

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING
Shannon Studio
Minutes of Meeting
November 21, 2023**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Mark MacIver
Councillor, Jason Aucoin
Councillor, Hughie MacDougall (virtually)
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Director of Marketing, Recreation, Tourism and Culture, Michelle Farrow (virtually)
Manager of Engineering and Public Works, Jason MacMillan

Regrets

Councillor, Blaine MacQuarrie
Manager of Facilities, Operations, and Parks, Gordie Snook

1. Call to Order

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, November 21, 2023, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

2. Additions to Agenda

- i. Letter of Support for Cape Breton South Recruitment for Health – Councillor, J. Aucoin

3. Approval of Agenda

MOVED by Councillor, M. MacIver and SECONDED by Councillor, J. Aucoin “That the Town of Port Hawkesbury approves November 21, 2023, Public Meeting Agenda as amended”. MOTION CARRIED.

4. Appointment of Deputy Mayor

Mayor Brenda Chisholm-Beaton thanked on behalf of council the outgoing Deputy Mayor for his service over the past year.

MOVED By Councillor, H. MacDougall and SECONDED by Councilor, J. Aucoin “THAT the Town of Port Hawkesbury approves the appointment of Councillor, M. MacIver as Deputy Mayor for the next year”. MOTION CARRIED.

She presented the incoming Deputy Mayor, M. MacIver with a Certificate of Recognition for 20 years of service that was presented at the Nova Scotia Federation of Municipalities Fall Conference. She accepted the award on his behalf at the conference.

She also congratulated Councillor, H. MacDougall on his long service award that he received at the NSFM Fall Conference.

5. Gallery Presentations

There were no gallery presentations.

6. **Acknowledgements**

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

- November 5 - 11 Veterans' Week.
- November 8. Indigenous Veterans Day
- November 11 Remembrance Day
- November 20 National Child Day and Transgender Day
- November 20 – 26 Canada History Week.
- November 25 - December 10. 16 Days of Activism Against Gender Violence.

The Mayor congratulated Ms. Colleen Morgan's Grade 11 History Class that had chosen seven Veterans from the Strait Area to study for the Canadian Veteran Banner Program to honor those Veterans. The banners were displayed in the Civic Centre the week before Remembrance Day. Town staff will be making arrangements to have the banners hung on the light poles along Pitt Street Extension for next year.

MOVED by Deputy Mayor, M. MacIver and SECONED by Councillor, J. Aucoin to send a letter of Congratulations to Colleen Morgan's Class on behalf of Council." MOTION CARRIED.

7. **Approval of Council Minutes**

- i. Public Meeting of Council – October 3, 2023
There were no errors or omissions.
- ii. Special Public Meeting of Council – October 17, 2023
There were no errors or omissions.

8. **Business Arising from Minutes**

Deputy Mayor, M. MacIver commented that the recently purchased boom flail mower work around town. The brush cutting maintenance has been quite noticeable and makes a positive improvement.

9. **Council Committee Reports**

Challenger Baseball

MOVED by Councillor, J. Aucoin and SECONDED by Councillor, H. MacDougall "That the Town of Port Hawkesbury provide in kind support to the Challenger Baseball program." MOTION CARRIED.

Councillor, J. Aucoin spoke about the program bringing children and adults out to a ball field that generally wouldn't be able to attend. Director, E. MacEachen mentioned that Manager of Recreation and Active Living would be able to assist the organization with funding applications and be able to guide them to appropriate funding opportunities.

Port Hawkesbury Literacy Council

MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “THAT the Town of Port Hawkesbury make an in-kind donation of the rental cost of the Bear Head Room for the Port Hawkesbury Literacy Council’s annual fundraiser.” MOTION CARRIED.

Port Hastings Historical Society

MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, H. MacDougall “THAT the Town of Port Hawkesbury send a letter of thanks to the Strait Area Historical Society as requested by the Waterfront Advisory Committee.” MOTION CARRIED.

APPROVAL OF MINUTES

MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, J. Aucoin “THAT the Town of Port Hawkesbury approve the October 17th, 2023, Committee of the Whole Minutes as presented.” MOTION CARRIED.

10. Business Arising from the Minutes

There was no business arising.

11. Motions from In-Camera Session

There were no motions coming forward from the In Camera Session.

12. Council Reports on Assigned Committees

Mayor, B. Chisholm-Beaton had submitted her report electronically and it was included in the agenda package.

Councillor H. MacDougall

Port Hawkesbury Development Advisory Committee – A meeting was held on November 14th.

Waterfront Advisory Committee Meeting – A meeting was held on November 20th.

Audit Advisory Committee Meeting- A meeting was held on November 1.

He was in attendance for the Nova Scotia Federation of Municipalities Fall Conference that was held on November 3rd-7th.

Deputy Mayor, M. MacIver

Noted that all meetings were covered already by other Councillors.

Councillor, J. Aucoin

Planning Advisory Committee Meeting was held on November 16th.

Parks and Recreation Advisory Committee Meeting was held on November 2nd.

He was in attendance at the Cape Breton Tourism Summit in Baddeck on November 16.

He was in attendance for the Nova Scotia Federation of Municipalities Fall Conference that was held on November 3rd-7th.

13. CAO Reports.

CAO, T. Doyle gave a quick overview of the Departmental Reports including:

- Facilities, Operations, and Parks
- Marketing, Recreation, Tourism, and Culture,
- Finance, and

- Engineering and Public Works

He mentioned the Town of Port Hawkesbury Annual Christmas Parade that is being held on Sunday December 3rd. He also thanked Manager of Engineering and Public Works and to the entire Public Works Staff on their fast response and repair at the water main break that occurred on November 14th. Councillor, J. Aucoin mentioned that he was very thankful to the entire Public Works staff, and the Water Treatment crew as well as Norvon on their quick response. Councillor, H. MacDougall and Deputy Mayor, M. MacIver also thanked the Public Works team.

He asked that Council reach out to department heads directly if there are any questions about the November reports.

14. Correspondence

Mayor, B. Chisolm-Beaton brought forward correspondence that was circulated in the agenda package from the office of Municipal Affairs and Housing regarding the 911 Cost Recovery Fund.

15. Proclamations/Resolutions

Economic Abuse Awareness Day

MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, J. Aucoin “That the Town of Port Hawkesbury proclaims November 26 as Economic Abuse Awareness Day in The Town of Port Hawkesbury.” MOTION CARRIED.

16. Other Business

- i. Council Expenses, CAO, T. Doyle

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

- ii. December and January Meeting Dates – CAO, T. Doyle

Mayor, B. Chisholm-Beaton mentioned that there are some scheduling conflicts in December. She will be away the first week. She listed some options for Council to consider.

The Consensus of Council was the following:

December 19th Joint Public Meeting/Committee of the Whole.

January 9th Public Meeting of Council.

January 23rd Committee of the Whole.

- iii. December Holiday Schedule – CAO, T. Doyle

MOVED by Councillor, J. Aucoin and SECONDED BY Deputy Mayor, M. MacIver “That the Town of Port Hawkesbury Approve the 2023 Holiday Schedule as presented at the Joint Public Meeting of Council/Committee of the Whole held on November 21, 2023.” MOTION CARRIED.

- iv. Advisory Citizen Appointments – CAO, T. Doyle

Port Hawkesbury Development

MOVED by Councillor, H. MacDougall and SECONDED by Deputy Mayor, M. MacDougall “That the Town of Port Hawkesbury appoints Doreen Livingston to the Port Hawkesbury Development Committee” MOTION CARRIED.

Accessibility Advisory Committee

MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “That the Town of Port Hawkesbury appoints Tiffany Coffin to the Port Hawkesbury Accessibility Advisory Committee” MOTION CARRIED.

- v. Town of Port Hawkesbury Housing Needs Assessment Report – CAO, T. Doyle

CAO, T. Doyle mentioned that a significant document that has been distributed to Council that was created by the Province of Nova Scotia. This document has been brought forward to the Port Hawkesbury Advisory Development Committee and will be used in the future. His intent is to bring forward to another meeting to discuss this document in more detail.

- vi. Memorandum of Understanding Destination Cape Breton – CAO, T. Doyle

CAO, T. Doyle reviewed the Memorandum of Understanding between Destination Cape Breton and the Participating Municipalities: Cape Breton Regional Municipality, Municipalities of the County of Inverness, Municipality of Victoria County, Municipality of the County of Richmond, and the Town of Port Hawkesbury. He reviewed the highlighted changes throughout the MOU. He listed the changes throughout the document that are reflected in the Levy.

MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “That the Town of Port Hawkesbury “That the Town of Port Hawkesbury enter a Memorandum of Understanding with Destination Cape Breton and the Participating Municipalities.” MOVED CARRIED.

- vii. Town of Port Hawkesbury Travel Policy – CAO, T. Doyle

MOVED by Councillor, J. Aucoin and SECONDED by Councillor, H. MacDougall “That the Town of Port Hawkesbury adopt the Travel Policy as presented at the September 19 Bylaw and Policy Meeting effective October 3, 2023.” MOTION CARRIED.

- viii. 2024 Municipal Election – CAO, T. Doyle

CAO, T. Doyle bringing this item forward in advance of the next election. The Town’s Electronic Voting Bylaw was only valid for one year. His intention is to bring forward some options at the next meeting.

- ix. Water Testing Results – Councillor, H. MacDougall

CAO, T. Doyle mentioned that there have been two tests conducted in the past year. There was a test done in the fall and the summer. He stated that there needs to be a baseline of testing developed to ensure that the water is safe for recreation purposes. The plan is to put a process in place by next spring.

- x. Development Zone Bylaw – Director, E. MacEachen

Director E. MacEachen mentioned that there is a preliminary draft of this bylaw in the package. This draft was brought forward to the Planning Advisory Committee on November 16th. The zone that is focused on is the R-5 which is Reeves Street. Municipalities have been given the ability to phase in assessment through Section 71 of the MGA. The purpose of this Bylaw is to support Economic growth within the Town and to support commercial development. She explained that she would like to have some feedback from Council prior to having first reading. She asked for Councils’ opinions on the threshold and parameters of the bylaw. This would have to be

administrated manually. She reviewed a few other parameters that could be options she could take back in the in the first final draft. This preliminary by-law allows for maximum of 50% of taxes rebate for up to 10 years.

Councillor, J. Aucoin mentioned that one PAC member felt very strongly about adding the Industrial Park and Granville Street to the Development Zones.

Councillor, J. Aucoin asked Council to send a follow-up letter to Minister Lohr and our MLA and Alan MacMaster on Mixed Use Phase in tool. Asking the Province to change the legislation to allow residential building to be included in the program. Conditions of the bylaw would be met and include residential in that zone and the change would be made to legislation from the Province.

Deputy Mayor, M. MacIver asked if there are any over six units outside the development zone asking if it would pose a problem.

CAO, T. Doyle mentioned that the Development Zone is meant to be one area of your Municipality to spur on new growth withing the designated zone. The intention is not for the whole town to be a development zone. Councillor, H. MacDougall would like to review the item more before he makes a motion on this item.

MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “Follow up email from Brenda to Minister Lohr and MLA MacMaster to follow up on the letter that was sent.” MOTION CARRIED.

One Nay recorded by Councillor, H. MacDougall

CAO, T. Doyle mentioned that staff would like more time and will need Eastern District Planning Commission in attendance to prepare for First Reading of the Development Zone Bylaw.

- xi. Municipal Capital Growth Program – CAO, T. Doyle
CAO, T. Doyle mentioned that there are opportunities to move a project forward. Staff would like to meet **Monday, November 27th at 3pm for a Special Public Meeting** to review and consider project options prior to applying for this program. CAO, T. Doyle will need a resolution of Council for the application.

17. Approved Additions

- i. Cape Breton for South Recruitment for Health
Councillor, J. Aucoin had been approached by a doctor that would like to practice and live in Port Hawkesbury. He connected him with the Cape Breton South Recruiting for Health Recruitment Navigator Gina MacDonald. She has requested a letter of support from the Town to assist with her advocacy for this doctor to the Department of Health and Wellness.

MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “THAT the Town of Port Hawkesbury send a letter of support to Cape Breton South Recruitment of Health.” MOTION CARRIED.

18. Future Meetings

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

- i. Special Public Meeting of Council Monday, November 27th at 3pm
- ii. Joint Public Meeting/Committee of Whole Tuesday, December 19th – 7pm

- iii. Public Meeting of Council – Tuesday, January 9th, 2024 – 7pm
- iv. Committee of the Whole-

19. Public Question Period

There were no questions from the gallery.

20. Adjournment

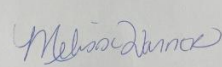
Town of Port Hawkesbury Public Meeting of Council adjourned at 8:19 p.m.

January 2, 2024

Date



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



Recorded by:
Melissa Warner
Communications and
Administration Officer