



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

Village of Baddeck Commission

Regular Meeting Minutes

Date: April 15, 2026

Time: 6:30 PM

Location: Baddeck Village Office

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

Regrets: Ashley Black (Public Works)

Online: —

1. Call to Order

The meeting was called to order with a land acknowledgement recognizing Unama'ki as the ancestral and unceded territory of the Mi'kmaq people.

2. Approval of Agenda

Agenda circulated late.

Correction: Month referenced incorrectly (February → March).

No additions.

Motion: To approve the agenda as presented.

Moved: Commissioner Whyte

Seconded: Commissioner Roberts

All in favour. Motion carried

3. Disclosure of Conflict of Interest

None declared.



4. Approval of Previous Minutes (March 11, 2026)

Motion: To approve minutes as amended.

Moved: Commissioner Whyte

Seconded: Commissioner A. MacDonald

All in favour. Motion carried

5. Committee Reports

5.1 Waterfront Baddeck

- No recommendations requiring Commission decisions.
- **Floating dock installation** tentatively scheduled for April 22–23.
 - Crane company requested confirmation of wharf load capacity and liability coverage.
 - Engineering report from EXP pending following previous wharf assessment.
 - Possible delay of installation to allow confirmation.
- **Boardwalk:** Accessibility platform work underway; construction progress visible.

Direction:

Operational decision to delay installation if required.

Roman to follow up with EXP and Steve Ross regarding engineering report.

5.2 Community Club

- April meeting deferred due to missing revised site plan.
- Rescheduled to late May.
- Committee currently operating without a permanent chair.
- Rotating chair concept not defined in Terms of Reference.

Discussion:

Need to revise Terms of Reference for all committees.

Naming of committee/property may require future review.

Direction:

Add Terms of Reference review to May agenda.

Circulate Commissioner Anna MacDonalds proposed revisions to Commissioners and committees.



5.3 Accessibility Committee

Meeting postponed due to venue availability.
Rescheduled to late May.
No report expected next meeting.

5.4 Audit Committee

No formal report.
Meeting scheduled for April 22.
Focus on advancing audited statements and recruitment of additional member.

6. Village Manager Report

6.1 Administration & Operations

Motion: To change RBC banking name from Village Commissioners of Baddeck to Village of Baddeck.

Moved: Commissioner Whyte

Seconded: Commissioner Roberts

All in favour. Motion carried

- AGM scheduled for June 3, 2026 (Masonic Hall, 6:30 PM).
 - Public Works student position approved (8 weeks, summer).
 - Dockwa booking system implementation ongoing.
 - Signage project under review; feedback requested.
 - Lions Club lease agreement under solicitor review; target completion May.
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6.2 Water & Sewer

- Water rate study underway (3-year outlook).
 - Significant rate increase anticipated due to operational deficit.
 - Sewer currently subsidizing water operations.
 - Discussion on potential adjustment of sewer rates to offset impacts.
 - Sewer Overflow Calculation: Level sensor installation required (~\$2,000).
 - Warning letter expected from Environment Canada (administrative).
 - No bypass events during recent weather events (improved performance).
 - Grinder replacement required (~\$73,000 USD). Second quote was requested
 - Ongoing leak detection and repairs; improved tracking via smart meters.
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6.3 Financial Update

- Total revenue approx. \$1.5M.
 - Projected surplus approx. \$58,000 (subject to adjustment).
 - Accounts receivable approx. \$392,000.
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7. Motions to Accept Reports

Motion: To accept all reports as presented.

Moved: Commissioner Crowder

Seconded: Commissioner Roberts

All in favour. Carried

8. Correspondence

8.1 Music Monday Event

Request to hold event on May 4 at Wharf.
Supported pending operational confirmation.

8.2 Navy Vessels

Two vessels expected offshore for training.
No public access planned.
Potential opportunity for underwater inspection imagery of wharf.

8.3 Municipal Correspondence

Letters sent regarding budget allocations and infrastructure funding.
No responses received to date.

9. Major Business: 2026–2027 Budget Discussion

9.1 Overview

Draft budget presented; near break-even position (~\$2,400 surplus).
Water utility remains in deficit; sewer in surplus.



9.2 Key Discussion Points

- Water rate increase required to cover operational costs.
- Sewer rates may be reduced to offset impact on residents.
- Need for clearer assumptions supporting projections.
- Importance of balancing affordability with sustainability.
- Recognition that infrastructure underinvestment in past years is contributing to current pressures.

9.3 Direction

- Further refinement pending water rate study results.
- Submit to Audit Committee for review.
- Goal: finalize and approve budget in May prior to AGM.

10. Other Business

10.1 Commissioner Resignation

Commissioner Crowder submitted resignation effective April 24, 2026.

Reason: Intention to run for municipal council.

Appreciation expressed for service and contributions.

10.2 High School Bursary

\$500 bursary confirmed.

Applications due May 30.

Selection to be completed by Roman Braun-Huettner and Commissioner Whyte.

10.3 ATV Access

Commission confirmed no jurisdiction over ATV road use (provincial).

ATVs not permitted on Village boardwalk.

11. Public Input

None.



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12. Next Meeting

Date: May 13, 2026

AGM: June 3, 2026 (Masonic Hall, 6:30 PM)

13. Adjournment

Adjournment at approximately 8:00 PM



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Signatures:

Minutes approved

Jennifer MacDonald May 13, 2026
Com. Jennifer MacDonald Date

Minutes approved

MBWH May 13 2026
Com. Bonnie Whyte Date

Minutes approved

AWAY ON 2026-05-13
Com. Denise Roberts Date

Minutes approved

[Signature] 13 May 2026
Com. Anna MacDonald Date

Minutes approved

TBD
TBD Date

Certified by

B - RA 2026-05-13
Roman Braun-Huettner (Village Manager) Date