

**PORT HAWKESBURY TOWN COUNCIL**  
**COMMITTEE OF THE WHOLE**  
*Held Virtually*

**Minutes of Meeting**  
**May 18, 2021**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Councillor, Hughie MacDougall  
Councillor, Mark MacIver  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Director of Marketing, Recreation, Tourism & Culture, Michelle Farrow  
General Manager, Facilities and Operations, Gordie Snook  
Manager, Engineering and Public Works, Jason MacMillan

**Guests**

Norma Jean & Kailea Pedley – Cape Breton Partnership

**1. Call to Order**

A meeting of the Committee of the Whole was held virtually Tuesday, May 18, 2021 and called to order at 7:00 p.m. by Mayor B. Chisholm-Beaton.

**2. Additions to Agenda**

- i. Excessive Dog Barking – Councillor, M. MacIver
- ii. Meeting with Railway – Councillor, M. MacIver

**3. Approval of Agenda**

**MOVED by Councillor H. MacDougall and SECONDED by Councillor, J. Aucoin “to approve the agenda with two additions”. MOTION CARRIED.**

**4. Presentations**

Cape Breton Local Immigration and Cape Breton Welcome Network:

The presentation was a combined presentation for both The Cape Breton Local Immigration and the Sister network, the Cape Breton Welcome Network. Kailea talked about the Cape Breton Local Immigration mission statement, strategic priorities, the Community Consultation on Newcomer Settlement in Cape Breton – Unama’ki which was created based on focus groups and recent surveys that were conducted.

Norma Jean discussed the Cape Breton Welcome Network. She talked about how there currently is no Welcome Committee in the Town of Port Hawkesbury. She also described the importance of the Welcome Network, the activities they have done, and how the Town of Port Hawkesbury could help. There was a question and answer session following the presentation.

## 5. Council Reports on Assigned Committees

### Councilor J. Aucoin

A Planning Advisory Committee meeting was held on May 13<sup>th</sup>. He was appointed as the Chair and Megan Watt was appointed as the Vice Chair. Elm Court and the Waterfront properties were discussed and the PAC made a recommendation to Council which was presented following the Manager Reports. The Terms of Reference were also reviewed with the new committee members. Next Meeting is scheduled for June 9<sup>th</sup>.

The Housing Advisory meeting was scheduled for May 19<sup>th</sup> and deferred until next week due to scheduling conflicts.

The Allan J. MacEachen Regional Airport meeting was held on May 5<sup>th</sup>. The Committee approved the 2021 budget with amendments to the electronic gate and signage. Next meeting is scheduled for June 23<sup>rd</sup>.

### Deputy Mayor B. MacQuarrie

Will provided Council with a written update that will be circulated following the meeting.

### Councilor H. MacDougall

*The April Strait Area Transit meeting was cancelled and the committee is scheduled to meet May 26<sup>th</sup>.*

*The Audit Advisory Committee met on May 11<sup>th</sup> and the Committee appointed Larry MacKeigan as Chair and Peter Clow as Vice Chair. Grant Thorton presented to the Committee.*

*The Wall of Fame Committee had met and decided that they would defer to the Fall if the current Public Health restrictions are lifted by then.*

### Councilor M. MacIver

*No items to report.*

### Mayor B. Chisholm Beaton

Circulated committee updates via email prior to the meeting (attached). Also asked for Council to visit her Mayoral social media page and re-share the employment opportunity that is available through the Strait Richmond Housing Matters Coalition.

## 6. CAO REPORTS

### i. **MARKETING, RECREATION, TOURISM & CULTURE**

The following report was presented by Director, M. Farrow for Recreation, Marketing, Tourism & Culture. The report included:

- Trails,
- Strait Area Pool,

- Sports Wall of Fame,
- Covid-19 Testing,

Director, M. Farrow stated that a social media post will be made following the meeting to notify the Strait Area Pool users of the Spring classes cancelation and that refunds will be issued in the coming weeks. New trail maps have been received and will go out in the mailboxes this week. The Bear Head room is rented to the Nova Scotia Health Authority on a month - month basis.

## ii. FINANCE

An update on the project and initiatives in the Finance Department was presented by Director of Finance, E. MacEachen. The updated included:

- Balloon Debenture,
- Audit Committee Meeting,
- Annual Audit,

Director, E. MacEachen notified Council that the 2020/2021 financial audit is underway. The audit started on May 17<sup>th</sup> and will be completed virtually. The Balloon Debenture will be deposited into the Town account by the end of May.

## iii. ENGINEERING and PUBLIC WORKS REPORT

Manager of Engineering and Public Works, J. MacMillan provided a detailed update on many of the projects and initiatives ongoing in his department including:

- Traffic Sign Report,
- Waste Water Treatment Plant Grinder Replacement,
- Public Works Tenders,
- Public Works Activity Summary,
- Summary or Storm Events/Upset Conditions,
- Toolbox Safety Talk Topics,

Manager, J. MacMillan provided a detailed overview of the Waste Water Treatment Plant Grinder equipment (Muffin Monster) that is in need to be replaced.

**The consensus of Council was to move the Waste Water Treatment Plant Grinder forward to the Special Public Meeting following the Committee of the Whole for consideration.**

J. MacMillan also provided Council with an overview of Public Works staff monthly tasks. He also discussed the Tenders for line painting around town, which will start earlier this year than prior years. Mayor, B. Chisholm- Beaton asked if the rainbow crosswalks could be touched up prior to Pride Month next month. He also acknowledged that May 17<sup>th</sup> – 23<sup>rd</sup> is recognized nationally as Public Works Professional's week.

#### iv. FACILITIES, OPERATIONS AND PARKS

The General Manager, Facilities, Parks and Operations, G. Snook provided a report on the many initiatives ongoing in his department including;

- Civic Centre,
- Canada Summer Job Program,
- Oceans Innovation Centre,
- Strait Area Pool,
- Fire Hall,
- Accessibility,

General Manager G. Snook discussed the Canada Summer Job Program and informed Council that this year the Town was awarded 6 positions for 35 hours/week for a total of 8 weeks. This is a significant drop from previous years. G. Snook also talked about how the Port Hawkesbury Civic Centre staffs have been reallocated to other areas while the building is closed and a maintenance staff member is on medical leave.

#### 7. Other Business

- i. Eastern District Planning Commission Appointments - CAO, T. Doyle/J. Bain

**The consensus of Council was to consider a motion to approve the Staff Appointments at the June Public Meeting of Council.**

- ii. Committee of the Whole and Other Committees – Mayor, B. Chisholm-Beaton  
Mayor, B. Chisholm-Beaton discussed how she would like to form a sub-committee for the purpose of reviewing how committees were managed in the past and how Council can make them run more efficiently.

**The consensus of Council is to form a sub-committee with Mayor, B. Chisholm-Beaton, Councillors, H. MacDougall and M. MacIver to review how committees can function more efficiently.**

- iii. Consideration of Zoning Amendment C-2 and Zoning Designation Elm Court - CAO. T. Doyle

Mayor B. Chisholm-Beaton declared a conflict and had asked for Deputy Mayor, B. MacQuarrie to assume chair at 8: 42pm.

CAO, T. Doyle reviewed the Eastern District Planning Commission Staff Report for C-2 Zoning based on the recommendation from the Planning Advisory committee.

#### **Summary:**

Planning staff received a request to amend the Municipal Planning Strategy and Land Use By-Law to amend the Granville Street/Waterfront Development Zone (C-2) to allow for a beer garden and

restaurant within this zone. The current policy permits as of right “Places of entertainment, recreation, and assembly which are conducted within wholly enclosed buildings”. The current zoning does not permit this type of business. Planning staff recommend the removal of the “wholly enclosed buildings” provision from the Plan in order to permit this type of use within this Zone.

**Recommendation:**

In keeping with the priorities outlined for the future of the waterfront, staff recommends to council the removal of the “wholly enclosed buildings” provision within the C-2 Zone and Policy L-2.2.0 of the Municipal Planning Strategy to allow for the opening of the Portside Beer Garden. The waterfront redevelopment seeks to make the waterfront and boardwalk a “destination” within Port Hawkesbury. With the addition of new retail and dining spaces within this area, it is one step closer to achieving that goal.

**The consensus of Council was to move the C-2 amendment forward for the first reading at the Special Public Meeting of Council following the Committee of the Whole meeting.**

Mayor, B. Chisholm-Beaton rejoined the meeting at 8:48 and assumed the role of Chair.

Elm Court

CAO, T. Doyle reviewed the Eastern District Planning Commission’s Staff Report for the Elm Court properties 141-149 based on the recommendation of the Planning Advisory Committee.

**Summary From the EDPC Staff Report:**

The R-2 zoning of these lots allow for a unique solution to addressing the housing and green space need for the Town. Encouraging denser residential developments on a portion of the lots should allow for the total potential housing capacity to remain the same as if all the lots were developed as single unit dwellings, but with the added retention of the green space currently on the lots through a re-designation to Open Space. The exact proportion of lots recommended to be redesignated are currently inconclusive and should be further investigated.

**Recommendation from Planning Advisory Committee:**

That Council Move forward with the rezoning of Elm Court lots 141-149 from zone R-2 to Zone O.

**The consensus of Council was to move forward the Elm Court lots 141-149 rezoning for the first reading to the Special Public Meeting following Committee of the Whole.**

iv. Strait Area Pool – CAO, T. Doyle

CAO, T. Doyle talked about how the Town is requesting a more equitable funding model with the neighboring Municipalities for the Strait Area Pool. The town would like to see the Strait Area pool become a Regional Facility instead of a solely owned Town facility.

The consensus of Council was to have the Recreation Directors from the Municipality of the County of Inverness, the Municipality of the County of Richmond and the Town of Port Hawkesbury meet to explore a regional governance model for the Strait Area Pool.

**8. Approved Additions**

- i. **Excessive Dog Barking Complaints- Councilor, M. MacIver**  
Councilor, M. MacIver asked CAO, T. Doyle what the status was on the excessive dog barking complaint. CAO, T. Doyle said there are two dog barking complaints and letters will go out shortly.
  
- ii. **Meeting with Railway about idling of Trains – Councilor, M. MacIver**  
CAO, T. Doyle stated that there was a meeting scheduled for the week of May 10<sup>th</sup> but was deferred to May, 20<sup>th</sup>.

**9. Future Meetings (Held Virtually)**

- Public Meeting June 1, 2021
- Committee of the Whole June 15, 2021

**10. Adjournment**

**MOVED** by Deputy Mayor, B. MacQuarrie and **SECONDED** by Councilor J. Aucoin to adjourn the March 16, 2021 meeting of the Committee of the Whole at 9:02.pm. **MOTION CARRIED.**

June 4 2021  
Date

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

Melissa Warner  
Recorded by:  
Melissa Warner  
Communications and  
Administrative Officer