

**PORT HAWKESBURY TOWN COUNCIL  
COMMITTEE OF THE WHOLE  
Shannon Studio  
June 17, 2025  
Minutes of Meeting**

**Present**

Mayor, Brenda Chisholm-Beaton  
Deputy Mayor, Iaian Langley  
Councillor, Todd Barrett  
Councillor, Paula Hart  
Councillor B, MacQuarrie  
Chief Administrative Officer, Terry Doyle  
Director of Finance, E. MacEachen (virtually)  
Director, Marketing, Recreation, Tourism, & Culture, Michelle Farrow (virtually)  
Manager, Facilities and Operations, Gordie Snook  
Manager, Water Resource – Jason MacMillan (virtually)

**Guests**

**1. Call to Order**

A meeting of the Committee of the Whole was held in the Shannon Studio, Tuesday, June 17, 2025, and called order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

**2. Additions to Agenda**

- Community Development Committee Member – Mayor B. Chisholm-Beaton

**3. Approval of Agenda**

**MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, I Langley  
“to approve the agenda as amended.” MOTION CARRIED.**

**4. Presentations**

There were no presentations scheduled.

**5. Council Reports on Assigned Committees**

Councillor, B. MacQuarrie

May 9 – Strait Area Transit Board Meeting  
May 15 - Eastern County Regional Library Committee Meeting  
May 29 – Cape Breton South Recruiting for Health Committee Meeting  
June 4 - Audit Advisory Committee Meeting  
June 4 – Community Development Advisory Committee Meeting

Councillor, T. Barrett

June 3 - Sports Wall of Fame Committee Meeting  
June 3 – Bylaw & Policy Meeting  
June 4 – Audit Advisory Committee Meeting  
June 4 – Growing Port Hawkesbury Meeting  
June 10 – Police Advisory Committee Meeting

June 11 – Hotel Viability Study Event  
June 12 - At Home Housing Board Meeting

Councillor, P. Hart

May 16<sup>th</sup> – Was in attendance for a Meeting with MP Jaime Battiste  
May 25- June 1<sup>st</sup> – Travelled to Ottawa with the Mayor to attend the Annual Federation of Canadian Municipalities (FCM) Conference  
June 2 – Emergency In Camera Meeting  
June 3 – Bylaw & Policy Meeting  
June 4 - Community Development Committee Meeting  
June 14 – Strait Area Filipino Flag Raising Event

Deputy Mayor, I. Langley

Deputy Mayor I. Langley mentioned that he will circulate a report at a later date.

Mayor B Chisholm-Beaton

The Mayor provided a summary of events she was in attendance for over the past month: Hotel Viability Study Event – She indicated how pleased she was with the event, the turnout and feedback she had received from various community members. She thanked staff for their time and efforts for the event.

She also thanked staff that attended the Youth engagement session prior to the Hotel viability Study.

The Mayor indicated that there have been several IDEA Committee meetings as well as a presentation and adoption of the IDEA Plan. She thanked the committee and staff for their work on this plan.

Chiefs, Mayors, and Wardens – Terms of Reference Sub Committee – a meeting was held on June 5<sup>th</sup>. A draft term of reference was approved and will move forward to the committee.

Chiefs, Mayors, and Wardens – MOU Sub Committee - Port of Antwerp Bruges – There is a meeting planned for June 20<sup>th</sup>.

Deputy Mayor, I. Langley asked about mitigations in place with CN Railway if there was ever a coal fire – Is there an agreement with the Port Hawkesbury Fire Department? – Mayor, B. Chisholm-Beaton noted that the majority of the conversation was around the Active Transportation Trail along the waterfront. She noted that the contact was obtained and passed along contact information along to Jason MacMillan for Risk Mitigation for the AT Trail.

Councillor, B. MacQuarrie, asked about the ownership of the railway and the noise of the locomotives. CAO, T. Doyle noted that discussions were held with the owners both CN RAIL and Cape Breton Central Nova Scotia Railway, the operations contractor.

## **6. CAO REPORTS**

### Facilities, Parks and Operations

Manager, G. Snook reported on the initiatives within his department including:

- Port Hawkesbury Civic Centre
- Summer Students
- Pools
- Waterfront
- Parks/Fields
- Food Bank
- Accessibility

### Marketing, Recreation, Tourism and Culture

Director, M. Farrow reported on the initiatives within her department including:

- Recreation Programming
- The Strait Area Pool
- Upcoming Shows/Events
- Marketing/ Media

Councillor, B. MacQuarrie noted that the Bluenose is coming to Town July 3/4<sup>th</sup> and that there is a challenge issued by the community of Canso to parade boats to welcome the vessel and crew.

### Engineering and Public Works

Manager of Engineering and Public Works, S. John provided Council with an update from the Department:

- Public Works Building
- Water Tank
- Tamarac Trail Project
- Sunset Park Trail
- Capital Paving Project
- Fleet

Councillor B. MacQuarrie asked about paving at the Public Works Building. Manager of Public Works confirmed that there wouldn't be paving at this time.

Deputy Mayor, I. Langley asked about the cause of the Water Main Break on Paint Street. The cause was due to fire training that was going on in the area.

CAO, T. Doyle noted that the tender for Capital Paving was awarded to Northern Construction and came in under budget and staff will increase the scope to match the budget.

## **7. Other Business**

- i. Wreck Debris Removal – Deputy Mayor, I. Langley  
Deputy Mayor expressed thanks for adding item in the agenda – was happy to forego if there has been a plan in place for the three areas that were identified on Town Property. Industrial debris and fishing vessel that was ordered by Transport Canada

and a sailing vessel as well. Plan in place for the industrial debris to be removed by the end of the week. Searching for the owner of the fishing vessel and the sailing vessel owner has been found and there is a plan for it to be removed from Town property.

ii. Library Funding – Councillor, B. MacQuarrie

He reviewed the issue that the ECRL CEO L. Emery has brought up at the last meeting in her presentation about the regional libraries having insufficient financial support and they are currently without an adequate funding formula. This issue was raised at the Spring NSFAM conference in May. It has been 5 years since the last funding formula was reviewed.

**The consensus of Council is to move item forward to the Special Public Meeting.**

8. **Approved Additions**

- Community Development Appointment

**The Consensus of Council was to move forward to the Special Public Meeting.** CAO, T. Doyle and Mayor Chisholm-Beaton expressed a few words on the departure Director of Finance, Erin MacEachen and thanked her for her dedicated and excellent service over the past 15 years.

9. **Future Meetings**

- |                                     |                    |
|-------------------------------------|--------------------|
| • Special Public Meeting of Council | Following Meeting  |
| • Public Meeting of Council         | September 2, 2025  |
| • Committee of the Whole            | September 16, 2025 |

10. **Adjournment**

**MOVED by Councillor, T. Barrett and SECONDED by Deputy Mayor, I. Langley that “the Committee of the Whole be adjourned at 7:50p.m.” MOTION CARRIED.**

September 3, 2025



Date

Approved  
CAO, Terry Doyle  
Chief Administrative Officer

Recorded by:  
Melissa Warner  
Communications &  
Administrative Officer