

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING**

***HELD VIRTUALLY***

**Minutes of Meeting  
Tuesday, June 2, 2020**

**Present**

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

**Guests**

President and CEO, Carla Arsenault, Cape Breton Partnership

**1. Call to order**

A Public Meeting of the Port Hawkesbury Town Council was held virtually, Tuesday, June 2, 2020 and called to order by Mayor Brenda Chisholm-Beaton at 7:00 p.m.

**2. Additions to the Agenda**

- i. Strait of Canso Superport Corporation – Board Member Reappointment – Mayor B. Chisholm-Beaton
- ii. Pride Flag Raising – Mayor B. Chisholm-Beaton

**3. Approval of the Agenda**

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor B. MacQuarrie “that the Town of Port Hawkesbury approves the agenda with two additions”. MOTION CARRIED.**

**4. Gallery Presentations**

Carla Arsenault President and CEO of the Cape Breton Partnership presented on many of the initiatives being undertaken by the Partnership in cooperation with other groups including;

- Feasibility Study for the Marine Innovations Centre
- Creative Island Innovation Space
- Port Hawkesbury Waterfront development Plan
- Strait of Canso Marketing Plan
- NSCC Strait Campus residence project
- Economic development Officers role.

Full presentation is attached.

**5. Acknowledgements**

- i. Pride Month - June 2020

June 2020 marks the 50th anniversary of annual LGBTQ+ Pride traditions. Mayor B. Chisholm-Beaton acknowledged the 2019 painting of two rainbow crosswalks (with a potential installation of a third rainbow crosswalk at the community park) and the raising of the Pride Flag and asked Council’s consideration to once again raise the Pride Flag.

## 6. Approval of Council Minutes

- Public Meeting May 5, 2020  
There were no errors or omissions.

## 7. Business Arising from the Minutes

There was no business arising from the minutes.

## 8. Council Committee Reports

Report from the Committee of the Whole – May 19, 2020

i) Cape Breton South Recruiting for Health Committee

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “That the Town of Port Hawkesbury approves \$25,000 in funding to the Cape Breton South Recruiting for Health Committee to Assist with recruitment of health professionals.” MOTION CARRIED.**

ii) Municipal Tax Financing

**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “That the Town of Port Hawkesbury approves the deferral of interest on overdue tax accounts to the end of June 2020 while The draft AMA Municipal Tax Financing Policy is being considered.” MOTION CARRIED**

iii) Elected Officials Code of Conduct Policy and Flag Policy

Town Solicitor P. Lamey provided comments and suggested amendments to the Elected Officials Code of Conduct Policy and Flag Policy. Council was in support of deferring both draft policies to review to a future Meeting of the Committee of the Whole.

iv) NS Municipalities Joint Application for Electric Vehicle Infrastructure Funding

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor M. MacIver “That the Town of Port Hawkesbury approves the submission of the application to the NS Municipalities Joint Electric Vehicle Infrastructure Funding Program for Two Electric Charging Stations in the Town.”**

Deputy Mayor B. MacQuarrie asked Council’s consideration to amend the motion for the potential of three charging stations. In addition to this initiative being part of a cost sharing program, the Deputy Mayor stated it is a great opportunity for the Town to be part of a growing network. If successful, the location of the third station can be determined at a later date.

***Council returned to the main motion.***

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury amend the motion to approve the application to the NS Municipalities Joint Electric Vehicle Infrastructure Funding Program for Three Electric Charging Stations in the Town.”  
MOTION CARRIED.**

v) Sobeys Pre-order Service for Customers

This agenda item was deferred to a future meeting of Committee of the Whole.

vi) Policing Priorities

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor M. MacIver “that the Town of Port Hawkesbury approves the following 2020-2021 policing priorities for the RCMP Port Hawkesbury Detachment to concentrate their efforts: 1) Substance Abuse (illegal drugs/prescription pills); 2) Community Policing; and 3) Traffic Enforcement.” MOTION CARRIED.**

ii. Motions from the May 19, 2020 In Camera Session

There were no motions arising from the May 19, 2020 In Camera Session.

iii. Approval of Committee of the Whole Minutes – May 19, 2020

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor H. MacDougall “That the Town of Port Hawkesbury approves the May 19, 2020 minutes of the Committee of the Whole Meeting.” MOTION CARRIED.**

9. Motions from In Camera Session – June 2, 2020

There were no motions arising from the June 2, 2020 In Camera Session.

10. Correspondence

Council received correspondence from Minister Chuck Porter in response to their concern with revenue losses and the financial challenges facing the Town as a result of the COVID-19 pandemic. Councilor H. MacDougall suggested a letter be sent to MP Mike Kelloway and to Federal Finance Minister, Bill Morneau expressing these same concerns. Deputy Mayor B. MacQuarrie indicated an announcement was made about the gasoline tax and that the federal government is in negotiations with the provinces regarding other means to assist municipalities.

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver “That the Town of Port Hawkesbury approves a letter to MP Mike Kelloway and Hon. Bill Morneau, Minister of Finance expressing the concerns of Council regarding the revenue losses and financial challenges facing the Town of Port Hawkesbury resulting from the COVID-19 pandemic.” MOTION CARRIED.**

11. Proclamations/Resolutions

There were no proclamations or resolutions.

12. Other Business

i. First Reading – A By-Law to Authorize the Voting By Telephone/Internet for the 2020 Municipal Election  
CAO, T. Doyle reviewed the draft - *A By-Law to Authorize the Voting By Telephone/Internet for the 2020 Municipal Election*. The draft bylaw will be amended to include the use of paper ballot voting at the two advance polls and on ordinarily polling day in addition to the telephone/internet voting with the amended dates for the 2020 Municipal Election. Discussion included consideration of comparing this by-law with other municipal bylaws and increased election costs. Council agreed that the use of telephone/internet voting was a positive step forward for the Town. The *A By-Law to Authorize the Voting By Telephone/Internet for the 2020 Municipal Election* is specific to the 2020 Municipal Election.

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor B. MacQuarrie “That the Town of Port Hawkesbury approves First Reading of a *By-Law to Authorize the Voting By Telephone/Internet for the 2020 Municipal Election* to include the use of paper ballot voting at the two advance polls and on Ordinarily polling day in addition to the telephone/internet voting with the amended dates in the 2020 Municipal Election.” MOTION CARRIED.**

ii. 2020-2021 Budget Ratification

E. MacEachen reviewed the process and timeline undertaken with Council and staff for the 2020-2021 Municipal budget. Her presentation included the Pre-COVID-19 budget deficit and impacts and assessment trends. CAO, T. Doyle presented the current year Capital and Project highlights addressing the Water



Treatment Plant and distribution system upgrades, an amended asphalt patching plan with increased funding, signage and wayfinding installations, and, ongoing work on the Waterfront development, Active Transportation lane, significant safety upgrades to the playground and beautification plans for the Town and the former arena. Former Councilor T. Boudreau was thanked for his contributions to the Town. Council thanked and commended staff for their tremendous efforts during this challenging budget year.

**MOVED by Councilor H. MacDougall and SECONDED by Deputy Mayor B. MacQuarrie “That the Town of Port Hawkesbury approves the Capital and Operating Budgets as presented June 2, 2020, with a Residential Tax Rate set at \$1.58/\$100 assessment and a Commercial Tax Rate set at \$4.16/\$100 Assessment, and a Sewer Service Charge of \$0.22/\$100 assessment for the fiscal year of 2020-2021. Property taxes are payable as billed by June 1, 2020 and October 1, 2020 and interest will be charged at a rate of 18% per annum on overdue accounts.”**

iii. Council Meetings

Summer Recess

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor M. MacIver “that Town Council accepts the recommendation of staff to recess for the months of July and August with meetings called on an as needed basis.” MOTION CARRIED.**

Council will continue to receive COVID-19 updates from staff.

iv. COVID-19 Update and Return to Work Plan

A Return to Work Plan was developed to ensure staff’s safe return to work on June 1st at the Civic Centre. CAO, T. Doyle reviewed the 3-Phased approach for staff, resumption of services, strategy for opening to the public and third parties, and public attendance at Council Meetings. A communication plan for the public will be advertised regarding the June 15 reopening of the Civic Centre. Staff is waiting for direction from the Province regarding the reopening of the PHCC Fitness Centre. Included with the plan was the COVID-19 Return to Work Cleaning Schedule, Protocol for Contractors and Suppliers, and Safe Work Practice for the Public Works Department. Deputy Mayor B. MacQuarrie and the Mayor commended staff and all Town departments on the Return to Work Plan as well as their efforts and initiatives from the onset of the pandemic.

v. Expense Report – May 2020

There were no expenses incurred by the Mayor, Council and CAO for the month of May. Expense reports have been posted on the Town website.

**13. Approved Additions**

i. Strait of Canso Superport Corporation – Board Member Reappointment

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury reappoints Bert Lewis for a three year term to the Strait of Canso Superport Corporation.” MOTION CARRIED.**

ii. Pride Flag Raising – F Mayor B. Chisholm-Beaton

**MOVED by Councilor M. MacIver and SECONDED by Councilor H. MacDougall “that the Town of Port Hawkesbury approves the raising of the Pride Flag for the duration of June in recognition of Pride Month.” MOTION CARRIED.**

**14. Future Meetings**

Council agreed to reschedule the Committee of the Whole meeting to June 24 to accommodate the required advertising period for the Public Hearing.

- September 2020 Schedule

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor M. MacIver “that Town Council accepts the recommendation of staff to schedule the September Council Meetings as follows: Public Meeting, Tuesday, September 1, 2020 and the Committee of the Whole, Tuesday, September 15, 2020.” MOTION CARRIED.**


The future meetings of Town Council are scheduled as follows:

- Allan J. MacEachen Regional Airport Committee      Wednesday, June 9, 2020
- Committee of the Whole      Wednesday, June 24, 2020
- Public Hearing      Wednesday, June 24, 2020
- Special Public Meeting      Wednesday, June 24, 2020
- Public Meeting      Tuesday, September 1, 2020
- Committee of the Whole      Tuesday, September 15, 2020

**15. Adjournment**

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor B. MacQuarrie “that the Town of Port Hawkesbury adjourns the June 2, 2020 Public Meeting at 9:15 p.m.” MOTION CARRIED.**

September 18, 2020  
Date

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