

**PORT HAWKESBURY TOWN COUNCIL
SPECIAL PUBLIC MEETING**

**Minutes of Meeting
Tuesday, August 6, 2013**

Present

Mayor, Billy Joe MacLean
Deputy Mayor, Brenda Chisholm-Beaton
Councilor, Dr. Trevor Boudreau
Councilor, Joe Janega
Councilor, Bert Lewis
Chief Administrative Officer, Maris Freimanis
Director of Finance, David Gray
Director Marketing, Recreation, Tourism & Culture, Paula Davis
Town Solicitor, Larry Evans

1. Call to Order

A Special Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio, PHCC, Tuesday, August 6, 2013. It was called to order by Mayor MacLean at 2:10 p.m.

2. Policies

a) Travel Expense Policy

MOVED by Deputy Mayor B. Chisholm-Beaton, and SECONDED by Councilor J. Janega "To approve the Town of Port Hawkesbury Travel Expense Policy". MOTION CARRIED.

b) Employee Health and Wellness Policy

MOVED by Deputy Mayor B. Chisholm-Beaton, and SECONDED by Councilor J. Janega "To approve the Town of Port Hawkesbury Employee Health and Wellness Policy". MOTION CARRIED.

c) Payment in Lieu of Prosecution Policy

MOVED by Councilor Dr. T. Boudreau, and SECONDED by Councilor B. Lewis "To approve the Town of Port Hawkesbury Payment in Lieu of Prosecution Policy". MOTION CARRIED.

Town Solicitor L. Evans confirmed this is Step 1 of the process. He will meet with CAO, M. Freimanis to review the By-Laws which require a section for payment in lieu of prosecution.

3. Fireworks By-Law

MOVED by Councilor B. Lewis, and SECONDED by Councilor Dr. T. Boudreau "To approve the first reading of the Fireworks By-Law". MOTION CARRIED.

4. Funding Requests

a) AMANS – 2013 Fall Convention Municipal Sponsorship

MOVED by Deputy Mayor B. Chisholm-Beaton, and SECONDED by Councilor Dr. T. Boudreau "To accept the recommendation of CAO, M. Freimanis to contribute \$500 to the AMANS 2013 Fall Convention". MOTION CARRIED.

b) NextGen Leadership Society Project

Town Council discussed the project and would like to review the Society's Terms of Reference. An invitation will be extended to NextGen representatives to attend the next Regular Town Council meeting.

MOVED by Deputy Mayor B. Chisholm-Beaton to table this agenda item until more information is received.

c) Port Hawkesbury Rotary Club

- a) Request of the Town of Port Hawkesbury
- b) Request of the Town of Port Hawkesbury Port Hawkesbury Charitable Foundation (Walker Fund)

Mayor MacLean stated initially, the Town made a decision to provide in kind support, not financial support, to the Let Them Be Kids, Community Playground and Park project. Town Council can change their decision if they so wish but a motion must be made and recorded in the meeting minutes. He advised that Council should be clear in their role before going further and that a business plan should be in place. CAO, M. Freimanis stated he had a list of items and pricing, and that water and sewer lines have been discussed. He added that Council must look at the full financial picture before making a decision.

Mayor MacLean provided a brief history of the Port Hawkesbury Charitable Foundation. Town Solicitor L. Evans stated that a meeting of the Foundation must be called regarding funding requests and suggested that Town Council review the Foundation's financial history prior to calling a meeting. Council discussion included:

- Breakdown of costs, budget for the Park initiative, and funding from other sources
- Site preparation and size of the Park
- Council will review the Foundation's Terms of Reference, history of disbursements, and appropriate funding requests

Town Council agreed to call a meeting of the Port Hawkesbury Charitable Foundation once they receive the Terms of Reference, history of disbursements, and the full financial picture.

d) Strait Pirates Junior Hockey Club

Mayor MacLean and Town Council were in support of the Strait Pirates Junior Hockey Club's request to sell 50/50 tickets at the World Under 17 Hockey Challenge in December 2013/January 2014. Director of Marketing, Recreation, Tourism & Culture, Paula Davis will write a letter to the host organizing committee for consideration of this request.

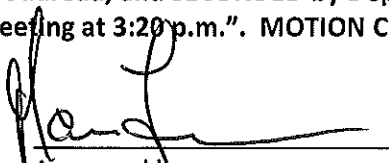
5. Correspondence – UNSM Caucus Structure Review

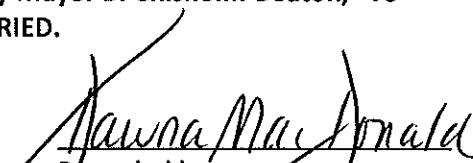
Town Council discussed UNSM's request for each municipal unit to provide input into the existing UNSM Caucus Structure. Town Council was in agreement to accept the current UNSM Caucus Structure. CAO, M. Freimanis will meet with Mayor MacLean to address UNSM's questions for review of the Caucus Structure and will circulate a letter to Town Council for feedback regarding UNSM's deadline of August 30, 2013.

6. Adjournment

MOVED by Councillor Dr. T. Boudreau, and SECONDED by Deputy Mayor B. Chisholm-Beaton, "To adjourn the Town Council Meeting at 3:20 p.m.". MOTION CARRIED.

Sept 4, 2013
Date


Approved by:
Maris Freimanis, CAO


Recorded by:
Dawna MacDonald