

**PORT HAWKESBURY TOWN COUNCIL
COMMITTEE OF THE WHOLE
Shannon Studio
Minutes of Meeting
April 20, 2022**

Present

Deputy Mayor, Jason Aucoin
Councillor, Blaine MacQuarrie
Councillor, Mark MacIver
Councillor, Hughie MacDougall
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director of Marketing, Recreation, Tourism & Culture, Michelle Farrow
Manager, Engineering and Public Works, Jason MacMillan
Manager, Facilities and Operations, Gordie Snook

Regrets

Mayor, Brenda Chisholm-Beaton

Guests

Destination Cape Breton – Terry Smith

1. Call to Order

A meeting of the Committee of the Whole was held virtually Wednesday, April 20, 2022, and called to order at 7:00 p.m. by Deputy Mayor, J. Aucoin.

2. Additions to Agenda

- i. Everwind Letter of Support – Deputy Mayor, J. Aucoin
- ii. Reeves Street Survey – CAO, T. Doyle

3. Approval of Agenda

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

4. Presentations

Destination Cape Breton – Chief Executive Officer, Terry Smith

CAO, T. Smith had provided Council with a presentation on the initiatives for Destination Cape Breton. The presentation included, the strategy for 2022/2023 year, 5-year trend in room nights sold, strategy overview, 2022 forecast & goals, marketing strategy, niche markets, mobile data research, and destination development. There was a question and answer session following the presentation.

5. Council Reports on Assigned Committees

Deputy Mayor J. Aucoin

Allan J. MacEachen Regional Airport Committee –There was a meeting on March 22, 2022.

Parks Recreation and Active Living Committee – A meeting was held on March 23rd.

The Committee is very close to making a recommendation to Council on their first project.

Festival of the Strait Committee – There was a meeting held on April 4th.

Attended the Strait Area Chamber of Commerce’s State of the Strait on March 30th.

Councillor H. MacDougall

Strait Area Transit – A board meeting was held on April 19th.

Festival of the Strait Committee – A meeting was held on April 4th.

Parks Recreation and Active Living Committee – A meeting was held on March 23rd.

Police Advisory Committee – A meeting was held on April 12th.

Councillor B. MacQuarrie

Strait Area Transit – The Strait Area Transit’s Human Resources Committee had met March 16, 22, April 5, 12, and a Strait Area Transit Board meeting was held on April 19th.

The Cape Breton South Recruitment for Health – There was a meeting held on March 24th. The Community Care Gala was held on April 7th.

Accessibility Advisory Committee – met on March 22nd and 28th.

Eastern Counties Regional Library – Meetings were held on March 31st, April 6^s and 11th. The new member from Municipality of the County of Inverness, Claude Poirier had been welcomed onboard.

Councillor M. MacIver

Joint Industrial Park Commission – The next meeting is scheduled for April 28th at 5 p.m.

Eastern District Planning Commission – The next meeting is scheduled for April 27th.

Police Advisory Committee – A meeting was held on April 12th.

Mayor B. Chisholm-Beaton

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

6. CAO REPORTS

i. 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,
- Funding Applications,
- Project Updates,
- Business Park Ditching,
- Sewer Lateral Replacement,
- Water Utility Annual Report,

- Clean Foundation Summer Internship – Engineering and Public Works Student,
- Procurement,
- And the Leaf and Yard Waste Site

Manager, J. MacMillan had discussed the Heavy Garbage Collection that is scheduled May 16-20. Residents are able to place their items curbside starting on May 9th. The Community Litter Clean-up will take place on Saturday, May 28th.

ii. **FACILITIES AND OPERATIONS**

The General Manager, Facilities, Parks and Operations, G. Snook provided a report on the many initiatives ongoing in his department including;

- Civic Centre,
- Fields and Parks,
- Food Bank,
- Strait Area Pools,
- Electric Vehicle Charging Stations,
- Summer Students,
- And Accessibility

General Manager, G. Snook had noted that Atlantic Hockey Group's spring hockey session is running from April 9th- May 7th. He notified Council that the Town has been approved for nine students this year and the term will start May 5th until the last Friday in August. Town staff are awaiting the results of the funding application for the Electric Vehicle Charging Station.

iii. **MARKETING, RECREATION, TOURISM AND CULTURE**

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

- Strait Area Trails,
- Recreation Programming,
- Upcoming Events,
- Shows,
- Grants,
- And Marketing and Communications

Director, M. Farrow had noted that the Strait Area Trails Association was successful with their grant application (Labour Market Program Support System) and will be hiring two students for the summer. The new online registration system along with the Spring Recreation and Aquatics flyer. Artist announcements for Granville Green-Resurgence will begin in May.

iv. **FINANCE**

Director, E. MacEachen had provided Council with an overview of the updates from the Finance Department which included:

- Operating Budget 2022/2023,
- Audit Planning,
- And Inactive Water Accounts

Director, E. MacEachen noted that the operating budget planning session will be held on April 26th and that once the budget has been finalized/approved she will set a date for a meeting with the Audit Committee.

v. **PROJECTS UPDATE**

CAO, T. Doyle had provided Council with an update of the following projects:

- Community Housing Capacity Building Program,
- Rediscover Main Street,
- Develop Nova Scotia,
- Waterfront Project,
- And The Food Bank

CAO T. Doyle, had noted that applications for the Rediscover Main Street funding and Develop Nova Scotia funding are due the week of April 25th.

Other Business

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

The consensus of Council was to defer this item during 2023/2024 budget deliberations.

- ii. Universal Healthy School Fund – Mayor, B. Chisholm-Beaton

The consensus of Council was to defer this item until the May Public Meeting.

- iii. EMO Exercise – CAO, T. Doyle

CAO, T. Doyle had notified Council that the senior management team will take part in a regional Emergency Management Office exercise that will be held on May 17 & 18. Department Officials from the Nova Scotia Emergency Management Office have been planning the event in coordination with CAO's and Fire Chief's. Senior staff have attended a number of training sessions in preparation of the mock event.

8. **Approved Additions**

- i. EverWind Letter of Support – Deputy Mayor, J. Aucoin

The consensus of Council was to defer this item until the May Public Meeting.

- ii. Reeves Street Survey – CAO, T. Doyle

CAO, T. Doyle had reviewed the advertisement regarding the Reeves Street Improvement Pilot Project Survey. The telephone survey will begin April 18th and the online survey will begin on May 2nd. Councillor, H. MacDougall around the timing of the survey.

9. Future Meetings


- Public Meeting May 10, 2022


M. Warner will poll Council about having a joint Public and Committee of the Whole meeting on May 10th.

10. Adjournment

MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, M. MacIver to adjourn the April 20, 2022 meeting of the Committee of the Whole at 8:27.p.m. MOTION CARRIED.

May 11/2022
Date


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


Recorded by:
Melissa Warner
Communications and
Administrative Officer