

**PORT HAWKESBURY TOWN COUNCIL  
COMMITTEE OF THE WHOLE  
Shannon Studio  
Minutes of Meeting  
September 17, 2024**

**Present**

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

**1. Call to Order**

A meeting of the Committee of the Whole was held in the Shannon Studio, Tuesday, September 17, 2024, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

There were no additions to the agenda.

**3. Approval of Agenda**

**MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, M. MacIver “to approve the agenda as presented.” MOTION CARRIED.**

**4. Presentations**

There were no presentations

**5. Council Reports on Assigned Committees**

Mayor, B. Chisholm-Beaton circulated her report via email.

Deputy Mayor, M. MacIver

A Police Advisory Meeting was held on September 16<sup>th</sup>.

Councillor, H. MacDougall

A Police Advisory Committee Meeting was held on Sept 16<sup>th</sup>.

Councillor B. MacQuarrie

An Eastern Counties Regional Library Meeting was held on August 22<sup>nd</sup>. A consultant has been hired by the Province to work on creating a strategic plan.

A Cape Breton South Recruiting for Health meeting was held on June 19<sup>th</sup>. A meeting was scheduled for August 15<sup>th</sup> but there were scheduling conflicts.

## 6. CAO REPORTS

Chief Administrative Officer CAO, T. Doyle provided Council with a presentation of the term in review. The term covered the following items from 2020-2024:

- Paving
- Sidewalks & AT Lanes
- Utilities
- Waterfront
- Facilities
- Recreation
- Programming
- Events
- Housing
- Emergency Management
- Accessibility
- Development and Marketing Conditions
- New Businesses to Town and,
- Assessment Growth

Council raised concerns about not having a clear understanding of the level of investment in paving for this fiscal year. Council had understood that complete streets would be paved as opposed to a combination of complete streets and single lane paving.

CAO, T. Doyle noted that staff have presented several times to Council during the budgetary process and through other reporting. He noted that there were two complete streets that were approved for this budget – Bernard and Hiram and the rest of the streets would receive lane replacement. He noted that staff developed a plan to pave the worst areas and get the most of out the funds that were budgeted for paving.

Council reiterated their misunderstanding around the capital paving plan.

Clarity was provided by Director, E. MacEachen on the capital paving amount being \$460,000.

CAO, T. Doyle noted there was a long-term lease that was signed for Station House. The Tenant was not able to start up business due to labor shortages in the area. He stated that Council has decided is to find another tenant for Station House.

Councillor, H. MacDougall wanted to mention the Sports Wall of Fame and asked how much the Dan Willie MacDonald ballfield lights cost the Town of Port Hawkesbury. CAO, T. Doyle noted that the Dan Willie MacDonald Ballfield Light project has been fully funded by external sources.

Councillor, J. Aucoin asked about the engineering firm that was to be hired for the flooding that was taking place within Town and asked for a report on that. CAO, T. Doyle noted that hiring an engineering firm to investigate the flooding is in the budget for this fiscal year and that work would be completed this fiscal year.

## **7. Other Business**

### **i. Austin Letcher– Mayor, B. Chisholm-Beaton**

Mayor, B. Chisholm-Beaton provided Council with a short presentation on Austin Letcher. She provided Council with a draft plan for consideration. The plan included history on Austin Letcher, his impact, the idea, the research that has happened over the past 12 months and the timeline to utilize the Centennial Woodland Trails to create a fully accessible woodland trail. Mayor, B. Chisholm-Beaton asked Council to consider this request at the October Public Meeting.

Town Resident, Stephen Long thanked Mayor Chisholm-Beaton for her work on this project.

Council overall was supportive of the project but had concerns with timeline and would have preferred to have had updates on progress in advance of the completed proposal.

### **ii. Port Hawkesbury Waterfront Mayor, B. Chisholm-Beaton**

Mayor, B. Chisholm-Beaton stated that CAO, T. Doyle had brought Council up to speed on the Station House agreement with his Term in Review presentation. She noted that she was not up to date on this item and had previously declared a conflict in discussions that would have occurred previously.

Councillor, H. MacDougall stated as a member of the Waterfront committee Council should be proud and congratulated on the most recent work that has been completed on the Waterfront. He would like to see the work continue into next term as the Waterfront is getting a lot of attention.

### **Councillor, J. Aucoin declared a conflict at 8:19pm**

### **iii. Strait Area Transit Membership – CAO, T. Doyle**

CAO, T. Doyle noted that there has been modernization of the Strait Area Transit Bylaws. He reviewed these changes with Council. The current Strait Area Transit membership consists of Councillor B. MacQuarrie and Councillor, H. MacDougall.

Councillor, B. MacQuarrie noted that Warden A. Mombourquette has spent a lot of time updating the current bylaws as they have not been updated in 10 years. He highlighted that in memberships of a cooperative you have to have members, and from your membership you choose representatives to form your Board of Directors. The recommendation from the Strait Area Transit Board is that the board is designating that the Councils of the Municipality of the County of Inverness, the Municipality of the County of Richmond and the Town of Port Hawkesbury are

members of the Strait Area Transit Cooperative Limited. Each respective Council will select two members that will sit on the Board of Directors.

Councillor, B. MacQuarrie stated that the recommended motion would be for the Town of Port Hawkesbury to approve the amended bylaws of the Strait Area Transit Cooperative Limited as presented at the September Committee of the Whole Meeting.

**This item will move forward to the October Public Meeting of Council.**

**Councillor J. Aucoin returned at 8:24pm.**

iv. Paving – Deputy Mayor, M. MacIver

Deputy Mayor, M. MacIver noted that this item was covered during the Term in Review.

## 8. Approved Additions

There were no additions to the agenda.

## 9. Future Meetings

- Public Meeting of Council October 1, 2024
- Public Consultation on Reeves Street October 3, 2024
- ~~Committee of the Whole~~ ~~October 15, 2024~~

## 10. Adjournment

**MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, H. MacDougall the Committee of the Whole adjourned at 8:26 p.m. MOTION CARRIED.**

October 2, 2024

Date



Approved  
Terry Doyle, P. Eng  
Chief Administrative Officer



Recorded by:  
Melissa Warner  
Communications and  
Administrative Officer