

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

**Minutes of Meeting  
Tuesday, May 7, 2019**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Mark MacIver  
Councilor, Trevor Boudreau  
Councilor, Hughie MacDougall  
Councilor, Blaine MacQuarrie  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Director Marketing, Recreation, Tourism & Culture, Paula Davis  
Town Solicitor, Patrick Lamey

**Guests**

Terry Smith, CEO, Destination Cape Breton Association  
Alicia Lake, Pan Cape Breton Food Hub Co-op  
Kari Easthouse, Pan Cape Breton Food Hub Co-op

**1. Call to order**

A Public Meeting of the Port Hawkesbury Town Council was held in Shannon Studio, PHCC, Tuesday, May 7, 2019 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

**2. Additions to the agenda**

- i. Cape Breton Island Housing Authority – Councilor H. MacDougall

**3. Approval of the agenda**

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves the agenda as amended.” MOTION CARRIED.**

**4. Gallery Presentations**

Destination Cape Breton Association (DCBA)

The DCBA is the destination marketing organization for Cape Breton Island. Mr. Smith addressed the 2018 results for festivals and events on Cape Breton Island which included the Association’s target audience, information on product innovation, branding, marketing and programming. The Town of Port Hawkesbury received \$15,000 in funding last year. The majority of the DCBA’s marketing is digital and a portion of their new website is dedicated to the Port Hawkesbury area and includes the Granville Green series and the Customs House Artisan Incubator. A question period followed.

Pan Cape Breton Food Hub Co-op

Ms. Easthouse discussed the impact the Food Hub has had on her farm as well as the past year’s opportunities and challenges. Options for increasing value added products and processing were discussed. Each farm does not have the ability to invest in the infrastructure required for all products nor are they legally able to prepare the foods coming into Cape Breton annually. Discussion included location options for a commercial kitchen in Port Hawkesbury and bringing awareness and reaching out to potential users of the Food Hub. Timelines were discussed regarding the potential of a food hub in Port Hawkesbury. Larger municipalities were asked for a contribution of \$15,000 to the Hub. The Town of Port Hawkesbury was asked to consider a contribution as well. A question period followed.

## 5. Acknowledgements

Marie Langley

Mayor B. Chisholm Beaton extended condolences with the passing of Marie Langley.

Additional acknowledgements:

- i. Gaelic Awareness Month – celebrated during the month of May
- ii. Richmond Cheer Athletics – congratulations extended for winning three Provincial titles
- iii. Residential Curbside Spring Clean-up begins May 13
- iv. McHappy Day – celebrated May 8

## 6. Approval of Council Minutes

- i. Public Meeting April 2, 2019
- ii. Special Public Meeting April 8, 2019
- iii. Emergency Meeting April 16, 2019

There were no errors or omissions.

## 7. Business Arising from the Minutes

Public Meeting – April 2, 2019 – Agenda Item 11.vii

Councilor H. MacDougall requested the restating of the May 4 opening of the Leaf and Yard Waste Site on Crandall Road.

## 8. Council Committee Reports

- i. Report of Committee of the Whole – April 16, 2019

- a) Banking Resolutions

**MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves a \$1,000,000 operating line of credit banking resolution and a \$25,000 credit card facility banking resolution as presented by Director E. MacEachen”. MOTION CARRIED.**

- b) Veterans Memorial Park Advisory Committee Formation

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves to strike an advisory committee to maintain the Veteran’s Memorial Park and to approve the nomination of Councilor H. MacDougall as a committee member”. MOTION CARRIED.**

- c) SAERC Unified Basketball Team

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury approves a donation of \$200 and a donation to the online auction regarding the SAERC Unified Basketball Team’s attendance at the Youth Games and Special Olympics in Toronto in May. The donations are in accordance with the Town’s Assistance Policy”. MOTION CARRIED.**

- d) Letter of Support – Breton Properties

**MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the request for a letter of support from the Town on behalf of Breton Properties for their submission of a funding application to the Cape Breton Housing Authority”. MOTION CARRIED.**

- ii. Approval of Minutes: Committee of the Whole – April 16, 2019

**MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves the April 16, 2019 minutes of the Committee of the Whole”. MOTION CARRIED.**

## 9. Motions from In Camera Session

There were no motions resulting from the May 7, 2019 In Camera Session.

## 10. Correspondence

- i. Eastern District Planning Commission Revised Appointments

**MOVED by Councilor T. Boudreau and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the Eastern District Planning Commission’s Revised Appointments as recommended in the April 16, 2019 correspondence from Director John Bain”. MOTION CARRIED.**

- ii. Rainbow Crosswalk – Request from NSCC Strait Campus

Two locations are under consideration for rainbow crosswalks in the Town of Port Hawkesbury. The NSCC, Strait Campus indicated they also have a number of crosswalks on campus that would be suitable. Discussion has taken place with the NSCC Strait Campus facilities manager. The Town would be responsible for the painting of an NSCC Strait Campus crosswalk in addition to the installation of two rainbow crosswalks within the Town. Based on conversations with NS TIR traffic engineers, the recommendation would be to paint the crosswalk centre block in rainbow colors. The installation will move forward in June. The Town rainbow crosswalk locations were identified as in front of the PHCC (visible to SAERC and the PHCC) and in front of the playground.

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves the installation of a rainbow crosswalk at the NSCC Strait Campus pending discussion with the NSCC Strait Campus Facilities Manager and Strait Campus staff”. MOTION CARRIED.**

**MOVED by Councilor T. Boudreau and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury amends the motion as “the Town of Port Hawkesbury approves the installation of two rainbow crosswalks as identified within the Town and a tentative rainbow crosswalk at the NSCC Strait Campus pending discussion with the NSCC Strait Campus Facilities Manager and Strait Campus staff”. MOTION CARRIED.**

## 11. Proclamations / Resolutions

There were no proclamations or resolutions.

## 12. Other Business

- i. Funding / In Kind Requests

- a) Strait Area Highland Dance Association

A conflict of interest was declared by Councilors T. Boudreau and B. MacQuarrie. CAO, T. Doyle reviewed the request and the information provided as well as the Town’s past donations to the Association.

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury approves a donation of \$500 to the Strait Area Highland Dance Association”. MOTION CARRIED.**

- b) YMCA Event – Request for Use of Bear Head Room – May 31, 2019

E. MacEachen provided information to Council on the rental fees for the Bear Head Room that have been waived through donation requests. Councilor B. MacQuarrie stated discussion should take place at the Committee of the Whole Meetings regarding requests for PHCC venues at no cost.

**MOVED by Deputy Mayor M. MacIver and SECONDED by Councilor T. Boudreau “that the Town of Port Hawkesbury approves the request from the YMCA for the use of the Bear Head Room on May 31, 2019”. MOTION CARRIED.**

- c) Food 4 Children – Request for Use of Bear Head Room  
This request was deferred.

ii. Sewer Service Charge By-Law – First Reading

The Sewer Service Charge By-Law was reviewed. Council discussion followed. The Sewer Service Charge By-Law will be provided to Town Solicitor P. Lamey for further review.

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor M. MacIver “that the Town of Port Hawkesbury approves First Reading of the Sewer Service Charge By-Law”. MOTION CARRIED.**

iii. Expense Report – April 2019

CAO, T. Doyle reviewed the April Expense Report for the Mayor, Council and CAO. The total of expenses for the month of April was \$3,154.47. Expense reports are posted on the Town website.

**13. Approved Additions**

i. Cape Breton Island Housing Authority (CBIHA)

Councilor H. MacDougall stated there is ongoing concern regarding potential injury to a resident’s child residing in a Town property owned by the Cape Breton Housing Authority. He has spoken with CBIHA representatives, has visited the property and has indicated a fence is required to help ensure the safety of the child. Councilor B. MacQuarrie had a conversation with the CBIHA Port Hawkesbury Property Manager who will take this request forward to senior management. A maintenance manager conducted an inspection of the property but there has been no movement with the request for a fence.

**MOVED by Councilor H. MacDougall and SECONDED by Councilor B. MacQuarrie “that the Town of Port Hawkesbury approves a letter to be sent to the Cape Breton Island Housing Authority regarding the installation of fencing at 11 Bourinot Drive”. MOTION CARRIED.**

**14. Future Meetings**

- |                          |               |
|--------------------------|---------------|
| • Committee of the Whole | May 21 , 2019 |
| • Public Meeting         | June 11, 2019 |
| • Committee of the Whole | June 25, 2019 |

*Council agreed to reschedule the Public Meeting from June 4 to June 11 to accommodate the schedules of Mayor B. Chishlom-Beaton and Councilor B. MacQuarrie returning from the FCM Conference.*

**15. Public Question Period**

There were no questions from the gallery.

**16. Adjournment**

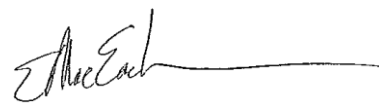
**MOVED by Councilor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury adjourns the May 7, 2019 Public Meeting at 8:55p.m.” MOTION CARRIED.**

June 12, 2019

Date



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



Recorded by:  
Erin MacEachen, Director of Finance