

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, May 20<sup>th</sup>, 2021  
9:30 a.m.  
Video Conference**

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  
Tanya Tibbo, Director of Finance  
Karolyn Aucoin, Communications and Community Engagement Specialist  
Donna MacDonald, Director of Tourism and Culture  
Charlotte MacDonald, Manager of Recreation  
Chestley Carr, Manager of Water and Wastewater Operations  
Ellen Murphy, Manager of Infrastructure  
Trudy Gillis, Manager of Environmental and Facilities Compliance  
Erin Gillis, Manager of Operations and Occupational Health and Safety

**1. CALL TO ORDER**

Warden Cranton called the meeting to order at 9:40 a.m. 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.

**2. APPROVAL OF AGENDA**

**MOTION:** *That the agenda be approved with the following amendment: The recommendation made at this morning's Planning Advisory Committee meeting will be addressed after agenda item # 12; Correspondence.*

**MOVED BY:** Deputy Warden MacIsaac

**SECONDED BY:** Councillor Poirier

**MOTION CARRIED**

**3. STAFF REPORTS**

(a) Water and Wastewater Operations, Chestley Carr

The control panel for lift station # 4 in Whycomomagh was recently replaced. The filter media was replaced in filter # 1 at the Convent St. Water Treatment Plant in Port Hood. Chlorine pump repairs are being conducted by Samson Equipment. Well # 4 in Inverness was videoed and shows no issues currently. The generator fencing is completed, and the chlorine pump repairs are ongoing. Multiple meetings within the department and with external partners continue.

**(b) Infrastructure Unit, Ellen Murphy**

Monthly highlights include water, sewer and asphalt repairs. Water and wastewater facility repairs and maintenance are ongoing. The Judique Fire hydrant was recently completed. Additional projects include curb stop repairs, road grading, street light repairs, fire hydrant painting, and serving prep work. Capital budget planning and multiple meetings within the department and with external partners continue.

**(c) Operations and Occupational Health and Safety, Erin Gillis**

Tenders were recently awarded for heavy garbage collection with two local contractors handling both the Northern and Southern pickup routes. The Kenloch Waste Management facility site is being prepared for the intake of heavy garbage. Reports of illegal dump sites within the Municipality are of concern. Nicole Latimer has recently joined the Municipality as the Solid Waste Educator. She is taking the lead on education campaigns directed at residents, businesses and schools to reduce waste. Multiple meetings within the department and with external partners continue.

**(d) Environmental Compliance, Trudy Gillis**

Monthly highlights include weekly and monthly reports to Nova Scotia Environment and annual reports for water and wastewater treatment. Information has been gathered for various contractors working on behalf of the Municipality. The Manager of Operations and Maintenance and the Manager of Infrastructure are assisted to ensure work is being completed in a way that meets our Approvals. Budget preparation, RFP review, and the listing of lift station assets and equipment are some of the current projects underway. Multiple meetings within the department and with external partners continue.

**(e) Department of Finance, Tanya Tibbo**

Monthly highlights include the 2021 Fiscal Year Audit, the 2021-22 General Operating Budget, and the 2022 – 2027 Capital Budget. A number of Finance Department staff members have completed a variety of coursework in the last month. Tanya Tibbo, Director of Finance, has attended a number of meetings including Council, Management Team meetings, and various committee meetings. The next Tax Sale date is July 29<sup>th</sup>, 2021. It will be by a closed bid process. A Back to Work Program Intern has joined the Finance Department assisting with report generation, and Neptune Data Information Management.

**(f) Department of Tourism and Culture, Donna MacDonald**

Ongoing projects in Tourism and Culture include Margaree & Whycomomagh Brand & Signage Project, The Margaree Brand Video, the Volunteer Recognition Program, the Welcome Network Groups, the Return to Work Project, the Digital Influence Project, Coastal Experiences Signage, Summer and Fall Promotions, Judique Brand and Streetscapes and the We'koqma'q Skye River Trail Project. Multiple meetings within the department and with external partners continue.

**(g) Department of Recreation, Charlotte MacDonald**

Monthly highlights in Recreation include the Gender Equity Co-op Student, Summer programming, Grading Day Event, Summer Students, ParticipACTION Better Communities for Walking Challenge, Community Voices, and outdoor fitness instructor recruitment. Although COVID-19 has restricted programming and may continue to restrict large scale events; the Recreation and Community Wellness Department staff are developing alternative services, such as self-directed and virtual events. Funding applications for various projects continue. Multiple meetings within the department and with external partners continue.

**(h) Special Projects, Melanie Beaton**

Special Projects continues to advance the work of cross functional internal teams, in partnership with various consultant teams, stakeholders and regulatory bodies. Multiple projects within various Municipal Water and Wastewater facilities are ongoing. RFP and budget preparation continue, and community projects are in progress. This month saw the completion of the Professional Certificate in Infrastructure Financial Management. Multiple meetings within the department and with external partners continue.

**4. PRESENTATION; DESTINATION CAPE BRETON, Terry Smith**

Destination Cape Breton Association is the official Tourism Industry Association for Cape Breton Island and is dedicated to enhancing the tourism industry. The main objectives of the Association are to focus on marketing, tourism product development and visitor information services. *Rise Again 2030* is the long-term strategy of the Association. The tourism industry has been challenging since the COVID-19 pandemic began. There are supports for tourism operators, but there are some gaps in support as well. Some newer establishments may not be able to access some supports due to an inability to demonstrate losses. The Association is hoping for greater tourism numbers in 2022.

**5. PRESENTATION; INVERNESS COUNTY TRAILS FEDERATION; Blaise MacEachern and Jim Austin**

The Inverness County Trails Federation recognizes the many benefits of trails to health, tourism, recreation, and transportation. The Federation oversees projects and initiatives of 28 trail groups throughout the County. The Federation has four priority requests of the Municipality: funding to

support annual trail capital, maintenance and promotion, an economic impact study, a trails coordinator, and re-prioritizing a tourism strategy.

**6. UPDATE; DEPARTMENT OF TRANSPORTATION AND ACTIVE TRANSIT J CLASS ROADS PAVING PROJECT 2021-2022**

Council reviewed a letter from the Minister of Transportation and Active Transit (DTAT) outlining the three (3) J Class roads in the Municipality that have been approved for paving. Staff was consulted to determine if any municipal infrastructure would be impacted by a paving project. Staff reported that there are no major infrastructure concerns that would affect the paving of these three (3) roads.

**MOTION:** *That Council approve the 50% cost share J Class Project as outlined by DTAT for the 2021 – 2022 year namely Lovers Lane, Lochness Street, and Old Deepdale Road.*

**MOVED BY:** Deputy Warden MacIsaac

**SECONDED BY:** Councillor Gillis

**MOTION CARRIED**

**7. UPDATE: CHEMICAL STORAGE UNIT; REQUEST FOR QUOTATIONS**

A Chemical Storage Unit is required for the Kenloch Waste Management Facility to ensure the safe storage for chemicals. The Request for Quotations has been issued, with a closing date of May 27<sup>th</sup>, 2021.

**8. EASTERN DISTRICT PLANNING COMMISSION**

• **Road Name Change**

Recommendation to Council that an unnamed private lane on Port Hood Island be named Tobey's Lane.

• **Inter-Municipal Services Agreement**

Recommendation to Council to approve the Eastern District Planning Commission Inter-Municipal Services Agreement as included in the Council package today.

• **2021 Appointments**

Recommendation to Council to approve the new Eastern District Planning Commission staff appointments:

- Building Inspector: Amanda Esterbrooks
- Alternate: André Samson
- Alternate Development Officer: Lee-Ann Martin (Replacing Lewis Pope)

**9. 2021-2022 MUNICIPAL OPERATIONS BUDGET; Tanya Tibbo**

The goal is to approve the General Operations Budget at the Regular Meeting of Council on June 3<sup>rd</sup>, 2021. There were unfunded unbudgeted items that amounted to \$56,443.14.

Recommendation to Council to fund the 2021 Water Operating Expenses from the Gas Tax Reserve in the amount of \$56,443.14.

Next Steps - There are three (3) budgets to approve: 2021-2022 General Operating Budget, 2022 Water Operating Budget and 2022-2026 Capital Budget. A budget meeting will be held June 1<sup>st</sup> at 9:00 am.

#### **10. LOAN GUARANTEE: MABOU AND DISTRICT VOLUNTEER FIRE DEPARTMENT**

The Mabou and District Volunteer Fire Department has requested a loan guarantee from the Municipality for the purpose of purchasing a new pumper truck.

Recommendation to Council to approve the loan guarantee request for the Mabou and District Volunteer Fire Department in the amount of \$301,000.00 for the purpose of purchasing a new pumper truck:

*WHEREAS the Mabou and District Volunteer Fire Department is a registered fire department with the Municipality of the County of Inverness;*

*WHEREAS the Mabou and District Volunteer Fire Department is incorporated by the Societies Act;*

*WHEREAS the Mabou and District Volunteer Fire Department has determined to borrow the aggregate principal amount of \$301,000 for the purpose of purchasing a new pumper truck by special resolution on the 12th day of February 2020, as per Section 10(d) of the Societies Act;*

*WHEREAS the Mabou and District Volunteer Fire Department has requested the Municipality of the County of Inverness; to guarantee the said borrowing;*

*WHEREAS Section 294(6) of the Municipal Government Act provides that a municipality may grant or lend money to, or guarantee a loan for, a registered fire department for operating or capital purposes; and*

*WHEREAS section 88(3) of the Municipal Government Act provides that no guarantee of a borrowing by a municipality shall have effect unless the Minister of Municipal Affairs and Housing has approved of the proposed borrowing or debenture and of the proposed guarantee;*

**BE IT THEREFORE RESOLVED**

*THAT the Municipality of the County of Inverness does hereby approve the borrowing by the Mabou and District Volunteer Fire Department of \$300,000 for the purpose set out above;*

*THAT subject to the approval of the Minister of the Municipal Affairs and Housing of the guarantee, the Municipality unconditionally guarantee repayment of the principal and interest of the borrowing so made;*

*THAT upon the issue of the debentures, the Warden and Clerk of the Municipality do sign the guarantee attached to each of the debentures and affix thereto the corporate seal of the Municipality.*

## **11. DOG CONTROL BY-LAW: SUMMARY OFFENCE TICKET DESIGNATION UPDATE**

The NS Department of Justice has completed its initial review for summary offence ticket designation of the offences listed in the Municipality's Dog Control By-Law. The Department of Justice is satisfied with the language used in all offences, except for the offences listed at Sections 38(g) and 38(j) of the Municipality's Dog Control By-Law; it is the position of the Department that the language used in those two offences is too broad to enforce. The Department of Municipal Affairs is now moving forward with the summary offence ticket designation for all offences in the Municipality's Dog Control By-Law except for the offences listed at Sections 38(g) and 38(j). In the event Council wishes to re-word these two offences, Council can update the By-law through the proper procedure and re-apply to have those two offences designated for summary offence tickets. Once designated, the Municipality will have the ability to enforce those offences. Council will be kept up to date of the proceedings.

## **12. CORRESPONDENCE**

- **Eastern Counties Regional Library** – Funding alignment for the 2021-2022 Budget
- **Eastern District Planning Commission** – April 2021 Building Permit Statistics
- **Minister Maguire** – Notice of Changes for the Fiscal Year 2022-2023 from the Department of Municipal Affairs
- **Green For Life** – E-mail correspondence was received from the General Manager of Green For Life indicating their preferences to attend an in-person meeting with Municipal Council as opposed to a virtual meeting.
- **Ministerial Certificate** – The Ministerial Certificate of Temporary Guarantee Resolution for the Valley Mills and Volunteer Fire Department was received from the Department of Municipal Affairs.

## **13. CHETICAMP DEVELOPMENT AGREEMENT; FIRST READING AND PUBLIC HEARING DATE**

First Reading was given to the Development Agreement for the proposed development at 15347 Cabot Trail (PID 50160423) to permit the addition of tourist lodging units to the current development and allow the restaurant and patio area to be used as a liquor lounge.

The Public Hearing on this issue will be held on June 17<sup>th</sup>, 2021 at 9:00 am.

#### **14. NEXT MEETING DATE**

June 1, 2021 at 9:00 am: Budget Meeting

June 3, 2021 at 3:00 pm: Regular Council

June 17, 2021 at 9:00 am: Public Hearing for the Development Agreement for the proposed development at 15347 Cabot Trail (PID 50160423) to permit the addition of tourist lodging units to the current development and allow the restaurant and patio area to be used as a liquor lounge

June 17, 2021 at 9:30 am: Committee of the Whole

#### **15. "IN CAMERA"**

The purpose of entering into "In Camera" at today's meeting is to discuss matters relating to:

- a. The acquisition, sale, lease or security of Municipal property

**MOTION:** *That Council Move to "In Camera" at 12:21 pm*

**MOVED BY:** Deputy Warden Maclsaac

**SECONDED BY:** Councillor Gillis

**MOTION CARRIED**

**MOTION:** *That Council Move out of "In Camera" at 12:35 pm*

**MOVED BY:** Councillor Gillis

**SECONDED BY:** Councillor Chisholm

**MOTION CARRIED**

#### **16. ADJOURNMENT**

**MOTION:** *That Council adjourn at 12:36 pm*

**MOVED BY:** Deputy Warden Maclsaac

**MOTION CARRIED**