

**PORT HAWKESBURY TOWN COUNCIL**  
**PUBLIC MEETING**  
*Held Virtually*

**Minutes of Meeting**  
**December 1, 2020**

**Present**

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

**1. Call to Order**

A Public meeting of the Port Hawkesbury Town Council was held virtually Tuesday, December 1, 2020 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

**2. Additions to Agenda**

- i. Flyers – Councilor H. MacDougall

**3. Approval of Agenda**

**MOVED by Councilor J. Aucoin and SECONDED by Deputy Mayor B. MacQuarrie “to approve the agenda with one addition”. MOTION CARRIED.**

**4. Gallery Presentations**

- i. Cape Breton University  
Deferred

**5. Acknowledgements**

- i. Acknowledgements
  - Canadian HIV/Aids Awareness Week
  - World Aids Day
  - Aboriginal Aids Awareness Week
  - Town staff and citizens for decorating in preparation of the Holidays
  - The local community for support shown for Anthony MacDonald

**6. Approval of Council Minutes**

- i. Public Meeting October 6, 2020  
There were no errors or omissions
  
- ii. Swearing in Ceremony November 3, 2020  
There were no errors or omissions

## 7. Business Arising from Minutes

- i. Councilor H. MacDougall brought up an item from the October 6<sup>th</sup> minutes where the Sunset Manor deficiencies were noted. The doorway accessibility improvements were not yet completed, and an update on the flooring installation was requested.
- ii. Councilor H. MacDougall asked about COVID-19 funding discussed in the October 6<sup>th</sup> minutes, and wanted clarification on timing of the communication of the funding to Council. CAO T. Doyle stated that the Town was made aware of the funding at the same time as the local media, and staff wanted to get specific information on where the funding could be allocated and if there were restrictions, however, agreed that communication was delayed longer than expected.

## 8. Council Committee Reports

- i. Report from the Committee of the Whole      November 17, 2020

**MOVED by Councilor H. MacDougall and SECONDED by Councilor M. MacIver "That the Town of Port Hawkesbury Council approves the increase of \$10,000 to the amount budgeted in the 2020/21 capital plan for the replacement of the Station House roof to be funded from the Operating Reserve." MOTION CARRIED**

**MOVED by Councilor J. Aucoin and SECONDED by Councilor M. MacIver "That the Town of Port Hawkesbury Council approves the Christmas Holiday Schedule as presented." MOTION CARRIED**

- ii. Approval of Committee of the Whole Minute      November 17, 2020

It was noted that Councilor J. Aucoin was missing from the list of attendees

**MOVED by Councilor H. MacDougall and SECONDED by Councilor J. Aucoin "That the Town of Port Hawkesbury approves the November 17, 2020 Committee of the Whole minutes as amended." MOTION CARRIED.**

## 9. Motions from In Camera Session

December 1, 2020

**MOVED by Councilor M. MacIver and SECONDED by Deputy Mayor B. MacQuarrie "That the Town of Port Hawkesbury Council approves the CAO to move forward and finalize lease negotiations for the Port Hawkesbury Civic Centre Fitness Centre." MOTION CARRIED**

## 10. Correspondence

There was no correspondence to review.

## 11. Proclamations/Resolutions

There were no proclamations or resolutions.

**12. Other Business**

- i. Appointment of Deputy Mayor, Mayor B. Chisholm-Beaton  
Mayor B. Chisholm-Beaton discussed the long standing tradition for appointing the Deputy Mayor based on vote count.  
**MOVED by Councilor J. Aucoin and SECONDED by Councilor H. MacDougall "To re-appoint Deputy Deputy Mayor B. MacQuarrie as Deputy Mayor for the period of one year."**
  
- ii. Council Committee Appointments, CAO, T. Doyle  
**MOVED by Councilor M. MacIver and SECONDED by Councilor J. Aucoin "to approve the Council committee appointments as presented." MOTION CARRIED**
  
- iii. Council Expenses, CAO, T. Doyle  
No expenses
  
- iv. Royal Canadian Legion Poppy Fund, D. Mayor, B. MacQuarrie  
**MOVED by Deputy Mayor B MacQuarrie and SECONDED by Councilor H. MacDougall "to contribute \$200 to Legion Branch #43's poppy fund." MOTION CARRIED**
  
- v. Cape Breton South Recruiting for Health, D. Mayor, B. MacQuarrie  
Deputy Mayor B. MacQuarrie provided an update on the efforts of the committee, and discussed recent success in attracting locums to the area.

**13. Approved Additions**

- i. Flyers  
Councilor H. MacDougall heard from citizens who raised concerns about the delivery of flyers. CAO T. Doyle will follow up with the publisher.

**14. Future Meetings**

The future meetings of Town Council are scheduled as follows:

- i. Committee of the Whole Tuesday December 15, 2020
- ii. Public Meeting Tuesday January 5, 2021

**15. Public Question Period**

No questions

**16. Adjournment**

**MOVED by Deputy Mayor B. MacQuarrie and SECONDED by Councilor J. Aucoin "that the Town of Port Hawkesbury adjourns the June 24, 2020 Public Meeting at 7:35 p.m. MOTION CARRIED.**

Jan 6, 2021  
Date

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

Erin MacEachen  
Recorded by:  
Erin MacEachen  
Director of Finance