

**Municipality of the County of Inverness
Committee of the Whole Meeting
Thursday, November 16th, 2023
9:30 am
Council Chambers**

MINUTES

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

Staff: Keith MacDonald, CAO
Brian Luciano, Director of Finance
Debbie Nicholson, Administrative Assistant to Council/ CAO
Melanie Beaton, Special Projects Facilitator
Jason Calder, Acting Manager of Recreation and Community Wellness
Erin Gillis, Manager of Operations and Occupational Health and Safety

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 amended: agenda item # 3.f. Staff Reports:
Lynne MacLennan, Cape Breton Partnership*

MOVED BY: Councillor Chisholm

SECONDED BY: Councillor Poirier

MOTION CARRIED

3. STAFF REPORTS

(a) Chestley Carr, Director of Public Works

This month Public Works have continued with the winter preparations for the 2023-2024 season. A Sea-Can was rented to store salt and a sidewalk plow during the winter. It will be located at the Water Treatment Plant on Convent Street, Port Hood allowing for easier access to the municipal building and sidewalks. The municipal hydrants in 6 of the 7 communities have been

inspected and winterized, with Inverness being the remaining community to complete. There are a few hydrants in Port Hood that will need to be replaced.

Public works staff continue to address repair and maintenance issues as they arise. Repairs to the office space and weeping tile at the Recreation and Community Wellness building are complete and municipal staff have moved back in. Roof repairs and one panel repair have been carried out at the Strathlorne building. Some municipal lights have been identified for repair or replacement. Four public works staff have completed First Aid training and two completed a Flagging Course. Speed radar reports were provided for both Margaree locations for the September 15th to November 10th time frame.

Department staff assisted other municipal departments with the delivery of water and wastewater sample delivery to Sydney, water utility service connects and disconnects, leak detection and the collection of system flow meter monitoring. Service installations have been completed for this year. Staff also assisted the Special Projects department with capacity reviews undertaken for Chéticamp's wastewater system, Inverness's water, and wastewater systems, and for Mabou's water system to help inform status, remaining capacity, future planning, and wellfield exploration goals.

Multiple maintenance projects are ongoing at various water and waste water treatment facilities throughout the municipality including booster stations and lift stations. The backflow and cross contamination prevention program has been submitted to Nova Scotia Environment and Climate Change (NSECC) for review and approval.

Sampling to ensure the Municipality meets its approvals to operate have been completed with no exceedances to report.

Multiple projects are in various stages of completion including Chéticamp Lift Station Control Panel service replacements, Booster Station replacement in Port Hastings, and Lift Station Control Panel replacement in Port Hastings. Filter installations at the Inverness water treatment plant will be completed in the fall. Road issues are being addressed in conjunction with the Land Committee.

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

A new audit process is underway for solid waste management to identify items of concern and to measure the effectiveness of education programs. Items of concern include medical waste. Team members are working with long-term care facilities as well as in house support programs to ensure medical waste is identified and disposed of correctly. Site tours of other Municipal waste facilities across the province took place during October. Standard work practices are being developed to ensure tasks are being performed properly leading to less down time and a safer work environment.

In by-law enforcement, staff continue to build relationships with the RCMP, Natural Resources and Renewables and the Eastern District Planning Commission. Residential dog complaints and notices of illegal dumping are being addressed.

Solid waste education initiatives continue including the October 18th swap event, the litter intervention project in partnership with Divert and the Celtic Shores Trails Association and school education programs.

Monthly site inspections and JOHSC meetings continue. A two day leadership safety training session was held at the Port Hood administration building. Provincial training was held in Ingonish to review lessons learned from Hurricane Fiona.

Multiple projects are at various stages of completion including the C&D cell development, storage building construction in Kenloch and a community bin placement process. The Extended Producer Responsibility submission is underway. Meetings are held with regional and provincial waste educators to discuss solid waste management initiatives.

(c) Jason Calder, Recreation

During October 2023 adult programming continued to roll out in Cheticamp with volleyball, soccer and pickleball starting. Youth programming started with 3 vs. 3, learn to skate and basketball programs offered. Art classes are being planned for youth and adults in November along with paint nights.

The Age Well Academy session was held in Pleasant Bay. These sessions are free to attend and are geared toward older residents and feature topics such as safety and security in the home, caring for a loved one, and caring for the environment.

Multiple projects are underway or completed in Recreation and Community Wellness including the Physical Activity Recreation Master Plan, Book Kings Management, Seniors Safety programming, Age Well Education Sessions, and Walk NS safe signage. The Wellness and Accessibility Committees continue to meet regularly.

Multiple in person and remote meetings were held with various groups and partners including the Inverness Courts Facility, New Horizons, and dementia programming. Department Staff met with management at local school and Arena to discuss space requirements, use of space opportunities and allocation of timeslots. The "Pick of the Patch" pumpkin carving contest held for a second year as an internal staff competition lead by Wellness Committee.

(d) Melanie Beaton, Special Projects

The focus of the Special Projects department continues to be the advancement of the work of cross functional, internal teams, in partnership with various consultant teams, community and business stakeholders and regulatory bodies, specific to each project.

Linear infrastructure projects are underway as well as many complex infrastructure projects throughout the Municipality. The linear sanitary and watermain replacement detailed design in Central Avenue Inverness is 90% complete. Other linear infrastructure projects include the mapping of existing municipal water and sewer assets, planning for Veteran's Memorial Court street reinstatement and extension and Mabou Harbour Road Sanitary Sewer piping repair. Upgrades and improvements to municipal facilities, buildings and roads are ongoing. Funding had been received through the Enabling Accessibility Fund to improve accessibility of the Municipal Building at 375 Main Street. The detailed design has been completed and the tender is now publicly posted on the provincial procurement site.

Community projects and initiatives include the Mi-Carême Centre upgrades, Mabou Marina improvements, healthcare attraction and retention career fairs, Gypsum Mine Trail parking lot

upgrades, multiple branding and signage projects, electric vehicle charging stations, and the Destination 252 project.

Department staff members are scheduled to participate in an upcoming Construction Law Program through the Construction Association of Nova Scotia (CANS). The course will provide a basic understanding of construction law with topics including, but not limited to, Occupational Health & Safety, bidding and tendering, and construction claims.

(e) Brian Luciano, Director of Finance

The annual Municipal audit is nearing completion. The J Class road funding and the Asset Retirement Obligations pieces are not yet final. The Water Utility staff attended a full day of JOSHC training and the Finance Director attended a two-day Safety Leadership training session. The initial payment of the Fire Levy is being processed for Departments that have fulfilled their reporting requirements.

Multiple projects are at various stages of completion including provincial reporting, department head reporting, grants-in-lieu, Bamboo human resource software, development of a method of payment for the Kenloch Transfer Station, grant claim support, the installation of large meters and Water Utility seasonal shut offs.

Multiple meetings continue regularly such as the finance department team, employee benefits, land committee, Municipal Housing Board of Directors, Strait IT Board of Directors, legal counsel, department heads and the roll out of the Bamboo human resource software. A communication was developed and shared with senior management and their staff to explain the water rate increase process should they receive any utility customer inquiries. Multiple requests for proposals are either open, awarded, or currently under review.

(f) Lynne MacLennan, Cape Breton Partnership

The Cape Breton Partnership provides economic development support to the Municipality of the County of Inverness under the Regional Enterprise Network (REN) model in partnership with the Province of Nova Scotia.

Recent highlights and events include:

- Film Industry Tour – October 11th and 12th. Several Hollywood film industry executives were part of a two day tour of Inverness and Richmond Counties to highlight potential filming opportunities.
- Investor Summit – October 26th. 140 business, community and government leaders met in Baddeck to network, collaborate, and discuss issues facing the local economy.
- Economic Impact Award – Margaree based Larch Wood Canada recognized as the 2023 winner.
- How to Hire Foreign Talent – October 27th. Information session hosted in Port Hood outlining how to address the issues regarding labour needs.
- October launch of the second podcast for the *Invest in Cape Breton* series.

Economic Development Officer Lynne MacLennan, and CB REN team members continue to provide business support and advisory services to entrepreneurs, business clients, and individuals throughout Inverness County, with 65 client files and economic development projects currently open and in progress.

4. PRESENTATION: Extended Producer Responsibility for Printed Paper and Packaging; Erin Gillis

Extended Producer Responsibility (EPR) is part of Nova Scotia's plan to reduce waste disposal rates and reduce greenhouse gas emissions. The program regulations were announced in August of 2023 and will see blue bag programs currently run by the Municipality assumed by the Producer Responsibility Organization (PRO). PRO will have to meet recycling targets that, over time, will encourage more ecofriendly packaging and reduce single use plastics. The benefits of the program include improved recycling rates and program availability to residents with an estimated savings of \$20-\$25 million annually. A three phase approach will see completion of the registration process, followed by review of data and contract development and then full implementation will be realized by December 2025.

5. NEXT MEETING DATE

December 7th, 2023; 1:00 pm; Regular Council (15 Barren Road, Chéticamp)

6. IN CAMERA

MOTION: *That Council move to "In Camera" at 10:30 am to discuss two land items.*
MOVED BY: Councillor Phillips
SECONDED BY: Councillor Poirier
MOTION CARRIED

MOTION: *That Council move out of "In Camera" at 10:44 am*
MOVED BY: Councillor MacLennan
SECONDED BY: Councillor Chisholm
MOTION CARRIED

Recommendation to direct the Eastern District Planning Commission (EDPC) to move forward with the demolition at 221 East Street, Port Hood.

MOTION: *That the Municipality sell the former Chéticamp NSLC building (15236 Cabot Trail) to the Chéticamp Economic Council for \$1.00 which is less than fair market value.*
MOVED BY: Councillor Poirier
SECONDED BY: Councillor Chisholm
MOTION CARRIED

Direction to staff to proceed with a Public Hearing regarding the sale of the land and building at 15236 Cabot Trail on December 7th at 11:00 am

7. ADJOURNMENT

MOTION: *That Council adjourn at 10:48 am*
MOVED BY: Councillor Poirier
MOTION CARRIED