

**Municipality of the County of Inverness  
Committee of the Whole Meeting  
Thursday, October 20th, 2022  
9:30 am  
Council Chambers**

**MINUTES**

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

Staff: Keith MacDonald, CAO  
Tanya Tibbo, Director of Finance  
Chestley Carr, Director of Public Works  
Debbie Nicholson, Administrative Assistant to Council/ CAO  
Charlotte MacDonald, Manager of Recreation  
Ellen Murphy, Manager of Infrastructure  
Melanie Beaton, Special Projects Facilitator  
Erin Gillis, Manager of Operations  
Maggie MacDonald, Accessibility & Senior Safety Coordinator  
Maura Beaton, Special Projects Facilitator  
Michelle MacLean, Special Projects Administrator  
Rebecca Dunphy, Special Projects Coordinator

**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. STAFF REPORTS**

**(a) Chestley Carr, Director of Public Works**

Servicing will soon be finishing up for this year. In the last month four new services were installed in Cheticamp, Port Hood, Harbourview & Inverness. Three sewer service repairs were completed. Two of those repairs required new service lateral connections for homeowners. One water leak on the River Denys Road, Judique was completed. Lawn mowing has finished for this year and snow removal preparations have begun. A new HVAC unit was installed in the Strathlorne Municipal Facility and a new one for 86 High Road is due to arrive by the end of October. Minor sidewalk repairs are in progress and will be completed before winter. Cheticamp & Inverness streetlight repairs have been identified and sent along to the contractor for scheduling. Repairs to Mountainview Drive in Troy are being completed by the end of October. A signage course for traffic control as well as a scissor/aerial lift course are scheduled for November. Several aerator cleanings and repairs were completed in Whycomomagh, where wipes in the system continue to be a major problem. The Municipality received the new blower to bring the Whycomomagh digester back online. This will reduce the cost of trucking waste off site. Preventative maintenance on all the lift stations was completed. Parts are on order to complete to repair the lift station below the Port Hood Municipal building. Winterization of the fire hydrants has started throughout the Municipality. Maintenance staff attended a traffic control and fall arrest course in Inverness. Weekly and quarterly water sampling was completed to ensure the Municipality is meeting the Canadian Drinking Water Standards. Lead and copper sampling were completed throughout the County. Online training for water and wastewater operators has been going well. Each operator has a scheduled day each week to complete their course with exams scheduled for December. Annual Sampling plans were completed and submitted by Trudy Gillis. Monthly and Quarter 3 reports are in progress.

Public Works staff assessed all facility generators in the days leading up to Hurricane Fiona. Thankfully there was minimal impact from the storm. Water pallets were delivered to communities in need. Operators visited Municipal facilities to ensure everything was operational. Public works staff repaired washout damage due to heavy rains on Mountainview Road in Troy.

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

The Hazardous Household Waste collection event was held on September 17th at the Strathlorne Recycling Facility. The Waste Reduction Event is planned for the week of October 17<sup>th</sup>. A partnership has developed with local thrift stores to reduce Halloween Waste. Assessments of waste collection efficiencies and mapping “the life of waste” are underway. Repairs are being done to the ground water monitoring wells in Kenloch. The site saw rain damage from Hurricane Fiona, therefore loads of gravel were brought in to complete the repair. The Strathlorne Recycling site continues to experience equipment failures, staffing issues and contaminated commercial bins. The quality of blue bagged material received on site remains an issue. An in school solid waste education program is being developed for launch during the school year. The JOHSC (Joint Occupational Health and Safety Committee) continues to meet monthly.

#### **(c) Tanya Tibbo, Department of Finance**

Over the past month the finance department continued to process multiple payments for property tax and water invoices, as well as many other general receipts. Additional activities in

finance include water meter installs and inspections, accounts payable processes, land issues, HST rebate and return, the closure of 2022 Year End in Accounting Software, Volunteer Fire Department Registrations, bank reconciliations, journal entries, 2022 Boundary Review preparations, and an Audit Committee meeting. Multiple Requests for Proposals are under evaluation. Numerous payroll and Human Resource issues were received from staff, directors and/or managers. The 2023 Fiscal Year Operating Financial Summary to date was presented to Council. The current list of properties eligible for the November 15<sup>th</sup> Tax Sale was presented. Many meetings both internal, and with external partners continue.

**(d) Charlotte MacDonald, Recreation and Wellness and the Department of Tourism**

The Fall Programming opened recently with school based programs at Bayview, Dalbrae and Cheticamp schools. The Physical Activity and Recreation Master Plan continues with Upland Consulting. Funding applications are being processed for Active Communities, Celebrate Canada, the Health Board and New Horizons. The Literacy Office is set to open to Adult Literacy programs on October 24<sup>th</sup>, 2022. Items for the upcoming Winter brochure are being collected. Tourism and Culture Final Reports are being assembled for 50/50 Grants, Communities in Bloom and Cultural Events. Department staff are developing work plans in preparation for budget development. The Accessibility Plan is ready to be presented to Council. Staff assisted with Reis Mhabu in helping to execute a safe and successful large scale trail event on the Celtic Shores Trail. Multiple meetings continue within the department and with external partners such as the Celtic Music Interpretive Centre, Chestico Museum, Inverness County Cares, Trails groups and Destination Cape Breton Association.

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

A large amount of work continues to be advanced by the Special Projects Team. The Sanitary Sewer and Water Main Replacement Project in Inverness/Strathlorne has seen multiple manholes and sewer service laterals installed. To date, 2580 m of new 200 mm PVC sanitary sewer main has been put in place. The Municipality continues to provide construction oversight and quality assurance measures throughout each day of construction to ensure that the appropriate construction techniques are being followed. Many internal complex infrastructure projects continue throughout the Municipality. Tender preparation is underway for equipment, vehicles and machinery approved in the capital budget. Municipal facility upgrade projects continue to advance in Strathlorne and Port Hood. Recreation facility and community projects are ongoing in various communities throughout the Municipality. Meetings continue with consultants, stakeholders and external partners.

**4. PRESENTATION: Accessibility Directorate; Lashauna Smith and Hannah MacDougall**

The Nova Scotia Accessibility Act was passed in 2017 and was developed collaboratively with members of disabilities communities in Nova Scotia. The goal of the Act is to prevent and remove barriers with respect to built environment, education, information, employment, delivery and receipt of goods and services, and transportation. "Access includes everyone" is a public

awareness campaign to create awareness of accessibility barriers and human rights through television, social/digital media and the provincial accessible website. Most municipalities either have Accessibility Plans in place, or are on track to being in place by the Fall of 2022.

Further information is available at [www.novascotia.ca/accessibility](http://www.novascotia.ca/accessibility)

#### **5. PRESENTATION: Maggie MacDonald; Accessibility Advisory Committee**

The Accessibility Advisory Committee was formed in September 2021 and has worked together to create the Municipality of the County of Inverness' first Accessibility Plan. The role of the Accessibility Advisory Committee (AAC) is to advise Council on identifying, preventing, and eliminating accessibility barriers to municipal programs, services, and infrastructure. The goal of the committee is to develop a municipal accessibility plan, work together to implement the plan, and advocate for communities within the municipality to become more accessible for individuals of all ages and abilities. Including community members in the development of the accessibility plan allowed the AAC to collect important information from individuals who are directly impacted by accessibility barriers. The full plan and report of findings will be made available for the public to view online via the municipal website at: [www.invernesscounty.ca/accessibility](http://www.invernesscounty.ca/accessibility).

#### **6. 2022 MUNICIPAL BOUNDARY REVIEW**

The Nova Scotia Municipal Government Act requires every municipality in the province to submit a study of the number and boundaries of polling districts in the municipality to the Nova Scotia Utility and Review Board every eight years. In October 2022, the Municipality engaged Watson & Associates Economists Ltd., in association with Dr. Robert J. Williams, to conduct a Governance and Boundary Review Study to meet these statutory requirements. The process is currently underway. The consultants have reached out to Council for their feedback. Demographic research and community engagement sessions will follow to allow members of the public to provide feedback regarding the existing boundaries. The goal is to have the review wrapped up by December with a report of the findings for Council.

#### **7. COMMUNITY GRANT APPLICATIONS; Melanie Beaton**

##### **Mill Road Social Enterprises – Community Garden Enhancement**

The current request of the Municipality is \$10,000.00

Consensus to table this request while additional sources are funding are sought for this initiative.

#### **8. CORRESPONDENCE**

- **Municipality of the County of Guysborough** – Correspondence from Minster Champagne

Consensus that a follow up letter be issued to the Premier regarding the lack of support and participation from telecommunications companies before, during and after Hurricane Fiona.

## 9. NEXT MEETING DATE

November 10, 2022 – 3:30 pm – Regular Council

## 10. IN CAMERA

The purpose for this “In Camera” session was to discuss matters relating to:

- Legal advice eligible for solicitor-client privilege

**MOTION:** *That Council move to “In Camera” at 10:54 am*  
**MOVED BY:** Councillor Phillips  
**SECONDED BY:** Councillor Poirier  
**MOTION CARRIED**

**MOTION:** *That Council move out of “In Camera” at 11:03 am*  
**MOVED BY:** Councillor MacLennan  
**SECONDED BY:** Councillor Poirier  
**MOTION CARRIED**

## 11. ADJOURNMENT

**MOTION:** *That Council adjourn at 11:03 am*  
**MOVED BY:** Councillor Poirier  
**MOTION CARRIED**