

PORT HAWKESBURY TOWN COUNCIL PUBLIC MEETING

Minutes of Meeting
Tuesday, December 6, 2011

PRESENT

Mayor, Billy Joe MacLean
Chief Administrative Officer, Maris Freimanis
Deputy Mayor, Ken Anderson
Councilor, Jim King
Councilor, Hugh MacDougall
Councilor, Mark MacIver
Director of Marketing, Tourism, Culture and Recreation, Paula Davis
Town Solicitor, Larry Evans

REGRETS

Director of Finance, Deputy Chief Administrative Officer, Erin MacEachen

1. CALL TO ORDER

A meeting of the Port Hawkesbury Town Council was held in the Bearhead Room, Port Hawkesbury Civic Centre, Tuesday, December 6, 2011. The meeting was called to order by Mayor MacLean at 7:00 p.m.

2. GALLERY PRESENTATIONS

There were no presentations from the gallery.

3. ADDITIONS TO/APPROVAL OF AGENDA

- a) Moment of Silence - 22nd Anniversary of the Massacre at Montreal École Polytechnique
- b) Update - Tall Ships
- c) Port Hawkesbury Civic Centre
- d) Wall of Fame
- e) In Camera – Bourinot Drive – Response from Nova Scotia Housing
- f) In Camera - Water Damage – Jean Ryan - 14 MacDonald Street

MOVED by Councilor M. MacIver, and **SECONDED** by Deputy Mayor K. Anderson “That Town Council approves the additions to the agenda as amended”. **MOTION CARRIED.**

Town Council observed a moment of silence in memory of the 22nd Massacre at Montreal École Polytechnique.

4. MINUTES

- a) Audit Committee November 8, 2011

MOVED by Deputy Mayor K. Anderson Councilor and **SECONDED** by Councilor H. MacDougall “That Town Council approves the November 8, 2011 Audit Committee Minutes”. **MOTION CARRIED.**

- b) Regular Town Council November 8, 2011
The November 8, 2011 Regular Town Council minutes were accepted.

c) Strait Area District Labour Council

The Strait Area District Labour Council requested Town Council's support and consideration for the enhancements to Canada's Retirement Security System as per outlined in the attached resolution. Councilor H. MacDougall inquired if the UNSM supported the enhancements to Canada's Retirement Security. Mayor MacLean confirmed that UNSM supported the resolution. Councilor H. MacDougall requested that the sample resolution be reread; and, that the Town of Port Hawkesbury be inserted in the resolution.

Deputy Mayor K. Anderson stated that the FCM resolution only supports enhancement #1 - the increase of the Guaranteed Income Supplement (GIS) by 15%; and not enhancements # 2 & 3 in the proposed resolution. He added he doesn't support the other items as it is unclear who will pay for the increase in premiums.

MOVED by Councilor H. MacDougall and SECONDED by Councilor J. King "That Town Council supports in principle the resolution of the District Labour Council's suggestion and supports to hold a national summit on the issue of pensions and the expansion of the pension plan in Canada with support from municipalities and the potential governments.

The following original Motion was withdrawn by Councilor H. MacDougall.

**MOVED by Councilor H. MacDougall and SECONDED by Councilor J. King "That Town Council approves the Strait Area District Labour Council's request for enhancements as outlined in the sample resolution, and, that the Town of Port Hawkesbury be inserted in the sample resolution".
MOTION CARRIED.**

d) Remuneration and Benefits Policy

M. Freimanis made the addition of two calendar years – 2011 and 2012 to the Remuneration and Benefits Policy Memo presented to Council. He asked Council to consider the following resolution: *For the calendar years, 2011 and 2012, one-third of the total sum paid to each Council member as salaries or other remuneration, including non-accountable expense money, shall be declared an allowance for expenses to be excluded from income under the Income Tax Act of Canada. He suggested this policy be included for 2011.*

MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor K. Anderson "That Town Council approves the Remuneration and Benefits Policy for 2011 and 2012". MOTION CARRIED.

9. OTHER BUSINESS

a) Cape Breton Partnership

As follow up to the November 21st meeting of the Committee of the Whole and the presentation of the Cape Breton Partnership and the Cape Breton – Mulgrave *Integrated Strategic Framework for Economic Prosperity*, Council were requested to a) Agree in principle to the advancement of the Framework b) Provide senior level staff to be engaged and active in the advancement of the Framework c) Commit to partner on the implementation of the Framework.

Deputy Mayor K. Anderson supported agreeing in principle to the advancement of the Framework but inquired about the implications and requirements for senior staff to be engaged and active in its advancement as well as committing to partner on the Framework's implementation. He requested a list of staff involved, and an estimate of time and costs. M. Freimanis stated this will take some time as the information is contained in the implementation guidelines and requires research. He also stated that senior

staff will be requested to attend the meetings throughout the year and a report will be prepared for Council regarding staff involvement and estimate of time and costs involved.

MOVED to table this item for the next Council meeting until a report is prepared for Council.

b) Port Hawkesbury Seasonal Services Project

A recommendation was presented to Council that an amount of \$750 be earmarked, if required, for the Port Hawkesbury Seasonal Services Project. Council was asked if they wanted to set a limit for the donation.

MOVED by Councilor J. King, and SECONDED by Councilor H. MacDougall "That Town Council covers any costs incurred with this project which are not funded by donations. It is recommended that \$750 be earmarked if required". MOTION CARRIED.

c) Strait Area Girls under 18 Volleyball Team

Councilor J. King agreed to accept the administration's recommendation of a \$150 donation to the Strait Area Girls under 18 Volleyball Team. Deputy Mayor K. Anderson thanked administration's recommendation for donations. He stated that past donations for team sports have been in the amount of \$250. He inquired if the donation can be earmarked for next year's budget and increased to \$250 as the event takes place in 2012. M. Freimanis stated this item could be earmarked for discussion in next year's budget.

MOVED by Councilor J. King, and SECONDED by Councilor H. MacDougall "That Town Council approves the request for a donation from the Strait Area Girls under 18 Volleyball Team in the amount of \$250 to be earmarked from the 2012 budget". MOTION CARRIED.

Council J. King withdrew his Motion to have this item earmarked for the 2012 budget.

d) Inverness Richmond Early Childhood Intervention Program

MOVED by Councilor H. MacDougall, and SECONDED by Councilor M. MacIver "That Town Council approves the request from the Inverness Richmond Early Childhood Intervention Program for the useage of an arena box for one of the Pirate games, other than the Town arena box, and will make an equivalent donation on the value of the box in accordance with the PHCC useage policy". MOTION CARRIED.

e) Christmas Closure and Town Administrative Offices

A recommendation was put forth to Council that the Town Administrative offices at the PHCC be closed December 28, 29, and ½ day December 30, 2011. Employees would be encouraged to use either vacation or lieu time for this entitlement. Other functions will continue to operate as required.

Councilor M. MacIver disagreed with staff having to use vacation or lieu time during this period. Deputy Mayor K. Anderson inquired if the reception counter would be closed. He stated that a core staff should be present to accommodate customers. M. Freimanis stated the front reception would not be open for customers for bill payment during this period but a drop-off box could be provided. Deputy Mayor K. Anderson requested clarification regarding staff using vacation time or time in lieu during this period. Councilor M. MacIver stated he didn't believe employees should use vacation time or lieu time if the offices were going to be closed.

MOVED by Councilor M. MacIver, and SECONDED by Councilor H. MacDougall "That Town Council approves the recommendation that the Town Administrative offices at the PHCC be closed December 28, 29, and ½ day December 30, and that staff will be paid, and are not required to use either vacation or lieu time during this period". MOTION CARRIED.

Two nays were recorded from Deputy Mayor K. Anderson and Councilor J. King.

f) Schedule of Council Meetings

MOVED by Councilor H. MacDougall, and SECONDED by Councilor M. MacIver "That Town Council approves the rescheduling of the Committee of the Whole meeting from December 19 to December 15, 2011, and the Regular Town Council meeting from January 3 to January 10, 2012". MOTION CARRIED.

g) Budget 2013 Plan

M. Freimanis presented an update on behalf of and prepared by Director of Finance, Erin MacEachen's 2013 budget process and outlined timelines to Council. He stated the aim is to have the budget before, discussed and approved by Council within January, February and March for approval of the budget by end of this fiscal year. On March 20, 2012 the goal is to have a meeting prior to Committee of the Whole and have a Special Town Council meeting to approve the budget.

Deputy Mayor K. Anderson stated that there should be some flexibility around the dates of January 9, 16 and 27 regarding the NewPage resolution. Mayor MacLean provided Council with a brief update on NewPage. He provided an overview from his meetings with the two operational bidders and that an announcement of the unconditional offer is expected December 16th pending no further delays.

Mayor MacLean recognized the efforts of Christine Bland, Finance Manager during her transition period. He added that the implementation of the new technology program will be of great benefit to the Town of Port Hawkesbury.

h) Update – Silica Sand

M. Freimanis provided an update to Council regarding the quotation call for the Silica Sand removal and disposal. Three bids were submitted; the lowest bid, Eddy MacKay Construction will begin work December 7 and be finished by December 16, 2011. Deputy Mayor K. Anderson requested that M. Freimanis contact the Department of Environment to ensure the disposed material is tracked, documented and verified at the landfill in Guysborough. M. Freimanis stated that in accordance with the MGA, and provided there is a budget, the CAO can award contracts as long as the policy is followed and within budget. He added this contract would most likely be expensed from the public works department. Erin MacEachen will address the question of it being expensed from the PHCC as raised by Councilor M. MacIver.

i) Eastern District Planning Commission (EDPC)

M. Freimanis presented the letter of November 24, 2011 from EDPC requesting further funding from the Municipal Units to recover a projected deficit of \$52,000 in fiscal year 2011 due to the shutdown of NewPage. The Town of Port Hawkesbury's share is \$4,243. Deputy Mayor K. Anderson inquired if we had funds in the 2011 budget to cover this amount; if not, could we agree to pay it from the 2012 budget.

MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor J. King "That Town Council approves the funding request from EDPC in the amount of \$4,243 to be paid from the 2012-13 fiscal year budget". MOTION CARRIED.

j) Garbage Collection Services Tender

M. Freimanis presented the memo regarding the tender for the provision of garbage collection services. Bids were received from Eastern Sanitation Ltd., and, J and L Sanitation Ltd. Administration recommends the award of the garbage collection services tender to Eastern Sanitation Ltd., for a five year period in the total amount of \$738,500. The Town Solicitor, L. Evans was consulted during this process. This item is before Council as this contract carries forward to future budgets and is not within the 2011 budget. The CAO requested Council's approval in order to award this tender.

MOVED by Councilor M. MacIver, and SECONDED by Councilor H. MacDougall "That Town Council approves the award of the garbage collection services tender to Eastern Sanitation Ltd. for a five year period in the total amount of \$738,500". MOTION CARRIED.

10. APPROVED ADDITIONS TO THE AGENDA

a) Update – Tall Ships

Councilor H. MacDougall provided an update on the Tall Ships' visit to Port Hawkesbury, July 25 & 26, 2012. A meeting was held on December 1st at the PHCC. Agenda items included a review of the 2009 event, this year's theme "War of 1812", possible funding from ECBC, outports schedule, and the striking of Committees. The next meeting is scheduled for January 26, 2012. The minutes were distributed to Council

b) Port Hawkesbury Civic Centre

Councilor H. MacDougall discussed raising revenue by attracting new PHCC ice rentals for a promotional period similar to Richmond Arena during the Christmas period. Council agreed providing the PHCC ice rental policy is adhered to. A free skate is scheduled for December 24th from 11am – 12pm with donations going to the Food Bank.

MOVED by Councilor H. MacDougall, and SECONDED by Councilor M. MacIver "That Town Council approves the free skate on December 24, 2011 from 11am – 12pm with donations going to the Food Bank. The Town will make a contribution of the one hour ice time in accordance with the PHCC ice rental policy". MOTION CARRIED.

c) Update – Wall of Fame

Councilor H. MacDougall stated that a meeting was held regarding the Wall of Fame. The Town is the Board of Directors for the Wall of Fame. The members' terms have expired and advertising has begun for new members. Additional information is required for the January 2012 meeting.

MOVED by Councilor H. MacDougall to move the Port Hawkesbury Town Council Public Meeting In Camera at 8:18 p.m.


MOTION to reconvene to the Port Hawkesbury Town Council Public Meeting at 8:30 p.m.


MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor J. King "That Town Council approves the sale of Bourinot Drive to the NS Department of Housing for \$1 and that the Province will cover the costs associated with migration and survey fees". MOTION CARRIED.

11. ADJOURNMENT

MOVED by Deputy Mayor K. Anderson, and SECONDED by Councilor H. MacDougall "That Town Council adjourns the meeting at 8:33p.m". MOTION CARRIED.

Feb 13, 2011
DATE


APPROVED BY:


RECORDED BY:
D. MacDonald