

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

**Minutes of Meeting
March 20, 2018**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Hughie MacDougall
Councilor, Mark MacIver
Councilor, Jeremy White
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachern
Director of Marketing, Recreation, Tourism & Culture, Paula Davis
Town Solicitor, Patrick Lamey (Alternate)

Regrets

Councilor T. Boudreau
Director, EDPC, J. Bain
Town Solicitor, L. Evans

Guests

Agency Director, Inverness Home Support Society – Angie MacEachern
Executive Director, Strait Area Chamber of Commerce – Amanda Mombourquette

1. Call to Order

A meeting of the Committee of the Whole was held in Shannon Studio, PHCC, Tuesday, March 20, 2018 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 Councilor J. White and SECONDED by Deputy Mayor H. MacDougall to approve the agenda as circulated. MOTION CARRIED.

4. Presentations

Inverness Home Support Society (IHSS) – Angie MacEachern, Agency Director

The Inverness Home Support Society is a private not-for-profit incorporated agency providing essential home support services in Inverness County enabling client independence and quality of life in a home environment. Ms. MacEachern addressed the types of home support services; members of the administration and board; staffing and client numbers; budget concerns; and, the operational, recruitment and funding challenges ahead. A question and answer period followed. The IHSS is seeking board membership from citizens of the Town of Port Hawkesbury. An invitation was extended to Ms. MacEachern for IHSS attendance at an Emergency Measures Organization training session in April. The consensus of Council was to send a letter of support on behalf of the IHSS to Minister Delorey, Department of Health and Wellness.

Municipal Charters – Amanda Mombourquette, Executive Director, Strait Area Chamber of Commerce (SACOC)

Ms. Mombourquette addressed the Chamber's opposition to Bill #85 and proposed amendment to Chapter 18 of the MGA which, if enacted, could pit one region of the province against the other, and favor one port development opportunity over another. The Bill #85 would allow CBRM to provide private businesses with tax exemptions, abatements, and land-giveaways which no other region would be able to compete with when trying to attract or retain investment. A question and answer period followed. CAO, T. Doyle extended thanks to A. Mombourquette for the Chamber's initiative on this important issue.

5. Council Reports

Mayor B. Chisholm-Beaton – Eastern Strait Regional Enterprise Network

Board member recruitment remains an ongoing challenge. Business owners and professionals from the ESREN catchment areas have been approached for board membership. An ESREN Liaison Oversight Committee meeting is scheduled April 24 to discuss port development and ESREN activities.

Mayor B. Chisholm-Beaton – Emergency Measures Organization

The EMO Training session, important for continuing our work on the Town's new emergency measures plan was rescheduled to April 14.

Mayor B. Chisholm-Beaton – Raising the Villages

A Family Expo is planned May 4th to bring together Town and Strait area families and participants and connect them to free services and programs.

Mayor B. Chisholm-Beaton – Strait Area Transit

Jessie MacDonald is the new Executive Director of SAT. A restructuring of SAT is accommodating a growing transit.

Mayor B. Chisholm-Beaton – One Cape Breton

A mid-year meeting hosted in Port Hawkesbury is scheduled May 18 and will be comprised of municipal and local leadership, Cape Breton municipalities, and First Nations communities to determine the next host for the November Cape Breton Summit.

Councilor J. White

Councilor J. White will be attending meetings of the Strait Area Transit, Eastern District Planning Commission and Eastern County Regional Library Board later in the week.

6. CAO Reports

i. Engineering and Public Works – CAO, T. Doyle

CAPITAL WORKS

Pitt St. and Napean St. Project – CAO T. Doyle and Project Manager J. MacMillan

A start-up meeting was scheduled with the consultant and contractor April 4th. An updated schedule and work plan will be discussed at this time. Work is continuing with design improvements, video inspection and cleaning of existing mains. Construction is likely to resume in May.

Tamarac Booster Station

The start-up, commissioning and training of the Tamarac Booster Station was rescheduled due to issues with the flow meter control wire and the air intake damper. A plan is in progress by the general contractor to correct these issues.

Provincial Asset Management Pilot Project

OPUS provided the final GIS and asset registry to HATCH for review. HATCH has sent the work to Nova Scotia Department of Municipal Affairs for their review and comments. Once Municipal Affairs has had an opportunity to review and comment on the final deliverables, they will provide the final products to the Town.

Street Light Survey

J. MacMillan will provide Council with the updated street light survey list from NSP.

DESTINATION REEVES STREET PROJECT – Eirinn Fraser, Project Coordinator

Facade

The Destination Reeves Street Steering Committee met with plaza and business owners over the past month. Meetings and presentations will continue to take place over the next several weeks with those who have confirmed participation in the program. To date, the participating façade businesses are the Professional Centre, Pickup MacDowell, TD Building, Cape Breton Realty, B and B Furniture Warehouse, Strait Car Care, China King and the Carriage House.

Streetscape

The Town of Port Hawkesbury and WSP (Urban Planning, Design and Engineering Consultant Services) will be holding stakeholder meetings March 22nd and 23rd for community feedback on the streetscape concept design. Guests will be invited from the business community, education institutes, community committees, the private sector, and Emergency Services. A meeting is scheduled with NSTIR to discuss the street concept designs and streetscape components.

Connect 2

The Destination Reeves Street Committee has been working on an application for a Connect 2 funding grant which supports community driven projects that improve connectivity to community assets and helps to promote higher mode-shares of biking, walking, running, shared transportation, transit and land-use planning oriented to sustainable modes of transportation.

PUBLIC WORKS

CAO, T. Doyle provided Council with the February Report from the Public Works Department.

ii. FINANCE – Director of Finance, E. MacEachen

E. MacEachen reviewed the Financial Report to February 28, 2018. She provided comments on all revenue and expenditure account variances that were significant or unusual. Many of the variances noted were timing variances; many repairs and maintenance and supplies' accounts are trending under budget. Overall, departments are working within their set budgets, and at this time, there were no concerns of an over expenditure of the entire budget. Ms. MacEachen stated the Town should be in a surplus position for year end.

iii. MARKETING, RECREATION, TOURISM & CULTURE – Director, P. Davis

March Break Events

Both the pool and the Civic Centre hosted multiple daily activities. Participation was strong, and staff did a great job managing all the additional demands. The annual Easter Egg Hunt is scheduled March 31 at the Port Hawkesbury Community Park.

Performances

The winter programming of Shannon Studio concludes with a sold-out show of Evans and Doherty. Upcoming performances include Eddie Cummings, Matthew Barber and Joshua Hyslop, and Matt Minglewood. Granville Green will run July 1st to August 5th.

Civic Centre Refresh

After 14 years of operation, the Civic Centre was in need of a refresh of equipment and soft goods to enable our standard of operation to be maintained. With funding support from ACOA, a prioritized list of items was purchased to replace existing items that have reached their useful life and to meet the expectations of the users of the building to have a more enjoyable conference and event experience. The prioritized list of items includes arena seating, curtains and tracking; reupholstered banquet chairs; event tables; a back drop for the Bear Head Room; and sound equipment.

Trails' Events

More than 200 people participated in The S'mores Hike, March 3rd. Participants hiked and enjoyed treats upon the completion of the event. Inquiries were received for a list of trail events for the spring and summer.

Craft Incubator – Artists in Residence

A site visit at the Customs Building is scheduled March 19th with the Cape Breton Centre for Craft and Design to develop a craft business where 6-8 artists will be creating their work. There will also be a small retail space which will be a great asset to the Town.

iv. Planning and Development

Director, J. Bain was not in attendance.

7. Other Business

i. Borrowing Resolutions

- i. The consensus of Council was that the Town approves a borrowing resolution for the Pitt Street and Napean Street Rehabilitation project in the amount of \$750,000.
- ii. The consensus of Council was that the Town approves a borrowing resolution for the Balloon Payment Refinancing in the amount of \$262,500.

ii. Municipality of the District of Guysborough (MoDG) – Response to Amendment to the MGA

The Town received a letter from the MoDG sent to the Premier opposing the proposed amendment to Chapter 18 of the MGA. The consensus of Council was to send a letter to Premier McNeil expressing the Town's concerns and opposition to this proposed amendment to Chapter 18 of the MGA. A copy of this letter will be sent to MLA's and Strait area municipal units.

iii. Civic Centre Refresh

CAO, T. Doyle stated a letter was received from a resident who opposed the purchase of a PA system as part of the Civic Centre Refresh Project. The purchase of a PA system/sound equipment was completed through a Request for Proposals and was part of the refresh project with 70% funding from ACOA. The new PA system/sound equipment is integral to meeting the needs of our customers and replaced an aging system that reached its useful life. The consensus of Council was to send a letter of response to the resident who opposed the purchase of a new PA system.

8. Approved Additions

There were no additions to the agenda.

9. Future Meetings

- Public Meeting April 3, 2018
- Emergency Measures Organization Training Session April 14, 2018
- Committee of the Whole April 17, 2018

10. Adjournment

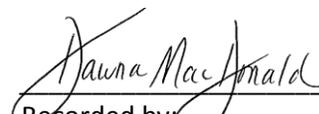
MOVED by Councillor M. MacIver and SECONDED by Councillor J. White to adjourn the Committee of the Whole at 8:48 p.m." MOTION CARRIED.

April 4, 2018

Date



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



Recorded by:
Dawna MacDonald

