

Committee of the Whole Meeting  
Thursday, June 19th 2025  
9:30 am  
Council Chambers

**MINUTES**

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

Staff: Keith MacDonald, CAO  
Brian Luciano, CFO  
Chestley Carr, Director of Public Works  
Morgan Murray, Director of Culture and Community Development  
Erin Gillis, Chief of Operations  
Jason Calder, Recreation Programming Coordinator  
Michelle Coffin, Governance and Bylaw Researcher  
Debbie Nicholson, Administrative Assistant to Council/CAO  
Megan Wludyka, Chief Communications Officer  
Siobhan Beaton, Communications & Digital Marketing 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.

**2. LAND ACKNOWLEDGEMENT**

Warden MacIsaac acknowledged that the land on which we gather is located in the ancestral and unceded territory of the Mi'kmaq people.

**3. APPROVAL OF AGENDA**

**MOTION:** *That the agenda be approved as presented.*  
**MOVED BY:** Councillor Gillis  
**SECONDED BY:** Councillor Phillips  
**MOTION CARRIED**

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

##### **(a) Chestley Carr, Department of Public Works**

Over the past month public works crews have been proactively addressing seasonal demands while ramping up essential infrastructure projects and service installations. Activity has significantly increased in recent weeks, including the successful repair of multiple water and sewer line issues—critical efforts that help ensure reliable service delivery and minimize disruptions for residents during this high-demand period.

Activities of staff include:

- Leak detection initiatives in Mabou – nine leaks were identified and repaired.
- Chéticamp lift station # 1 pump repair.
- Cheticamp waste water treatment plant new digester pump installation.
- Judique sewer treatment plant sludge return pump repair.
- 8 repairs to the Inverness, Port Hood and Whycomomagh distribution system.
- 6 standpipe repairs in Inverness, Whycomomagh and Port Hood.
- Lighting repairs in collaboration with Hilltop Electric.
- Weekly checks on the municipal generators to ensure functionality and fuel levels.
- Water and waste water sampling activities.
- Thirteen municipal staff members successfully completed Traffic Control Training.
- The final round of Safe Work Practices (SOPs) is in the review stage.

Speed statistics collected from May 1<sup>st</sup> to 31<sup>st</sup> in East Margaree, Margaree Forks and Chéticamp were provided.

Ongoing projects include lift station control panel replacements in Port Hood, control system upgrades in Port Hood and filter head replacements at the Mabou water treatment plant.

##### **(b) Erin Gillis, Operations Department**

Over 200 MT of solid waste was collected during the bulky garbage collection week. All waste was received by and transported from the Kenloch Waste Management Facility without incident or injury.

A new point of sale system has been installed at the Kenloch scale house, allowing users to pay their fees via debit banking cards at the time of service. The team continues to process materials at the Strathlorne recycling facility, with plans to enhance processing procedures as the busy summer season approaches.

Solid waste education initiatives include scheduling clean up days throughout the County, tree planting events and distribution of free blue bags and sort guides. Two Household Hazardous Waste (HHW) Events were held at the Judique Firehall and Margaree Forks Firemen's Club on June 5th from 4pm-7pm.

The municipal bylaw enforcement officer attended the Atlantic Bylaw Officers Association annual conference in Dartmouth. Dog registrations are being processed by municipal staff. Mobile vending permits for 8 vendors across the municipality have been issued. Education is a key component of the bylaw enforcement officer, with residents knowing that fines are registered with

the Department of Justice and, and summary offence tickets can be issued. An EMO exercise was held in Dartmouth lead by the Department of Emergency Management with representatives from municipal units, provincial departments, critical infrastructure contacts, and First Nations.

Projects currently ongoing include C&D regulatory changes, storage building construction in Kenloch, review and assessment of the Extended Producer Responsibilities (EPR), Pleasant Bay waste audit, collections route review, OHS Policy Development, MIP application, NS Guard Community Sessions and bylaw updates.

### **(c) Jason Calder, Department of Recreation and Community Wellness**

May was a productive and engaging month for the Recreation & Community Wellness Department. Staff welcomed three new university students to our summer student Get Active Team: Marisa MacLellan, Carly Freimanis, and Brooke MacLellan bring diverse skills and a deep background in sport and recreation that enhance our program delivery across the County.

Youth Recreation Programming activities include Jr. NBA Programs, Ball Hockey Leagues, Regional Special Olympics event, Fiddlers Run, Dalbrae Track and Field Pilot Program, lacrosse, and Get Active Summer Programming.

The intergenerational cooking workshop brought together older adults and youth to learn new skills, join in conversation, and cook together. The ongoing flower potting workshops have been successful and provide older adults with opportunities to socialize, learn, and be creative this Spring.

Adult recreation programs include pickleball tournaments, bike repair program, Tennis NS league play, full moon hikes, beach volleyball, and lacrosse.

Additional projects continue such as the Equity, Diversity and Inclusion Strategy, the newly formed Inverness County Athletics board, Wellness Day at Dalbrae, and the County Crib tournament.

Meetings continue both with internal and external partners such as ISANS (Intercultural Workplaces), the Participaper, Take Note Graphic Design, the Wellness Committee, the JOHSC, summer students as well as the local school community.

### **(d) Melanie Beaton, Deputy CAO**

The following projects were updated:

#### **Complex Infrastructure Projects**

- Inverness Wastewater Treatment Plant
- Inverness Outfall
- Port Hood Outfall
- Judique Wastewater Treatment Plant and Outfall
- Chéticamp Digester Platform Replacement
- Mabou Wellfield Pump Testing and Wellfield Expansion
- Judique Dam Rehabilitation

- Port Hood Lift Station # 1
- Port Hood and Chéticamp Lift Station Replacements

#### **Linear Infrastructure Projects**

- Central Avenue Water & Wastewater Replacement

#### **Facilities/Buildings/Roads/Active Transportation**

- Jajiktek Seawall Trail
- Central Avenue Complete Streets
- Active Transportation Planning Whycomomagh
- Foyer Père Fiset
- Chéticamp Pedestrian Lighting
- Destination 252 Signage Plan
- Multi-Court Recreation Facility

#### **Planning and Development**

- Development & Servicing

#### **Joint Committees, Foundational Documents, and Core Competencies**

- Asset Management & Asset Inventory Development
- Fleet Management Committee
- Sewer Discharge Bylaw

#### **(e) Brian Luciano, Finance Department**

A very successful tax sale was held on May 27<sup>th</sup>. A new location of St. Peter's Hall in Port Hood was chosen to host the sale in order to accommodate a large crowd. Of the 50 advertised properties, 35 were sold and 15 were removed prior to the sale either through collection of outstanding taxes or on advice of legal counsel. A total of \$608, 693.21 in surplus was collected. The 2024-2025 annual audit is underway. Doane Grant Thornton has begun sending initial requests to the finance department. The focus on year end will begin once the budget sessions wrap up.

Account collections continue with regular contact with delinquent accounts. A list of write off requests is contained within today's Council package. A credit card policy has been circulated for administration's review. The policy is to be presented to Council in the coming months. Water meter updates are ongoing with staff adding door knockers to residents that are still on a flat rate.

Finance has begun investigating the feasibility and process required to implement a Road Association Levy. Information regarding by-law and process was received from Kings County.

A new process for reviewing and approving invoices is now in place. Directors receive and review invoices tied to their budget lines prior to processing. Finance is assisting Capital Projects and Planning in gathering claim data for submission. Diamond software is being transitioned to a new cloud environment. The project is expected to be completed in July.

Multiple meetings continue regularly such as the finance department team, employee benefits, department heads, Eckler, Farmer, NS Assessment Appeal Tribunal, asset transfer, and payroll services RFP.

Multiple requests for proposals, requests for quotations and tenders are either open, awarded, or currently being evaluated.

**(f) Morgan Murray, Department of Culture and Community Development (CCD)**

Over the coming months the CCD team will continue to support community organizations, including fleshing out a more structured program of supports and resources, work towards formalizing and funding a robust population growth plan (including newcomers and youth), and finalize a department workplan for the next fiscal year.

Recent department highlights include:

- The team has launched several sector-building initiatives, including a festivals session and an upcoming Halls session, to inform long-term planning and coordination across cultural and community sectors.
- Community planning support is ongoing, with custom workplan templates developed, planning workshops piloted with staff and advisory committees, and a comprehensive non-profit support toolbox in progress for a fall launch.
- Communications and outreach efforts are growing, with strong newsletter performance (195 subscribers, 46.6% open rate), regular social media posts, and published features in *The Participaper* — especially on healthcare and community development topics.
- The department is actively building and stewarding partnerships across sectors, meeting with new and existing partners (e.g., CFNS, ECRL, MLA, MACDA), preparing multiple MOUs, and increasing visibility through event attendance, signage, branded materials, and promotional videos.
- Concrete steps are being taken on key strategic issues, including a transportation planning process, formation of a food security umbrella organization, support for youth leadership and programming, healthcare navigation and appreciation efforts, and major library upgrades in Chéticamp and Whycomomagh.
- The CCD team has had many positive meetings with community, culture, and heritage organizations throughout the county to learn more about these organizations and look for ways to support their success in the future.

Five grants were distributed to municipal organizations over the last month through the Community Development Grants initiative.

**5. COMMUNITY DEVELOPMENT GRANT APPLICATION:**

Orangedale Improvement Society – Gazebo Repairs

The Request of Council is \$4,300.00

*Recommendation to fund this request in full with funds coming from District 4 CDC funds.*

**6. ROAD NAME CHANGE REQUESTS**

**I. Gaudet Lane**

*Recommendation to name 6016 Road in District 1 Gaudet Lane.*

## II. Angus Archie Road

*Recommendation to name a currently unnamed road off Northeast Mabou Road, District 5 (NS DPW Authority # IN0621) to Angus Archie Road.*

### 7. WATER AND TAX WRITE OFFS

*Recommendation to write off the uncollectable taxes as provided in the June 19<sup>th</sup> Council package totalling \$83,127.19.*

*Recommendation to write off the uncollectable water accounts as provided in the June 19<sup>th</sup> Council package totaling \$3,788.65.*

10:37 am – 10:47 am: Recess

Councillor MacLennan left the meeting at 10:37 am.

### 8. TAX SALE RESULTS MAY 27, 2025

The winning bids from the May 27<sup>th</sup> Tax Sale were provided. 608,693.21 in surplus was collected.

### 9. NOTICES OF MOTION

Notice was provided to Council that during upcoming meetings the following bylaws will be put before Council for consideration and discussion. All relevant information required will be provided in the Council package in advance of the discussions.

- I. Bylaw 11 – Curfew
- II. Bylaw 8 – Mischiefs and Nuisances

### 10. 2025-2026 OPERATIONAL BUDGET

**RESOLVED** that pursuant to Section 72 of the Municipal Government Act, of the Province of Nova Scotia, the Municipal Council of the Municipality of the County of Inverness hereby authorize the levying and collection of a commercial property rate of \$1.91 per \$100 of taxable assessment, a residential tax rate of \$1.05 per \$100 of taxable assessment, a resource tax rate of \$1.05 per \$100 of taxable assessment and a forest property rate of \$0.25 per acre for property based on the 2024 Assessment Roll provided by Property Valuation Services Corporation.

**AND BE IT FURTHER RESOLVED** that the said Council hereby authorize and levy the following area rates based on the 2025 Assessment Roll provided by Property Valuation Services Corporation:

**Wastewater Area Rates**

Wastewater Service Area Rate - Districts 1	0.414	Per \$100 of assessment
Wastewater Service Area Rate - District 3, 4, 5, 6	0.425	Per \$100 of assessment

**District 1**

Cheticamp Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Cheticamp Volunteer Fire Department (Commercial Rate)	\$ 0.06	Per \$100 of assessment
Meat Cove Volunteer Fire Department	\$ 60.00	Per 1 Dwelling Unit
Pleasant Bay Volunteer Fire Department	\$ 125.00	Per 1 Dwelling Unit

**District 2**

North East Margaree Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Margaree Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Margaree Volunteer Fire Department (Commercial Rate)	\$ 0.10	Per \$100 of assessment
LeMoine Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Lemoine Volunteer Fire Department (Commercial Rate)	\$ 0.10	Per \$100 of assessment

**District 3**

Inverness Volunteer Fire Department	\$ 0.08	Per \$100 of assessment
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**District 4**

Whycocomagh Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Lake Ainslie/Upper Margaree Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Valley Mills Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Blues Mills Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Blues Mills Volunteer Fire Department (Commercial Rate)	\$ 0.05	Per \$100 of assessment

**District 5**

Mabou (1 Dwelling) Volunteer Fire Department	\$ 150.00	Per 1 Dwelling Unit
Mabou (More than 1 dwelling) Volunteer Fire Department	\$ 300.00	More than 2 Dwelling Units
Port Hood Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
Port Hood Volunteer Fire Department (Commercial Rate)	\$ 0.06	Per \$100 of assessment

**District 6**

Port Hastings Volunteer Fire Department	\$ 0.13	Per \$100 of assessment
Judique Volunteer Fire Department	\$ 0.10	Per \$100 of assessment
West Bay Road Volunteer Fire Department	\$ 0.15	Per \$100 of assessment

**FURTHER RESOLVED** that the said Council hereby require payment of the said rates to be made to the Tax Collector or Treasurer of the said Municipality on August 29th, 2025.

**FURTHER RESOLVED** that the said Council hereby impose an additional percentage of one percent per month on all rates and taxes remaining unpaid after August 29th, 2025

**FURTHER RESOLVED** that the Council fixes April 1st, 2026 as the day after which the tax collector may proceed to issue warrants for the collection on all rates and taxes then unpaid.

That the 2025 General Operating Budget totalling \$28,721,040.00 for the fiscal year ending March 31st, 2026 be approved.

## 11. CORRESPONDENCE

- Building Statistics for the month of May 2025 were provided by the Eastern District Planning Commission.
- Correspondence was received from the Department of Justice outlining the budget for RCMP services for the period April 1, 2025 – March 31, 2026.

## 12. NEXT MEETING DATE

July 3rd, 2025 – 9:30 am; Regular Meeting of Council

## 13. IN CAMERA

**MOTION:** *That Council move to “In Camera” at 11:25 am to discuss a contract item and a land item.*

**MOVED BY:** Councillor Phillips

**SECONDED BY:** Councillor Poirier

**MOTION CARRIED**

**MOTION:** *That Council move out of “In Camera” at 11:51 am.*

**MOVED BY:** Councillor Gillis

**SECONDED BY:** Councillor Phillips

**MOTION CARRIED**

## 14. ADJOURNMENT

**MOTION:** *That Council adjourn at 11:51 am.*

**MOVED BY:** Councillor Poirier

**MOTION CARRIED**