

**PORT HAWKESBURY TOWN COUNCIL
PUBLIC MEETING
Shannon Studio
Minutes of Meeting
May 5, 2026**

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Todd Barrett
Councillor, Iaian Langley
Councillor, Paula Hart
Councillor, Blaine MacQuarrie
Chief Administrative Officer, Terry Doyle
Director of Finance, Brian Luciano
Director of Marketing, Recreation, Tourism and Culture, Michelle Farrow
Manager of Facilities and Operations, and Parks Gordie Snook
Manager of Public Works, Jason MacMillan
Acting Manager of Public Works & Engineering, Sajin John
Communications and Administrative Officer, Melissa Warner

1. Call to Order

A Public Meeting of the Port Hawkesbury Town Council was held in the Shannon Studio and virtually on Tuesday, May 5, 2026, and called to order at 7:00 p.m. by Mayor, B. Chisholm-Beaton.

2. Additions to Agenda

Budget Deliberations

3. Approval of Agenda

**MOVED by Councillor, B. MacQuarrie and SECONDED by Deputy Mayor, T. Barrett
“That the Town of Port Hawkesbury approves, the May , 2026, Public Meeting
Agenda as amended”. MOTION CARRIED.**

4. Gallery Presentations

There were no Gallery presentations.

5. Acknowledgements

Mayor Chisholm-Beaton made the following acknowledgements:

- Asian Heritage Month
- Canadian Jewish Heritage Month
- Polish Heritage Month
- May 5 - Dutch Heritage Day
- May 5 National Day of awareness for Murdered missing indigenous women, girls and two-spirited people.
- May 17 - International Day Against Homophobia, Transphobia, and Biphobia
- May 24 - Victoria Day
- Starting the last Sunday of May - National Accessibility Week

Local

Congratulations were extended to Luke MacDonnell for his recent Winning Gold at the World Cheerleading Championship held in Orlando, Florida in April.

The Mayor asked Council to consider formally acknowledging his accomplishment by – inviting him to a June Council Meeting to present him with a letter or certificate.

Mayor, B. Chisholm-Beaton, noted that the Volunteer of the Year applications are now available on the Town's website. She extended thanks and gratitude to all of the Town's volunteers.

6. Approval of Council Minutes

- i. Public Meeting of Council - April 7, 2026
There were no errors or omissions.

7. Business Arising from Minutes

There was no business arising from the minutes.

8. Council Committee Reports

Report from Committee of the Whole

There was no Committee of the Whole held in April.

9. MOTIONS FROM IN CAMERA

There was no In Camera Session.

10. Council Reports on Assigned Committees

Deputy Mayor, T. Barrett

April 1- Chaired the Growing Port Hawkesbury Committee

April 8 – Met with a business owner and town staff

April 13- 15 - Attended the Smart Energy Conference in Halifax. Report Submitted alongside the Mayor.

April 14 – Virtually Attended the Joint Police Advisory Committee

April 21 – Met with Town Staff and EDPC to review dangerous and unsightly premises policy

April 22 – Attended Sports Wall of Fame Committee Meeting

April 23 – Joined the members of the Grow Port Hawkesbury Committee for a tour of the MacQuarrie Drive apartments building construction.

April 27th – Attended Landrie Lake Water Utility Board Meeting

May 1st – Attended Community engagement session organized by Dalhousie University. Two sessions - one regarding economic growth and one for planning and water resources.

Councillor, P. Hart – Provided her report to M. Warner for the minutes.

April 1 – Community Development Meeting

April 7- Council Meeting
April 11 – Attended Square Roots pop up market
April 14 – Police Advisory Committee
April 15 – Planning Advisory Committee
April 23 – Eastern District Planning Board Meeting – held virtually
April 28 – Budget Meeting
April 29 – May 1 - Nova Scotia Federation of Municipalities Spring Conference
May 5 – Budget Meeting and Bylaw & Policy

Councillor, B. MacQuarrie

April 1 – Community Development Committee
April 8th – Education consultation Session – FOIPOP Regulations
April – 14th – Inverness County Home Support Board of Directors
April 24th – Attended a debrief session with the accreditors who visited Inverness to complete the agency's first accreditation review. The agency received very positive results and performed exceptionally well following more than a year of preparation and effort. Overall, the accreditation process was considered a significant success.

Deputy Mayor, I. Langley

March 17- 18:00 In Camera Session
March 17-19:00-20:00 Committee of the Whole
March 18- As part of GPH Defence Investment Attraction Planning
March 20- 10:00 Wind Europe promo material planning
March 20- 13:30 – 14:30 Virtual with Aleem Khan CTO Potlotek re:Green Fund Application
March 20 - 14:30 -15:30 Virtual with Cactus on investment attractions opps
March 25 - 16:30 – 17:30 Virtual with GPH/Potlotek/Regional Advisory to the Min of Defence-on-Defence Investment Attraction
April 07- 18:00-19:00 -In Camera Session
April 07-Public Meeting of Council
April 09 -15:30 Candu – CanSec Prep Meeting Chris Gray & Associates
April 10- Wind Europe Planning Session
April 15- 15:30 Planning Advisory Committee Meeting in Person PHCC Board
April 16- 15:00 16:00 Allan J. MacEachen Regional Airport Meeting – noted that could not have an In Camera Session as the Inverness County Members have a policy where they cannot attend In Camera Meetings virtually.
April 19- April 14, 2026 - Wind Europe and Reverse Mission to Basque Country
April 27-14:00 15:30 Landrie Lake Water Utility Board Meeting
April 27- 16:00-17:30 Debrief Mayor and GPH Co-Chairs on Wind Europe
April 28-16:00 19:00 Municipal Budget Planning
May 01- 10:00-13:00 In person with North Green Capital
May 04- 11:00-11:30 – Telephone meeting with Manager of Energy Sector Dev TofPH & Rich short debrief on Wind Europe and Planning for an Event on May 13 here in PH
May 04- 15:00-16:00 CANSEC prep meeting

Mayor B. Chisholm-Beaton

Mayor, B. Chisholm-Beaton, indicated that she submitted her report and it was included in the package to Council and will be posted on the Town of Port Hawkesbury website.

She would like for council to consider the promotional letter that she circulated prior to the meeting.

MOVED by Councillor, I. Langley and SECONDED by Councillor, P. Hart “to use support letter for promotional items.” MOTION CARRIED.

11. CAO Reports

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

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

CAO, T. Doyle, noted that the reports have been circulated in the packages and covers two months of work. Some highlights of the report were presented. He indicated that the JOHS Committee organized a two-day Safety Training Session for all the supervisors and the JOHS committee members. He thanked Teacher Nicole Campbell for her initiative to work with students to conduct their community clean up around Tamarac Education Centre. The class was provided with a pizza party for their efforts. Nova Scotia Community College Natural Resources Environment Technology Program students were given a tour of the Water Treatment Facility.

The consensus of Council at the request of the Mayor was to send Town pins and a thank you letter to the class for their clean up efforts.

CAO, T. Doyle indicated that Heavy Garbage Collection week is May 11-16 and ads have been circulated. He also indicated that the Granville Street Bridge repair work will commence this spring and there is a tender out now for the work which will close on May 21st.

CAO, T. Doyle noted that Megraj Solanki, the Economic Development Officer for the Town of Port Hawkesbury and Municipality of the County of Richmond, was in attendance for the meeting.

12. Correspondence

Mayor Chisholm-Beaton noted that the items in the package were for information purposes that reviewed the changes to the MGA with respect to the CAO performance. She noted that there are immediate changes to how Council reviews the CAO's performance and she noted that our Council's practice follows most of the process. The other amendment is with respect to the

- i. Municipal Affairs and Housing- Legislative Amendments

13. Proclamations/Resolutions

Mayor Chisholm-Beaton reviewed the requests that were included in the agenda package:

- i. Lyme Disease Awareness Month

MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, I. Langley “That the Town of Port Hawkesbury proclaim May 2026 as Lyme Disease Awareness Month.” MOTION CARRIED.

ii. Light it Up for Fibromyalgia on May 12th

MOVED by Councillor, P. Hart and SECONDED by Deputy Mayor, T. Barrett “That the Town of Port Hawkesbury participate in the Light it up for Fibromyalgia 2026 Campaign on May 12th.” MOTION CARRIED.

14. Other Business

i. Square Roots Port Hawkesbury – Mayor, B. Chisholm-Beaton

MOVED by Councillor, I. Langley and SECONDED by Councillor, P. Hart “That the Town of Port Hawkesbury approve the request from Square Roots Port Hawkesbury and support the market, with a review of financial information to be conducted following the first season.” MOTION CARRIED.

ii. **Richmond Boxing Club Request**

CAO, T. Doyle reviewed the request from Richmond Boxing Club with respect to their upcoming event on June 20th.

MOVED by Deputy Mayor, T. Barrett and SECONDED By Councillor, P. Hart “That the Town of Port Hawkesbury support the Richmond Boxing Club event on June 20, 2026, by donating one half of the venue rental cost.” MOTION CARRIED.

iii. **Recommendations from Bylaw & Policy – CAO, T. Doyle**

CAO, T. Doyle, reviewed the Bylaw and Policy motions coming forward.

MOVED by Councillor, B. MacQuarrie and SECONDED by Councillor, I. Langley “That the Town of Port Hawkesbury approve first reading of the amended Marketing Levy Bylaw and schedule a Public Hearing on Tuesday June 2, 2026.” MOTION CARRIED.

MOVED by Deputy Mayor, T. Barrett and SECONDED by Councillor, P. Hart “That the Town of Port Hawkesbury approve first reading for the amended Solid Waste Bylaw and schedule a Public Hearing for Tuesday June 2, 2026.” MOTION CARRIED.

Policy Amendments

MOVED by Deputy Mayor, T. Barrett and SECONDED by Councillor, I. Langley “to accept notice for the adoption of the amended Civic Naming Rights Policy on June 2, 2026.” MOTION CARRIED.

iv. **Council Expenses, CAO, T. Doyle**

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

15. Approved Additions

Budget

MOVED by Councillor, P. Hart and **SECONDED** by Deputy Mayor, T. Barrett “That Council approve the 2026-27 Legislative Tax Write Offs, per Section 71 of the Municipal Government Act as presented at the May 5th, 2026, Budget Meeting.”
MOTION CARRIED.

MOVED by Councillor, I. Langley and **SECONDED** by Councillor, B. MacQuarrie “That Council approve the 2026-27 Capital Budget as presented at the May 5th, 2026, Budget Meeting.” **MOTION CARRIED.**

Director, B. Luciano noted that staff received some feedback after the Budget meeting this evening and will report back to Council in a couple weeks with respect to the Operating Budget.

16. Future Meetings

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

- i. ~~Committee of the Whole Tuesday May 19, 2026~~
- ii. Special Public Meeting on Monday, May 25, at 7pm
- iii. Public Meeting on Tuesday June 2nd, 2026

17. Public Question Period

There were no questions.

18. Adjournment

The Public Meeting of Council adjourned at 7:31p.m.” MOTION CARRIED.

June 2, 2026

Date



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



Recorded by:
Melissa Warner
Communications and
Administration Officer