

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, October 21st, 2021  
9:30 am  
Council Chambers**

**MINUTES**

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

Regrets: Warden Laurie Cranton

Staff: Keith MacDonald, CAO  
Christine Murray, Manager of Legal and Governance  
Debbie Nicholson, Administrative Assistant to Council  
Tanya Tibbo, Director of Finance  
Erin Gillis, Manager of Operations & Occupational Health and Safety  
Karolyn Aucoin, Communications and Community Engagement Specialist  
Donna MacDonald, Director of Tourism and Culture  
Chestley Carr, Director of Public Works  
Charlotte MacDonald, Manager of Recreation

**1. CALL TO ORDER**

Deputy Warden MacIsaac called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken. Acknowledgement was made that the land on which we gather is located in the ancestral and unceded territory of the Mi'kmaq people.

**2. APPROVAL OF AGENDA**

**MOTION:** *That the agenda be approved as presented.*  
**Moved by:** Councillor Gillis  
**Seconded by:** Councillor Chisholm  
**MOTION CARRIED**

**3. STAFF REPORTS**

**(a) Water and Wastewater Operations, Chestley Carr**

Monthly highlights in water/wastewater operations include the Port Hood Convent Street Water Treatment Plant pipe replacement. Piping has deteriorated over the years and some small leaks

have occurred. The old metal piping has been replaced by PVC. The Dunmore Water Treatment Plant filter replacement project is scheduled to be completed by the end of October. Multiple projects are ongoing including SCADA upgrades, lift station control panel replacements, water sampling and hydrant inspections. Multiple meetings within the department and with external partners continue.

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

Monthly highlights in infrastructure include water leak repairs, sewer repairs, and asphalt repairs. The decommissioning of the old Mabou Water Treatment Plant is ongoing, with an expected completed date of late October. Multiple water line repairs are planned for the fall of this year. Water and waste water facility maintenance, upkeep and repair projects are ongoing. To date, 16 property owners have received new services. Multiple meetings within the department and with external partners continue.

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

Recent highlights in Operations include the ReCollect App launch, Household Hazardous waste day preparation, scrap metal removal, waste audit, Halloween costume exchange, September JOHSC committee meeting, By-Law Enforcement Officer training, and the Illegal Dumping By-Law development. The Strathlorne Recycling facility continues to struggle with the quality of materials received from haulers. There are many additional projects underway within the Kenloch and Strathlorne facilities. Multiple meetings within the department and with external partners continue.

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

Recent highlights for the Department of Finance include the 2022 Special Election, Strait Area IT Project, and Arrears notices. Ongoing projects and tasks include cash receipting, Neptune updates, accounts payable, water arrears collection, name and address changes, mail distribution, telephone reception, land inquiries, RFP administration, water meter install and replacement, tax certificates, deposits, invoicing, payroll updates, customer inquiries, payroll, deposits, meter install, inspection and replacements, HST rebates and returns and pension and benefit plan administration. Multiple meetings within the department and with external partners continue. The General Operating Fund Summary as of October 18, 2021 was presented, as well as the General Operating Expenditures, Financing, and Transfer Detail.

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

Monthly highlights include the Margaree, Judique and Whycomomagh Brand and signage projects, the We'koqma'q Skye River Trail project and the Live Music on the Trail Projects. Ongoing projects include the Gypsum Mine Trail project, Fall/Winter promotions, Coastal Experiences Wayfinding Signage, the Newcomer Welcome Network, Promotional Videos, and the Live Music Lineup

promotion and coordination. Multiple meetings within the department and with external partners continue.

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

The Fall Programming Season has begun, with checks for proof of double vaccination being required. The Physical Activity and Recreation Master Plan timeline has been updated and work has started. Recent projects include the Accessibility Coordinator position roll out, assisting the Reis Mhabu run, Equipment Room Inventory, Halloween Haunted Hike planning, and the Green Jobs Approval. Multiple projects are ongoing, and funding applications are being prepared for future initiatives. Meetings within the department and with external partners continue.

**(g) 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. Major ongoing projects include the Inverness WTP, PW8 upgrades, the Sanitary Sewer and Water Main Replacement Project from Strathlorne to Inverness, and the Judique Well Exploration. The Cheticamp Outfall project and the Whycomomagh Wastewater Treatment Plant and Collection System projects are being advanced. Multiple community projects are in progress. Meetings within the department and with external partners continue.

**4. PRESENTATION: GREEN FOR LIFE (GFL); Jeffrey Dee and Timothy White**

Green for Life (GFL) has the contract for garbage collection for the Municipality of the County of Inverness. GFL is the fourth largest waste management company in North America and operates throughout Atlantic Canada. Concerns were expressed by Council including changing times for residential pickup, damage to property, and inconsistent pick up times and days during the winter. GFL acknowledged there are challenges with waste collection in the Municipality and are working to improve service.

**5. PRESENTATION: MARGAREE ENVIRONMENTAL ASSOCIATION (MEA) ; Brian Peters, Maria Coady and Neal Livingston**

The Margaree Environmental Association is promoting a year round indoor recreational and aquatic facility located centrally in Inverness County. Year round access to a multipurpose, energy efficient indoor aquatic facility would increase physical activity and lower the rates of chronic disease. A potential funding formula could involve a collaboration between Federal, Provincial and Municipal levels of government as well as the public sector.

**6. PRESENTATION: REC CONSULTING; Carol Davis-Jamieson, Karen MacTavish, Max Chauvin**

REC Consulting, in partnership with Upland Consulting, is working on the Recreation Master Plan for the Municipality. The work plan involves three phases. Phase 1 is Discovery and Analysis

which involves learning the state of where recreation is in our communities. It will involve site visits, data gathering, and identifying trends, and will have a time frame of October 2021 to February 2022. Phase 2 is Communication and Engagement which involves the project launch, a survey, interviews and stakeholder meetings and will take place from March to June 2022. Phase 3 is Master Plan Development which involves action plans, recommendations, a draft plan, and the final plan and will be held from July to October 2022.

**MOTION:** *That Council take a short break at 11:15 am.*  
**MOVED BY:** Councillor Gillis  
**SECONDED BY:** Councillor Chisholm  
**MOTION CARRIED**

*Council resumed at 11:30 am*

## **7. SIDEWALK AND FIRE HYDRANT CLEARING TIMES**

A Notice of Motion for an amendment to the Sidewalk Maintenance Policy was provided to Council, with a copy included the Council package. The amendment is as follows: Deleting “24 hours” from section 6(3) and replacing it with “72 hours”. At the Regular Council meeting on November 4<sup>th</sup>, 2021 a motion will be made to amend the Sidewalk Maintenance Policy as set out in the Notice of Motion.

## **8. J CLASS ROADS 2022-2023 SUBMISSION**

Councillors for Districts 1, 3, 4, 5 and 6 were asked to submit their top 2 choices for J Class Road improvements for the 2022-2023 year. The following ten submissions will be submitted to the Provincial Department of Public Works for consideration:

District 1 – Poirier Road, Muise Road  
District 3 – Celtic Drive, Quincy Street  
District 4 – Hillcrest Drive Blues Mills, MacInnis Road  
District 5 – Clan Ranald Road, Justin Road  
District 6 – Church Street, Laughlin Drive

## **9. SPECIAL ELECTION UPDATE**

With District 1 Councillor Alfred Poirier resigning effective December 31, 2021, Municipal Council must decide how to conduct the upcoming Special Municipal Election for District 1. There are three possible voting methods; electronic, electronic and in person, or in person.

Recommendation to Council that electronic voting is the sole method of voting for the Special Municipal Election for District 1.

## **10. 2021 FALL HEAVY GARBAGE PICKUP**

The tender for 2021 Fall Heavy Garbage Pickup has been issued with a closing date of Wednesday October 27<sup>th</sup>, 2021. A proposed start date is November 1<sup>st</sup>, 2021 and will last for the entire month of November.

#### **11. UPDATE: RECOLLECT WASTE COLLECTION APP**

Erin Gillis, Manager of Operations & Occupational Health and Safety, and Nicole Latimer, Solid Waste Educator, introduced the ReCollect Mobile App. Mobile phone users with an iPhone can currently download the App. Other phone type users will be able to download the App in the near future. Once the App is installed, users can enter their civic address, and receive updates to collection schedules, where or how to properly dispose of or recycle any material in the materials list or how to request special collections.

#### **12. UPDATE: POLICE ADVISORY BOARD; TERMS OF REFERENCE**

The Joint Police Advisory Board met on September 28<sup>th</sup>, 2021 at the Port Hood municipal building. The Board is regulated under the *Police Act*. The Terms of Reference for the Board has been reviewed and discussed by the Board at several meetings. The Terms of Reference must be reviewed and approved by Council for each participating Municipal Unit (Municipality of the County of Inverness, Town of Port Hawkesbury, and Town of Mulgrave) in order to come into effect. At the September 28<sup>th</sup>, 2021 Board meeting, the Board recommended that the Terms of Reference provided in today's Council package be approved by Council for each participating Municipal Unit.

Recommendation to Council to approve the Joint Police Advisory Board Terms of Reference as presented in today's Council package.

#### **13. UPDATE: ACCESSIBILITY ADVISORY COMMITTEE; Maggie MacDonald**

The first meeting of the Municipal Accessibility Advisory Committee (AAC) was held on September 29<sup>th</sup>, 2021. Committee member Tom Livingstone was nominated as Chair, and Committee member Aaron MacDonald was nominated as Vice-Chair. The Committee was given a brief orientation of what is expected of the AAC and responsibilities of reporting to Council. A draft Terms of Reference was reviewed and members had the opportunity to offer revisions. Committee members agreed to meet on the last Wednesday of every month going forward.

#### **14. COMMUNITY DEVELOPMENT GRANT: L'ACABIE**

L'Acabie provides transit options to seniors, people living in low-income status and people living with disabilities in Northern Inverness County. Their current request of Council is \$5,000.00 to subsidize fares for a period of one year to transport two people to dialysis treatment at the Inverness Consolidated Memorial Hospital three times per week. Funds would come from District 1's CDC Budget.

Recommendation to Council to table this request until additional information is gathered from both L'Acabie and Strait Area Transit regarding ridership, routes, rates, and cost to operate.

#### **15. CORRESPONDENCE**

- **Eastern District Planning Commission** – September 2021 Building Permit Statistics were included in today's Council Package

#### **16. NEXT MEETING DATE**

November 4<sup>th</sup>, 2021 3:00 pm – Regular Meeting of Council

November 9<sup>th</sup>, 2021 - Potential Joint meeting with We'koqma'q First Nation

**MOTION:** *That Council take a lunch break at 12:46 pm.*

**MOVED BY:** Councillor Chisholm

**SECONDED BY:** Councillor Gillis

**MOTION CARRIED**

*Council resumed at 1:09 pm*

**MOTION:** *That Council extend the 15 minute presentation time limit for Upland Consulting.*

**MOVED BY:** Councillor Gillis

**SECONDED BY:** Councillor Chisholm

**MOTION CARRIED**

#### **17. PRESENTATION: UPLAND PLANNING AND DESIGN; Paul Dec, Lead Planner**

Upland Planning and Design has been awarded with the engagement and preparation of comprehensive Municipal Planning Strategies and Land Use By-Laws for all seven municipal units that form the Eastern District Planning Commission. The focus of the project will be on un-zoned areas, and will create a level of standard and commonalities between land use planning in all participating municipalities. The formative engagement period will include communications, public surveys, open houses, group discussions, and planning and advisory committee meetings. This period should last until early 2022, after which the focus will change to document drafting, and public meetings. Adoption of the comprehensive plan is scheduled for late 2022.

#### **18. ADJOURNMENT**

**MOTION:** *That Council adjourn at 1:58 pm*

**MOVED BY:** Councillor Gillis

**MOTION CARRIED**