

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING  
Shannon Studio  
Minutes of Meeting  
May 2, 2023**

**Present**

Deputy Mayor, Hughie MacDougall  
Councillor, Mark MacIver  
Councillor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Manager of Engineering and Public Works, Jason MacMillan

**Regrets**

Mayor, Brenda Chisholm-Beaton

**Guests**

Port Hawkesbury Volunteer Fire Department – Donald MacDonald

**1. Call to Order**

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, May 2, 2023, and called to order at 7:00 p.m. by Deputy Mayor, H. MacDougall.

**2. Additions to Agenda**

- i. Municipal Government Act – Councillor, M. MacIver
- ii. Waterfront Project – Councillor, M. MacIver
- iii. Reeves Street Pilot Project – Councillor, M. MacIver
- iv. Filipino Society Request – Councillor, B. MacQuarrie

**3. Approval of Agenda**

**MOVED by Councillor, M. MacIver and SECONDED by Councillor B. MacQuarrie “That the Town of Port Hawkesbury approves the May 2<sup>nd</sup> Public Meeting Agenda as amended”. MOTION CARRIED.**

**4. Gallery Presentations**

Port Hawkesbury Fire Department – Fire Chief Donald MacDonald

Chief, D. MacDonald provided Council with a breakdown of calls over the past 5 years. Overall calls have seen a decrease during the Covid-19 period. 2022 has seen an increase in calls and he discussed a few of the highlights over the 2023. The department has focused on training in-house, rather than relying on the fire school for training. Several equipment upgrades have been made and the department applied for Emergency Services Provider Fund and was successful with their grant application. D. MacDonald listed the items that were purchased. There was a Q&A following the presentation.

Councillor B. MacQuarrie expressed his appreciation to the Chief on his leadership and the contributions to the community from the department members/volunteers.

**5. Acknowledgements**

Deputy Mayor, H. MacDougall asked if Council had any acknowledgments:  
May 5<sup>th</sup> National Red Dress Day also known as the National Day Awareness for Missing and Murdered Indigenous Women and Girls and Two-Spirit People is observing on May 5<sup>th</sup>.  
There were no other acknowledgements.

**6. Approval of Council Minutes**

i. Public Meeting of Council– April 4th, 2023

There were no errors or omissions.

**7. Business Arising from Minutes**

Councillor, B. MacQuarrie asked if CAO, T. Doyle has heard back from either of the counties on the shared services letter. CAO, T. Doyle had not heard back from either Municipality.

Councillor B. MacQuarrie asked if Councillor, J. Aucoin about the By-Laws. Councillor, J. Aucoin asked if Council would like to have Council's top three by-law priorities. Deputy Mayor, H. MacDougall suggested that staff reach out to Council for their priorities via email.

**8. Council Committee Reports**

i. Report from Committee of the Whole

Volleyball Cape Breton

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, J. Aucoin "THAT the Town of Port Hawkesbury support the volleyball Cape Breton Team with a donation of \$200." MOTION CARRIED.**

Fibromyalgia Awareness Day

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, M. MacIver "That the Town of Port Hawkesbury support Fibromyalgia Awareness Day on May 12." MOTION CARRIED.**

ii. Approval of Committee of the Whole Minutes – April 18, 2023

**MOVED by Councillor, M. MacIver and SECONDED by Councillor, B. MacQuarrie "THAT the Town of Port Hawkesbury approves the April 18, 2023, Committee of the Whole Minutes as presented." MOTION CARRIED.**

**9. Business Arising from Minutes**

There was no business arising from the minutes.

**10. Motions from In-Camera Session**

There was no In-Camera Session.

**11. Correspondence**

**Response Letter for Department of Municipal Affairs and Housing**

Deputy Mayor, H. MacDougall asked if there were any questions on the response letter that was received from the Department of Municipal Affairs and Housing. Councillor, B. MacQuarrie asked if this process was being reviewed in the Municipal Government Act review which could be a lengthy process. Councillor, J. Aucoin asked if Council should reach out to Municipal Affairs again expressing the situation in Towns.

CAO, T. Doyle supplied an overview of the letter that was sent the beginning of March.

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie to send a letter in response to express the situation that the Town of Port Hawkesbury is in today and ask for an interim solution.”**  
**MOTION CARRIED.**

## **12. Proclamations/Resolutions**

### **RCMP Retroactive Cost Resolution**

**MOVED by Councillor J. Aucoin and SECONDED by Councillor B. MacQuarrie “THAT the Town of Port Hawkesbury joins the Federation of Canadian Municipalities in calling on the federal government to commit to ensuring that local governments are meaningfully consulted, fully informed and at the table on issues related to policing costs given the municipal role in keeping our communities safe and will send a letter to our Local Member of Parliament.”** MOTION CARRIED.

### **Lyme Disease Awareness Month**

**MOVED by Councillor B. MacQuarrie and SECONDED by Councillor J. Aucoin “THAT the Town of Port Hawkesbury proclaim May 2023 as Lyme Disease Awareness Month.”** MOTION CARRIED.

## **13. Other Business**

### **i. Council Expenses, CAO, T. Doyle**

CAO, T. Doyle, gave an update on Council Expenses for the months of April. He reminded the gallery that Council expenses are posted on the Town of Port Hawkesbury website.

### **ii. Port Hawkesbury Development Terms of Reference – Councillor, B. MacQuarrie**

Councillor, B. MacQuarrie reviewed the amended Port Hawkesbury Development Terms of Reference that was recently approved by the Port Hawkesbury Development Committee.

A suggestion that had been made but was not included in the package was to include an appendix around conflict of interest.

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, M. MacIver “That the Town of Port Hawkesbury adopt the Terms of Reference for Port Hawkesbury Development Committee.”** MOTION CARRIED.

## **14. Approved Additions**

### **i. Municipal Government Act – Councillor, M. MacIver**

Councillor, M. MacIver brought up that he would like for CAO, T. Doyle to consult with the Town Solicitor to have an interpretation of Section 19 – Council meetings of the Municipal Government Act and Section 21 – Voting at a Council Meeting and present the results at a Committee of the Whole Meeting.

### **ii. Waterfront Advisory Committee – Councillor, M. MacIver**

Councillor, M. MacIver noted that there was a meeting earlier on May 2<sup>nd</sup> at the Waterfront on signage placement and kiosk siding colors. CAO, T. Doyle provided Council an update on the process of the project that had been announced and approved last summer in 2022. He notified Council of the past practice of the projects go to the Advisory committees first, and then the council representatives bring

the items forward to council. Councillor, M. MacIver stated that he thinks that the rest of Council should have been aware of signage before the finalization process.

iii. Reeves Street - CAO, T. Doyle

CAO, T. Doyle provided an update on the Reeves Street revitalization project and about how he is awaiting to speak to the Deputy Minister of Public Works. Councillor, B. MacQuarrie asked the Reeves Street report and had read a section of the June 2023 meeting minutes. He expressed his concerns around the timeline and his frustration. CAO, T. Doyle had expressed his prior direction from Council.

Deputy Mayor, H. MacDougall asked for clarification of the last meeting as there were several concerns that council brought forward to the staff members of the Department of Public Works.

**MOVED by Councillor, M. MacIver and SECONDED by Councillor, B. MacQuarrie "That the Town of Port Hawkesbury send a letter to the Minister of Department of Public Works asking for clarification on the concerns Council brought forward in June 2022 regarding the Reeves Street Pilot Project and what long terms plans have been made for permanent improvements based on the recommendations that councils requested." MOTION CARRIED.**

iv. Strait Area Filipino Society Request – Councillor, B. MacQuarrie.

Councillor, B. MacQuarrie read the request from the president of the Strait Area Filipino Society asking for the Filipino Flag to be raised on June 17<sup>th</sup> at 1pm.

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, M. MacIver "That the Town of Port Hawkesbury will fly the Filipino flag on June 17<sup>th</sup> for Filipino Heritage Day. MOTION CARRIED**

**15. Future Meetings**

The future meetings of the Town Council are scheduled as follows:

- |                               |                       |
|-------------------------------|-----------------------|
| i. Committee of the Whole     | Tuesday, May 16, 2023 |
| ii. Public Meeting of Council | Tuesday, June 6, 2023 |

**16. Public Question Period**

There were no questions from the Gallery.

**17. Adjournment**

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, M. MacIver "That the Town of Port Hawkesbury adjourns May 2, 2023, Public Meeting at 7:46." MOTION CARRIED.**

June 21 / 2023  
Date

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

Melissa Warner  
Recorded by:  
Melissa Warner  
Communications and  
Administration Officer