

**PORT HAWKESBURY TOWN COUNCIL  
COMMITTEE OF THE WHOLE**

**Minutes of Meeting  
April 18, 2017**

**Present**

Mayor, Brenda Chisholm-Beaton

Deputy Mayor, Trevor Boudreau

Councilor, Hughie MacDougall

Councilor, Mark MacIver

Councilor, Jeremy White

Chief Administrative Officer, Terry Doyle

Director of Finance, Erin MacEachen

Director of Marketing, Recreation, Tourism & Culture, Paula Davis

Director, Eastern District Planning Commission – John Bain

Town Solicitor, Larry Evans

**1. Call to Order**

A meeting of the Committee of the Whole was held in Shannon Studio, PHCC, Tuesday, April 18, 2017 and called to order by Mayor B. Chisholm-Beaton at 7:00 p.m.

**2. Additions to Agenda**

There were no additions to the agenda.

**3. Approval of Agenda**

**MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “to approve the agenda as circulated”. MOTION CARRIED.**

**4. Community Reports and Requests**

Letter of Support – Municipality of the County of Inverness

Warden Betty Ann MacQuarrie, Municipality of the County of Inverness, provided a letter of support stating Inverness County continues to support the Port Hawkesbury Airport and the Margaree Airport and is currently reviewing all aspects of both airports. As Chair of the Airport Committee, Deputy Mayor T. Boudreau noted there is an opportunity to present more information on the Port Hawkesbury Airport to Inverness County Council.

**5. Council Reports on Assigned Committees**

5.1 Eastern Counties Regional Library Board – Councilor J. White

He will attend a meeting on April 20 and provide an update to Council at the next meeting of the Committee of the Whole.

5.2 Eastern District Planning Commission – Deputy Mayor T. Boudreau and Councilor J. White

They have attended the regular meetings as scheduled.

5.3 Eastern Strait Regional Enterprise Network (ESREN) – Mayor B. Chisholm-Beaton

There is the potential for Pictou, New Glasgow, Stellarton and Trenton to join the ESREN. The current structure and what it can accomplish will be examined before extending membership to other units.

Mayor B. Chisholm-Beaton is the new Chair of the ESREN.

5.4 Pan Cape Breton Food Network – Mayor B. Chisholm-Beaton

There were no updates.

5.5 Port Hawkesbury Airport Committee – Deputy Mayor T. Boudreau

Two meetings were held. Action items included 40 acres of brush and trees to be removed. There is a concern with parts of the runway. There was a motion to receive quotes to assess the lifespan of the runway. Governance and committee structure were reviewed. The budget was approved and a recommendation was made to continue with a contribution of \$15,000 to the capital sinking fund. Councilor H. MacDougall inquired how the 40 acres of brush and trees will be removed. Quotes were received and discussions took place with Port Hawkesbury Paper on this issue.

5.6 Regional Policing – Councilors H. MacDougall and J. White

Councilor H. MacDougall attended the first but not the second meeting. He reviewed the minutes of the second meeting and received the RCMP's report. Councilor J. White attended the second meeting and provided the RCMP statistics noting more attention has been provided to drug crimes.

5.7 Strait Area Transit (SAT) – Councilor J. White

A letter was sent to Council regarding the status of contributions. The SAT will contact CAO T. Doyle regarding available space in the Town.

5.8 Beautification Committee – Councilor M. MacIver

Councillor M. MacIver was unable to attend the last meeting.

5.9 By-Laws and Policies Advisory Committee – Councilor H. MacDougall

The first meeting reviewed the Vending By-Law and other committee by-laws. The committee has several recommendations regarding the Vending By-law.

5.10 Canada 150 – Festival of the Strait – Tall Ships Committee – Councilor H. MacDougall

Dates have been confirmed for the above events. The Tall Ships are confirmed and vendors are committed.

5.11 Emergency Measures Organization – Councilor M. MacIver and Mayor B. Chisholm-Beaton

Progress has been made. Concerns over the Canso Causeway were raised. He believes this issue constitutes its own committee. The next meeting date of the Emergency Measures Organization is confirmed. Deputy Mayor T. Boudreau stated this should be a provincial priority. The Mayor suggested that a committee be stricken through the Mayors and Wardens Committee.

5.12 Financial Audit – Councilor M. MacIver and Deputy Mayor T. Boudreau

Deputy Mayor T. Boudreau stated that they are awaiting a date from the auditors for an Audit Planning meeting.

5.13 Planning Advisory Committee – Councilor M. MacIver and Deputy Mayor T. Boudreau

The rezoning application for the Catholic Diocese of Antigonish was discussed. Training for the Planning Advisory Committee is scheduled Friday, April 21.

## 6. CAO Reports

### 6.1 Engineering and Public Works – CAO, T. Doyle

- a) *Destination Reeves Street Project* – A Destination Reeves Street presentation is planned for the May 2 Public Meeting.
- b) *Pitt Street and Napean Street Reconstruction* – A detailed design is in progress. Public Works have been available to help locate existing utilities and make suggestions on the material and equipment to be utilized.
- c) *Tamarac Boost Station* – has been out to public tender since April 6. The public tender opening is April 25.
- d) *Televising Council Meetings* – As a pilot, SAERC has offered, with minimal expense, some of their students to live stream the next Public Meeting. Council was in agreement.

### 6.2 Finance – Director, E. MacEachen

A budget meeting is scheduled April 20. The Budget meeting package has been distributed for discussion.

### 6.3 Marketing, Recreation, Tourism & Culture – Director, P. Davis

- a) *Easter Egg Hunt* – 170 Children participated
- b) *Port Hawkesbury Trails* – Work on the trails was featured in the NS Energy web blast and publication. Funding was received for one position for 10 weeks.
- c) *Strait Area Pool* – Swimming registration (strong registration) took place and lessons are underway.
- d) *Canada 150 Celebrations* – Provincial funds for the celebrations were not accessible; however, in partnering with the YMCA, we received \$14,000. Information on federal funding through the Department of Heritage should be known in about two weeks.
- e) *Tall Ships* – Will know by end of week on the status of one additional ship.
- f) *J. Franklin Wright Gallery* – an exhibit of seas and ships is planned during the Tall Ships event. A coloring book of the historic properties in Town will be created to raise funds for the Food Bank.

### 6.4 Planning and Development – Director J. Bain

- a) The April meeting is the last meeting of the fiscal year. Richmond County is contemplating providing notice to leave the EDPC however no notice was provided by March 31.
- b) The appeal period for rezoning application from the Catholic Diocese of Antigonish is nearing closing.

## 7. Other Business

### 7.1 Tax Adjustment – Account #00922536

**The consensus of Council was “to bring forward the request to write off tax account #00922536 in the amount of \$108.00 plus accrued interest” at the May 2 Public Meeting”.**

### 7.2 Leaf and Yard Waste Site Opening

The Leaf and Yard Waste Site Opening is scheduled May 6 – November 18, 2017 from 8am to 12:00pm. Advertising will be on the website and in The Reporter. A Town employee will be on hand at the site. The site opening is part of the contract with Eastern Sanitation Limited.

### 7.3 Spring Hydrant Flushing and Main Program

The Spring Hydrant Flushing and Main Program is scheduled May 7-19, 2017 and will be duly advertised through our website and The Reporter.

#### 7.4 Residential Curbside Spring Cleanup

The 2017 Residential Curbside Spring Cleanup is scheduled Monday, June 5. Items are to be placed curbside by 6am Monday, June 5. Items are not to be placed at curbside prior to May 29. A date will be arranged for the 2018 Spring Cleanup within the next week.

Discussion included having a conversation on those who violate the Solid Waste Resource Management By-law. Letters will be sent to residents who are in violation of the by-law. If violations fall within the Unsightly Premises By-law, residents must sign complaint form. The EDPC received one complaint which is being investigated. CAO T. Doyle will review the Solid Waste Resource Management By-law and determine what options are available for enforcement by the Town.

Councilor H. MacDougall stated a resident inquired about accessing telephone numbers for Council. He suggested sending their contact information with water utility notices. He also stated that with the melting of snow, there is a lot of garbage within the Town and at one time the Town employed the ROC Centre to assist with clean up. Deputy Mayor T. Boudreau stated that a community clean up initiative which includes community groups and businesses has been successful over the past years.

#### 8. Future Meetings

Public Meeting                      Tuesday, May 2, 2017  
Committee of the Whole      Tuesday, May 16, 2017

#### 9. In Camera Session

**MOVED by Councilor J. White and SECONDED by Deputy Mayor T. Boudreau "to recess In Camera at 7:55 p.m. to discuss a contractual issue". MOTION CARRIED.**

**The Committee of the Whole reconvened at 8:25 p.m.**

**The consensus of Council was "that CAO T. Doyle will move forward with negotiations for the Port Hawkesbury Airport operations as per In Camera discussions".**

#### 10. Adjournment

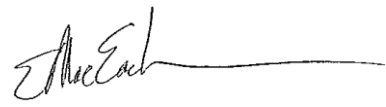
**MOVED by Councilor J. White and SECONDED by Deputy Mayor T. Boudreau "to adjourn the Committee of the Whole at 7:55 p.m. MOTION CARRIED.**

May 3, 2017

Date



Approved by:  
Terry Doyle, P.Eng., CAO



Recorded by:  
Erin MacEachen, Director of Finance