

**PORT HAWKESBURY TOWN COUNCIL  
COMMITTEE OF THE WHOLE  
Shannon Studio  
Minutes of Meeting  
October 17, 2023**

**Present**

Mayor, Brenda Chisholm-Beaton  
Councillor, Mark MacIver  
Councillor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen (virtually)  
Director of Marketing, Recreation, Tourism & Culture, Michelle Farrow (virtually)  
Manager, Facilities and Operations, Gordie Snook  
Manager, Engineering and Public Works, Jason MacMillan (phone-in)

**Regrets**

Deputy Mayor, Hughie MacDougall

**1. Call to Order**

A meeting of the Committee of the Whole was held in the Shannon Studio Tuesday, October 17, 2023, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

- i. Deputy Mayor had an item on the agenda that will be deferred until the next meeting.
- ii. Update on sidewalks – Councillor, M. MacIver

**3. Approval of Agenda**

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie “to approve the agenda as amended.” MOTION CARRIED.**

**4. Presentations**

There were no presentations for the October 17<sup>th</sup> Committee of the Whole Meeting.

**5. Council Reports on Assigned Committees**

Councillor M. MacIver

Eastern District Planning meeting was held but he was not able to be in attendance.

Waterfront Advisory Committee A meeting has been rescheduled for October 23<sup>rd</sup>.

Councillor, J. Aucoin

Accessibility Advisory Committee meeting was rescheduled for October 30<sup>th</sup>.

Parks and Recreation is scheduled for Thursday October 19th.

Eastern District Planning Meeting was held on September 28th.

Councillor B. MacQuarrie

Offshore Wind Task Force meeting was held on October 10<sup>th</sup>.

Mayor B. Chisholm-Beaton

Circulated her report prior to the meeting.

**CAO REPORTS**

**i. Facilities, Operations and Parks**

Manager, Facilities Operations and Parks, G. Snook gave a brief presentation of the projects and initiatives in the Facilities, Operations and Parks department including:

- Civic Centre,
- Fields and Parks,
- Food Bank,
- Summer Students,
- And Accessibility

Manager of Facilities, G. Snook updated Council on the Celtic Colours International Festival. He complimented all permanent and casual staff on the work that took place flipping the facility from ice surface to concert facility then back to an ice surface. The last of the Foodbank boreholes were completed a few weeks ago and should have the results sent back soon. The Atlantic Asphalt should be onsite at the Airport on October 18<sup>th</sup> to crack fill the holes. The Accessibility Committee Meeting was rescheduled. Councillor, J. Aucoin complimented the great work done by the recreation department on the fields for the Highschool provincial baseball tournament. Councillor, B. MacQuarrie thanked the staff for their work over the Celtic Colors weekend.

**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 mentioned that the Fall registration is in full swing. The 2023 Christmas Parade will be held on December 3<sup>rd</sup> this year. She announced the Fall shows. The Sports Wall of Fame inductee press release was posted on October 13<sup>th</sup>. Recreation NS Community Event Award was awarded last week for the Granville Green Concert Series. Staff could not be in attendance, but words of acceptance were sent along. She expressed a heartfelt thanks to organizers of Celtic Colors International Festival, staff, and students that made it such a successful weekend.

### **Finance**

Director, E. MacEachen updated Council on the initiatives in the Finance Department:

- Donation Request Follow-up,
- Tax Sale Process,
- Water Arrears,
- Audit 2023,
- Training,
- And Landrie Lake

Director E. MacEachen was looking for direction of Council on feedback on the Strait Area Historical Society. During the budgetary process Council had allotted \$1000.00 for that Society. She was looking for the direction of Council. Audit field work is scheduled to begin in November.

**Consensus of Council to move forward with \$1000 for the Strait Area Museum as per budget deliberations.**

Director, E. MacEachen was also looking for the direction of Council on Challenger Baseball another local organization that was looking for funding and she mentioned that the Town may be able to assist with other funding streams such as applications to Sport Nova Scotia, etc. CAO, T. Doyle mentioned that the motion will be put forward in November and other information can be made available at that time.

### **ENGINEERING and PUBLIC WORKS**

CAO, T. Doyle presented in the absence of the Manager of Engineering and Public Works, and provided a key update in the department including:

- Traffic Sign Report,
- Flash Flooding Events,
- Public Works,
- ICIP AT Project Design Update,
- ICIP Water System Upgrades,

CAO, T. Doyle reviewed the Flood Preventions and Safety Guide. He showed a picture of the new boom flail that will be attached to the new sidewalk machine that just recently arrived. He reviewed the sidewalk work that has been completed to date. CAO, T. Doyle asked if Councillor, M. MacIver wanted to review his addition to the agenda item now. CAO, T. Doyle said that the Old Sydney Road project has been awarded and have some strong commitments from Council that will be finished this Fall if there are specific areas of concern that will be addressed. Councillor, M. MacIver asked about Bernard Street and (add another). CAO, T. Doyle stated that



Reynolds Street was a commitment that was made, and there may be an opportunity with the contractor that is working on the street adjacent.

Councillor, B. MacQuarrie commended the Flood Prevention Document. Mayor, B. Chisholm-Beaton asked how this document will be made available to residents. CAO, T. Doyle mentioned that Neil MacLean, our summer student completed significant work on this project. HE also mentioned that the document will be posted on our website and social media, and that copies will be made available to residents.

### **Other Business**

#### **i. Multi-Use Facility – Mayor, B. Chisholm-Beaton**

Mayor, B. Chisholm-Beaton added this item on the agenda for information as a letter was received from Town resident Scott Goyetche and asked Councillor, J. Aucoin to bring it to the Recreation Advisory Committee and expressed that it is a very large undertaking.

#### **ii. Port Hawkesbury Literacy Council Request – CAO, T. Doyle**

CAO, T. Doyle noted that the Town has sponsored the Literacy Council over the past number of years for the annual fundraiser. The request of Council is for an in-kind donation of the Bear Head room for the Port Hawkesbury Literacy Council being held on April 19, 2024.

**Consensus of Council is to move forward to the Joint Public Meeting.**

#### **iii. Thank you Letter to Port Hastings Historical Society – CAO, T. Doyle**

CAO, T. Doyle passed this item over to Councillor, M. MacIver as the Chair of the Waterfront Advisory Committee. Councillor, M. MacIver mentioned that the Committee would like to send a thank you letter to the Port Hastings Historical Society for all their work on the Waterfront signage portion on the Waterfront Revitalization Project.

**Consensus of Council is to move forward to the Joint Public Meeting.**

#### **iv. Water Testing – Deputy Mayor, H. MacDougall**

This item is deferred until the November Joint Public Meeting.

#### **v. Status Update – Reeves Street Improvements Response – CAO, T. Doyle**

CAO, T. Doyle read a response from the Manager of Nova Scotia Public Works, Dwayne Cross regarding the Reeves Street Improvements. He noted that staff can prepare a letter if Council still wishes. Councillor, M. MacIver sees no need for the letter since Nova Scotia Public Works Staff have responded. Councillor, B. MacQuarrie mentioned that if CAO, T. Doyle receives a response before the Joint Public Meeting on November 21<sup>st</sup> then there will be no need to write a response.

**8. Approved Additions**

There are no approved additions.

**9. Future Meetings**

- Joint Public Meeting of Council/ Committee of the Whole November 21, 2023
- Public Meeting of Council December 5, 2023

**10. Adjournment**

The October 17, 2023, meeting of the Committee of the Whole adjourned at 7:26p.m.

November 23/2023  
Date

TDO  
Approved  
Terry Doyle, P. Eng  
Chief Administrative Officer

Melissa Warner  
Recorded by:  
Melissa Warner  
Communications and  
Administrative Officer