

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, August 20<sup>th</sup>, 2020 9:30 am  
Video Conference**

Council:           Warden Betty Ann MacQuarrie  
                      Deputy Warden Alfred Poirier  
                      Councillor John MacLennan  
                      Councillor Laurie Cranton  
                      Councillor Jim Mustard  
                      Councillor John Dowling

Staff:             Keith MacDonald, CAO  
                      Tanya Tibbo, Director of Finance  
                      Donna MacDonald, Director of Tourism and Culture  
                      Charlotte MacDonald, Recreation Manager  
                      Debbie Nicholson, Administrative Assistant to Council  
                      Chestley Carr, Manager of Water and Wastewater  
                      Trudy Gillis, Manager of Facilities and Environmental Compliance  
                      Erin Gillis, Manager of Operations and Occupational Health and Safety

Warden MacQuarrie called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken.

**APPROVAL OF AGENDA**

Recommendation by Councillor Mustard that the agenda be approved as presented.

**ROAD NAME CHANGE REQUESTS**

Recommendation to Council that an unnamed private road in Harbourview, District 5 be named Tully Kay Lane.

Recommendation to Council that an unnamed private road in Broad Cove, District 3 be named Jake's Lane.

**CHETICAMP CROSSWALK REQUEST**

Deputy Warden Alfred Poirier brought the issue of pedestrian safety to Committee of the Whole. A Crosswalk at the intersection of Barren Road and the Cabot Trail Highway in the village of Cheticamp is requested. Recommendation to Council that a letter be written to the Minister of Transportation and Infrastructure Renewal, Steve MacDonald, and Bernie Murphy outlining this request.

**DISCRETIONARY GRANT APPLICATION:  
NORTH MOUNTAIN CULTURAL AND RECREATION ASSOCIATION**

The North Mountain Cultural & Recreation Association is requesting council support to purchase a replacement ride on lawn tractor to continue upkeep of community owned property for beautification and streetscaping purposes to enhance community appeal, visitor experiences and increase attraction capability of the community. The current request is \$1700.00

Recommendation to Council to grant this request of the North Mountain Cultural & Recreation Association in the amount of \$1,700, with funds coming from District # 6's Discretionary Budget.

**UPDATE: INVERNESS WASTEWATER TREATMENT PLANT, TRUDY GILLIS, MANAGER OF FACILITIES AND ENVIRONMENTAL COMPLIANCE**

After the poor performance of the Inverness WWTP in the summer of 2019, the Municipality of the County of Inverness has taken steps to make improvements to the treatment process, control odor issues and ensure that no harmful substance is being discharged from any residential or commercial property. A Sewer By-Law was developed and approved by Council. In December 2019 Nova Scotia Environment (NSE) issued directives regarding required improvements for the Inverness WWTP. From January to March 2020 contractors completed work to clean out the digester and repair aeration equipment. In April of 2020 Municipal staff removed old sludge from the aeration basin to the digester. In May of 2020 a contractor was on site to haul sludge out of the digester. From May to June 2020 Water and Wastewater Operations Maintenance staff repaired existing aeration lines and added in two mechanical aerators. Ongoing maintenance includes the regular cleaning of UV lights, and routine wasting of sludge and regular on-site testing by operators. The monthly sewer samples from the Inverness Wastewater Plant have been in compliance for all parameters tested in June and July. The System Assessment and Pre-Design for the new Plant is well underway.

**UPDATE: MUNICIPAL COUNCIL MEETINGS:**

Direction from the Minister of Municipal Affairs and Housing was provided to Council regarding the conditions to be met in order to hold municipal meetings exclusively in person. Face mask protocol issued by the provincial Department of Health was presented to Council.

Recommendation to Council for staff to do a report of the layout of the Municipal Council Chambers to see if in person meetings can resume in October 2020.

## **STAFF REPORTS**

### **DETAILED DEPARTMENT REPORTS WERE PROVIDED TO COUNCIL**

#### **HIGHLIGHTS INCLUDE:**

#### **Department of Finance, Tanya Tibbo**

The main focus in the Finance Department has been to process and balance the property tax payments and to develop a plan to reopen the Finance Department to the public. Grant Thornton completed the 2020 Fiscal Year Audit. One set of financial statements from the Small Options Home is required to complete the consolidation. Since April 1, 2020, the Finance Department has processed 10,127 property tax receipts totaling \$6,000,221.33. In comparison to the previous year, 11,217 property tax receipts were processed totaling \$7,094,753.27. During the Covid-19 pandemic, tax collection, without actively collecting on overdue accounts is at 85% of the previous years total.

#### **Department of Tourism and Culture, Donna MacDonald**

Local marketing newspaper and social media campaigns Explore Home and Music Mondays are underway. The department continues to work with Destination Cape Breton to gather new photo and video content for marketing purposes. The Gypsum Mines Trail plan and the Margaree Site Plan and Brand and signage projects are advancing. Staff and Community group meetings are continuing. The Pandemic Response Team activities are ongoing.

#### **Department of Recreation, Charlotte MacDonald**

The Recreation Summer students have been supported in the organization of student activities in the PLAY TIME program. The Ring Central phone system has been set up for the creation of the Community Voices Telephone line. Content and processes for the Book Kings online system continue. Funding applications have been submitted to the Red Cross and Sport Fund. Staff continue to work with seniors to address challenges as a result of COVID-19.

#### **Water and Wastewater Operations, Chestley Carr**

The second filter at the Convent Street Water Treatment Plant in Port Hood was disinfected and brought online. The facility was able to gain an additional 20 us gal/min by adding the second filter. The upgrades and maintenance completed to the second filter at Convent Street was needed to increase the volume of water being produced from the plant. By doing these upgrades it provides the ability to take Well #1 in Dunmore offline for cleaning, inspection, and repairs with little to no disruption to water services. Various projects such as leak detection, generators, lift station repairs and well cleaning are ongoing.

## **Infrastructure Unit, Ellen Murphy**

Recent highlights include on-going sewer and water servicing, asphalt cut repairs, J Roads, Judique Well Site Access, scheduling of service installation, addressing leaks, hydrant moving and the Inverness Wellfield Cleanup. Weekly and bi-weekly internal online department meetings continue regarding well exploration and J Class Roads, as well as consultation with Strum Engineering regarding road conditions. Curb stop repairs are ongoing.

## **Operations and Occupational Health and Safety, Erin Gillis**

The Residential recycling drop-off has reopened, the facility is now operating at pre-COVID hours of operation. The Kenloch Waste Management Facility is open to residents by appointment to ensure Provincial Health recommendations are followed. Changes to signage and zones are proving to reduce wait times and add to waste separation. Dalhousie co-op engineering student continues to progress through his term project and offer great assistance at the Kenloch site. The Joint Occupational Health and Safety Committee continues to meet virtually. Ongoing projects include ground water well repair and replacement, cell development location, replacement truck and trailer for Kenloch, and historical waste chemical clean up. Various on line and in person department meetings continue.

## **Environmental Compliance, Trudy Gillis**

This department is responsible for ensuring that all reporting for Nova Scotia Environment, as well as Federal reporting is completed and up to date. Information has been gathered regarding water and wastewater treatment, flows and infrastructure for various projects. The Manager of Water and Wastewater Operations and the Manager of Infrastructure were assisted to ensure work is being completed in a way that meets provincial and federal approvals. An asset management program for the water and wastewater infrastructure has begun. Sampling is ongoing and frequent. Monthly and quarterly reporting continues. Multiple online meetings and conference calls continue within the department, and with external partners to discuss completed, on-going, and future work.

## **CORRESPONDENCE**

The July 2020 building permit statistics from the Eastern District Planning Commission were presented to Council.

## **Next Meeting Date:**

September 3<sup>rd</sup> – Regular Monthly Council  
September 17<sup>th</sup> – Committee of the Whole

No "In Camera"

Recommendation by Deputy Warden Alfred Poirier to adjourn at 10:32 am