



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole Minutes
January 23, 2018, 5:00 p.m.
Sanford Council Chambers

Present:	P. Morton	Deputy Warden
	A. Zebian	Warden
	R. Jannasch	Councillor District 1
	K. Monroe	Councillor District 2 (arrived 5:18 p.m.)
	D. Keith	Councillor District 3
	T. Leopold	Councillor District 4
	D. Francis	Councillor District 5
	R. Hussey	Councillor District 6
	J. Daniels	Councillor District 7
	R. Zwicker	Councillor District 10
	M. Laycock	Acting CAO/Director of Finance
	R. Brown	Municipal Clerk
	C. Lowe	Accountant
	K. Kehoe	Director of Parks & Recreation
	B. Carrigan	Director of Public Works
M. LeMay	Director of Planning and Development	
J. Woodman	Administrative Assistant	
Guests:	B. Ballie	Transportation and Infrastructure Renewal
	P. Lafleche	Transportation and Infrastructure Renewal
	M. Peachey	Transportation and Infrastructure Renewal
	K. Guptell	Hantsport Music Festival Society

There were 12 members of the public in attendance.

1. Call to Order

Chair Morton called the meeting to order at 6:00 p.m.

2. Announcements

Chair Morton reviewed the standard fire evacuation procedure and encouraged everyone to attend the Hantsport Winter Carnival from January 25-28, 2018.

3. Approval of Agenda, including additions or deletions

MOVED and SECONDED that the agenda be approved, noting the following additions and amendments:

- **Addition – 5(b) MGA as per Section 22 (a) Personnel Matters.**
- **Addition – 12(a) Happy Community Project Support Letter**
- **Amendment – 9(d) –Information report not Recommendation**
- **Addition – 7 (a) Ellershouse Garage Update**

Motion Carried.

4. Approval of Minutes

MOVED and SECONDED that the Committee of the Whole minutes of November 28, 2017 be approved, noting any errors or omissions.

Motion Carried.

5. In Camera

Chair Morton introduced Barbara Bailey, Paul LeFleche and Mark Peachy, from the Province of Nova Scotia. He asked if what they were about to present had legal implications. Ms. Bailey confirmed it did.

MOVED and SECONDED that the meeting move in-camera.

Motion Carried.

Meeting moved in-camera at 5:03 p.m.

Meeting reconvened at 5:58 p.m.

MOVED and SECONDED that a recommendation be made to Council to direct staff to write a letter to Bob Schmidt, of the Windsor and Hantsport Railway Ltd. expressing Council's concern with the deterioration of the aboiteau in Hantsport.

Motion Carried.

6. Presentation (s)

- a. The Hantsport Music Festival Society, Your Not for Profit Community Festival

Kevin Guptell gave a PowerPoint presentation titled Hantsport Music Festival Society, Your Not for Profit Community Festival. He advised the Society is there to promote the community of Hantsport. He confirmed the festival promotes live maritime music and has been successful and continues to grow and attract large crowds.

Chair Morton thanked Mr. Guptell for his presentation. There were no questions or discussion.

7. Hearing (s) – Dangerous & Unsightly

- a. Ellershouse Garage Update – Councillor Leopold

Councillor Leopold asked for an update on the garage in Ellershouse that residents have expressed concern about. Acting CAO Laycock reported staff sent an email to Nova Scotia Environment to obtain information about the status of the ministerial order; however, there has been no reply to date. He noted the By-law Enforcement Officer and the Building Inspector did an inspection, noting no changes in the structure and indicated that there was no immediate need to demolish the building at this time. He is waiting for further information from NS Environment.

8. Business Arising from Minutes

a. Council Remuneration

Acting CAO Laycock reported a consultant's report was presented to Council in October and was deferred to 2018 and advised staff is looking for direction on the recommendations from the report. He noted within the Information Report, he identified the financial implications of changes; specifically the items that deal with changes to remuneration for councillors, the removal of chair fees, and the 1/3 nontaxable income change that is anticipated in 2019.

**MOVED and SECONDED that a recommendation be made to Council to direct staff to amend the Council Remuneration Policy to reflect the consultant's recommendations and to bring back to Council for consideration.
Motion Carried.**

9. Report of the Chief Administrative Officer

a. Overall Direct Responsible Charge Water Utility

Acting CAO Laycock reported the Municipality currently purchases the Overall Direct Responsible Charge service from the Town of Windsor for water utilities, through an agreement approved by Council made prior to the CAO system being fully implemented. The Municipality has now developed this ability in house and this is to give notice to Council that this is now considered an operational issue and staff have given notice to the Town that the Municipality no longer requires this service. He confirmed that a years' notice is required, and indicated that there has been confirmation from the Town's Committee of the Whole meeting that they were acceptable to end the contract March 31, 2018 pending their Council's approval.

b. Provincial Representative Volunteer 2018

The Director of Parks and Recreation reported that annually municipalities across Nova Scotia are invited to nominate one volunteer from our community to receive Provincial recognition and that the individual would be a representative to all the volunteers at the banquet held in Halifax on April 9th.

**MOVED and SECONDED that a recommendation be made to Council that Roseanna Boyd be nominated for the Provincial Representative Volunteer for the Municipality of the District of West Hants.
Motion Carried.**

c. Falmouth Watershed Advisory Committee

The Director of Public Works reported that staff determined that the Falmouth Watershed Advisory Committee needed to be reestablished as a Committee of Council.

**MOVED and SECONDED that a recommendation be made to Council to approve the Establishment of the Falmouth Watershed Committee Advisory Policy, COPW-002.00.
Motion Carried.**

d. Change of Private Road Names

The Director of Planning reported an application was received for a change of road name in Bramber. She explained Council's Road Naming Policy requires signatures from 75% of all households to be included with the application requesting a name change, and before renaming is considered by Council.

She advised that a site visit was conducted by the Building Official who confirmed the location and number of households on the road. She confirmed that the application was signed by the owners of three valid civic addresses and more investigation was done to determine what was on the remaining properties on the road. She noted that structures on three of the civic addresses had been demolished, one property had 3 recreation vehicles in place of the original structure, and one seasonal dwelling was determined to be uninhabitable because there is no power hookup. She stated the term "household" is not defined in the Policy; confirming this would be rectified for the future. She suggested that the Municipal Solicitor provided advice which clarified the term "household" to mean a seasonally or permanently inhabited approved structure. She confirmed staff are confident that the application meets the requirements of the Policy.

Councillor Hussey asked if everyone who lives on the road is named Marryatt. The Director of Planning responded that she could not confirm at this time and indicated the petition was circulated to Council but was later redacted due to confidentiality aspects.

Councillor Zwicker asked if there were any costs associated to the Municipality. The Director of Planning reported the only cost would be for the road sign.

Councillor Leopold asked what the process is for changing the definition of "household". The Director of Planning indicated the entire Policy needed to be reviewed and would be taken to the Planning Advisory Committee for discussion.

MOVED and SECONDED that a recommendation be made to Council that Council approve the private road name change, from Lantz Road Extension, Bramber, to Marryatt Lane, Bramber.

Motion Carried.

- e. National Disaster Mitigation Program (NDMP, Council Requests)

There were no questions or discussion.

- f. Monthly Budget Report – Month Ending December 31, 2017

Acting CAO Laycock reported there are changes due to increases in non-budgeted revenue which would lead to a higher surplus than anticipated. He pointed out the HMCC expense is over, due to an accrual that was not made in the previous fiscal year. He advised for the Hantsport sewer there was a significant increase in the waste treatment from the original Kings County estimates, which is billed quarterly and adjusted at year end. This will leave a significant deficit. He noted this would need to be the first line of the budget and suggested that Council could consider adjusting the sewer rate for Hantsport to make up for this. He did argue that we are not bringing in the revenue required to cover the costs and suggested it would be worth discussing. He advised this will be discussed in the next report.

Councillor Daniels suggested this is lack of communication from Kings County and she questioned how this could be better regulated so it doesn't put a burden on citizens. Acting CAO Laycock offered that he could contact Kings County in the future to ask what the anticipated cost is. He confirmed that staff is also looking at the agreement, as it is based on a percentage of users which he believes has changed and agreed consistency is required for customers billing.

10. Reports – Other Committees

- a. Falmouth Watershed Advisory Committee

Chair Morton advised the committee met and information will be coming to Council.

- b. Police Advisory Board

Chair Morton advised the committee met and information will be coming to Council.

11. Correspondence

- a. NDP Caucus – December 1, 2017

b. UNSM Board Report – December 1, 2017

12. Miscellaneous/New Business

a. Happy Community Project – Letter of Support

Warden Zebian reported the Happy Community Project is growing and getting more support every day, adding they currently have over 1,000 followers on Facebook. He indicated there is plans to reopen the farmers market and other new projects and he indicated the group is looking for a letter of support from Council.

**MOVED and SECONDED that a recommendation be made to Council to instruct staff to draft a letter of support from West Hants Council for the Happy Community Project.
Motion Carried.**

13. Public Participation

Jane Davis, Hantsport referred to the Special Council meeting from November 1, 2017 regarding a tender for the repaving of Williams Street, Hantsport and the replacement of the south sidewalk only, she suggested that there was discussion on what it would cost to replace the other sidewalk however it went no further. She also referred to the Holmes Hill project where one of the sidewalks was also eliminated and indicated that there was no public consultation on this issue only an information session. She advised there was a statement made at the November meeting that residents of Williams Street would be notified of this project however she confirmed residents were not notified. She informed that the Municipality from the dissolution process receives over \$600,000 per year to be used exclusively in and for Hantsport.

She indicated for the Holmes Hill project, the CAO set a precedence by borrowing from the next years transition funding to offset the overage, and she asked the same precedence for Williams Street to provide funding for the north sidewalk and reminded that the transition funds will be continued to be paid to West Hants until 2021. She added the Hantsport residents gave up the right to request how tax dollars were to be spent when the town dissolved but were promised the transitional funding was to be used to repair deficiencies with some of the infrastructure. She asked that Council do the right thing by Hantsport residents to ensure the north side sidewalk on Williams Street is also replaced.

Ms. Davis indicated her second concern is with Holmes Hills loss of sidewalk as well adding when there were two sidewalks there was no need to have crosswalks to cross from east to west; however, now there is no safe method to get to the new sidewalk from the east side of the street. She confirmed a resident of Holmes Hill conducted a 30 hour traffic survey and documented over 1,200 vehicles travelling during the hours of 5:00 a.m. to 11:00 p.m., which exceeds the design criteria of the plan used to guide the Holmes Hill resurfacing with the same traffic survey recording an average of 112 vehicles per hour between 10:00 a.m.-5:00 p.m. which makes it difficult for pedestrians to cross at these times and she felt this has

become a matter of public safety and added that the residents consider this a priority. She asked that Council consider creating two new crosswalks on Holmes Hills.

14. Date of Next Meeting

The next regular Committee of the Whole will be February 27, 2018 at 6:00 p.m.

15. Adjournment

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

Meeting adjourned at 7:00 p.m.

Paul Morton, Chair

Rhonda Brown, Municipal Clerk