

COMMITTEE OF THE WHOLE

Minutes of Meeting
Tuesday, October 18, 2011

PRESENT

Mayor, Billy Joe MacLean
Chief Administrative Officer, Maris Freimanis
Director of Finance, Deputy Chief Administrative Officer, Erin MacEachen
Deputy Mayor, Jim King
Councilor Hugh MacDougall
Councilor Mark MacIver
Town Solicitor Larry Evans
Director of Marketing, Tourism, Culture and Recreation, Paula Davis
Director of Public Works, Jim MacNeil
Director of Parks and Facilities, Jim Pyke

REGRETS

Councilor Ken Anderson

1. CALL TO ORDER

A meeting of the Committee of the Whole was held in the Shannon Studio, Tuesday, October 18, 2011. The meeting was called to order by Mayor MacLean at 6:45 p.m.

2. ADDITIONS TO/APPROVAL OF AGENDA

There were three additions to the agenda:

- a) Marie Baldwin – Sponsorship donation request
- b) Kidney Foundation of Canada, Nova Scotia Branch – Donation request
- c) Port Hawkesbury Civic Centre – Promotion of box seats

MOVED by Councilor M. MacIver, and **SECONDED** by Deputy Mayor J. King “That Town Council approve the additions to the agenda”. **MOTION CARRIED.**

3. AGENDA ITEMS

a) Council Committee Structure

i. Committees

Councilor H. MacDougall suggested that a nominating committee be named to proceed with the Council Committee structure and that Deputy Mayor J. King Chair the nominating committee.

MOVED by Councilor H. MacDougall, and **SECONDED** by Councilor M. MacIver “That Town Council will be part of a nominating committee to proceed with the Council Committee structure; and that Deputy Mayor J. King will Chair the nominating committee”. **MOTION CARRIED.** One Nay was recorded from Deputy Mayor King.

ii. Nomination Committee - Date

Mayor MacLean stated that staff will contact Town Council to set a date for the nomination committee.

b) Director Reports

i. Finance – Erin MacEachen

Erin MacEachen stated that the information technology regarding the new financial system is underway. She has begun Phase I; a series of online workshops. The current Chart of Accounts are being reviewed. A new Chart of Accounts will be prepared to fit with the new financial system. Barb Cashin retired October 24, 2011 and is training her replacement, Christine Bland who is transitioning well. A tax sale will be held November 14th with two properties as part of the sale.

Mayor MacLean extended thanks to Town Council, Larry Evans, Port Hawkesbury Civic Centre staff, the media, and, gallery guests. He stated the importance of working together for the benefit of Port Hawkesbury tax payers.

ii. Parks and Facilities – Jim Pyke

Jim Pyke stated that the Strait Area pool heating upgrade is completed. Funding was provided by the Strait Regional School Board in partnership with the Town of Port Hawkesbury, via the Department of Environment ecoNova Scotia Clean Air and Climate Change Program. He is also working on 1) Strait Area Pool De-Humidification; 2) Ventilation in the Pool Mechanical Room; and, 3) Upgrade to the Geo-Thermal System – SAERC & Civic Centre. Enterprise Cape Breton Corporation (ECBC) has been contacted regarding cost sharing on these three projects. The installation of the ice and the cooling tower at the Port Hawkesbury Civic Centre (PHCC) went smoothly. The Port Hawkesbury Marina operation ended October 17, 2011, with some storm damage to a finger pier. A new door is being purchased for the Incubator Mall.

iii. Public Works – Jim MacNeil

Jim MacNeil provided a detailed report from the Public Works Department for periods July 1, 2011 to September 30, 2011. The day-to-day operations are proceeding well and he has received positive feedback. He stated that there are capital costs to be discussed for 2012. Deputy Mayor J. King added that there are sidewalk areas that should be repaired by the end of this year.

MOVED by Deputy Mayor J. King, and SECONDED by Councilor M. MacIver “That Town Council approves the reports from Finance, Parks and Facilities, and Public Works”. MOTION CARRIED.

iv. Marketing, Tourism, Culture and Recreation – Paula Davis

Paula Davis provided a copy of the Port Hawkesbury Recreation Department fall flyer; public skate brochure; aquatic and dry land report; and, civic centre events update. The public skate schedule has been distributed to the schools. The 2011 Celtic Colours was a success with a large crowd attending. The months of November and December will be busy. The PHCC is almost fully booked for December Christmas parties. The integration of Maritime Inn as the new food services provider is transitioning well. ECBC has offered 50% funding for attendance at national conferences with the intention of building capacity to attract new activities to the PHCC. A meeting with the YMCA was held to further discuss efficiencies and program delivery with the Recreation Department. The Eastern Counties Regional Library is pleased to report both new membership and circulation has increased from 2010.

MOVED by Deputy Mayor J. King, and **SECONDED** by Councilor H. MacDougall “That Town Council approves the Marketing, Tourism, Culture and Recreation report”. **MOTION CARRIED.**

Mayor MacLean stated that the Mayor’s office has generated the following revenue for the PHCC; approximately \$300,000 (over a six year period) from Anadarko and approximately \$400,000 from curling and hockey. The Mayor continues to look forward to working with Paula Davis on future events to raise funds for the PHCC.

c) Financial Requests

i. Nova Scotia Secondary Students Association (NSSCA)

Maris Freimanis stated that the NSSCA is a student-run, non-profit organization that promotes youth leadership. The organization is seeking a donation for the Strait Region Grade 9 Conference, to be held October 22, 2011. Erin MacEachen added that the donation account based on the approved budget has a balance of \$1400.

MOVED by Councilor M. MacIver, and **SECONDED** by Deputy Mayor J. King “That Town Council approves a donation of \$250 for the NSSCA”. **MOTION CARRIED.**

ii. UNSM – Women in Local Government Bursary Program

MOVED by Councilor H. MacDougall, and **SECONDED** by Deputy Mayor J. King “That Town Council approves a donation of \$100 for the UNSM – Women in Local Government Bursary Program”. **MOTION CARRIED.**

iii. UNSM – Ken Simpson Memorial Lecture Series Fund

MOVED by Deputy Mayor J. King, and **SECONDED** by Councilor M. MacIver “That Town Council approves a donation of \$250 for the UNSM – Ken Simpson Memorial Lecture Series Fund”. **MOTION CARRIED.**

4. ADDITIONS

a) Marie Baldwin – Sponsorship donation request

Councilor H. MacDougall declared a conflict of interest and vacated his seat as the sponsorship request was on behalf of his son. Town Solicitor Larry Evans stated that grants and contributions cannot be made to an individual based on the Municipal Government Act (MGA). As a result, Town Council denied the sponsorship donation request. A request was made for the MGA list to be published regarding grants and contributions.

MOVED by Council M. MacIver and **SECONDED** by Deputy Mayor J. King “That Town Council rejects the donation of \$250 from Marie Baldwin for Cameron MacDougall”. **MOTION CARRIED.**

MOVED by Deputy Mayor J. King and **SECONDED** by Councilor M. MacIver “That the MGA List regarding grants and contributions be published at the end of the fiscal year”. **MOTION CARRIED.**

- b) Kidney Foundation of Canada, Nova Scotia Branch – Donation request

MOVED by Deputy Mayor J. King and **SECONDED** by Councilor H. MacDougall “That Town Council approves a donation of \$100 for the Kidney Foundation of Canada, Nova Scotia Branch”.
MOTION CARRIED.


- c) Port Hawkesbury Civic Centre – Promotion of box seats
Councilor H. MacDougall suggested utilizing the arena town club seats as a means to promote the PHCC. He proposed having the Strait Pirates donate 20 tickets each week to a minor hockey team to increase arena attendance. Paula Davis will assist with this initiative.

MOVED by Councilor H. MacDougall and **SECONDED** by Deputy Mayor J. King “That Town Council approves donating 20 tickets each week to a minor hockey team for the town club seats to promote the PHCC and increase arena attendance”. **MOTION CARRIED.**

- d) **ADJOURNMENT**

MOVED by Councilor M. MacIver and **SECONDED** by to adjourn the Committee of the Whole meeting at 7:10 p.m. Motion carried.

Feb 13, 2012
DATE


APPROVED BY:


RECORDED BY:
D. MacDonald