa Warner
Recorded by:
Melissa Warner
Communications and
Administrative Officer