



**MUNICIPALITY OF THE DISTRICT OF WEST HANTS**  
**Committee of the Whole Minutes**  
**March 28, 2017, 6:00 p.m.**  
**Sanford Council Chambers**

Present:	P. Morton	Deputy Warden
	A. Zebian	Warden
	R. Jannasch	Councillor District 1
	K. Monroe	Councillor District 2
	D. Keith	Councillor District 3
	T. Leopold	Councillor District 4
	D. Francis	Councillor District 5
	J. Daniels	Councillor District 7
	C. Osborne	Chief Administrative Officer
	M. LeMay	Director of Planning and Development
	B. Carrigan	Director of Public Works
	R. Brown	Municipal Clerk
	C. Remme	Executive Assistant
	C. Lowe	Accountant
Regrets:	R. Hussey	
	R. Zwicker	

There were 8 members of the public in attendance.

1. Call to Order

Chair Morton called the meeting to order at 6:20p.m.

2. Announcements

Chair Morton reviewed the standard fire evacuation procedure.

3. Approval of Agenda, including additions or deletions

**MOVED and SECONDED that the agenda be approved with the following additions:**

**-12.c) Carbon Tax and Cap and Trade (Jannasch)**

**-12.d) Hants Community Hospital Fundraiser (Francis)**

**Motion Carried.**

4. Approval of Minutes –February 28, 2017

**MOVED and SECONDED that minutes of February 28, 2017 be approved as circulated.**

**Motion Carried.**

5. Presentation (s)

There were no presentations.

6. Hearing (s) – Dangerous & Unsightly

There were no hearings.

7. Business Arising from Minutes

There was no business arising from the minutes.

8. Report of CAO

a. Strategic Planning Sub-Committee

CAO Osborne reviewed the report noting that as the Strategic Planning Sub-Committee had performed its function it was no longer required.

**MOVED and SECONDED that the Strategic Planning Sub-Committee be dissolved.  
Motion Carried.**

b. Community Milestone Recognition Policy (Recommendation)

CAO Osborne reviewed the report. She advised Council that the idea had been brought forward by Communications Coordinator/Executive Assistant, Chrystal Remme, who suggested that the recognition would enhance community pride. The CAO pointed out that the Policy had been drafted to give Council the ability to recognize groups and individuals outside of the Volunteer Recognition Awards. She added that the Policy sets up the process which allows Council to bring forward recommendations for recognition.

The CAO spoke of the current practice of acknowledging groups and individuals such as those who are celebrating anniversaries and birthdays of significance adding that the Policy allows for formalization of the practice.

**MOVED and SECONDED that a recommendation be made to Council to adopt the Community Recognition Policy COGE-005.00 as presented.  
Motion Carried.**

c. Connect to Innovate Application (Recommendation)

CAO Osborne reviewed the report advising Council that the recommendation is to prepare for the application under the Connect to Innovate Grant recently announced by the Federal Government.

The CAO reviewed the background of the report noting that the i-Valley group are working with several municipalities on the application that has a deadline of April 21<sup>st</sup>. She advised that i-Valley is currently seeking a letter of support from the Municipality and will be coming forth with a business plan at a future date. The CAO added that a partnership with East Hants is being considered to reduce costs.

Councillor Monroe voiced that in the last meeting with i-Valley there was discussion on potential funding needs. She stated that the Municipality would be responsible for 25% which would not necessarily be cash but could include other assets such as buildings. The CAO added that if structured properly and with the sharing of costs the funding required from the Municipality could significantly change.

The CAO drew Council's attention to the letter of intent which was included in the package noting that if the recommendation is made Council will be made aware if the Municipality was successful in receiving the funding.

**MOVED and SECONDED that a recommendation be made to Council that Council:**

- 1. agree, in principle, to support the project considered by the application to be submitted under the Connect to Innovate Grant;**
- 2. authorize staff to work with i-Valley, community partners, and private entities to:**
  - a) Submit a comprehensive Connect to Innovate funding application to achieve the April 21<sup>st</sup> deadline;**
  - b) Prepare and include a non-binding letter of intent, to support extending open access fibre optic cable to those areas in rural West Hants meeting the grant criteria;**
- 3. bring forward additional information to Council on the financial impact, households and areas reached; risks, challenges and benefits of implementing the project.**

**Motion Carried.**

d. MOU Initiatives with Town of Windsor (Information)

CAO Osborne reviewed the information report noting that its purpose is to update Council on joint initiatives that the two municipal units are working on as per direction given at the

Joint Council meeting of March. She reviewed the initiatives on the list adding that Council was encouraged to give feedback or change the priorities identified.

The CAO advised Council that the Town of Windsor CAO as well as a representative from the Windsor Fire Department would attend the Fire Services Policy Committee meeting on March 30<sup>th</sup>.

e. Actual Budget Variance Report

In the Director of Finance's absence, Municipal Accountant, Carlee Lowe, reviewed the Actual Budget Variance Report.

9. Reports – Other Committees

a. Fire Restructuring Committee

There was no report of the Fire Restructuring Committee.

10. Correspondence

There was no correspondence.

11. Miscellaneous/New Business

a. Council Communications through Social Media (Leopold)

Councillor Leopold voiced that after reading comments made on social media by Councillors she felt as though consideration be given to the creation of a social media guidelines. The Councillor spoke of the Code of Conduct which could be referred to in respect to responding to the public adding that, as a public servant with the federal government, she had been provided with strict guidelines that all employees must follow.

The Councillor went on to say that she understood that her suggestion could lead to discussions regarding freedom of speech and so forth voicing that she was specifically looking for guidance, discussion and direction from staff.

Warden Zebian expressed that social media guidelines would be a useful tool for Councillors to ensure that a respectful tone is maintained noting that it is the duty of Councillors to uphold integrity and professionalism.

CAO Osborne asked for clarity on how Council would like to see the item addressed and handled if violations were to happen to ensure its effectiveness. She spoke of the External Communication Policy which states that the Warden or Deputy Warden speak to the decisions of Council and the Code of Conduct states that the decisions of Council are to be respected.

Discussion took place surrounding whether an amendment to the Code of Conduct to encompass social media behavior would address the concern or if addressing it in a separate document would be more appropriate. Councillor Daniels voiced that she agreed with the suggestion of addressing social media behaviour but had concerns with how freedom of speech would be affected.

Council gave direction to the CAO to begin creating new guidelines or amending Council Procedural Policy or Councillor Code of Conduct to include social media guidelines for Councillors.

Councillor Daniels noted that Councillors can take advantage of the Communications Coordinator who ensures that information is posted on the Municipality's Facebook page or to refer individuals to her to help clear up any misinformation on social media.

b. Clean Up Nova Scotia (Leopold)

Councillor Leopold stated that she had questions regarding initiatives that the Municipality may have concerning litter in the area. She went on to say that, after reading the Municipal newsletter, many of her questions had been answered but wanted to bring the topic to Council for discussion.

CAO Osborne advised Council that questions concerning community clean ups were best directed to Waste Coordinator, Christine McClare. She added that the Coordinator works with Nova Scotia Department of Transportation and can provide residents interested in participating or organizing a cleanup would be provided with the necessary supplies and safety equipment.

c. Carbon Tax & Cap and Trade (Jannasch)

Councillor Jannasch spoke of the Cap and Trade System discussions that took place at a recent meeting he attended. He expressed that his initial thoughts were positive in that there would be potential benefits to both the municipalities and residents adding that a good policy the municipalities would also benefit private land owners in the watershed areas and provide protection to watersheds.

Councillor Jannasch advised Council that the Province has drafted a policy which is more complicated than expected adding that the deadline for submissions is Friday, March 31<sup>st</sup>.

The Councillor voiced that, due to the timeframe, Council would not have the opportunity to be as involved as he would have hoped but would like to see the Municipality state that they would like to be involved as a stakeholder in future discussions through the on-line submission process.

The Councillor went on to say that he was very disappointed in the policy drafted by the Province but more so that municipalities were not apprised of the survey and given the opportunity to become more engaged. Councillor Jannasch added that the implications of the Policy will affect many residents and felt as though the Province should've reached out to municipal units adding that he would like to see a letter sent to the Province expressing so.

CAO Osborne suggested that the issue be handled through the MCCAP Committee. She advised Council that the Municipality had written to the Province in the past regarding not receiving proper notification of changes.

d. Hants Community Hospital (Francis)

12. Public Consultation

Mark Gaudet addressed Council speaking of the tool recently announced by the Provincial government to help residents experiencing dry wells. He explained that changes were made to the Municipal Government Act allowing municipalities to pay the cost of drilling or expanding wells for residents upfront then have the cost added to property taxes with financing terms up to twenty years. M. Gaudet asked if the Municipality would be taking advantage of the opportunity and if not why.

CAO Osborne replied that staff were recently directed to investigate alternate sources of water to help with any future water shortages and report back to Council. She added that the Municipality had been in contact with municipalities in the Southwestern region of the Province who are looking at implementing the program. The CAO noted that having another municipal unit create the by-law reduces the costs to initiate the program in West Hants.

Tom Calkin addressed Council speaking of the recent budget meetings expressing that he would like to see Council engage their residents in the deliberations. He went on to say that he had several queries regarding the budget noting he felt his Councillor was too busy to bother him with the questions.

T. Calking stated that he had information regarding the cap and trade program which Councillor Jannasch spoke of which he would be willing to provide to Council if they wished.

Councillor Jannasch responded that he would like the opportunity to see the document. T. Calkin stated that he would send the document along.

13. Date of Next Meeting  
The next meeting of Committee of the Whole will take place on April 25, 2017.

14. Adjournment

**MOVED and SECONDED that the meeting adjourn.  
Motion Carried.**

Meeting adjourned at 7:30 p.m.

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Paul Morton, Chair

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Rhonda Brown, Municipal Clerk