

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING
Shannon Studio
Minutes of Meeting
June 3, 2025**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Iaian Langley
Councillor, Todd Barrett
Councilor, Paula Hart
Councillor, Blaine MacQuarrie
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Manager of Facilities and Operations, Gordie Snook
Water Resources Manager, Jason MacMillan

Guests

Eastern Counties Regional Library – Laura Emery

1. Call to Order

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, June 3, 2025, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

2. Additions to Agenda

- A Support Letter to Dalhousie University – Mayor, B. Chisholm-Beaton

3. Approval of Agenda

**MOVED by Councillor, T. Barrett and SECONDED by Deputy Mayor, I. Langley
“THAT the Town of Port Hawkesbury approve June 3, 2025, Public Meeting
Agenda as amended.” MOTION CARRIED.**

4. Gallery Presentations

Eastern Counties Regional Library – Laura Emery

Chief Operating Officer, Laura Emery, provided council with a presentation. She reviewed the Library Provincial Funding Formula that has expired on March 31st, 2025, and she noted that there has not been an increase in funding formula over the last 5-year period. She indicated that there was supposed to be a new funding formula that was to be rolled out by April but that hasn't been as of yet. She indicated that the funding is vital to operations of the libraries and noted that the ECRL has been working hard towards finding a funding solution. She reviewed the critical findings around ECRL salaries, and she reviewed the current situation, funding challenges such as sustainable wages and salaries, collection development, purchases of books in multiple formats, internet and technology, infrastructure maintenance and capital purchasing. She reviewed the next steps of the ECRL working towards a solution for funding in our region. There was a Q&A following the presentation.

Councillor, B. MacQuarrie asked about one of the main services that the ECRL takes on each day. L. Emery noted that the ECRL shares collection each day with other partners across the region this includes Shipping to other libraries across the province without any type of compensation. She indicated that with this system it can be very wearing on the staff due to the shifting of books with the small number of staff that they have.

Deputy Mayor, I. Langley, commended the efficiency of the ECRL. L. Emery noted that for their Regional office is based out of their office, but every other regional office is based out of their own municipalities. There is no more book mobile service, it's now a book by mail service. Laura indicated that the bookmobile garage is at the regional office in Mulgrave.

Councillor, T. Barrett asked to speak to the operating services over the past years. L. Emery noted some of the community work that the Library is working on to help the wellbeing of the greater community that started with Covid- 19 kits and has since expanded to food security and other community support programs, etc.

Councillor, P. Hart wanted clarification on digital services roadblocks and audibles.

Mayor, B. Chisholm-Beaton asked if there was anything specific from needed from Council at this moment. L. Emery indicated that establishing a background of understanding was the purpose of the presentation. She thanked Council for the support.

Councillor, B. MacQuarrie noted that at the NSFM held in Truro there was a letter from Allison Graham which was asking for a letter of support from municipalities in agreement for advocacy for an enhanced funding formula. The consensus was to bring that item forward to the June Committee of the Whole Meeting.

5. Acknowledgements

Mayor, B. Chisholm-Beaton made the following acknowledgements for the month of June:

- National Indigenous History Month
- Italian Heritage Month
- Filipino Heritage Month
- Portuguese Heritage Month
- Launch of Pride Season
- Monday June 23rd - National Day of Remembrance for Victims of Terrorism
- Councillor, P Hart congratulates student staff of SAERC and NSCC Strait Area CAMPUS
- The Town staff for winning health and safety committee
- Acknowledge the Town of Port Hawkesbury's Volunteer Representative of the Year Miss Annie Beaton
- Acknowledge Monday June 23rd National Day of Victims of terrorism.
- Skills competition held in the month of May.

6. Approval of Council Minutes

- i. Public Meeting of Council – May 7, 2025
There were no errors or omissions.

7. Business Arising from Minutes

There was no business arising from the minutes.

8. Council Committee Reports

i. Report from Committee of the Whole

Letter to Strait Area Filipino Society

MOVED by Councillor, B. MacQuarrie and **SECONDED** by Deputy Mayor, I. Langley “That the Town of Port Hawkesbury send a letter of thanks to the Strait Area Filipino Society for the Community Cleanup held in May.” **MOTION CARRIED.**

Community Development Terms of Reference

MOVED by Councillor, P. Hart and **SECONDED** by Councillor, T. Barrett “That the Town of Port Hawkesbury approves the amended Community Development Terms of Reference.” **MOTION CARRIED.**

ii. Approval of Committee of the Whole Minutes

MOVED by Deputy Mayor, I. Langley and **SECONDED** by Councillor, P. Hart “That the Town of Port Hawkesbury Approve the May 20, 2025, Committee of the Whole Minutes” **MOTION CARRIED.**

9. Business Arising from Minutes

There was no business arising from the minutes.

10. Motions from In-Camera Session

MOVED by Deputy Mayor, I. Langley and **SECONDED** by Councillor, B. MacQuarrie “That the CAO be directed to commence the process to fill the Director of Finance/Deputy CAO position with advertising to be posted by June 6, 2025.” **MOTION CARRIED.**

11. Correspondence

CAO T. Doyle reviewed the following correspondence that was included in the agenda package for information purposes:

- i. Nova Scotia Emergency Management Office

12. Proclamations/Resolutions

There were no Proclamations/Resolutions.

13. Other Business

- i. Recommendation from Bylaw & Policy – CAO, T. Doyle
CAO, T. Doyle reviewed the items that were brought forward from the Bylaw & Policy Meeting:

Occupational Health and Safety Policy

MOVED by Councillor, P. Hart and SECONDED Councillor, T. Barrett “That notice be given that the Town of Port Hawkesbury adopt the Occupational Health and Safety Policy at the Special Meeting of Council on June 17,2025.” MOTION CARRIED.

Council Procedural Policy

MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, P. Hart “That notice be given that the Town of Port Hawkesbury adopt the Council Procedural Policy at a Special Meeting of Council to be held on June 17,2025.” MOTION CARRIED.

ii. IDEA Plan - Mayor B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton asked G. Snook to speak to the Plan that was reviewed by the Province. G. Snook indicated that The Province was very pleased with the plan and it could become the model plan. There are some minor edits that will be made. Councillor, B. MacQuarrie commended the committee for their work.

MOVED by Councillor, T. Barrett and SECONDED by Councillor, B. MacQuarrie “That the Town of Port Hawkesbury adopt the IDEA PLAN 2025-2028 as presented at the May Committee of the Whole Meeting.” MOTION CARRIED.

iii. Cape Breton Regional Enterprise Network Contract Approval – CAO, T. Doyle

CAO, T. Doyle noted that this plan has been reviewed a number of times and the Cape Breton Partnership has presented to Council a number of times. He reviewed the agreement from the Cape Breton Regional Enterprise Network for Council’s consideration.

MOVED by Councillor, P. Hart and SECONDED by Deputy Mayor, I. Langley “That the Town of Port Hawkesbury approve the Cape Breton Regional Enterprise Network Multi-party First Nations and Municipal Agreement.” MOTION CARRIED.

iv. 2025/2026 Budget Approval – Director of Finance – E. MacEachen

Director of Finance, E. MacEachen reviewed the 9.49 million dollar budget of revenues and expenses for the 2025-2026 fiscal year. She indicated that the Tax rate remains stable, and she reviewed the Capital highlights.

MOVED by Councillor, P Hart and SECONDED by Councillor, T. Barrett “That the Town of Port Hawkesbury approves the Operating and Capital Budgets as presented May 20, 2025, 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 2025-2026. Property taxes are payable as billed by June 1, 2025, and October 1, 2025, and interest will be charged at a rate of 18% per annum on overdue accounts.” MOTION CARRIED.

- v. Council Expenses – CAO, T. Doyle
CAO, T. Doyle reviewed the expenses for the month of May. He noted that Council's Expenses are posted on the Towns website.
- vi. Summer Recess – CAO, T. Doyle
MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, P. Hart "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.

14. Approved Additions

- Letter of Support for Dalhousie University Transformation 2026 Proposal
Mayor Chisholm-Beaton reviewed the request from Dalhousie University to support Dalhousie University's Transformation 2026 Proposal that was received from our Manager of Energy Martin Thomsen, who is shared with Municipality of the County of Richmond. The proposal is a transformative research initiative for offshore wind in support of Canada's energy transition. The letter was circulated for Council's consideration.

MOVED by Deputy Mayor, I. Langley and SECONDED by Councillor, T. Barrett "That the Town of Port Hawkesbury send a letter of support for Dalhousie University's Transformation 2026 Proposal." MOTION CARRIED.

15. Future Meetings

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

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|----------------------------|----------------------------|
| i. Committee of the Whole | Tuesday, June 17, 2025 |
| ii. Special Public Meeting | Tuesday, June 17, 2025 |
| iii. Public Meeting | Tuesday, September 2, 2025 |

16. Public Question Period

There were no questions from the gallery.

17. Adjournment

MOVED by Deputy Mayor, I. Langley and SECONDED by Councillor, T. Barrett "That the Town of Port Hawkesbury adjourns June 3, 2025, Public Meeting at 7:59p.m." MOTION CARRIED.

June 17, 2025

Date



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



Recorded by:
Melissa Warner
Communications and
Administration Officer

