

**Municipality of the County of Inverness
Committee of the Whole Meeting
Thursday, December 17th, 2020
9:30 am
Council Chambers**

Council: Warden Laurie Cranton
Deputy Warden Bonny MacIsaac
Councillor Alfred Poirier
Councillor John MacLennan
Councillor Lynn Chisholm
Councillor Catherine Gillis

Staff: Keith MacDonald, CAO
Tanya Tibbo, Director of Finance
Donna MacDonald, Director of Tourism and Culture
Charlotte MacDonald, Recreation Manager
Christine Murray, Manager of Legal and Governance
Debbie Nicholson, Administrative Assistant to Council
Melanie Beaton, Special Projects Coordinator
Karolyn Aucoin, Communications and Community Engagement Specialist

Warden Cranton called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken. The Warden acknowledged that we are in the ancestral and territorial land of the Mi'kmaq people.

APPROVAL OF AGENDA

MOVED: Deputy Warden MacIsaac
SECONDED: Councillor Gillis
MOTION: That the agenda be approved as presented.
MOTION CARRIED

STAFF REPORTS

Water and Wastewater Operations, Chestley Carr

Continuous improvement and repair of the Municipal water and sewer facilities and lift stations remain ongoing. All necessary repairs and upgrades to the Judique Water Treatment Plant have been completed. The transfer of water from Whycocomagh to Mabou due to low ground water levels in recent months has been completed. Multiple meetings within the department and with external partners continue. An update on the Inverness Municipal water system and sewer treatment facility will be provided at an upcoming meeting of Council.

Infrastructure Unit, Ellen Murphy

Recent highlights include addressing large and small scale water leaks and asphalt cut repairs. Ongoing projects include curb stop repairs, the Municipal properties security plan, and retrofit lighting. An update on Judique Fire Hydrant installations will be provided soon. Multiple meetings within the department and with external partners continue.

Operations and Occupational Health and Safety, Erin Gillis

A large volume of recycling material remains at the Strathlorne facility prompting the need for additional staff. The project to replace and repair several ground water monitoring wells in Kenloch is underway. Several new members have joined the Occupational Health and Safety Committee. Proposed route changes on the southern solid waste collection run will be implemented by Green for Life. Multiple meetings within the department and with external partners continue.

Environmental Compliance, Trudy Gillis

Monthly highlights include federal and provincial reporting, treatment plant inspections, completion of the asset management course, outfall inspections, ongoing sampling, monthly webinars on infrastructure, water, wastewater and biosolids and information gathering and data entry. Multiple meetings within the department and with external partners continue.

Department of Finance, Tanya Tibbo

Monthly highlights include the preparation of the February 2021 Tax Sale, senior rebate forms, processing tax and water payments, customer service, various tender applications, processing of invoices, water meter installations, curb stop locations, bank deposits, 2020 Municipal Election completion, daily mail, payroll administration, bank reconciliation, resident land concerns, and the Strait IT Initiative. Multiple meetings within the department and with external partners continue. A breakdown of current tax receivable by district was provided to Council.

Department of Tourism and Culture, Donna MacDonald

The next edition of the Participaper will be published in the next couple of weeks. The winter events brochure will be inserted within it. The Sounds of the Season campaign has begun. Ongoing projects include Celtic Shore PR Committee, Gypsum Mines Trail support, The Welcome Network, Margaree Brand and Signage Plan and the Whycocomagh Façade and Streetscape Plan. Multiple meetings within the department and with external partners continue.

Department of Recreation, Charlotte MacDonald

Current project highlights include MPAL, Sports Fund, Winter Active, Helmet Program, KidSport,

Community Voices, the Municipal Helpline, Recreation Survey review, and funding application submissions. Multiple meetings within the department and with external partners continue.

Special Projects, Melanie Beaton

Project highlights include the Whycomomagh Wastewater treatment plant flow monitoring program, flushing and CCTV inspections, the Water model study, Central Avenue Inverness detailed design, Whycomomagh Façade and Streetscape Design, the Port Hood Island Wharf, and CAMP training. Community Projects, Community Grants Applications, and Application Preparations are ongoing. Multiple meetings within the department and with external partners continue.

UPDATE: GREEN FOR LIFE (GFL)

GFL has proposed the following route changes on Southern Inverness County route:

- Monday and Tuesday collections will be moved to Wednesday
- Lovers Lane, Church St and New Town Port Hastings collections will remain on Wednesday
- All other Wednesday collections will move to Thursday
- Thursday collections will move to Friday.

GFL is requesting that garbage collection along Route 19 will be collected only on one side of the road, on the right hand side travelling south from Strathlorne as it is inefficient for collections to happen on both sides of the road. Erin Gillis will bring the following concerns back to GFL; safety, garbage on other landowners' property, not everyone uses a garbage box, crows, etc. GFL will be asked if they have ever done this form of collection before.

UPDATE: CHETICAMP BY-LAW MPS AND LAND USE BY-LAW PUBLIC HEARING

Mr. John Bain from the Eastern District Planning Commission provided some information to Staff on how a public hearing can occur during the COVID-19 pandemic. Public hearings have occurred in the past via an online platform with pre-registration by the public. No public hearings have occurred with only written submissions. Mr. Bain recommended making every option available for the public to provide input, keeping social distancing protocols in place. Eastern District Planning Commission will be advised of Council's intention to hold a public hearing via Zoom, with multiple options for the public to provide submissions, keeping in mind any current Pandemic protocols.

TIMING OF COUNCIL MEETINGS

Council has agreed to move forward with the regular schedule of Council meetings (beginning at 9:30 am for Committee of the Whole Meetings and 1:30 pm for Regular Council Meetings) until the end of 2020, and then revisit the issue in January 2021. Pros and cons for earlier and later Council meeting times were discussed.

MOVED: Deputy Warden MacIsaac
SECONDED: Councillor Gillis
MOTION: That the January 7th, 2021 Regular Monthly Council meeting be held by the Zoom Online platform with a start time of 3:00 pm.

MOTION CARRIED

WRITE-OFF INTEREST – NS HEALTH AUTHORITY

Director of Finance Tanya Tibbo provided an update on tax payments from the Nova Scotia Health Authority who owed two years of area rates for Fire Protection and Waste Water Services. Interest accumulated on their tax accounts. When contacted, the Health Authority indicated that it was an oversight that they were not paid and indicated that the province does not pay interest.

Recommendation to Council that the interest for the Nova Scotia Health Authority on the following tax accounts be written off:

Account 02146231 - \$294.62
Account 02146215 - \$7,553.61
Account 03376036 - \$4,441.45
TOTAL: \$12,289.68

Staff will follow up with the Nova Scotia Health Authority regarding if a policy exists around non-payment of interest.

EAST COAST CREDIT UNION: BORROWING RESOLUTION – LINE OF CREDIT

Each year The Municipality established a line of credit with the East Coast Credit Union in the sum of \$1,500,000.00.

Recommendation to Council made by Deputy Warden MacIsaac that the borrowing resolution with East Coast Credit Union be accepted in the sum of \$1,500,000.00

Recommendation to Council made by Councillor Chisholm that the guarantee with East Coast Credit Union be accepted in the sum of \$1,500,000.00

NOTICE OF MOTION: ACCESSIBILITY ADVISORY COMMITTEE POLICY

The Accessibility Act requires all Municipalities in Nova Scotia to develop and implement an Accessibility Plan. Initially Municipalities were required to have such a plan in place by April of 2021 but due to COVID-19 the province has extended that deadline. An Accessibility Advisory Committee will be established as part of the Accessibility Act. The role of this committee is to advise Council on the preparation, implementation and effectiveness of the Municipality's Accessibility Plan.

The Notice of Motion was brought forward to the Municipality by Warden Cranton to approve the Accessibility Advisory Committee Policy at the next meeting of Council.

Councillor MacLennan recommended to Council to approve the Accessibility Advisory Committee

Policy at the next meeting of Council.

AUDIT COMMITTEE MEETING DATE

The Municipality goes through an audit annually. The Audit Committee will be assigned the duty of recommending to Council an auditor for the upcoming year. The Municipality has issued a Request for Proposals with a deadline of December 23rd, 2020 at 2 pm. The Audit Committee will meet on January 21st prior to the Committee of the Whole meeting. A Special Council meeting will be held after the Audit Committee meeting to appoint the Auditors. Tentative meeting times for January 21st, 2020:

9:30 am – Audit Committee meeting

10:00 am – Special Meeting of Council

10:15 am – Committee of the Whole

ORGANIZATIONAL REVIEW UPDATE

Davis Pier was engaged to provide an organizational review to the Municipality of the County of Inverness in 2017. The report that resulted from this review served as the deliverable for this engagement and included interview results, identified opportunities, and recommendations and actions.

Recommendation made by Deputy Warden MacIsaac that Council move forward with updating the Davis Pier report from 2017. Staff will reach out to consultants to determine the cost involved with such an update.

CORRESPONDENCE

- Eastern District Planning Commission statistics for November 2020 were presented to Council.
- Correspondence was received from Howard MacKay from the Lifeline 224 Organization thanking Council for the donation to be made available to the St. Andrew's United Church in Pleasant Bay for helping to settle two Syrian families in Cheticamp recently. Director of Finance Tanya Tibbo will work with Councillor Poirier to finalize payments to be issued to these Syrian families.
- Correspondence was received from the Cape Breton Partnership encouraging Municipalities to promote a "shop local" day. The Happy Holidays greeting from Council that will be featured in the next issue of the Oran and on social media will also include a "shop local" reminder.

NEXT MEETING DATE

Regular Monthly Council: January 7th, 2021 3:00 pm

11:52 am – 12:07 pm – RECESS

“IN CAMERA”

The purpose for this “in camera” session was to discuss matters relating to:

- a) Acquisition, sale, lease and security of municipal property; and
- b) Personnel matters

MOVED: Councillor Poirier
SECONDED: Deputy Warden Maclsaac
MOTION: That Council move to “in camera” at 12:07 pm

MOVED: Councillor MacLennan
SECONDED: Councillor Gillis
MOTION: That Council move out of “in camera” at 12:34 pm

ADJOURNMENT

MOVED: Councillor MacLennan
MOTION: That Council adjourn at 12:37 am
MOTION CARRIED