



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole
November 24, 2015 6:00p.m.
Sanford Council Chambers

Present:	G. Cochrane	Chair
	R. Dauphinee	Warden
	S. Pineo	Councillor
	R. Matheson	Councillor
	T. Brown	Councillor
	J. Daniels	Councillor
	R. Allen	Councillor
	R. Zwicker	Councillor
	P. Morton	Councillor
	C. Osborne	CAO
	M. Laycock	Director of Finance
	K. Kehoe	Director of Recreation
	R. Sherrard	Director of Public Works
	R. Brown	Municipal Clerk
	J. Woodman	Administrative Assistant

Regrets: K. Dempsey

There were 6 members of the public in attendance.

1. Call to Order
2. Announcements

Chair Cochrane reviewed the fire evacuation procedures.

CAO Osborne announced there is a public forum on November 26 at the Hantsport Fire Hall at 6:30 pm. She indicated this is an opportunity to review the storyboard ideas that came out of the other community forums.

She reminded everyone to fill out a Parks & Open Space survey which is available on the municipal website and suggested reviewing the community events calendar.



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3. Approval of Agenda, including additions or deletions

Additions:

- Fire Advisory Committee Meeting date - Reports- Other Committees
- Electronic Voting – Miscellaneous (b)

MOVED and SECONDED that the agenda be approved as circulated, noting the additions.

Motion Carried.

4. Approval of Minutes – October 27, 2015

MOVED and SECONDED that the minutes of October 27, 2015 be approved as circulated, noting any errors or omissions.

Motion Carried.

5. Presentation (s)
6. Hearing (s) – Dangerous & Unsightly – None

There were no hearings.

7. Business Arising from the Minutes

There was no business arising from the Minutes.

8. Reports of the CAO

- a. Final Report – Purchase of 5970 Hwy #14, Garlands Crossing

CAO Osborne reported that she had committed to report the full cost of acquiring 5970 Hwy #14 Garlands Crossing property including removal of the structure.

MOVED and SECONDED that the Final Report – Purchase of 5970 Hwy #14, Garlands Crossing be received and placed on file.

Motion Carried.



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Committee of the Whole
November 24, 2015 6:00p.m.
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Warden Dauphinee commended the CAO for being so close to her estimate.

b. Information Report – District 8 Polling Complaint

CAO Osborne reported at the August 25th, Committee of the Whole, a letter of complaint was received from Ms. Pat Porter. She indicated at the time she advised Council she would conduct a review into the complaint and report back on her findings.

MOVED and SECONDED that the Information Report – District 8 Polling Complaint be received and placed on file.

Motion Carried.

c. Policy Establishing Davidson Lake Watershed Advisory Committee

CAO Osborne reported this is the watershed area which was in place for the former Town of Hantsport, and noted under their current policy and structure the CAO sat as a chair of the committee. She confirmed over the summer months the committee met and based on recommendations provided by the CAO and the municipal clerk have worked with the committee to revamp the policy and establish a Terms of Reference. She noted, should Council approve this policy the committee has already adopted the terms of reference.

MOVED and SECONDED that a recommendation be made to Council that Council repeal the former Town of Hantsport Policy 2012-01 and replace it with COUNCIL-01-009 Policy Establishing Davidson Lake Watershed Advisory Committee.

Motion Carried.

MOVED and SECONDED that the report regarding Policy Establishing Davidson Lake Watershed Advisory Committee be received and placed on file.

Motion Carried.

d. Director of Finance Report

- Actual Budget Variance Report

MOVED and SECONDED that the Director of Finance Report be received and placed on file.

Motion Carried.



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Committee of the Whole
November 24, 2015 6:00p.m.
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Martin Laycock, Director of Finance reported there was a slight change in the grants in lieu to be received from the province. He confirmed in 2012 the province had purchased land which it credited to West Hants. Upon review in 2015 it was discovered that 17,000 acres actually was located in East Hants and as a result an adjustment was made to this year's payment of approximately \$10,000.

e. Annual Tourism Report (Hantsport)

MOVED and SECONDED that the Annual Tourism Report (Hantsport) be received and placed on file.

Motion Carried.

CAO Osborne reported it has been practice in the past in the former Town of Hantsport for the Tourism Manager to send forward a report and so the report was presented so Council could obtain a sense of the work that Ms. Carey does on behalf of the community.

Councillor Daniels commended Ms. Carey's work and felt it was a significant undertaking of community development which she felt was important for the entire area. She also commended Carl and Maureen Salter who volunteer at the tourist bureau.

Warden Dauphinee asked if staff was ensuring that the bureau would have brochures. CAO Osborne confirmed staff would follow up on the matter.

Councillor Daniels suggested looking to see if a group of volunteers could be established to look after the gardens in the community. CAO Osborne reported that a community meeting is scheduled with the residents in December to discuss operational issues, opportunities and challenges and suggested this matter could be addressed at this time.

f. Regional Water Utility Concept

CAO Osborne provided a verbal update to advise Council there was an information report and document circulated to the Town Council that spoke to the concept of a regional water utility involving Falmouth, Three Mile Plains and the Town of Windsor water utilities. She confirmed that staff has reviewed the report in its draft form and felt that it is not in an appropriate state of analysis to bring forward to Council at this time. She confirmed staff has arranged to meet with the consultant to gain a better understanding and possibly request additional work to be done. She pointed out the other issue is it does not include the Hantsport Water Utility and the impact would need to be determined. She felt it was a work in progress and confirmed it will be moved forward.



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole
November 24, 2015 6:00p.m.
Sanford Council Chambers

- g. Falmouth Sewer Treatment Plant – Grinder Repair

MOVED and SECONDED that the report regarding the Falmouth Sewer Treatment Plant – Grinder Repair be received and placed on file.

Motion Carried.

R. Sherrard, Director of Public Works reported the Public Works Department identified significant wear following a maintenance inspection of equipment at the Falmouth Sewer Treatment plant. He explained as a result they had EEP Technical Solutions Inc. come in for a more detailed inspection in which they confirmed significant wear and the company recommended replacement of the lower 2/3rd of the driven shaft cutters as well as 19 lower cutters on the driving shaft. He cautioned the component is a critical part of the process and should be completed as soon as possible.

MOVED and SECONDED that a recommendation be made to Council to approve the withdrawal of repair costs to rebuild the “Sewage Grinder” at the Falmouth Wastewater Treatment Plant from the “Gas Tax Reserve” in the estimated amount of \$15,000.00.

Motion Carried.

9. Reports of Other Committees

Fire Advisory Committee Meeting

Councillor Matheson suggested that a regular meeting should commence. Staff was directed to schedule a meeting with the fire departments in early January.

10. Correspondence

- a. November 6, 2015 – Fire Services Contract for Windsor Elms Village

MOVED and SECONDED that the correspondence dated November 6, 2015 – Fire Services Contract for Windsor Elms Village be received and placed on file.

Motion Carried.



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole
November 24, 2015 6:00p.m.
Sanford Council Chambers

- i. November 16, 2015 – Municipality's Response to Ms. Sherry Keen

MOVED and SECONDED that the correspondence dated November 16, 2015 regarding Municipality's Response to Ms. Sherry Keen be received and placed on file.

Motion Carried.

CAO Osborne clarified the reason the response went out before Council had the opportunity to review was due to the urgency spoken to in the initial letter. She confirmed the letter was reviewed and approved by the Warden. She stated it was discussed with the municipal solicitor who expressed concern regarding potential liability should we have a secondary fire service responding where the Municipality currently holds the liability and wanted to ensure this was made clear to the Windsor Elms Village. She confirmed a response has not been received to date.

- b. November 13, 2015 – Municipality of the County of Colchester Request for Support

MOVED and SECONDED that the correspondence dated November 13, 2015 – Municipality of the County of Colchester Request for Support be received and placed on file.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council to write a letter of support for the project application being made by the Municipality of the County of Colchester for the potential development of the Fundy Gateway on the former Palliser property.

Motion Carried.

Councillor Daniels felt this was very important and felt it was a beneficial economic opportunity for Nova Scotia.

11. Miscellaneous/New Business

- a. Property Valuation Services Corporation

MOVED and SECONDED that the correspondence regarding Property Valuation Services Corporation be received and placed on file.



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole
November 24, 2015 6:00p.m.
Sanford Council Chambers

Motion Carried.

Councillor Pineo asked the Director of Finance if consideration was given to offering the option of electronic billing to residents. Martin Laycock, Director of Finance reported there was discussion among units who use the Diamond Software currently being used and an upgrade would be required which is not scheduled for two years. He noted there is an opportunity to send e-mails with a pdf attachment however this brings up issues with privacy.

b. Electronic Voting

Councillor Daniels requested that this matter be revisited. Rhonda Brown, Municipal Clerk cautioned in order to proceed with Electronic Voting, a By-Law would need to be created and approved prior to the process of organizing next year's election. Staff was directed to investigate if the Town of Windsor's experience with electronic voting was successful.

Councillor Matheson cautioned about privacy issues with other means of voting to ensure everything is fair. CAO Osborne suggested that it would be beneficial to circulate a researched piece on the topic available on the AMA website which addresses these concerns. It was agreed to include this item for the next meeting.

12. In Camera Session

There were no in camera sessions.

13. Date of Next Meeting

The next meeting is scheduled for January 26, 2016 at 6:00 p.m.

14. Adjournment

MOVED and SECONDED that the meeting adjourn.

Motion Carried.

The meeting adjourned at 6:50 p.m.



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Gary Cochrane, Chair

Rhonda Brown, Municipal Clerk