



Village of Baddeck

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

Monthly Village Commissioner Meeting Wednesday, December 13th, 2023

Village of Baddeck Office 492 Chebucto St, Baddeck.

Participants: Jennifer MacDonald (Chair), Gary Crowder (Vice Chair), Kenneth MacKinnon
Dan McNeil

Regrets:

Meeting called to Order at 6:30pm by Chair Com MacDonald

Com Macdonald reads the land acknowledgement to Mi'kmaq People.

1. Addition to Agenda

- Agenda was distributed to the Commission on Dec 4th.
- The court case was added to old business on the agenda.
- No other corrections were made, and the agenda was approved as distributed.
- Request of conflict of interest; No conflict of interest was disclosed.

2. Approval of Minutes

Minutes from the regular meeting on Nov 8th were distributed to the commission by email on Dec 8th. No corrections, errors, omissions, or additions were stated.

Motion was moved by Com Crowder, seconded by Com MacKinnon to approve the minutes as distributed. All in favour – Motion carried

3. Business arising from the Minutes:

- **Election**
After the call for nominations, no nominations were handed in at the office. The by-law states another call for nominations needs to be made. VM Braun-Huettner will work on a second call and figure out new dates. If there is no response after the second call, the time before the AGM is less than six months and an election can be held after the AGM.
- **Municipal Grant application**
It will be included in the VM Report
- **VHCC**
Com MacDonald, Com Crowder and VM Braun-Huettner had a meeting with the VHCC Board to discuss the **lease agreement** and the **water/sewer bill**.



Village of Baddeck

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

- **Water/Sewer Bill:** The bills and a breakdown of the charges were presented to the board. The rink has two water meters, one for the ice flooding on the backside of the building and one that measures the water going in the washrooms. It was stated that the water that is used for flooding is not connected to the sewer. The ice is scraped off and melts on the parking lot. The list of charges was left with the board to discuss it in the next meeting and come back to the village commission. It was stated that the bill of meter for flooding the ice is not reflective and the commission needs to decide, if the sewer charge can be exempt/waived.
- The rink board acknowledged that the village administration has to charge for water. It was mentioned that the rink board did not receive and assumed that it was still part of the gentlemen's agreement. It was stated that the meeting was very productive and everyone is willing to work together and find a solution.

A motion was moved by Com McNeil, seconded by Com MacKinnon to exempt VHCC from sewer charges for the water meter attached to the ice flooding at the Victoria Highland Civic Centre retroactive to January 2020 with a total value of \$85,823.45, not to exceed. All in favour – Motion carried.

A motion was moved Com McNeil, seconded by Com MacKinnon to extend the sewer charges exempt for the water meter attached to the ice flooding at VHCC from Oct 1st, 2023 to March 31st, 2024 and a future yearly review and the sewer charge exemption will be void if any alterations are made. All in favour – Motion carried.

- **Sublease:**
 - The province confirmed the willingness to enter a sublease with VHCC. The Village will draft a sub lease. The Village solicitor identified clauses that include liabilities to the village, and these should be addressed in the sublease to minimize the risk of fiscal liability. It will go back to the province for approval.
 - It was mentioned if there is a sublease with VHCC it would need a sub lease with the Curling Club as well.
 - For VHCC grant applications (new building) the lease agreement is essential and only a long-term lease is helpful

A motion was moved by Com MacKinnon, seconded by Com McNeil to instruct the solicitor to create a sub-lease between the Village of Baddeck and VHCC which will also be approved by the Province. All in favour – Motion carried.

- **Victoria County Council Meeting:**
 - Com MacDonald, Com Crowder and VM Braun-Huettner attended the meeting. Com MacDonald did a presentation about the topics the village is working on and presented the vision of the commission to the council. Feedback after the presentation from Warden Morrison and other councillors was very positive. Com MacDonald and Com Crowder invited the councillors to the Village meetings.



Village of Baddeck

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

- **Christmas parade:**
 - Thanks to Scott MacLeod for decorating and driving the float in the parade

4. Reports:

- **Water Front Baddeck**
 - The minutes of the last meeting were sent to the commission and will be attached to the meeting minutes.
- **Addition to the minutes:**
 - Boardwalk workshop at the Inverary. The Committee got great feedback of participants.
 - The Village is in the last round for the Climate Challenge Grant. 15 communities will be selected for this grant. Partnership with Parks Canada was started for this grant.
 - Cape Breton Climate Change task force reached out to Steven Goldthwaite. They are aware of the work that is done at the waterfront, and they want to hold their annual conference at the Inverary. They requested a speaker from the waterfront committee for the conference which will be held on Jan 28th.
 - Terry Kelly, Steven G. and Steve Ross had a call with ACOA. ACOA is supportive to the requested \$1 million.
 - Thanks to Terry Kelly and Com Crowder to finalize the application for the accessibility grant, which was submitted 15min before the deadline.
- **Community Club – No report**
 - Addition: the conversation with TIR about clearing up some of the roads can take from six months up to 1 year.
- **Audit Committee:**
 - There is no formal report, but there was the first meeting of the third quarter.
 - The meeting was about making sure the Village is following the right procedures. Everything was positioned that the village is completely clear in case of an audit and guidelines were set on procedures that should change.
 - Recommendations will be made and brought forward.
 - It was mainly about policing ourself and follow accounting rules.
- **Accessibility Committee**
 - No first meeting yet.
 - Local representatives are picked, and the first meeting will be held in the first two weeks of January.
 - Alderwood will be part of the committee.
- **Wharf Manager**
 - Two boats on the wharf since the last report.



Village of Baddeck

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

- **Public Works:**
 - Report was presented by Scott MacLeod.
 - Acknowledgment of Public Works employees of passing the Water Distribution Level 1 certificate. VM Braun-Huettner will put recommendations together.

- **Village Manager Report**
 - Report was presented by VM.
 - Additions to the report:
 - **Tax Exemptions:**
 - Seasonal Tax exemptions applied automatically to the village taxes in the past as soon as the application was approved by the Municipality. For 2023 taxes, the village admin handled it the same way as Victoria County did but for the next tax year it needs clarification on handling seasonal tax applications.
 - It was stated that the seasonal tax rebate is administered by the province and applies to the village as well. VM Braun-Huettner will follow up with the Municipal Advisor to clarify if the tax rebate applies to villages as well.
 - Request letter from non-for-profit organisation for change from commercial to residential rate. The village is in the process of identifying best practices and will make a decision that makes sense to the commission.
 - Approval of the Consolidated Financial Statements of 2019/20 and 2020/21. The statements were approved by the Audit Committee.
Motion was moved by Com MacKinnon, seconded by Com MacDonald to approve the consolidated financial Statements from 2019/20 and 2020/21. All in favour – Motion carried.

 - Presentation of invoices for the Smart Meter changeover project
Motion was moved by Com Crowder and seconded by Com Mackinnon to approve the invoices outlined in VM Braun-Huettners presentation. All in favour - Motion carried.

Flowstar:	\$9,173.11 (+HST)
Flowstar Clip Belt:	\$7,200 (+HST)
Neptune October invoice:	\$51,884.43 (+HST)

 - Voyent Alert: VM reaches out to CAO of Municipality to request a breakdown of the \$1,000 the Municipality is asking for if the village starts to use Voyent Alert.
 - Membership BABTA. Village should be part of BABTA but VM Braun-Huettner will double check with the Municipality if they are member.
 - \$500 request from BABTA for Christmas decoration. There is no grant policy in place and the village admin should hold on to give grants.
 - Extension of Water and Sewer Services: There is a concern to extend water and sewer services because of capacity issues that were mentioned. The water



Village of Baddeck

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

pumps are operation 23h in the summertime. Zoning changes or building projects can cause an issue for the village utilities. An engineering study on the system is essential for the next steps. A letter will be drafted and sent to EDPC and the Municipality to inform and start a discussion about the future approach on permissions on water and sewer extensions.

- Grant Application change: the grant for water and sewer generator purchase, control panel upgrade at the sewer plant were combined. It was recommended to combine the applications which changes the value to \$440,000 (50% will be funded). The deadline of the project is March 31st, 2023.

A motion was moved by Com McNeil and seconded by Com MacKinnon to combine the applications for generator and control panel. All in Favour – Motion carried.

A motion was moved by Com MacKinnon and seconded by Com McNeil to approve the presented reports from Community Club, Waterfront Baddeck, Audit Committee, Wharf Manager, Public Works, Village Manager. All in Favour – Motion carried.

5. New business arising:

- **Grant Policy:**
 - A draft policy was sent to the Municipal Advisor.
 - The draft policy will be sent to the solicitor for review until the meeting on Jan 10th.
 - Until the grant policy is passed, the village will not accept any grant requests.
 - It was discussed if the village approves a certain amount (i.e. \$5,000) per year to cover all the small requests for donations, no decision made.
- **Fire Department Property**
 - The Village solicitor is working on the transfer of the deed. It is still in process, and he is working on the right of the first refusal.
- **Fraud Court Case:**
 - A guilty plea was entered, and the sentencing date is set for April 2024. The insurance claim is still pending, so no details can be announced. The village continues to focus on moving forward and questions concerning the restitution can be addressed to the crown prosecutor.

6. Correspondence

- Letter from Sandy Hudson:
 - Request of information if the by-law that was passed by the county was discussed in the village commission because of direct impact to the village. The minutes should proof the consultation of the village on this matter.
 - VM Braun-Huettner will screen the minutes and respond to Sandy Hudson.

7. Next Meeting will be held on Jan 10th, 2024. Com Crowder will chair the meeting

8. Adjournment

- Meeting adjourned at 8:32pm by Com MacDonald



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

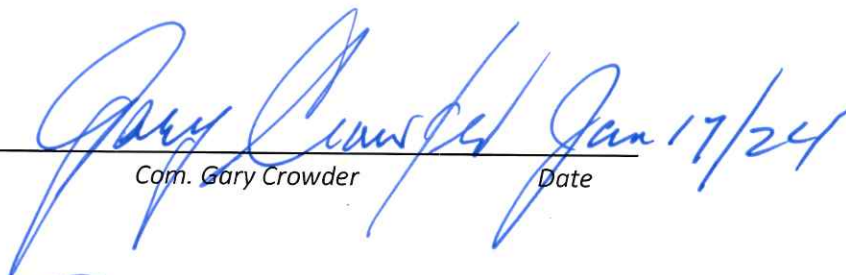
Signatures:

Minutes approved



Com. Jennifer MacDonald Date

Minutes approved



Com. Gary Crowder Date

Minutes approved



Com Daniel McNeil Date

Minutes approved



Com. Kenneth MacKinnon Date

Minutes approved

TBD Date

Certified by



Roman Braun-Huettner (Village Manager) Date