



Village of Baddeck
492 Chebucto Street
Unit 5, P.O. Box 63
Baddeck, Nova Scotia B0E 1B0

Monthly Village Commission Meeting

Wednesday, October 08, 2025

Time: 6:30 PM

Location: Baddeck Village Office

Chair: Commissioner MacDonald

Participants: Commissioner MacDonald (Chair), Commissioner Crowder, Commissioner Whyte, Commissioner A. MacDonald, Commissioner Roberts, Roman Braun-Huettner (Village Manager)

Online:

Regrets:

1. Call to Order and Territorial Acknowledgment

The Chair called the meeting to order at 6:30 PM and acknowledged that the meeting was being held in **Unama'ki, the ancestral and unceded territory of the Mi'kmaq people.**

A quorum of Commissioners was present.

2. Approval of Agenda

The agenda was distributed via e-mail the week prior.

Minor adjustments were noted; the agenda was accepted as presented.

Motion: To approve the agenda as distributed.

Moved by: Commissioner Whyte

Seconded by: Commissioner Crowder

All in Favour. Motion carried.



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3. Approval of Minutes (September 10, 2025)

The minutes of the previous regular meeting were reviewed.
No errors or omissions were noted.

Motion: To approve the minutes of the September 10, 2025 meeting.

Moved by: Commissioner Whyte

Seconded by: Commissioner Crowder

All in Favour. Motion carried.

4. Disclosure of Conflict of Interest

No conflicts of interest were declared.

5. Code of Conduct Complaint – Commissioner MacDonald

Commissioner A. MacDonald presented the outcome of an **independent investigation** into a **Code of Conduct complaint** filed against Commissioner J. MacDonald.

- The complaint was submitted by a **staff member of the Municipality of Victoria County**.
- The alleged incident occurred during a **public meeting** attended by municipal staff, councillors, other commissioners, and representatives from Municipal Affairs.
- The meeting in question was **publicly recorded**, and Commissioner MacDonald was fully aware that the discussion was occurring in a public setting.

An independent **law firm conducted a full investigation** in accordance with the Municipal Government Act and the Village's Code of Conduct protocol.

The investigator's report concluded that:

1. The investigation concluded **no breach of Sections 6(1) and 11** of the Code of Conduct.
2. **No breach** of the Code of Conduct occurred.
3. The evidence did not substantiate any inappropriate or unprofessional conduct.
4. **No sanctions or corrective actions** were recommended.

The Commission, **excluding Commissioner J. MacDonald** in accordance with protocol, met in-camera to review the findings. After thorough discussion, the Commission **unanimously accepted the investigator's conclusions** and agreed that no further action would be taken.



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Commissioner J. MacDonald, provided a statement for transparency:

- She reaffirmed her confidence in her conduct and professionalism.
- She noted that while the process had been lengthy and at times stressful, she respected the importance of due process and accountability for elected officials.
- She expressed appreciation to the Commission for adhering to fair and transparent procedures and confirmed her ongoing commitment to maintaining respectful dialogue in public and administrative settings.

Commissioners further clarified during discussion that:

- The Code of Conduct applies to **elected officials only**, not to staff or members of the public.
- While a complainant could technically seek **judicial review**, the likelihood of success in overturning the investigator's findings was described as minimal.

The Commission concluded the discussion by reaffirming its dedication to ethical governance, transparency, and respectful public engagement.

6. New Business

6.1 Baddeck Academy Bursary Proposal

Commissioner A. MacDonald proposed establishing a **Village of Baddeck Bursary** for a graduating student at Baddeck Academy.

Discussion points:

- Broad community and Commission support.
- Consideration of inclusivity for **students entering trades or community college**, not just university.
- Potential criteria: residency in the Village, financial need, community involvement, and flexibility in application (e.g., essay, video, or creative format).
- Suggested amounts ranged from **\$200–\$1,000**; consensus leaned toward **two \$500 awards**.
- The Commission will finalize criteria and amount via e-mail and revisit at the November meeting.
- The bursary would fall under the **Community Donations** budget line item.



7. Reports

7.1 Association of Nova Scotia Villages (ANSV) Report – Commissioners Crowder and VM Braun-Huettner

- The ANSV annual meeting was held **September 19–20, 2025, in Port Williams.**
- Topics included equity, anti-racism, and accessibility training.
- Minister of Municipal Affairs and Housing, **John Lohr**, attended and publicly commended the Village of Baddeck for its progress.
- The association proposed **collectively hiring a shared staff resource** for villages to coordinate information and best practices; Baddeck expressed support.
- Baddeck will host the **ANSV annual conference in 2028.**
- A written report is available to the public upon request.

7.2 Waterfront Baddeck Committee – Report by Steven Goldthwaite

- **Significant progress** on the Boardwalk Project:
 - Power poles and lines removed, improving waterfront aesthetics.
 - Catch basins, fire hydrant, and water main connections completed.
 - Curbing and paving scheduled for October, pending TIR approval.
- **Public meeting scheduled:** October 15 at the Yacht Club (Q&A format).
- **CBC interview** with Steven Goldthwaite scheduled for October 9.
- **Parade Planning:** Anticipated road reopening before the **November 22 Christmas Parade.**
- **Future work:**
 - Lighting adjustments and signage.
 - Construction of accessibility drop-off area this fall.
 - Landscaping to be completed in spring 2026.



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- **Additional updates:**
 - Foundation erosion at **Kidston Island Lighthouse** under engineering review.
 - Solar power system on Kidston Island shut down for winter.
 - Installation of **solar-powered pond bubbler** (12.5 ft panels) to improve water quality.
 - Coordination with the **Lions Club** for formal understanding of the solar system's use.
 - **Floating docks** removal planned for early November.
 - **Special Event: "Pianocean"** – a world-traveling pianist performing from her sailboat – has requested to perform in Baddeck in summer 2026. The Commission expressed strong support.
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7.3 Audit Committee – Commissioner Crowder

- Meeting held **October 6, 2025**.
 - Ongoing collaboration with **MNP** to finalize **2022–2023 financial statements**.
 - **Unqualified audit opinion** expected by **late November or early December 2025**.
 - One pending issue: asset retirement obligation (ARO) data for infrastructure assets.
 - Search continues for one additional **community member** with financial background to join the Audit Committee.
 - Draft statements will **not be published** until formally approved.
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7.4 Village Manager's Report – Roman Braun-Huettnner

Key Updates:

- **Signage Project:** First official meeting held October 3 with representation from Lions Club, Village of Baddeck staff, WFB and VIBE Creative Group.
- **Accessibility Committee:** Meeting to be scheduled within two weeks.
- **Water Utility**
 - **Source Water Protection Plan:** Meeting to be held within two to three weeks.



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- **Water Rate Study:** Submitted to NSRAB (formerly UARB); awaiting feedback.
- **Lead and Copper Testing:** All ten annual samples returned *non-detectable*.
- **Turbidity Meter Replacement and Calibration:** Scheduled for October 21.
- **Water Leaks:**
 - Duntulum Street and Margaret Street leaks repaired.
 - Department of Public Works building water line replaced.
 - Upcoming hydrant repair near Tim Hortons.
- **Sewer Utility:**
 - Shoreline reinforcement at the treatment plant completed;
 - Staff wrote the **Level 1 Wastewater Certification Exam**. Results awaited within 3 weeks
- **Financials:** Awaiting final audit completion.
 - Meeting with **RBC** on financing options.
 - **GRID Grant** application for water/wastewater generator installations submitted (~\$800,000 total, 50% funding through GRID).
 - **Stackable grant strategy** continues with PCAP, MCAP, and GRID programs.
- **Accounts Receivable:** \$448,000 as of September 30 (increased due to quarterly water billing).
- **Smart Meter Program:** Successful rollout—readings reduced from 1.5 months to 6 hours; improved leak detection and usage transparency.
- **Community Engagement:**
 - Invitation from **BOLD Seniors Group** for regular information sessions.
 - Water bills distributed via mail and hand delivery due to postal strike.

Motion: To accept all reports as presented.

Moved by: Commissioner Whyte

Seconded by: Commissioner Roberts

All in Favour. Motion carried.

8. Correspondence and Old Business



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8.1 Municipal Partnership Proposal

- The Village submitted a **proposal package** to **Victoria County Council** outlining responsibilities, partnership opportunities, and shared services.
- The proposal was publicly discussed and published on the Village website as part of the commitment to transparency.
- The County CAO requested:
 1. Removal of the document from public view.
 2. A smaller subcommittee meeting (non-quorum) to discuss it privately.

The Commission reaffirmed:

- The **Municipal Government Act** defines when in-camera discussions are permitted, and this proposal **does not qualify**.
- The Commission is committed to **public discussion and transparency**.
- A joint public meeting of **Council and Commission**, both with quorum, will be requested.
- The Chair will communicate formally with Warden Organ, and the Village Manager will respond to the CAO.

Motion:

That the Chair formally request a **joint public meeting** between the Victoria County Council and the Village Commission to discuss the proposal document, emphasizing transparency and collaboration.

Moved by: Commissioner Crowder

Seconded by: Commissioner Roberts

Motion carried unanimously.

The Commission reaffirmed its desire to work cooperatively with the Municipality for the benefit of residents and ratepayers.



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9. Public Input

- Public attendees expressed support for transparency and requested improved communication via e-mail or newsletters due to ongoing postal delays.
 - Suggestions included establishing a **Village-wide e-mail contact list** for ratepayers.
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10. Adjournment

There being no further business, the meeting was adjourned at **7:43 PM**.

Next Regular Meeting:

Wednesday, November 12, 2025, at 6:30 PM



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Signatures:

Minutes approved

Jennifer MacDonald Nov 18/25
Com. Jennifer MacDonald Date

Minutes approved

MB Whyte Nov. 18/25
Com. Bonnie Whyte Date

Minutes approved

Denise Roberts Nov 18/25
Com. Denise Roberts Date

Minutes approved

Gary Crowder 18 November 2025
Com. Gary Crowder Date

Minutes approved

Anna MacDonald 18 November 2025
Com Anna MacDonald Date

Certified by

B-H 2025-11-18
Roman Braun-Huettner (Village Manager) Date