

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

**Minutes of Meeting  
Tuesday, February 5, 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  
Acting Director of Finance, David Gray  
Director Marketing, Recreation, Tourism & Culture, Paula Davis  
Town Solicitor, Larry Evans

**1. Call to Order**

A meeting of the Port Hawkesbury Town Council was held in the Shannon Studio, Port Hawkesbury Civic Centre, Tuesday, February 5, 2013. It was called to order by Mayor MacLean at 7:00 p.m. Mayor MacLean extended condolences to Deputy Mayor Brenda Chisholm-Beaton with the passing of her mother.

**2. Gallery Presentations**

There were no gallery presentations.

**3. Additions to / Approval of Agenda**

- a) Playground Committee Update
- b) Personnel Item

**MOVED** by Deputy Mayor B. Chisholm-Beaton, and **SECONDED** by Councilor J. Janega "To approve the agenda as amended". **MOTION CARRIED.**

**4. Minutes**

- a) Regular Town Council – January 8, 2013
- There were no errors or omissions.

Councilor Dr. T. Boudreau inquired if staff had an opportunity to select Municipal Planning Strategy items (January 8<sup>th</sup> Minutes – Item 9a) for Council consideration. CAO, M. Freimanis will forward these items to Council in the next week in addition to scheduling a budget meeting and a strategic planning session.

**5. Business Arising from the Minutes**

There was no business arising from the minutes.

**6. Proclamations**

There were no proclamations.

**7. Correspondence**

There was no correspondence.

**8. Resolutions**

There were no resolutions.

**9. Other Business**

a) Cell Phones – Council

CAO, M. Freimans asked Council for direction on this issue stemming from the motion made at the Committee of the Whole meeting, December 15, 2008. Council discussed researching a plan that would be less expensive than \$75 per month. CAO, M. Freimanis stated we are currently under a provincial plan. It was agreed to wait and review the provincial decision on cell phone plans before making a decision.

b) Bylaw Enforcement Officer – Expression of Interest

CAO, M. Freimanis stated in preparation of budget deliberations, he would like to advertise for expressions of interest from individuals or firms to provide an enforcement service for the Town bylaws. Options were provided to Council and they were asked to provide additional levels of service they felt were needed. Council discussion included fees relating to RCMP call outs; shared services with neighboring municipal units; and provincial assistance. CAO, M. Freimanis stated the CAO's will be meeting to discuss services such as human resources, IT issues, bylaw enforcement, and the model these shared services would take. The Province has been asked to facilitate the meeting. Deputy Mayor B. Chisholm-Beaton suggested postponing advertising an Expression of Interest until after the CAOs meeting and the budget meeting. CAO, M. Freimanis stated that shared services will be prioritized at the meeting and felt that there was not much of an appetite for bylaw enforcement. He recommended proceeding with advertising an Expression of Interest to get a sense of what is available for this type of service.

**MOVED by Deputy Mayor B. Chisholm-Beaton, and SECONDED by Councilor Dr. T. Boudreau "To defer the bylaw enforcement officer – expression of interest item to budget deliberations". MOTION CARRIED. One nay was recorded from Councilor J. Janega.**

**Motion to amend by Councilor Dr. T. Boudreau, and SECONDED by Deputy Mayor B. Chisholm-Beaton "to proceed with the bylaw enforcement officer – expression of interest for a two day per week service and to discuss this item during budget deliberations". One nay was recorded from Councilor J. Janega.**

**Motion as amended carried. One nay was recorded from Councilor J. Janega.**

b) Canine Control

CAO, M. Freimanis provided Council with a memo outlining the current level of service and options for a strengthened and updated level of service for canine control. He requested Council input regarding a request for proposals. He stated that there was no appetite for sharing this service with other municipal units. Council inquiries included the current costs of this service and if the present service was sufficient. Discussion included daily patrols and response to service calls. CAO Freimanis will provide Council with the costs associated with this service.

**MOVED by Deputy Mayor B. Chisholm-Beaton, and SECONDED by Councilor J. Janega "To proceed with the request for proposals for canine control". MOTION CARRIED.**

c) Budget Process – Update

CAO, M. Freimanis stated the objective is to have a budget meeting prior to a strategy session to provide Council with an overview of the financial challenges for Council direction. This will set the stage for the strategy session. A notice will be sent to Council to confirm both meeting dates (outside regular Council meetings) before the end of February. Erin MacEachen will join David Gray during budget deliberations. Councilor B. Lewis requested a copy of the current budget. Mayor MacLean indicated that it is presently being drafted.

**10. Approved Additions**

- a) Playground Committee Update
- b) Personnel Item

**MOVED** by Deputy Mayor B. Chisholm-Beaton, and **SECONDED** by Councilor B. Lewis, “To recess to In Camera to discuss the Playground Committee Update and Personnel Item”. **MOTION CARRIED.**

Mayor MacLean reconvened the meeting at 9:30 p.m.

**11. Adjournment**

The Town Council Meeting adjourned at 9:30 p.m.

March 6, 2013  
Date

Maris Freimanis  
Approved by:  
Maris Freimanis, CAO

Dawna MacDonald  
Recorded by:  
Dawna MacDonald