

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, January 20<sup>th</sup>, 2022  
9:30 am  
Council Chambers**

**MINUTES**

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

Staff: Keith MacDonald, CAO  
Tanya Tibbo, Director of Finance  
Debbie Nicholson, Administrative Assistant to Council/ CAO  
Karolyn Aucoin, Communications and Community Engagement Specialist  
Donna MacDonald, Director of Tourism and Culture  
Chestley Carr, Director of Public Works  
Ellen Murphy, Manager of Infrastructure  
Trudy Gillis, Manager of Environmental and Facilities Compliance  
Erin Gillis, Manager of Operations and Occupational Health and Safety  
Charlotte MacDonald, Manager of Recreation

**1. CALL TO ORDER**

Warden Cranton 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:** Deputy Warden MacIsaac  
**Seconded by:** Councillor Chisholm  
**MOTION CARRIED**

**3. RURAL CAPE BRETON LIVING SOCIETY; Jill Gardner; President, Elizabeth Barry; Director of Development and Damian MacInnis, Director of Operations**

The Rural Cape Breton Living Society (RCBLS) is a non profit social enterprise focused on the development of affordable and sustainable housing across Cape Breton. The vision of the RCBLS is to offer municipalities, community organizations and private investors an option to invest in

housing development for the social good. The society is currently working with investors and landowners to get an initial project off the ground. Potential development locations include Cheticamp, Inverness, Port Hood, Whycomomagh, Ingonish, Baddeck, Port Hawkesbury, Evanston and Sydney. Presentations to municipalities and organizations are ongoing in early 2022. SEED funding will assist with offsetting costs such as administration, office space, website development, and branding and marketing.

#### **4. STAFF REPORTS**

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

The Dunmore Water Treatment Plant filter upgrade project is nearing completion. Flow meters were installed at the PW3, 4 and 8 locations in Inverness and were programmed into the SCADA system. Control panel replacement projects are ongoing at the Cheticamp and Whycomomagh lift stations and the water treatment plant in Inverness. The replacement of lift station # 6 in Cheticamp continues. The Broad Cove Banks booster station project is nearing completion. Repairs and maintenance continue at various Municipal aerators, clarifiers and hydrants. 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 curb stop repairs. Snow removal, sanding and salting are continuing as needed. An internal servicing plan is being prepared for Silverwood Lane, Inverness. Water and waste water facility maintenance and upkeep continue. The decorative street lights in Inverness, Mabou and Port Hood that require replacement or repair are being addressed by staff and the contractor. Multiple meetings within the department and with external partners continue.

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

Discussions continue with Green For Life (GFL) regarding the collections calendar for 2022. Holiday scheduling has been challenging during the last year, especially for collections that are scheduled for a Monday pickup. Staff are hopeful for improved service for solid waste collection for the upcoming year. The recollect app is being promoted to get more residents on board.

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

The focus lately has been on catching up on e-mails, departmental changes and completing outstanding monthly and quarterly reports since late 2021. Weekly updates for the Department of Environment are ongoing. Quarter 3 Federal Reporting on waste water treatment plants has been completed. Operator handbooks are being developed for distribution to Municipal staff. A Standard Operating Procedure (SOP) is being developed in conjunction with the Department of Finance to have water meter reads completed. Multiple meetings within the department and with external partners continue.

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

Property Tax activities include preparation for the February 4<sup>th</sup>, 2022 Tax Sale, loading of the 2022 Tax Role, title changes, assessment changes and collections. Water Utility activities include collections, work orders, meter installs, historical reads, curb locates, and water disconnections. Other department projects are underway including RFP development, land issues, cash receipting, accounts payable as well as completion of an Audit Committee meeting. The District 1 Special Election planning has begun and 2023 Budget Development is underway. Multiple meetings within the department and with external partners continue.

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

Plans are continuing to develop the calendar of events through 2022 for the CB Island Year of Music. Staff have been updating non-profit organization information in preparation for a volunteer recognition campaign for 2022. The Winter Promotions brochure has been put on hold until Public Health restrictions are lifted. With schools and public events limited, staff will re-evaluate the timing of the brochure in February. Multiple meetings within the department and with external funding partners and organizations continue.

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

The office move for the Department of Recreation has been completed; the new location is 86 High Road, Port Hood. Winter equipment rentals are very popular this season. The Physical Activity Strategy and Master Plan is ongoing with staff continuing to provide information and contacts toward the research phase. Preparation to move toward phase 2 will begin soon. The Municipal Trail Ambassador will create a thorough inventory of trail groups and associations, and complete a survey of these groups. They will also work with Trails NS representatives towards improving trail safety and etiquette for all users. Multiple meetings within the department and with external partners continue.

**5. DEMOLITION RECOMMENDATION; Jonathan Martin, Eastern District Planning Commission**

A dangerous and unsightly premises complaint was received by the Eastern District Planning Commission in early 2021 for 1210 Long Stretch Road, Sugar Camp, PID # 50003615. A site visit by Eastern District Planning Commission staff resulted in a recommendation that an "Order to Remedy Condition" be issued and that the Order be a Demolition Order issued from Council to the owner. The Order should state to the owner that the dwellings are to be demolished are all debris be removed and disposed of in the appropriate manner within 30 days. If the property owner fails to comply the Municipality will complete the same and recover the costs.

*Warden Cranton left the meeting at 10:30 am. Deputy Warden MacIsaac took over as Chair.*

Dwayne MacDonald the property owner of 1210 Long Stretch Road presented to Council. Mr. MacDonald presented an agreement of sale with a potential buyer for said property. The buyer

agrees to demolish the house and barn as soon as possible, and to present his plan for demolition of the house and barn to the Eastern District Planning Commission and the Municipality of the County of Inverness by March 15<sup>th</sup>, 2022.

**MOTION:** *That the demolition order for 1210 Long Stretch Road, Sugar Camp proceed with a 30 day extension if required, and the shed is removed, the oil tank is removed, and the access to the house be rendered inaccessible as soon as possible.*

**MOVED BY:** Councillor Gillis

**SECONDED BY:** Councillor Chisholm

**MOTION CARRIED**

## **6. ELECTRIC VEHICLE CHARGING**

Councillor Chisholm noted that the Clean NS Foundation is providing funding to install electric charging stations throughout the province. Staff will look into this option to see if the Municipality can participate in this offer.

## **7. 2022 TAX ROLL; Tanya Tibbo, Director of Finance**

In early January 2022 the Municipality received its Tax Role from Property Valuation Services Corporation along with the Municipal Profile. Across the province there was an increase in assessment values. The increase in residential assessment for the Municipality of Inverness is 10.8 %. The total number of Assessment Accounts is 21,653. 75% of these accounts experienced a change in assessed value. The number of residential sales increased by 106 compared to the previous year.

*Warden Cranton returned to the meeting at 11:06 am*

## **8. WATER RATE STUDY; Tanya Tibbo, Director of Finance**

The Inverness County Water Utility is governed by the Nova Scotia Utility and Review Board. Four rate studies have been undertaken by the Inverness County Water Utility in the past thirty eight years. The utility has seven water systems, each with its own treatment plant, source of supply, reservoir and linear infrastructure. Tanya Tibbo outlined the utility's revenues and expenditures, rates charged as compared to other Municipalities and the process involved should the Municipality choose to undertake a rate study.

Recommendation that the Inverness County Water Utility undertake a water rate study.

**9. UPDATE: FEBRUARY 4<sup>th</sup>, 2022 TAX SALE: Tanya Tibbo, Director of Finance**

The upcoming Tax Sale will be held on Friday, February 4<sup>th</sup>, 2022 at the Judique Community Centre. There is a maximum capacity of 150 people at this location. Proof of vaccination and pre registration are required. The sale will be broken into four separate sessions with sanitization occurring between sessions. All properties on the February 4<sup>th</sup> sale are redeemable.

**10. CORRESPONDENCE**

- **Eastern District Planning Commission** – December 2021 Building Permit Statistics were included in the Council package.
- **Domestic Burning** – Feedback was provided to the Municipality regarding Domestic Burning regulations. Consideration will be given to creating a Municipal Bylaw on this issue in the future.

**11. NEXT MEETING DATE**

Thursday, February 4<sup>th</sup>, 2022 3:00 pm – Regular Meeting of Council

**12. ADJOURNMENT**

**MOTION:** *That Council adjourn at 11:47 am*  
**MOVED BY:** Deputy Warden Maclsaac  
**MOTION CARRIED**