

**PORT HAWKESBURY TOWN COUNCIL  
PUBLIC MEETING  
Shannon Studio  
Minutes of Meeting  
December 10, 2024**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Iaian Langley  
Councillor, Todd Barrett  
Councillor, Paula Hart  
Councillor, Blaine MacQuarrie  
Chief Administrative Officer, Terry Doyle  
Director of Finance, Erin MacEachen  
Director of Marketing, Recreation, Tourism and Culture, Michelle Farrow (virtually)  
Acting Manager of Engineering and Public Works, Sajin John

**Regrets**

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, December 10, 2024, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

- i. Motions from In Camera – Mayor, B. Chisholm-Beaton
- ii. Recognition to the new MLA for Inverness (under acknowledgements) – Councillor, B. MacQuarrie

**3. Approval of Agenda**

**MOVED by Councillor, T. Barrett and SECONDED by Councillor, B. MacQuarrie “That the Town of Port Hawkesbury approves, the December 10, 2024, Public Meeting Agenda as amended”. MOTION CARRIED.**

**4. Gallery Presentations**

There were no gallery presentations.

**5. Acknowledgements**

Mayor, B. Chisholm-Beaton asked Councillor, B. MacQuarrie to discuss his item for the agenda:

**MOVED by Councillor, B. MacQuarrie SECONDED by Councillor, P. Hart “That the Town of Port Hawkesbury Council send a letter of congratulations to the newly elected MLA Kyle MacQuarrie and invite him to come to a meeting of Council.” MOTION CARRIED.**

Mayor, B. Chisholm-Beaton made the following acknowledgements:  
International Day of Persons with Disabilities: December 3rd

National Day of Remembrance and Action on Violence Against Women: December 6<sup>th</sup>.  
Human Rights Day on December 10<sup>th</sup>.  
Christmas Day is December 25<sup>th</sup>.

## **6. Approval of Council Minutes**

- i. Special Public Meeting of Council – November 19, 2024  
There were no errors or omissions.

## **8. Business Arising from Minutes**

Mayor, Chisholm-Beaton noted that the letters have been circulated with Council and once the drafts have been approved, they will be sent along.

## **9. Council Committee Reports**

**There was no report from Committee of the Whole due to the Special Public Meeting that was held on November 19<sup>th</sup>.**

## **APPROVAL OF MINUTES**

**MOVED by and SECONDED by Councillor, “THAT the Town of Port Hawkesbury approve the November 19, 2024, Committee of the Whole Minutes as presented.”  
MOTION CARRIED.**

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

Councillor, B. MacQuarrie noted that Item number 7 & 10. There was a discussion on policy and bylaws. CAO, T. Doyle noted that there will be a meeting scheduled early in January. Staff will provide a report to Council on items they feel will need attention on Policies and Bylaws.

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

Mayor, B. Chisholm-Beaton reviewed that she typically submits a written report, but Council can choose which way they decided to prepare their reports verbally or written. She noted that she will submit her written report once it has been finalized. She is required to sit as the outgoing Past-President of the NSFM for another year as the most recent President was not successful in the Municipal Re-election.

### **Deputy Mayor, Iaian Langley**

The Strait of Canso Offshore Wind Task Force met in early December. There has been a Draft Report on the Regional Assessment of Offshore Wind in Nova Scotia that has been prepared and will be later submitted to the Federal Minister of Environment and Climate Change. The report is a 479-page document and there is currently an opportunity for stakeholders to provide comment and feedback on this report to the Committee by December 20<sup>th</sup>. The report does not include the Strait of Canso as a location for Offshore Wind Development. Mayor, B. Chisholm-Beaton asked if Council would agree to submit

feedback on behalf of the Town of Port Hawkesbury on why the Committee should take the Strait of Canso into consideration.

Landrie Lake Water Utility – There was a board meeting with the Landrie Lake Water Utility held on Monday December 9<sup>th</sup>.

Councillor, T. Barrett

Cape Breton South Recruiting for Health – There was a meeting held on and the focus of the meeting was to familiarize the new council with the navigator and the role of the navigator and the committee.

Councillor P. Hart

No report this month.

Councillor, B. MacQuarrie

No report this month.

## **12. CAO Reports.**

The Department Reports were circulated in the agenda package. The Reports included in the package were:

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

Director, E. MacEachen, noted the financial report was circulated last week. She provided a memo which is a summary of the variances throughout the report. She provided an overall review of the revenues and expenditures from April – October 2024.

CAO, T. Doyle noted that detailed reports have been circulated in the packages. There was an opportunity for questions with the department heads. Mayor, B. Chisholm-Beaton asked about the project updates. He noted that the weather has played a major role in the outside construction timelines. CAO, T. Doyle indicated that there were two major water main breaks on the weekend on MacDonald and Prince Street and thanked the Public Works team for their work over the busy weekend.

Councillor, B. MacQuarrie noted that he very much appreciates the department reports.

## **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 months of October and November. He reminded the gallery that Council expenses are posted on the Town of Port Hawkesbury website.

### **16. Approved Additions**

i. Motion From In Camera – Mayor, B. Chisholm-Beaton

**MOVED by Councillor B. MacQuarrie and SECONDED by Deputy Mayor, I. Langley “That the Town of Port Hawkesbury submit for consideration a GRID (Growth & Renewal for Infrastructure Development) program application for Artie Reynolds Road.” MOTION CARRIED.**

### **17. Future Meetings**

Mayor, B. Chisholm-Beaton wished Staff, Council and Residents a Happy Holiday Season.

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

- i. Public Meeting of Council, Tuesday January 7<sup>th</sup>, 2025, at 7pm
- ii. Committee of the Whole- Tuesday, January 21, 2025, at 7pm

### **18. Public Question Period**

There were no questions from the gallery.

### **19. Adjournment**

**MOVED by Deputy Mayor, I. Langley and SECONDED by Councillor, P. Hart that the Town of 7:45 Port Hawkesbury Public Meeting of Council adjourned at 7:45 .p.m.**



**January 7, 2025**

Date

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

Recorded by:  
Melissa Warner  
Communications and  
Administration Officer