

**PORT HAWKESBURY TOWN COUNCIL  
COMMITTEE OF THE WHOLE  
Shannon Studio  
Minutes of Meeting  
March 19, 2024**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Mark MacIver  
Councillor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Councillor, Hughie MacDougall  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Manager, Facilities and Operations, Gordie Snook  
Manager, Engineering and Public Works, Jason MacMillan  
Manager, Recreation and Active Living, Corene Gillis-Dorey

**Guests**

Cape Breton South Recruiting for Health Program Director, Gina MacDonald

**Regrets**

Director of Marketing, Recreation, Tourism, & Culture, Michelle Farrow

**1. Call to Order**

A meeting of the Committee of the Whole was held in the Shannon Studio, Tuesday, March 19, 2024, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

There were no additions to the agenda.

**3. Approval of Agenda**

**MOVED by Councillor, H. MacDougall and SECONDED by Deputy Mayor, M. MacIver “to approve the agenda as presented.” MOTION CARRIED.**

**4. Presentations**

Gina MacDonald – Cape Breton South Recruiting for Health

Program Director, G. MacDonald. Provided Council with a throughout overview of the events and initiatives that took place in 2023. She spoke about celebrating each Health care professional’s day of recognition, Celebrating Doctors’ Day with cards from Tamarac Education Centre and Felix Marchand Schools and appreciation BBQs at the Strait Richmond Hospital. She organized a Business of Medicine retreat that was held in St Peters in August of 2023, she also held a Physicians Welcome Reception that was really well received by the practicing Physicians in our area. She talked about the very successful promotional videos that were developed last year. She plans to attend the Office of Healthcare Professionals Recruitment Conference she will attend the end of April. Dalhousie Family Medicine Retreat/Job Fair. She noted that the two new physicians are practicing in the area – Dr Angaye & Dr. Wagle. She noted that she is extremely happy with both transitions to Port Hawkesbury and both families have settled in very

well. She provided an overview of the funding for 2024. She was successful with all her external funding applications. She reviewed her projects for 2024, She provided Council with some handout information; one being a guideline that tells residents how to access the healthcare system that will be distributed to the public in the near future. A Public Education Campaign will take place in the local schools that highlight and give a detailed description of each health care profession. Councillor, M. MacIver extended thanks for the great work that Gina has done. Councillor, H. MacDougall stated that he thinks it is money well spent on behalf of Town Council. He asked why Dr. Strestha is not included in the presentation this year. G. MacDonald explained that Dr. Shrestha was included in the presentation last year and has settled in Port Hawkesbury very well. Councillor, B. MacQuarrie extended thanks to Gina and understands why CB South is the Envy of the Province. Councillor, J. Aucoin expressed thanks and commended her on returning inquiries quickly.

Mayor, B. Chisholm - Beaton asked about the new mobile housing units and if Gina Knew what the plan was for them. G. MacDonald indicated that she had limited knowledge on housing but she hoped to have more information in the next couple of weeks.

## **5. Council Reports on Assigned Committees**

### Deputy Mayor, M. MacIver

A Police Advisory Meeting is scheduled for April 16th.

A Waterfront Advisory Committee meeting was held March 18<sup>th</sup>.

### Councillor, J. Aucoin

The Cape Breton Local Immigration Project meeting was held on March 7th.

### Councillor, H. MacDougall

Port Hawkesbury Development Committee meeting was held on March 12<sup>th</sup>.

Waterfront Advisory Committee meeting was held on March 18<sup>th</sup>.

### Councillor B. MacQuarrie

Port Hawkesbury Development Advisory Committee was held on March 12<sup>th</sup>. There were several presentations to the committee; Eastern District Planning Commission's Executive Director, John Bain presented about the Town of Port Hawkesbury's Land Use By-Law and the Municipal Planning Strategy. M. Thomson on the Cape Breton Retail Market Study. Fred Cormier on the Town Centre.

### Mayor B. Chisholm-Beaton

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

## **CAO REPORTS**

### **i. Finance**

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

- Budget Process,
- Annual Audit,
- Strait IT,
- Tax Sale,
- And Airport Runway

Director, E. MacEachen indicated that she is waiting for capital information to be provided through staff. She is hoping to have that information to Council in the next week. In the meantime, she has started to prepare the operating budget. An Audit Committee Meeting will be scheduled once the final reports are sent from Grant Thornton. A Tax Sale took place on March 12 and two properties were listed. One property was sold, and one will remain on the tax sale list. She wanted to thank Tax and Water Clerk, Tiffany Savoury for her work leading up to the tax sale.

### **ii. 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,
- Town Parks & Beautification,
- Fields,
- Food Bank,
- Airport,
- And Accessibility

Manager of Facilities, G. Snook noted that the Veterans Memorial Arena wrapped up the final divisions of the Strait Richmond Minor Hockey Tournaments over the March Break and will host a portion of the Freddy MacNeil Memorial tournament over Easter Weekend. The arena will close for the season on March 30<sup>th</sup>. The fence along the waterfront had suffered some damage due to snow removal. The CN Rail will be looking after the repairs. Accessibility Committee reviewed some other municipalities and sites and are looking at developing a communications plan in the coming months.

## **MARKETING, RECREATION, TOURISM AND CULTURE**

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

- Strait Area Trails,
- Recreation Programming,
- Upcoming Shows & Events,

- Granville Green,
- Sports Wall of Fame,
- Grants,
- And Marketing and Communications

Manager, C. Gillis-Dorey thanked the Strait Area Trail Association for hosting another successful event the annual Smores Hike that was held on February 25th. March Break was extremely successful again with majority of the programs at full capacity. They are wrapping up the Winter programming. She reviewed the upcoming events for the Spring and noted that the Spring flyer is just being finalized.

### **ENGINEERING and PUBLIC WORKS**

The Manager of Engineering and Public Works, J. MacMillan provided a key update in the department including:

- TOPH202314 Public Works Building,
- RFP TOPH202313 Landrie Lake Water Utility – Environmental Assessment,
- Public Works
- Procurement Update
- ICIP Active Transportation Project Update – Connect Port Hawkesbury & Beyond
- Project Area Update

Manager, J. MacMillan noted that the Port Hawkesbury Public Works Building is under way. A water main break occurred on Hiram Street on March 13<sup>th</sup>. Cold mix asphalt has been used to fix potholes over the last few weeks. He provided an update on the ICIP Project. He noted that there was a meeting with the Nova Scotia Department of Public Works Provincial Engineers that was very well received and there will be more information to follow. The Town Occupational Health and Safety Committee hosted a lunch and learn on Feb 23<sup>rd</sup> with training put on by our Town of Port Hawkesbury Volunteer Fire Department and he thanked Tara Sellers and Robert Cass for their work on the AED training that day.

### **Other Business**

#### **i. Employee Memorial – CAO, T. Doyle**

CAO, T. Doyle reviewed a motion that was passed in 2021 and provided a summary of the work that was completed to date. He noted that this initiative was started by past Director of Recreation, Tourism and Culture, P. Davis and has been picked up by Communications and Administrative Officer, M. Warner. Vibe Marketing has come up with the concept design. CAO, T. Doyle asked for some direction from Council. Councillor, H. MacDougall asked how far back the list would go.

CAO, T. Doyle noted that his recommendation would be to honor employees that have passed away while employed with the Town for a period of the past 20 years. CAO, T. Doyle asked for consensus of Council to approve the concept.

**The consensus of Council was to honor employees that have passed away while employed with the Town of Port Hawkesbury.**

ii. Strait Area Pool – Manager, C. Gillis-Dorey

Director, E. MacEachen noted that Council passed a motion and provided some aquatic prices increase financial analysis to Council. There will be a rate increase in April to make the rates more current and reflective to market. She noted to recover the percent of the deficit related to non-resident use, rates would be required to increase by 80% for all offerings. She also indicated that to recover the percent of deficit related to non-resident use, excluding drop ins, rates would be required to increase by 110%. She provided Council with a graph showing the options (50%, 80%, 100%, and 110%) as well as the average rates based on other pools around the province.

Manager of Recreation and Active Living, C. Gillis-Dorey provided Council with a list of additional considerations for Council to consider.

Councillor, J. Aucoin asked about funding of the other pools around the province and are they Municipally funded. He said that staff are assuming, and that Council has never discussed the amount of deficit that Council would like to cover.

Director, E. MacEachen indicated that staff can look at how other pools are funding and noted that many recreational facilities run a deficit. Councillor, M. MacIver asked about finding out about other pools that run a deficit and finding out how they are funded.

CAO, T. Doyle stated that the Strait Area Pool does not have the costs that many other pools do as far as utilities because of the association with SAERC.

Councillor, H. MacDougall stated that he doesn't think that some of the concerns listed are valid and most could be easily fixed.

Staff will obtain more information and bring to the April Committee of the Whole.

**8. Approved Additions**

There are no approved additions.

**9. Future Meetings**

- Public Meeting of Council April 2, 2024
- Committee of the Whole April 16, 2024

**10. Adjournment**

**MOVED by Councillor, J. Aucoin and SECONDED DM M. MACIVER The Committee of the Whole adjourned at 8:22 p.m. MOTION CARRIED.**

**April 3, 2024**

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Date



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Approved  
Terry Doyle, P. Eng  
Chief Administrative Officer



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Recorded by:  
Melissa Warner  
Communications and  
Administrative Officer