

**PORT HAWKESBURY TOWN COUNCIL  
SPECIAL PUBLIC MEETING**

**Minutes of Meeting  
Monday, November 14, 2016**

**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 Marketing, Recreation, Tourism & Culture, Paula Davis  
Town Solicitor, Larry Evans

**1. Call to Order**

A Special Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio, PHCC, Monday, November 14, 2016 and called to order by Mayor B. Chisholm-Beaton at 1:00 p.m.

**2. Additions to the Agenda**

Town Solicitor L. Evans stated that additions to a Special Public Meeting agenda require all Council to be present.

a) Appointment of Deputy Mayor – Councilor H. MacDougall

**MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “to approve the agenda with one addition”. MOTION CARRIED.**

**3. Community Outreach and Support Worker – CAO, T. Doyle and Councilor T. Boudreau**

CAO, T. Doyle presented the Report to Council for the Community Outreach and Support Worker which included the program’s background, funding request, budget implications and recommendation to Council. The report was comprised from a meeting with Millie Hatt, Executive Director, Richmond County Literacy Network. The Network has sponsored this program which has served the needs of this area over the past several years and is funded by the Municipality of the County of Richmond, the province, Richmond County Literacy Network and other in kind contributions.

Council was in support of this program which assists seniors and others with access to government programs and would be available one day per week in Port Hawkesbury. Discussion included a request for a monthly status report, contract provisions, funding scheduling and promoting awareness of the program.

**MOVED by Councilor T. Boudreau and SECONDED by Councilor H. MacDougall “to approve the recommendation of staff of the funding request of \$6000 for the Richmond County Literacy Network for the support of the Community Outreach and Support Worker Program”. MOTION CARRIED.**

**4. Appointment of Deputy Mayor**

**MOVED by Councilor H. MacDougall and SECONDED by Councilor J. White “to appoint Councilor T. Boudreau as Deputy Mayor”. MOTION CARRIED.**

**5. Adjournment**

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor T. Boudreau “to adjourn the Special Public Meeting at 1:15 p.m.” MOTION CARRIED.**

December 7, 2016

Date



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



Recorded by:  
Dawna MacDonald