

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

**Minutes of Meeting  
September 5, 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 Marketing, Recreation, Tourism & Culture, Paula Davis  
Town Solicitor, Larry Evans

**Regrets**

Director, John Bain – Eastern District Planning Commission

**Guests**

Blue Dot Movement – Paul Strome  
CBU 5 Year Plan – Dale Keefe, Richard MacKinnon, Gordon MacInnis, Roy Karam  
Grant Thornton – Kim Livingston, Ryan Armstrong  
Audit Committee Chair – Julie Marchand

1. A Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, September 5, 2017 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.
2. Additions / Approval of Agenda
  - i. Addition – Mashup Weekend: Oceans Edition – Mayor B. Chisholm-Beaton
  - ii. Acknowledgement – Port Hawkesbury Highland Dance Association – Mayor B. Chisholm-Beaton
  - iii. Amendment – Item #9.ii Correspondence – Prostate Cancer Awareness Month – Defer to Item #10: Proclamations (Mayor B. Chisholm-Beaton)

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

**3. Gallery Presentations**

- i. Blue Dot Movement

The Blue Dot movement is a nation-wide campaign supporting Canadians’ right to a healthy environment. The movement calls upon local communities to 1) pass municipal declarations respecting people’s right to live in a healthy environment; 2) inspire provincial and federal decision-makers to pass environmental bills of rights; and, 3) an amendment to the Charter of Rights which would protect Canadians’ right to a healthy environment, world-class standards and a voice in the decisions that affect our health and well-being. A question period followed. Council was asked to participate and support ‘The Right to a Healthy Environment, a Model Municipal Declaration and send a letter to the provincial and federal governments calling for the development of legislation that recognizes that all people have the right to live in a healthy environment.

ii. CBU 5 Year Plan

The presentation by Dale Keefe, Richard MacKinnon, and Gordon MacInnis included CBU's 15 year history of changes, information on provincial funding and tuition, the 2017/2018 Operating Budget, the university's economic impact for Cape Breton and the change to enrollment with an increase to the international and aboriginal student enrollment and a decrease to the domestic student enrollment. A question period followed. Discussion included the university's recognition as a globally competitive institution, changes in programming due to an increase in international student enrollment and moving forward to promote and foster a broader island community appeal for the university.

#### 4. Audit Committee Presentation

Kim Livingston and Ryan Armstrong provided a high level review of the March 31, 2017 Non-consolidated and Consolidated Financial Statements and the Report to the Audit Committee. The audit did not identify any unadjusted non-trivial misstatements from disclosure matters. E. MacEachen and her staff were commended for their work resulting in a clean audit.

i. Approval of 2016-2017 Audited Financial Statements – Julie Marchand, Chair, Audit Committee

The Audit Committee met with the Town's auditors, Grant Thornton on May 11, 2017 to review the audit plan for the March 31, 2017 year and again on August 2, 2017 to review the results of the audit. Based on the results of the meetings, the Audit Committee's recommendation to Council was to 1) approve the March 31, 2017 audited financial statements as presented to the Audit Committee, August 2, 2017; and, 2) enter into an RFP process for solicitation of Audit Services in advance of the next fiscal year.

**MOVED by Deputy Mayor T. Boudreau and SECONDED by Councilor M. MacIver "to approve the Town of Port Hawkesbury March 31, 2017 audited financial statements as presented to the Audit Committee at the Audit Committee Meeting, August 2, 2017". MOTION CARRIED.**

**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall "to enter into an RFP process for solicitation of Audit Services in advance of the next fiscal year". MOTION CARRIED.**

#### 5. Acknowledgements

i. Strait Area Sting Midget AA Baseball

Mayor B. Chisholm-Beaton congratulated the team and coaches Sean Bond and Councilor H. MacDougall on their second consecutive provincial championship on August 20 and their valiant efforts in the Atlantic Championships this past weekend. Councilor MacDougall thanked and congratulated the team noting its high caliber coming from a small community competing against teams from Sydney and Halifax.

**MOVED by Councilor M. MacIver and SECONDED by Councilor J. White "to send the Strait Area Sting Midget AA Baseball Team and Coaches Sean Bond and Councilor Hughie a letter of achievement in recognition of their hard work, success and commitment to sport". MOTION CARRIED.**

ii. Leaside Society 25<sup>th</sup> Anniversary – September 15, 2017

Mayor B. Chisholm-Beaton acknowledged the 25<sup>th</sup> Anniversary of the Leaside Society and invited Council to attend and promote the celebration of events on September 15 at the PHCC. The Mayor recognized and thanked the Leaside Society for their important work and the many services provided to women and children in the quad counties.

- iii. Port Hawkesbury Highland Dance Association– Trip to Scotland

Mayor B. Chisholm-Beaton congratulated members of the Port Hawkesbury Highland Dance Association for a successful trip to Scotland. All dancers medaled in various competitions. A highlight of the trip was a performance by the dancers to celebrate August 15, a commemoration of India's 70<sup>th</sup> Independence Day.

## 6. Adoption of Council Minutes

Councilor H. MacDougall requested clarification on the interpretation of *adoption of Council Minutes* versus *approval of Council Minutes*. Our solicitor indicated Council minutes could be approved.

- i. Public Meeting – June 13, 2017  
There were no errors or omissions.
- ii. Special Public Meeting – July 12, 2017  
There were no errors or omissions.
- iii. Special Public Meeting – August 17, 2017  
There were no errors or omissions.

## 7. Business Arising from the Minutes

There was no business arising from the minutes.

## 8. Council Committee Reports

- i. Approval of Minutes: Committee of the Whole – June 13, 2017

**MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “to approve the June 13, 2017 minutes of the Committee of the Whole”. MOTION CARRIED.**

## 9. Correspondence

- i. The Determination Ride: Request for Support

This agenda item was deferred to the September 19 Committee of the Whole.

## 10. Proclamations/Resolutions

Proclamation: Prostate Cancer Awareness Month – September 2017

**MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “to proclaim September 2017 Prostate Cancer Awareness Month in the Town of Port Hawkesbury”. MOTION CARRIED.**

## 11. Other Business

- i. Start-up Port Hawkesbury Update

Mayor B. Chisholm-Beaton stated 20 business pitches were received in the preliminary round. A business synopsis will be required October 10. Semi-finalists will deliver a two minutes pitch followed by a Q & A period from judges. Presentations and judging will take place on October 15th, 2017. The three local judges are Danielle MacDonald, Tracy Fox-Cummings, and Wayne MacKay. More information can be found on the ESREN website.

ii. Expense Reports – June, July, August  
CAO, T. Doyle reviewed the Expense Reports of the Mayor, Council and CAO for the months of June, July and August. The total expenses for the month of June were \$840.48. There were no expenses incurred for the month of July. The total expenses for the month of August were \$125.76. Expense reports are posted on the Town website.

## 12. Approved Additions

i. Mashup Weekend: Oceans Edition – Mayor B. Chisholm-Beaton  
On September 22-23, small teams will have access to experienced entrepreneurs at the PHCC to provide mentorship and guidance to refine and develop new marine or ocean related business ideas.

## 13. Future Meetings

The future meetings of Town Council are scheduled as follows:

- |      |   |                             |           |
|------|---|-----------------------------|-----------|
| i.   | Committee of the Whole                                | Tuesday, September 19, 2017 | 7:00 p.m. |
| ii.  | Public Meeting  | Tuesday, October 3, 2017    | 7:00 p.m. |
|      | <i>Deputy Mayor T. Boudreau conveyed his regrets.</i> |                             |           |
| iii. | Committee of the Whole                                | Tuesday, October 17, 2017   | 7:00 p.m. |

## 14. Public Question Period

There were no questions from the gallery.

## 15. In Camera Session

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor T. Boudreau “to recess In Camera at 8:40 p.m. to discuss: 1) a property issue; 2) a personnel issue; and, 3) a contractual issue”.**  
**MOTION CARRIED.**

**The Public Meeting reconvened at 9:45 p.m. with no motions resulting from In Camera discussions.**

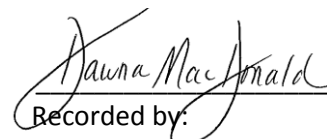
**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “to adjourn the Public Meeting at 9:45 p.m. MOTION CARRIED.**

October 4, 2017

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Date



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Approved by:  
Terry Doyle, P.Eng.  
Chief Administrative Officer



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Recorded by:  
Dawna MacDonald