

**Municipality of the County of Inverness
Committee of the Whole Meeting
Thursday, May 19th, 2022
9:30 am
Council Chambers**

MINUTES

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

Staff: Keith MacDonald, CAO
 Tanya Tibbo, Director of Finance
 Donna MacDonald, Director of Tourism and Culture
 Karolyn Aucoin, Communications and Community Engagement Specialist
 Debbie Nicholson, Administrative Assistant to Council/ CAO
 Chestley Carr, Director of Public Works
 Charlotte MacDonald, Manager of Recreation
 Ellen Murphy, Manager of Infrastructure
 Maura Beaton, Special Projects Facilitator

1. CALL TO ORDER

Warden MacIsaac called the meeting to order at 9:30 am and welcomed all in attendance. Roll call was taken. Warden MacIsaac acknowledged 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 Poirier
SECONDED BY: Deputy Warden Gillis
MOTION CARRIED

3. PROCLAMATION: NATIONAL ACCESSABILITY WEEK

The following proclamation was made by Warden MacIsaac:

WHEREAS, the week of May 29th – June 4th, 2022 is recognized as Access Awareness Week; and

Access Awareness Week aims to celebrate achievements made both by and for persons with disabilities in the areas of accessibility, transportation, housing, employment, recreation, education and communication; and

This is the 35th year that this public awareness initiative has taken place in Nova Scotia; and

Access Awareness Week promotes the inclusion of all Nova Scotians with disabilities as full citizens within our communities; and

Through public awareness, community partnerships and education, this campaign aims to foster an environment of equal participation for persons with disabilities within Inverness County.

THEREFORE, be it resolved that I, Warden Bonny MacIsaac on behalf of the Municipality of the County of Inverness, do hereby proclaim May 29th – June 4th, 2022 as “Access Awareness Week” in the Municipality of the County of Inverness.

Council was reminded to wear red during the next Council meeting, Thursday June 2nd in honor of “Access Awareness Week”.

4. STAFF REPORTS

(a) Water and Wastewater Operations, Chestley Carr

The pump test on the new well at the Dunmore water treatment plant was completed. The Convent St. water treatment plant upgrades are 85% completed. Repairs to the Port Hastings water storage tank have been completed. Disinfection took place on May 13th and samples were taken on May 15th & 16th. By re-programming the pumps, no residents in Port Hastings experienced any disruption in water service. Other ongoing projects include Lift Station Control Panel Replacements, hot water heater installations, Lift Station replacement, and the Broad Cove Banks Road booster station project. Manager meetings, compliance meetings, OHS, and internal project team meetings continue.

(b) Infrastructure Unit, Ellen Murphy

The valve at the intersection of Main and Convent St. Port Hood was replaced. Two new culverts at 375 Main St Port Hood were installed and the driveway was made wider. Water Leak repairs, sewer repairs, and asphalt repairs are ongoing. The flagpole was relocated at the Port Hood Municipal building. Signage was installed at the Old Port Hood Wharf and at 86 High Road. Lawn maintenance has begun for the season. Curb stop repairs, road grading, building maintenance, street light maintenance and training opportunities are ongoing. Multiple meetings within the department and with external partners continue.

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

The Spring Community Clean Up application was made available to Council for review and distribution. An Earth Day clean up of the Port Hood beach was held. Updates to the ReCollect App are ongoing. Five composts were awarded to new ReCollect App registrants. Staff are reviewing options for contractors dropping off large trees to the Kenloch site, as they pose a potential fire risk. A new Construction and Demolition cell application is being submitted to Nova Scotia Environment. There was a high attendance at this year's Household Hazardous Waste Collection event. Development of the illegal dumping bylaw continues. Multiple projects continue at Kenloch and Strathlorne. A historical waste clean up will be scheduled for this summer. Multiple meetings within the department and with external partners continue.

(d) Trudy Gillis, Environmental Compliance

This month the focus was on completing the Biennial Drinking Water Surveys and catching up on work outstanding from annual reporting. Various Nova Scotia Environment Directives and Inspection reports were addressed. An Operator's training package for existing and newly hired operations staff is in development. Multiple meetings within the department and with external partners continue such as the Public Works Director, the Inverness Wellfield Project, the Municipal Standards Specifications Committee and the Special Projects Team.

(e) Tanya Tibbo, Department of Finance

The Special Election for a new District 2 Councillor will be held on June 4th with six candidates running. Property tax and water utility payments continue to be collected. Multiple Requests for Proposals are underway. Many projects are underway including land issues, Strait IT HR Policy development, large meter upgrades, 2023 General Operating Budget, the 2022 Audit with Grant Thornton, the Marketing Levy Review, the 2022 Water Rate Study and the Volunteer Fire Department Blanket Insurance. A total of 94 Municipal employees' payroll, group benefits and pensions are administered. Multiple meetings within the department and with external partners continue.

(f) Donna MacDonald, Department of Tourism and Culture

The 2022 Summer and Fall Events Brochure is in its final stages of production with an estimated publication date of the first week of June. Work continues toward the completion of gateway signage at municipal boundaries. Plans are to continue working with the Cape Breton Welcome Network Coordinator and to continue to support the current groups and to encourage other communities in the municipality to consider forming a newcomer welcome group. Pending funding, the Municipality will be working in partnership with Destination Cape Breton to plan a concert series in various communities throughout Cape Breton Island for *Cape Breton Island Year of Music*. The volunteer recognition program has rolled out on the Municipal Facebook page with the nominated volunteers highlighted weekly. Multiple meetings within the department and with external funding partners and organizations continue.

(g) Charlotte MacDonald, Department of Recreation

The Physical Activity and Recreation Master Plan Survey has been released. The survey is available online and in paper copy in both French and English versions. Multi-Sport programs are underway in both Inverness and Port Hood. Port Hood will be hosting grades 1 to 6, while Inverness will be offering to grades 4 to 6 exclusively. Preparations are being made to promote and engage residents to participate in the Community Better Challenge. Recruitment of summer students has started; the advertisement is live and interviews will be set up in the coming weeks. Multiple projects continue including accessibility, wellness, summer programming, and gender equity phase 2. Multiple meetings within the department and with external partners continue.

(h) Melanie Beaton, Special Projects

The Special Projects Team has continued to lead and facilitate many meetings on a vast profile of internal and external projects in partnership with consultant teams, project stakeholders, and community residents. Internal Linear Infrastructure projects, and Internal Complex Infrastructure projects continue. Many community projects are in development, and facility and equipment upgrades are underway. Professional development sessions were taken by the Municipal engineer in training. Multiple meetings within the department and with external partners continue.

5. PRESENTATION: Katie Giles; Clean NS, Clean Energy Financing

Clean Energy is involved in a wide range of energy efficiency, energy poverty reduction, clean energy promotion, and workforce training initiatives. The Property Assessed Clean Energy Financing (PACE) Program is a low interest financing for clean energy Upgrades. Potential upgrades include insulation, draft sealing, windows, heat pumps and hot water tanks, among others. A Home Energy Assessment is conducted prior to a contractor beginning the upgrades. Financing is attached to the home owner's property tax account. Any Municipal arrears must be paid prior to being eligible to participate in the program.

6. PRESENTATION: Jim Mustard, Raising the Villages

The Early Years Cooperative strives to raise awareness and understanding of why the early years is the #1 upstream investment for our life-long health (physical and mental), learning and relationships. Their objectives are to provide the networking, connecting, communicating, and advocacy for regional services, programs, and policies that provide universal access and integration from the pre-natal period onwards. Through the use of data and evidence (EDI) they hope to strengthen community-based decision making, advocacy, and inform supportive upstream policy direction.

7. PRESENTATION: Alix Redden, Cape Breton Food Hub

The Pan Cape Breton Food Hub is a non-profit cooperative that distributes local food across Cape Breton Island. It was first established in 2015 as a pilot project. The Food Hub operates as an online marketplace and has its own distribution chain. The purpose of the Food Hub is to make it easier

for products to make it into the hands of the consumers and at the same time try to save money and time for food entrepreneurs. Each week over 60 producers sign in online and list what products they have available. Consumers place their orders online, and are able to pick up their items either at a central location, or have them delivered directly. Sales generated by the Food Hub have increased consistently over the last seven years. The long term vision of the Food Hub is to revitalize the agri-food sector.

8. SPRING 2022 HEAVY GARBAGE PICKUP

Through the tendering process, local contractors provided bids to undertake the Spring 2022 Heavy Garbage pick-up.

Recommendation to Council for Spring 2022 Heavy Garbage Pick-up to be held during the week of June 6th – 10th, with a budget of \$180,000.00. Tenders to be awarded to Evan Tompkins for the North and Central portion of the County, and Blackstone Construction for the South.

9. COMMUNITY CLEAN UP PROGRAM

An application for the Community Clean Up Grant was included in today's Council package. All 6 districts have been budgeted \$500 for this program (2 per district at \$250.00 each). Non for profit organizations can register through the Great Nova Scotia Pick Me Up. Funds are for beverages and food for volunteers. Council can share this funding program with their constituents.

10. BILINGUAL STOP SIGN APPLICATION

Nova Scotia has approved regulatory changes to permit bilingual stop signs (STOP/ARRÊT) in the province on provincially owned roads.

Recommendation to Council to proceed with the application to the Office of Acadian Affairs and Francophonie for the installation of STOP/ARRÊT signs in the Municipality of the County of Inverness.

11. ANNUAL AUDIT – GRANT THORNTON

Rob Wadden provided an overview of the audit process for the Municipality for each March 31st (year end). The consolidated financial statements encompass the four Municipal Homes also (Foyer Père Fiset, Inverary Manor, Koster Huis and Port Hood Small Options). The Municipality went to an audit tender in 2020. Grant Thornton was the successful candidate approved by Council since 2021. The audit process involves initial inquiries of the Director of Finance prior to year end so that any significant changes can be identified. The audit focuses on risk areas. In April Grant Thornton staff begin with an examination of risk areas, followed by the four Municipal Homes typically in June. Consolidated and Non-Consolidated statements are reviewed by the Audit Committee, followed by a review by all of Council.

12. CORRESPONDENCE

- **Eastern District Planning Commission** – April 2022 Building Permit Statistics were included in the Council package.

13. NEXT MEETING DATE

Thursday, June 2, 2022 3:00 pm – Regular Meeting of Council

14. IN CAMERA

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

- personnel

MOTION: *That Council move to “In Camera” at 11:45 am*
MOVED BY: Deputy Warden Gillis
SECONDED BY: Councillor Poirier
MOTION CARRIED

MOTION: *That Council move out of “In Camera” at 11:52 am*
MOVED BY: Deputy Warden Gillis
SECONDED BY: Councillor Chisholm
MOTION CARRIED

15. ADJOURNMENT

MOTION: *That Council adjourn at 11:52 am*
MOVED BY: Deputy Warden Gillis
MOTION CARRIED