

PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING
Held Virtually

Minutes of Meeting
April 6, 2021

Present

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

Guests

1. Call to Order

A Public meeting of the Port Hawkesbury Town Council was held virtually Tuesday, April 6, 2021 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

2. Additions to Agenda

- i. Virtual/In Person meetings of Council – Mayor, B. Chisholm-Beaton
- ii. Surplus Equipment – Councilor, M. MacIver
- iii. Sunset Park - Councilor, J. Aucoin

3. Approval of Agenda

MOVED by Deputy Mayor, B. MacQuarrie, and **SECONDED** by Councilor, M. MacIver,
“That the Town of Port Hawkesbury approves the April 6th Public Meeting Agenda with the additions”.
MOTION CARRIED.

4. Gallery Presentations

There were no gallery presentations for the April 6th Public Meeting of Council.

5. Acknowledgements

- April is World Autism Awareness Month
- April 2nd celebrates the eleventh World Autism Awareness Day.
- April 7th is World Health Day – This year’s campaign is about building a fairer, healthier world.

6. Approval of Council Minutes

- i. Public Meeting - March 2, 2021
There were no errors or omissions

It was noted that the minutes from the Emergency Public Meeting of Council that was held on March 18th will be brought forward to the May 4th Public Meeting of Council for review and approval.

7. Business Arising from Minutes

There was no business arising from the minutes.

8. Council Committee Reports

i. Report from the Committee of the Whole - March 16, 2021

- Virtual/ In Person Future Meetings of Council

A discussion was held around future meetings of Council. CAO, T. Doyle recommended that Council proceed with a hybrid of virtual/ in person attendance for future Public Meetings of Council and Committee of the Whole meetings. Council would meet in person and act as one participant virtually from the Shannon Studio with staff and the general public attending virtually only.

MOVED by Councilor M. MacIver, and SECONDED by Councilor, J. Aucoin "That the Town of Port Hawkesbury hold Public and Committee of the Whole meetings with a combination of virtual/ in person attendance at the meetings and that existing protocols with respect to the public attending virtually at our meetings will continue." MOTION CARRIED.

The Motion was AMENDED and MOVED by Councilor, H. MacDougall and SECONDED by Councilor, M. MacIver "That the Town of Port Hawkesbury hold Public and Committee of the Whole meetings with a combination of virtual/ in person attendance giving Councilors the option to attend virtually, at the meetings and that existing protocols with respect to the public attending virtually at our meetings will continue." MOTION CARRIED.

- Amendments to Town Advisory Committee Terms of Reference

MOVED by Councilor, H. MacDougall and SECONDED by Deputy Mayor, B. MacQuarrie "That the Town of Port Hawkesbury accept the amendments to all the Town Advisory Committee Terms of References as presented at the March 16, Committee of the Whole Meeting. " MOTION CARRIED.

- Scotchtown Volunteer Fire Department

MOVED by Deputy Mayor, B. MacQuarrie and SECONDED by Councilor, H. MacDougall that "The Town of Port Hawkesbury send a letter of endorsement to the Scotchtown Volunteer Fire Department in support of lobbying for cheaper funeral costs for volunteer first responders." MOTION CARRIED.

- Waterfront Advisory Committee Appointment

CAO, T. Doyle made a recommendation to Council to add Town resident Cheryl McDaniel as a volunteer to the Waterfront Advisory Committee.

MOVED by Councilor, M. MacIver and SECONDED by Councilor, J. Aucoin that "The Town of Port Hawkesbury approve the appointment of Cheryl McDaniel to the Waterfront Advisory Committee". MOTION CARRIED.

- ii. Approval of Committee of the Whole Minutes – March 16, 2021

**MOVED by Councilor M. MacIver, and SECONDED by Deputy Mayor, B. MacQuarrie “That the Town of Port Hawkesbury approves the March 16, 2021 Committee of the Whole minutes.”
MOTION CARRIED.**

9. Motions from In Camera Session

MOVED by Deputy Mayor, B. MacQuarrie, and SECONDED by Councilor, J. Aucoin, that “The Town of Port Hawkesbury approves negotiations on three parcels of residential property under the conditions that were discussed In Camera. MOTION CARRIED.

10. Correspondence

There was no correspondence for the April 6th Public Meeting of Council.

11. Proclamations/Resolutions

There were no proclamations or resolutions for the April 6th Public Meeting of Council.

12. Other Business

- i. Council Expenses, CAO, T. Doyle

CAO, T. Doyle, gave an update on the March Council expenses.

- ii. Mini Homes/Micro Homes, Councilor, J. Aucoin

Councilor, J. Aucoin brought forward the idea for discussion of the possibility of developing vacant Town owned lots for a new cul-de-sac and designating a portion for micro/tiny homes.
CAO, T. Doyle talked about how the Bylaw and Rezoning requirements would have to change.

- iii. Town Advisory Recommendations, CAO T. Doyle

CAO, T. Doyle made a recommendation to add Town Resident, Callum MacDonald to the Waterfront Advisory Committee and Housing Advisory Committee.

MOVED by Councilor, M. MacIver, and SECONDED by Councilor, H. MacDougall, that “The Town of Port Hawkesbury approves the appointment of Town Resident, Callum MacDonald to the Waterfront Advisory Committee and Housing Advisory Committee.” MOTION CARRIED.

iv. Parks Recreation and Active Living Advisory Committee Appointments

CAO, T. Doyle has made a recommendation for Council to appoint the list presented at the Public Meeting as volunteers on the Parks, Recreation and Active Living Advisory Committee. There was a discussion around staff membership on Town Advisory committees. CAO, T. Doyle, explained that there is a conflict of interest to have staff membership on Town Advisory Committees. Staff may attend advisory committee meetings if invited as a resource, but staff must act as non-voting members on any Town Advisory Committees.

MOVED by Councilor, J. Aucoin and SECONDED by Councilor, H. MacDougall that "The Town of Port Hawkesbury approves the appointment of the list of members as volunteers for the Parks, Recreation and Active Living Advisory Committee". MOTION CARRIED.

v. Heavy Garbage Collection & Leaf and Yard Waste, CAO T. Doyle

Manager of Engineering and Public Works, J. MacMillan gave an overview of past operations at the leaf and yard waste site. He then made a recommendation to Council that the Leaf and Yard waste site be operational starting on Saturday, May 15 on a bi-weekly basis until Saturday, October 16, 2021 and will coincide with the organic solid waste collection schedule.

MOVED by Deputy Mayor, B. MacQuarrie and SECONDED by Councilor, H. MacDougall that "The Town of Port Hawkesbury approves the Leaf and Yard Waste Facility Hours of Operation for 2021 as presented by the Manager of Engineering and Public Works". MOTION CARRIED.

Heavy Garbage Collection will begin Monday, May 17th and run until Friday, May 21st. Town residents will be allowed to place their heavy garbage to the road beginning Monday, May, 10.

vi. Committee of the Whole Meetings, Councilor, H. MacDougall

Councilor, H. MacDougall would like to move this item forward to the April 20th Committee of the Whole Meeting of Council.

vii. Pride Month, Mayor, B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton talked about Ms. Taylor Linloff and the past and current volunteer work that she has done around Pride week. The month of June is recognized nationally as Pride month.

The consensus of Council was to invite Ms. Linloff to the May 4th Public Meeting of Council to present her ideas for activities for June Pride Month.

13. Approved Additions

i. Surplus Equipment, Councilor, M. MacIver.

Councilor, M. MacIver discussed the 35 year old tractor that the Recreation Department has just replaced and made a motion to donate the tractor to the Highland Riding Club.

MOVED by Councilor, M. MacIver and SECONDED by Deputy Mayor, B. MacQuarrie, that "The Town of Port Hawkesbury will donate the old recreation tractor to the Highland Riding Club."

ii. Sunset Park, Councilor, J. Aucoin

A discussion was held around removing the boulders at Sunset Park.

The consensus of Council was to bring forward to the Waterfront Advisory Committee at their next scheduled meeting and ask the Accessibility Advisory Committee for their feedback.

14. Future Meetings

The future meetings of Town Council are scheduled as follows:

- i. Committee of the Whole Tuesday April 20, 2021
- ii. Public Meeting Tuesday May 4, 2021

15. Public Question Period

There were no questions from the gallery.

16. Adjournment

MOVED by Councilor, M. MacIver and **SECONDED** by Deputy Mayor, B. MacQuarrie

"That the Town of Port Hawkesbury adjourns the April 6, 2021 Public Meeting at 8:17 p.m." . MOTION CARRIED.

May 5th / 2021
Date

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

Melissa Warner
Recorded by:
Melissa Warner
Communications and
Administration Officer