

**PORT HAWKESBURY TOWN COUNCIL**  
**PUBLIC MEETING**  
**Shannon Studio**  
**Minutes of Meeting**  
**September 5, 2023**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Hughie MacDougall  
Councillor, Mark MacIver  
Councillor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen

**1. Call to Order**

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, September 5, 2023, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton

**2. Additions to Agenda**

- i. Right to Know Week Proclamation – Mayor B. Chisholm-Beaton

For information purposes the Considerations from Public Hearing will be moved to the beginning of other business.

**3. Approval of Agenda**

**MOVED by Deputy Mayor, H. MacDougall and SECONDED by Councillor, M. MacIver “THAT the Town of Port Hawkesbury approves September 5, 2023, Public Meeting Agenda as amended”. MOTION CARRIED.**

**4. Gallery Presentations**

There were no gallery presentations.

**5. Acknowledgements**

Mayor, B. Chisholm-Beaton made the following acknowledgements:

- Congratulations to the Strait Area Sting 13U A Tier 5 Provincial Champions.
- Congratulations to Strait Area Sting 15U A for receiving second place in their division.
- Congratulations to Strait Area Sting 18U A for receiving third place in their division.

Councillor, M. MacIver wished longtime resident Margaret Hart a Happy 90<sup>th</sup> Birthday.

**6. Approval of Council Minutes**

- i. Special Public Meeting of Council – June 20, 2023

There were no errors or omissions

- ii. Special Public Meeting of Council – August 14, 2023

Item number 4 - Councillor, H. MacDougall wanted to double check on who moved the amended motion he thought that Councillor B. MacQuarrie moved the motion and Councillor, M. MacIver seconded it. There was a vote on the main motion that was missed in the minutes. Staff will double check the recording and amend if necessary.

**7. Business Arising from Minutes**

There was no business arising from the Special Public Meeting Minutes.

**8. Council Committee Reports**

There was no report from the Committee of the Whole as all items were resolved during the Special Public Meeting held on June 20<sup>th</sup>.

**MOVED by Deputy Mayor, H. MacDougall and SECONDED by Councillor, J. Aucoin that the "THAT the Town of Port Hawkesbury Approved the Committee of the Whole Minutes as presented." MOTION CARRIED.**

**9. Business Arising from the Minutes**

Mayor, B. Chisholm Beaton mentioned that Council has been advised by the Town Solicitor to develop a Committee of the Whole Policy based on Town Solicitor's she suggested that is something that Council needs to work on.

Mayor, B. Chisholm-Beaton asked if there were any nominations for the Strait Superport Board membership. CAO, T. Doyle notified Council that there have been no nominations brought forward at this time.

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

There was no In Camera Session.

**11. Correspondence**

There was no correspondence for the September 5<sup>th</sup> Public Meeting of Council.

**12. Proclamations/Resolutions**

i. Fetal Alcohol Spectrum Disorder

**MOVED by Deputy Mayor, H. MacDougall and SECONDED by Councillor, J. Aucoin to "THAT the Town of Port Hawkesbury adopts the proclamations for Fetal Alcohol Spectrum Disorder." MOTION CARRIED.**

ii. Right to Know Week

Councillor, B. MacQuarrie asked where the request was received from. CAO, T. Doyle notified that the request was received from the Office of Privacy and

**MOVED by Councillor, M. MacIver and SECONDED by Councillor, J. Aucoin to "THAT the Town of Port Hawkesbury adopts the proclamation for Right to Know Week proclaiming September 25 – October 1 as Right to Know Week." MOTION CARRIED.**

**13. Other Business**

- i. Considerations from Public Hearing – CAO, T. Doyle  
**MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, H. MacDougall “THAT the Town of Port Hawkesbury give second and final reading to the marketing levy bylaw effective November 1, 2023.” MOTION CARRIED.**
- ii. Council Expenses, CAO, T. Doyle  
CAO, T. Doyle, gave an update on Council Expenses for the month of June, July, and August. He reminded the gallery that Council expenses are posted on the Town of Port Hawkesbury website.
- iii. Connection the Dots Between Poverty and Health – Mayor, B. Chisholm-Beaton  
A gathering that will occur at the Port Hawkesbury Civic Centre that will help to increase knowledge around poverty and to figure out new ways to increase to overcome poverty in our area. There is a request from the Nove Scotia Health Authority that is organizing the event asking for a contribution of 500\$ to help support the event.

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, M. MacIver “THAT the Town of Port Hawkesbury donates the \$500 in kind contribution for the Connection the Dots Event.” MOTION CARRIED.**

- iv. New By-Law – Councillor, J. Aucoin  
Councillor, J. Aucoin mentioned that he has been approached by multiple ATV organizations including the Richmond Riders Association. The request is to allow for ATV's that are insured, registered, and operated by licensed drivers to use all Town owned streets with the restriction of driving between 10pm-7am to comply with the Town's noise bylaw. He asked Council to consider having first reading at the next public meeting giving staff a month to prepare with majority of the work done from Yarmouth.

Mayor, B. Chisholm-Beaton asked for more time to allow for staff to prepare. Councillor, J. Aucoin stated that two weeks is enough time to prepare as a template is already created and staff would just have to change a few words.

CAO, T. Doyle provided an update on the process for developing a new by-law such as forming a committee (Bylaw Advisory committee) in this case would be Council. CAO T. Doyle mentioned that Yarmouth's draft bylaw mentioned connecting two trails together. He noted that there is a significant amount of work to creating a new bylaw such as research into the Motor Vehicle Act.

Deputy Mayor, H. MacDougall mentioned that in the past and Council would meet in advance of regular Council meetings to review the bylaws beforehand to discuss any questions and issue that arise. He stated that this item was discusses at Police Advisory meetings prior and he thinks this should be moved faster than slower.

Councillor, M. MacIver and Deputy Mayor, H. MacDougall have a Police Advisory Commission meeting coming up and they can bring this item up to be discussed with the RCMP. He noted that you could drive a side-by-side to the post office rather than a SUV and it is more economically friendly by burning less gas.

Councillor, B. MacQuarrie mentioned that he would like for Council to be mindful of this by-law, as he gets frequent complaints about ATV's on MacQuarrie Drive Extension at different hours of the evening. He noted that Yarmouth had a meeting and had a significant amount of feedback their community regarding this item. The by-law process allows for the public to attend a public participation session and express their

concerns. Would like to know if there are any other municipalities in the province with a similar by-law opening all town own streets.

Councillor, J. Aucoin mentioned that he talked with Warden Morrison and Victoria County is interested in this by-law. Deputy Mayor, H. MacDougall mentioned that this can be discussed at the by-law meeting. Mayor, B. Chisholm-Beaton would like to know the other municipalities that are considering as a pilot project. Councillor, M. MacIver mentioned that the Province introduced the five pilots through legislation and left it up to the Municipalities to decide. Councillor M. MacIver mentioned that you have no jurisdiction over Reeves Street as that is provincially owned.

**Staff will research and bring forward to a Bylaw Meeting prior to the Committee of the Whole meeting.**

v. Update on Projects – CAO, T. Doyle

CAO, T. Doyle provided an overview of the current projects, and a thorough review will be presented at the Committee of the Whole. The projects mentioned were: Public Works Building Design, Tamarac Water Tank Demolition, Pitt Street and Water Street, Street Line Paving, Landrie Lake Water Utility Design, Road Replacement and Water System Upgrades. Councillor, B. MacQuarrie asked about the design work for the Tamarac Trail CAO, T. Doyle mentioned that phase of the project was deferred due to property development. The next phase of that project was Water Street and the Connector development that project was extremely over budget with the flash flooding events has been concerned with the trail that was designed for Cardiel. Part of that is a new crosswalk lighting and a sidewalk that will go along Queen Street. The design on the new. AT lane for the Eastern Town and Sydney Road Sidewalk. Which they are looking to award this week. Councillor, J. Aucoin asked about Bernard Street Sidewalk. CAO, T. Doyle stated that section of sidewalk was committed to Council. Councillor, M. MacIver asked if it was on Committee of the Whole.

vi. Mowing and Mulching – CAO, T. Doyle

CAO, T. Doyle mentioned that research was shared with Council and was ongoing. Manager of Engineering and Public Works has been reaching out the other municipalities to asked about their machinery. CAO, T. Doyle will send more information along prior to Committee of the Whole. Councillor, J. Aucoin asked if Prince Street Hill was going to be mowed this year. Deputy H. MacDougall mentioned that he brought this up at the Special Public Meeting. Councillor, M. MacIver thought that staff were going to hire a contractor to mow the hill. CAO, T. Doyle mentioned that there is an agreement with a contractor to mow Prince Street hill in the coming weeks once it dries out.

**14. Approved Additions**

The approved addition was discussed under Agenda Item 12.

**15. Future Meetings**

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

- |                               |                             |
|-------------------------------|-----------------------------|
| i. Committee of the Whole     | Tuesday, September 19, 2023 |
| ii. Public Meeting of Council | Tuesday, October 3, 2023    |

**16. Public Question Period**

There were no questions from the gallery.

**17. Adjournment**

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, J. Aucoin "That the Town of Port Hawkesbury adjourns September 5, 2023, Public Meeting at 7:57p.m." MOTION CARRIED.**

October 5 2023  
Date

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

Melissa Warner  
Recorded by:  
Melissa Warner  
Communications and  
Administration Officer