

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

**Minutes of Meeting  
March 7, 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, Patrick Lamey (Alternate)

**Regrets**

Director, John Bain – Eastern District Planning Commission  
Town Solicitor, Larry Evans

**Guests**

Chief Executive Officer, YMCA of Cape Breton – Andre Gallant  
Centre Supervisor, YMCA Port Hawkesbury – Jennifer MacDonnell  
Chief Executive Officer, Eastern Strait Regional Enterprise Network – John Beaton

**1. Call to Order**

A Public meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, March 7, 2017 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

**2. Gallery Presentations**

YMCA

CAO T. Doyle stated that ongoing discussions continue between the Town and the YMCA to extend the existing contract and explore the potential for the YMCA to take over pool operations. Discussions are currently in the developmental stage and updates will be provided accordingly.

J. MacDonnell provided an update on youth-focused and family programming, community partnerships and a commitment to new programming for clients in Port Hawkesbury, Inverness and Richmond counties. A. Gallant's presentation to Council focused on where the Port Hawkesbury YMCA is today; where they are headed and how they will get there over the next couple of years. His financial review addressed the area's demographics and community issues. The 2014-2018 strategic plan included building the Y's brand from fitness to health and wellness, expanding youth and senior engagement, increasing capacity, extending the Y's reach and developing aquatics programming in the Town. The research, data and communication processes required for the strategic planning were discussed.

*ESREN – Start-Up Port Hawkesbury*

J. Beaton discussed a potential partnership between the Town and ESREN to encourage entrepreneurial spirit and support new business growth and development. In this "Dragon's Den" style contest, prospective entrepreneurs would pitch to a panel of judges for a chance to win a rent-free location in the Town for their first two years and limited promotional support. He reviewed the ESREN's assistance in the process, the winner's obligations, financial and judging details, and contest criteria and timeline. The request from Council was a commitment for in kind space for the contest winner. Council was in support of the *Start-Up Port Hawkesbury* contest recognizing that small business is the backbone of local economy.

**MOVED by Deputy Mayor T. Boudreau and SECONDED by Councilor J. White “that the Town of Port Hawkesbury forms a committee to review locations in the Town that would be suitable for the Start-Up Port Hawkesbury contest winner”. MOTION CARRIED.**

**3. Additions to / Approval of Agenda**

There were no additions to the agenda.

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

**4. Acknowledgements – International Women’s Day**

Councilor H. MacDougall acknowledged Wednesday, March 8, 2017 as International Women’s Day.

**5. Council Minutes**

Public Meeting – February 6, 2017

There were no errors or omissions.

**6. Business Arising from the Minutes**

There was no business arising from the minutes.

**7. Council Committee Reports – Committee of the Whole: February 21, 2017**

As Chair, Mayor B. Chisholm-Beaton declared a conflict of interest regarding Agenda Item 7b – Vending Bylaw Permit Fees and vacated her seat. Deputy Mayor T. Boudreau assumed the role of Chair.

7.1 Civic Centre Equipment

**MOVED by Councilor J. White and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the request of \$14,075 for the purchase of ten speakers to be financed through the capital reserve should projected positive variances in the operational accounts not be realized”. MOTION CARRIED.**

7.2 Vending ByLaw Permit Fees

**MOVED by Councilor J. White and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury refer the matter of Vending Bylaw Permit Fees to the Bylaw and Policy Advisory Committee for study and recommendation to a future Committee of the Whole”. MOTION CARRIED.**

7.3 Water Utility and Property Tax Adjustments

**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the request to write-off the following utility and tax accounts: Water Utility Account #020443.00; Property Tax Account #06168728; and, Property Tax Account #02366355”. MOTION CARRIED.**

7.4 Minutes – Committee of the Whole – February 21, 2017

**MOVED by Councilor M. MacIver and SECONDED Councilor J. White “that the Town of Port Hawkesbury approves the minutes of the February 21, 2017 Committee of the Whole”.**

**MOTION CARRIED.**

**8. Correspondence**

Strait Area Transit (SAT) – Letter from Wanda Bowen

Mayor B. Chisholm-Beaton received a letter from Ms. Wanda Bowen with a request to reinstate some SAT services in Richmond County. Ms. Bowen relied on this service for transportation to her employment in Port Hawkesbury. The Mayor will share this request with the SAT Board and staff.

**9. Proclamations / Resolutions**

9.1 Proclamation: World Plumbing Day – March 11, 2017

On behalf of Port Hawkesbury Town Council, Mayor B. Chisholm, proclaimed March 11, 2017 as “World Plumbing Day” in the Town of Port Hawkesbury.

9.2 Proclamation: Kidney Health Month – March 2017

On behalf of Port Hawkesbury Town Council, Mayor B. Chisholm, proclaimed March 1-31, 2017 as “Kidney Awareness Month” in the Town of Port Hawkesbury and called upon all citizens to observe this month, and raise awareness about this disease.

**10. Other Business**

10.1 Second Reading – Rezoning Application – Holy Trinity Anglican Church

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves Second and Final Reading of the rezoning application by Holy Trinity Anglican Church from Institutional (I) to Highway Commercial (C-3) which is consistent with the Town’s Municipal Planning Strategy”. MOTION CARRIED.**

10.2 Approval of Terms of Reference – Town Advisory Committees

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury tables discussion on the Approval of Terms of Reference – Town Advisory Committees to the March 21, 2017 Committee of the Whole”. MOTION CARRIED.**

10.3 Emergency Measures Organization Appointment

**MOVED by Councilor H. MacDougall and SECONDED by Councilor J. White “that the Town of Port Hawkesbury appoints the Deputy Mayor to the Emergency Measures Organization. MOTION CARRIED.**

All Council members will serve as a member of the Emergency Measures Working Group as a result of the annual rotation of the appointment of Deputy Mayor”.

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor T. Boudreau “that the Town of Port Hawkesbury approves the appointment of Jason Aucoin to the Bylaw and Policy Advisory Committee”. MOTION CARRIED.**

10.4 Zoning Change – Roman Catholic Episcopal Corporation of Antigonish

**MOVED by Councilor M. MacIver and SECONDED by Councilor J. White “that the Town of Port Hawkesbury approves First Reading of the request for rezoning of lands of the Roman Catholic Episcopal Corporation of Antigonish (PID 50110709 and 50028968) MacLaughlin Drive, Port Hawkesbury from Institutional (I) Zone to Residential Single Unit (R-1) Zone”. MOTION CARRIED.**

A Planning Advisory Committee meeting will be scheduled in two weeks. Notice of a Public Hearing and Second Reading on April 4 will be duly advertised in accordance with the Municipal Government Act.

10.5 Expense Report – February 2017

CAO, T. Doyle stated the February Expense Report will be reviewed at the March Public Meeting.

**11. Approved Additions**

There were no additions to the agenda.

**12. Future Meetings**

The future meetings of Town Council are scheduled as follows:

- a) Committee of the Whole Tuesday, March 21, 2017
- b) Public Meeting Tuesday, April 4, 2017
- c) Committee of the Whole Tuesday, April 18, 2017

**13. Public Question Period**

A member of the gallery inquired and commented on the following issues regarding the Strait Area Pool should the YMCA take over operations:

- a) Would the pool remain open during July and August
- b) Consideration to remove financial barriers facing families
- c) Renovations to include additional locker space in the family change room

YMCA Cape Breton CEO Andre Gallant stated that July and August are typically used to train staff and conduct pool maintenance in YMCA pools. The YMCA offers financial assistance to families who cannot afford pool fees. A full review and financial assessment is required regarding renovations to the family change rooms and other areas of the pool.

Aquatics Coordinator, Marlene Ryan stated that a one to one child and parent fee of \$7 has been implemented at the Strait Areal Pool to assist families.

**14. Adjournment**

Mayor B. Chisholm-Beaton thanked Councilor John Dowling, Inverness County, for attending the Public Meeting of Port Hawkesbury Town Council.

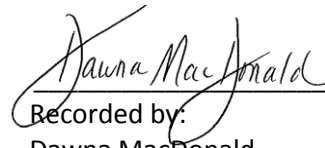
**MOVED by Deputy Mayor T. Boudreau and SECONDED by Councilor J. White “that the Town of Port Hawkesbury adjourns the March 7, 2017 Public Meeting at 8:15 p.m.”. MOTION CARRIED.**

April 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