

**Municipality of the County of Inverness
Committee of the Whole Meeting
Thursday, February 18th, 2021
9:30 am
Le Club des Retraités de Chéticamp**

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

Staff: Keith MacDonald, CAO
 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 MacLennan
MOTION: That the agenda be approved as presented.
MOTION CARRIED

STAFF REPORTS

Water and Wastewater Operations, Chestley Carr

Last year saw a decrease in the Mabou water levels. A former well was recently cleaned and tested to determine flow capacity. Staff is awaiting the results from this test. Ongoing projects include Lift Station repairs and replacement, SCADA upgrades, sampling and inspections and Stage 2 of the generator project. Multiple meetings within the department and with external partners continue.

An update on the water capacity level in Cheticamp was requested by Councillor Poirier; this will be provided at the March regular meeting of Council.

An update on the water test results at the Mabou wellfield will be made available to Councillor Chisholm once they are received.

Infrastructure Unit, Ellen Murphy

Ongoing tasks include addressing large and small scale water leaks, snow removal, and facility maintenance, upkeep and repair. Ongoing projects include curb stop repairs, the Municipal properties security plan, the Inverness wellfield cleanup and retrofit lighting. Multiple meetings within the department and with external partners continue.

Questions came from Council regarding the completion of winter sidewalk maintenance in a timely manner. Consensus to discuss this issue later in today's meeting.

Operations and Occupational Health and Safety, Erin Gillis

A large volume of recycling material has now been processed at the Strathlorne facility. Customer concerns with the service provided by GFL was noted. A meeting is planned with GFL management in the near future. The household hazardous waste collection is scheduled for February 27th at Kenloch. The solid waste coordinator/educator job opening has been posted. A site tour will be arranged for Council of the Municipal facilities in the Spring of this year. Multiple meetings within the department and with external partners continue.

Recommendation from Councillor Gillis that representatives from GFL are invited to an upcoming meeting of Council to discuss the service they are providing.

Environmental Compliance, Trudy Gillis

Monthly highlights include federal and provincial reporting, treatment plant inspections, completion of the asset management course, reviewing meter reads for possible system leaks, ongoing sampling, monthly webinars on infrastructure, water, wastewater and biosolids and information gathering and data entry. Preparation for annual reports have begun, many of which are due April 1st. Multiple meetings within the department and with external partners continue.

Department of Finance, Tanya Tibbo

The month of February saw a successful completion to the Tax Sale by Tender, processing tax and water payments, customer service, various tender applications, processing of invoices, meter installations, meter readings, water connections/disconnections, administration of water accounts, bank deposits, daily mail, payroll administration, bank reconciliation, municipal land issues, budget preparation and year end preparation. Multiple meetings within the department and with external partners continue. Discretionary fund amounts and distributions per district will be made available at the next Committee of the Whole meeting.

Department of Tourism and Culture, Donna MacDonald

Ongoing projects within Tourism and Culture include the Winter Marketing Campaign, Whycomagh and Margaree projects, the Volunteer Recognition Program, the Welcome Network, the Back to Work Project, and the Winter Market Readiness Project. Multiple meetings within the department and with external partners continue. Warden Cranton indicated he would like to see a future meeting regarding the Meals on Wheels Initiative that has been operating out of the La Mi-Careme Centre. Donna MacDonald has agreed to assist with this.

Department of Recreation, Charlotte MacDonald

The Recreation and Physical Activity Master Plan RPO continues to reply to and hold discussions with consultants in relation to the Recreation and Physical Activities Master Plan. Multiple projects are moving forward including Winter Active, the Loan Equipment Program, the Four Seasons Trail series and the Sport Fund/ Sport Hub Network building initiative. Additional equipment is being obtained in order to keep up with the demand for rentals. Multiple meetings within the department and with external partners continue.

Special Projects, Melanie Beaton

Many meetings continue with consultant teams, project stakeholders, and community residents resulting in advancing projects and mobilization towards accomplishing project objectives. Ongoing projects include Wellfield Programs, Inverness Flow Monitoring, Whycomagh WWTP, Biosolids Management Plan, among many others. RFP preparation and reporting continue, and multiple Community Projects and Community Grant Applications are ongoing.

PRESENTATION: MARGAREE AND AREA DEVELOPMENT ASSOCIATION (MADA)

Bernadette MacLeod and Eileen Coady presented to Council.

Ms. MacLeod and Ms. Coady provided a background on the Association. It was established in 1972 with representation throughout the Margarees. The Library Building was opened in 1976, which also houses the Visitor Information Centre, and a meeting space. MADA continues with an active Board of eleven members. Building and Ground Supports in recent years include the property cleanup following Hurricane Dorian, the creation of a comfort station, the development of a site plan and summer student employment. Ongoing projects include the Branding and Signage project, advocacy for improved Internet and Cell Service, the MADA website, Communities in Bloom, tutorial services, and the Food Hub Depot. The Association remains very appreciative of the Municipality for its continued support for the Library, and its many ongoing projects and initiatives.

UPDATE: REVIEW OF EASTERN DISTRICT PLANNING COMMISSION INTER-MUNICIPAL SERVICES AGREEMENT

Mr. John Bain, Executive Director of the Eastern District Planning Commission presented to Council. All parties will need to be unanimously in favor for this new agreement to take effect. Council will consider the proposed agreement, and it will be reviewed further at the March 4th Regular meeting of Council.

REVIEW OF SIDEWALK MAINTENANCE POLICY

Council brought forth many concerns of the current Sidewalk Maintenance Policy, namely the 72 hour time limit for clearing (24 hour was a preferred time frame), the option to purchase additional equipment, hiring external contractors to assist during busy times, weekend shifts when required, liability concerns, and adding hydrant snow removal to the revised Policy.

Recommendation to staff that these concerns be considered within the revised Sidewalk Maintenance Policy. A Notice of Motion with a revised draft of the Sidewalk Maintenance Policy will be presented at the next Regular Meeting of Council on March 4th.

NOTICE OF MOTION: PUBLIC APPOINTMENT POLICY

Manager of Legal and Governance Christine Murray reviewed the Notice of Motion for the Public Appointment Policy.

Recommendation made by Deputy Warden Maclsaac to amend 6.4) of the Public Appointment Policy to read “a member may serve on more than one committee, board or agency at any given time.”

UPDATE FROM JOINT POLICE ADVISORY BOARD MEETING

Councillor MacLennan and Deputy Warden Maclsaac are current members of the Joint Police Advisory Board. Staff Sargent Morin is asking for feedback regarding the policing priorities for the upcoming year. At the next meeting of Council one item from each councillor will be provided as to where policing efforts should be focused. Items can be e-mailed to the CAO and cc'd to Deputy Warden Maclsaac who currently serves as acting chair for the Board.

CHETICAMP STREET LIGHTS

Councillor Poirier asked if it was possible to review the current policy on the repair and maintenance of existing Municipal Street Lights. Some Municipal Walkway Lights were installed as part of Streetscapes Programs. The Municipality has in the past contracted out any repair and maintenance required. There is no standard maintenance plan for all Municipal Street Lights.

The Municipality currently has applied for funding for Action Transportation Implementation. This would see a standard technology for Municipal Walkway Street Lights.

Councillor Poirier asked if there is a possibility for an amber light to be installed on the Cabot Trail near the Cheticamp Post Office.

Deputy Warden MacIsaac recommended that a letter be written to the Minister of Transportation and Infrastructure Renewal requesting if an amber light could be installed at this location.

PROPOSED CHANGES AT THE PORT HASTINGS ROTARY

Recommendation made by Councillor Gillis that representatives from Transportation and Infrastructure Renewal be invited to a meeting of Council to outline the proposed changes at the Port Hastings Rotary.

UPDATE: WHYCOCOMAGH ROUNDABOUT AND SERVICE MAIN PROJECT

Nova Scotia Transportation and Infrastructure Renewal (NSTIR) has recently finished the construction of the Whycomomagh Roundabout. The Municipality has partnered with NSTIR to realign water and sewer lines at this location. A new sidewalk was constructed. Some outstanding roundabout work will occur, but there will be no winter maintenance performed by NSTIR in relation to the sidewalk. Once the project is complete the Municipality will maintain the sidewalk.

Recommendation made by Councillor MacLennan that the Municipality tender a contract for the snow removal at the Whycomomagh sidewalk, and refer the cost incurred back to NSTIR.

UPDATE: RFP PRE-DESIGN & DETAILED DESIGN OF JUDIQUE WATER AND WASTEWATER TREATMENT FACILITIES

The pre-design and detailed design of both the Judique water and wastewater treatment facilities will be through the Request for Proposal (RFP) process. Judique is the only Municipal surface water source. A ground water source would be ideal. The Judique wastewater treatment facility is above its capacity. The RFP will help offset the cost of this planning. It will be an open competition.

IT UPGRADES

Since the onset of COVID-19 many Municipal employees have conducted work from home. This has slowed down the speed of our server. A cloud based server while working remotely would be ideal. The estimated cost is approximately \$12,000.00 - \$15,000.00.

Recommendation to Council to approve funding for the IT upgrades to a cloud based sever with funding coming from the COVID Safe Restart Funding.

COMMUNITY GRANT APPLICATION

Port Hood and District Recreation Commission: Repainting and Lighting Upgrades. The current request of the Municipality is \$10,000.00.

Recommendation to Council to fund this request in full in the following manner:

District # 5 CDG - \$492.50

District # 5 Discretionary - \$3500.00

District # 6 CDG - \$3992.50

Recreation Facility Grant - \$2015.00

CORRESPONDENCE

- Eastern District Planning Commission statistics for January 2021 were presented to Council.
- Whycocomagh & District Development Association – Request Tax Exemption, the former Ralph’s Dairy property. Recommendation made by Councillor MacLennan that the former Ralph’s Dairy property be added to the list of charitable exemptions. Area rates would still apply.

NEXT MEETING DATE

Regular Monthly Council: March 4th, 2021 6:00 pm

12:21 pm – 12:36 pm – RECESS

“IN CAMERA”

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

acquisition, sale, lease and security of municipal property

MOVED: Councillor Gillis
SECONDED: Councillor Chisholm
MOTION: That Council move to “in camera” at 12:36 pm

MOVED: Deputy Warden Maclsaac
SECONDED: Councillor Poirier
MOTION: That Council move out of “in camera” at 12:45 pm

ADJOURNMENT

MOVED: Councillor Poirier
MOTION: That Council adjourn at 12:45 pm
MOTION CARRIED