

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING  
Shannon Studio  
Minutes of Meeting  
June 18, 2024**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Mark MacIver  
Councillor, Blaine MacQuarrie  
Councillor, Jason Aucoin  
Councillor, Hughie MacDougall  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Manager of Facilities and Operations, Gordie Snook  
Interim Manager of Engineering and Public Works, Sajin John

**Regrets**

Director of Marketing, Recreation, Tourism and Culture, Michelle Farrow

**1. Call to Order**

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, June 18, 2024, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

- i. Strait Area Truck and Tractor Pull – CAO, T. Doyle

**3. Approval of Agenda**

**MOVED by Councillor, H. MacDougall and SECONDED by Deputy Mayor, M. MacIver “That the Town of Port Hawkesbury approves, the June 18<sup>th</sup> Public Meeting Agenda as amended”. MOTION CARRIED.**

**4. Gallery Presentations**

**Cape Breton Partnership – T. Mattheis**

CEO, T. Mattheis, provided Council with an overview of the Forward Together Initiative. The six strategic pillars and the implementation plan will be tracked on an annual basis to make sure that the plan is achieved. The Cape Breton Regional Enterprise Network has a new Multi-Party Agreement for Council's review.

Mayor, B. Chisholm-Beaton stated that this item should be added on the agenda for discussion at the next meeting of Council.

**Grant Thornton – Jenny Kaiser**

Grant Thornton's Senior Auditor, Jenny Kaiser provided Council with a high-level overview of the non-consolidated & Consolidated financial statements. Director of

Finance, E. MacEachen reviewed the report from the audit committee. She noted that the consolidated statements are what the auditor's report on based on the public sector accountability for standards. And the non- consolidated are what staff use for internal budgetary planning. She noted that the 2-million-dollar surplus is for grants that have been received.

**MOVED by Councillor, H. MacDougall and SECONDED by Deputy Mayor, M. MacIver "To approve the Town of Port Hawkesbury March 31, 2023, audited consolidated financial statements and non-consolidated financial statements as presented to the Audit Committee at the Audit Committee meeting, June 17, 2024" MOTION CARRIED.**

Councillor, H. MacDougall thanked Chair Larry MacKeigan and Brandon Wells as well as Erin and Terry on their work they did over the last few months in preparation of the audit.

## **5. Acknowledgements**

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

June 21<sup>st</sup> is National Indigenous Day

June is Pride Month

June 15<sup>th</sup> was Filipino History month and on June 15<sup>th</sup> the Strait Area Filipino Society held an event at the Port Hawkesbury Civic Centre.

Mayor Chisholm-Beaton wanted to congratulate the Town of Port Hawkesbury's Volunteer of the Year - Sharon Harris. Senior Staff will circulate more information in the coming weeks leading up to the Provincial Event to be held in September.

Councillor, J. Aucoin wanted to acknowledge NSCC and SAERC graduates of 2024.

Councillor, H. MacDougall wanted to acknowledge the mother of two former employees on her 100<sup>th</sup> birthday, Ruth MacDonald from the Town of Mulgrave

## **Approval of Council Minutes**

i. Public Meeting of Council – May 7, 2024

There were no errors or omissions.

ii. Special Public Meeting of Council – May 21, 2024

There were no errors or omissions.

## **7. Business Arising from Minutes**

Deputy Mayor, M. MacIver asked if there was any correspondence on Reeves Street. CAO, T. Doyle noted that he received an update on the issues that have been identified from Senior Engineer Mark Brace with the Nova Scotia Department of Public Works.

## **8. Council Committee Reports**

### **APPROVAL OF MINUTES**

**MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, H. MacDougall  
“THAT the Town of Port Hawkesbury approve the May 18, 2024, Committee of the  
Whole Minutes as presented.” MOTION CARRIED.**

## **9. Business Arising from the Minutes**

There was no business arising.

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

**There was no In Camera Session**

## **11. Council Reports on Assigned Committees**

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

### **Councillor, B. MacQuarrie**

Allan J. MacEachen Regional Airport Committee – A Meeting was held on May 29<sup>th</sup>.  
Cape Breton South Recruiting for Health – A meeting was held on  
Strait of Canso Offshore Wind Task Force – A meeting was held on June 11.  
Strait Richmond Housing Matters Coalition - A meeting was held on June 12.  
Eastern Counties Regional Library - A meeting was held on June 13.  
Strait Area Transit – A Meeting was held on May 31<sup>st</sup>.

### **Councillor H. MacDougall**

Festival of the Strait has had several meetings ongoing leading up to the festival.  
A Police Advisory Committee Meeting was held on June 11<sup>th</sup>.  
An Audit Advisory Committee Meeting was held on June 17<sup>th</sup>.

Waterfront Advisory Committee Meeting – A meeting is scheduled for June 24<sup>th</sup>

Councillor, H. MacDougall attended the Federation of Canadian Municipalities conference held in Calgary on June 5-10<sup>th</sup>.

### **Deputy Mayor, M. MacIver**

The Waterfront Advisory Committee was rescheduled for June 24.

### **Councillor, J. Aucoin**

Had nothing to report this month.

## **12. CAO Reports.**

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

- Engineering and Public Works
- Marketing, Recreation, Tourism, and Culture,
- Facilities, Operations, and Parks
- Finance, and

CAO, T. Doyle introduced the Acting Manager of Engineering and Public Works Sajin John to Council and the gallery.

### **Budget 2024/2025**

Director, E. MacEachen, reviewed the budget process for this year as well as the assessment trends for residential and commercial. She highlighted the Town of Port Hawkesbury revenue and expenses. She reviewed that 2024/2025 tax rates will remain stable should Council approve the draft budget. Capital highlights were also reviewed she noted that 55% of the projects are leveraged and projects that will take place over the fiscal.

Deputy Mayor, M. MacIver wanted to thank Director, E. MacEachen on her work done on this budget. Councillor, H. MacDougall want to thank E. MacEachen and that Council is lucky to have her on staff.

**MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, H. MacDougall “That the Town of Port Hawkesbury approves the Operating and Capital Budgets as presented June 18, 2024, with a Residential Tax Rate set at \$1.58/\$100 assessment and a Commercial Tax Rate set at \$4.16/\$100 assessment, and a Sewer Service Charge of \$0.22/\$100 assessment for the fiscal year 2024-2025. Property taxes are payable as billed by June 1, 2024, and October 1, 2024, and interest will be charged at a rate of 18% per annum on overdue accounts.” MOTION CARRIED.**

## **13. Correspondence**

There was no correspondence.

## **14. Proclamations/Resolutions**

There were no proclamations or resolutions.

## **15. Other Business**

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

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

### **ii. Old Sydney Road Bench – Councillor, J. Aucoin**

Councillor, J. Aucoin noted that he received a few phone calls about a bench that was placed on Old Sydney Road and the resident noted that when you sit on the bench it looks right in her window.

**MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver “to remove the bench that was placed along Old Sydney Road and repurpose the cement pad for planters and for the bench be placed at another location in Town.” MOTION CARRIED.**

iii. PCAP Application – Manager, J. MacMillan

CAO, T. Doyle reviewed the PCAP program with Council.

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie “THAT the Town of Port Hawkesbury approves the submission of one application to the Provincial Capital Assistance Program for the Water Treatment Plant PLC Upgrades Project.” MOTION CARRIED.**

iv. Considerations from Public Hearing – CAO, T. Doyle

Memorial Drive

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie “That Town Council give Second Reading and approve entering into the Development Agreement for a maximum of 80 units on Lot 5B, PID #50155779, Memorial Drive, Town of Port Hawkesbury, Inverness County.” MOTION CARRIED**

Commercial Restricted (c-4) Zone

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, J. Aucoin “That Town Council approve the amendments to the Town of Port Hawkesbury Municipal Planning Strategy and Land Use By-law as outlined in Appendix A of the staff report dated April 25, 2024, to allow additional uses in the Commercial Restricted C-4 Zone, to relax architectural requirements for accessory buildings in specified zones, and to amend signage provisions.” MOTION CARRIED.**

Alternative Voting By-Law

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie “That the Town of Port Hawkesbury give second and final reading to the Alternative Voting By-Law effective June 18th, 2024.” MOTION CARRIED.**

v. Reeves Street Update – Councillor, B. MacQuarrie

Councillor B. MacQuarrie noted that he would like to defer to the Deputy Mayor to speak about this item. CAO, T. Doyle reviewed that staff met with NSPW staff with Mark Brace Dwayne Cross, Paul Colton and to discuss the 14 issues that were identified by Council. He stated that they don't have the report prepared so they provided Council with an

update on the issues. CAO, T. Doyle reviewed the report. He indicated that staff have asked for Department of Public Works to provide Council with a presentation to review the issues that have been indicated.

Deputy Mayor, M. MacIver noted item #8 – CAO, T. Doyle noted that he would get clarification on that item with respect to Subway Driveway. Deputy Mayor, M. MacIver noted that there have been many complaints about the latest traffic on Reeves Street. He noted that he would like to see if it will move the project forward with the Province to come and present to tell us why it should be three lanes. The Deputy Mayor noted that there is no heading and no signature on the report.

**MOVED by Deputy Mayor, M. MacIver and SECONDED by Councillor, H. MacDougall “That Reeves Street be changed back to 4 lanes to petition the Province to remedy the current issues.”**

Councillor, J. Aucoin brought up item #6 and asked if Unifor was contacted about taking away one of the driveway. CAO, T. Doyle noted that was an access management project – a new alignment would rely on curb placement to be directed. CAO, T. Doyle can provide a drawing that demonstrates the curb placement drawing. The subway driveway that was identified in the report may mean the Daycare. Councillor, J. Aucoin noted that he supports Reeves Street with the three lanes with the changes, but he has to support the motion tonight to see if the Province will come to meet with Council.

Councillor H. MacDougall noted that it has been 8 years that Reeves Street has been an item of discussion. He reiterated that the traffic backlog on Reeves Street was brought up at the Police Advisory Committee.

Councillor B. MacQuarrie noted that he supports the motion in principle and shares the frustration as the other Councillors do and has public has expressed.

Mayor, B. Chisholm-Beaton – asked about the AT lane of Reeves Street and expressed her concerns about Active Transportation project.

### **AMENDMENT**

**MOVED by Councillor, H. MacDougall SECONDED by Deputy Mayor, M. MacIver “To be added to the original motion that, a letter be prepared and sent to Council for review and then sent to the appropriate government officials at the Province of Nova Scotia within two weeks.” The Amendment was passed.**

**THE ORIGINAL MOTION WAS PASSED AS AMENDED.**

**One Ney recorded by Mayor B. Chisholm-Beaton on the original motion.**

CAO, T. Doyle noted that the Active Transportation component of Reeves Street would not work with the 4-lane configuration and the funding that has been received would not be utilized.

- vi. Crosswalk Flag Initiative – Mayor, B. Chisholm-Beaton  
Mayor, B. Chisholm reviewed the project with Council. Senior staff will identify the best locations for the project.

**MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, M. MacIver “That the Town of Port Hawkesbury purchase three crosswalk flag kits.”  
MOTION CARRIED.**

Councillor, J. Aucoin, was concerned about the cost of the kits.

- vii. Evergreen Seniors Club Letter of Support – Mayor, B. Chisholm-Beaton

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, H. MacDougall  
“That the Town of Port Hawkesbury send a letter in support of the Accessibility  
Upgrades to the Evergreen Seniors Club.” MOTION CARRIED.**

Mayor, B. Chisholm Beaton will get clarification and will circulate to Council where the letter is being sent to.

- viii. Summer Recess – CAO, T. Doyle

**MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver  
“That the Town of Port Hawkesbury Recess for the months of July and August for  
Regular Public Council Meetings and Committee of the Whole Meetings and will  
call Special Public Meetings as required.” MOTION CARRIED.**

## **16. Approved Additions**

- i. Strait Truck and Tractor Pull

CAO, T. Doyle reviewed the event that is being held in September and noted a list of local businesses that will be taking part in the event.

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, B. MacQuarrie  
“That the Town of Port Hawkesbury approve the use of Unity Drive Property for the  
Strait Truck and Tractor Pull scheduled for September 21, 2024, subject to meeting  
health, safety, security and liability conditions and the approval of the co-owners  
of the property the Municipality of the County of Richmond.”**

Deputy Mayor, M. MacIver asked if the Town has the authority to allow as the current leaseholder.

### **Amendment**

**MOVED M. MacIver and SECONDED by Councillor J. Aucoin “To include a NSCC  
approval to the Motion” MOTION CARRIED.**

**THE MOTION WAS APPROVED AS AMENDED.**

## **17. Future Meetings**

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

- i. Public Meeting of Council, Tuesday, September 3<sup>rd</sup> 2024, at 7pm
- ii. Committee of the Whole Tuesday, September 17th, 2024, at 7pm

**18. Public Question Period**

There were no questions from the gallery.

**19. Adjournment**

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, H. MacDougall  
Town of Port Hawkesbury Public Meeting of Council adjourned at 8:46p.m.**

**September 4, 2024**

Date



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



Recorded by:  
Melissa Warner  
Communications and  
Administration Officer