



**MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole Minutes
May 28, 2019, 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
	R. Hussey	Councillor District 6
	J. Daniels	Councillor District 7
	R. Zwicker	Councillor District 10
	M. Laycock	Chief Administrative Officer
	C. Rochon	Director of Finance
	M. LeMay	Director of Planning
	R. Brown	Municipal Clerk
	J. Woodman	Administrative Assistant
Guests:	R. Corkum	Windsor Agricultural Society
	J. Rafuse	Windsor Agricultural Society

There were 2 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 announced the meeting was being broadcasted on Facebook Live and reviewed the standard fire evacuation procedure.

Councillor Francis advised the Sports Complex Fundraising Committee will be hosting a launch event at the Schoolhouse Brewery on June 6th. She noted there will be additional information available later and encouraged everyone to come out and support this project.

Warden Zebian reported the Royal Princess Tour is scheduled for June 2nd in Hantsport at 5:00 p.m. at the Baptist Church and he encouraged everyone to come out and show support to the leadership candidate.

Chair Morton announced on June 1st at 9:30 a.m. his son is participating in a school project at the Hantsport playground and he needs community involvement, he encouraged anyone who could help to please do so.

3. Approval of Agenda, including additions or deletions

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

- **Delete Approval of the Special Committee of the Whole Minutes of April 3, 2019;**
- **Add 11 (c) Facebook Council Meeting – Councillor Daniels**
- **Add 11 (d) Fire Service Awards – Deputy Warden Morton**
- **Add 11 (e) Falmouth Community Hall – Warden Zebian**

Motion Carried.

4. Approval of Minutes

MOVED and SECONDED that the Committee of the Whole Minutes of March 26, 2019 and Special Committee of the Whole Minutes of February 8th, February 14th, February 19th, April 2nd, and April 16, 2019 be approved, noting any errors or omissions.

Motion Carried.

5. Presentation

a. Windsor Agricultural Society

Rob Corkum and Joel Rafuse presented on behalf of the Windsor Agricultural Society to request emergency funding for two new sprinkler systems in the vendor and event hall of the industrial building. It was noted that occupancy is not permitted until it is repaired, and it was costly. It was indicated that Phase 1 is to begin replacing of the main lines at a cost of \$33,090 plus HST. The cost of additional repairs to the two sprinkler systems is unknown until the main lines are replaced; however, estimates are between \$100,000 to \$190,000 plus HST.

Councillor Daniels asked if the sprinkler system is not installed immediately could the exhibition be held this year. Mr. Rafuse offered he hoped there would be an exhibition but cautioned that the buildings could not be used. Councillor Daniels suggested this would be an issue as this is where the businesses and vendors set up their booths which is an additional draw to the exhibition. She questioned whether funds could be used from Gas Tax. CAO Laycock confirmed the funds could be used if it is an upgrade in order to meet the cultural requirements and he offered he was confident it would.

MOVED and SECONDED that a recommendation be made to Council that Windsor Agricultural Society be given \$50,000 taken from the Gas Tax Reserve for emergency upgrades for the Hants County Exhibition.

CAO Laycock clarified that the Gas Tax would not be stackable on other Federal funds unless it was other Gas Tax from the Town of Windsor. Warden Zebian offered the exhibition is the largest draw for the area and suggested to lose the industrial building would be detrimental. Councillor Jannasch indicated he supported the motion and noted it would be money well spent but questioned whether the work could be completed in time. Mr. Corkum offered that they have a significant amount of pre work done and that the galvanized piping had arrived, so he anticipated it being done on time.

Councillor Monroe offered that she fully supported the motion and suggested that the area needs to be better marketed, noting there are no signs promoting it is the oldest fair around. She also suggested that there should be a sign indicating what events are taking place on the grounds to draw interest. Mr. Corkum agreed with Councillor Monroe's comments and indicated that they are trying to promote as much as possible on social media. CAO Laycock suggested that the word "emergency" should be removed from the motion.

**MOVED and SECONDED that the motion be amended by removing the word "emergency".
Amendment Carried.**

Councillor Zwicker expressed concern about the maintenance for the system and whether the work could be done locally. Mr. Rafuse offered the maintenance on the system they currently have is not ideal and he hoped that the new system could be maintained locally, but he could not confirm at this time.

Motion Carried as Amended.

6. Hearing (s) – Dangerous & Unsightly
There were no Dangerous & Unsightly Hearings.
7. Business Arising from Minutes
There was no business arising from the minutes.
8. Report of the Chief Administrative Officer
 - a. 15 Station Lane; Hantsport Railway Station – Information Purposes only
Director LeMay explained the building was reported as being in a deteriorated condition from the Province and the Councillor in the area. She noted the By-Law Enforcement Officer and Senior Building Official inspected the property within two days of each other and at that time all the openings had been boarded up. She confirmed it is not registered as a municipally heritage property and advised there is nothing more the Municipality can do.
 - b. Grants and Contributions 2019-20
CAO Laycock reported annually there is a general grants program and various recreation grants that groups can apply for which are reviewed by staff and recommended to Council to support. He noted under the general grants 30 applications were received for a total of approximately \$75,000, noting there is \$36,500 for general grants and \$23,000 for safety grants. He explained there were four grant requests that did not receive funding: Nova Scotia SPCA, Valley Child Development Association, Windsor Senior Citizen Bus Society and Happy Community Project (second request).

CAO Laycock advised there was also several requests for safety grants: Citizens on Patrol, Senior Safety Program; Ground Search and Rescue. He noted there is over \$200,000 of capital requests from various organizations such as Hantsport and Area Historical Society, Hantsport Baptist Church, and a very significant request from the Newport Rink Commission. He confirmed these capital requests would qualify for Gas Tax; but expressed there is

concern regarding the Pisiquid Canoe Club as Gas Tax can not be used for repairs. He advised if Council chooses to approve the general grants as presented the requests for Gas Tax would come back to Council for consideration.

Director Kehoe noted for the Recreation grants the majority have been fully funded through the budget process in the grant program and the ones not being funded did not qualify under the Policy. She advised if the Glooscap Heritage Archers grant is approved a separate motion would be required as it is coming from the 5% Reserve Fund.

Councillor Daniels asked if there was a shortfall from funding that was previously approved and questioned whether the remaining \$13,000 could be used. CAO Laycock offered the remaining \$13,000 was for Recreation but noted there is nothing prohibiting Council from rearranging funds.

Warden Zebian explained that he would like to add an additional grant request for the Hantsport Leadership Candidate as the organizers forgot to submit the request. The Committee agreed to grant \$500 to the Hantsport Leadership candidate. Director Kehoe requested that the group provide a written request for the records.

A conflict of interest was declared by Chair Morton for the Hantsport Winter Carnival and Councillor Leopold for the Riverview Skating Club.

**MOVED and SECONDED that a recommendation be made to Council, that Council adopt Schedules 1 and 2 of the Grants and Contribution 2019-20 Report, as presented to Committee of the Whole on May 28, 2019, recommending grant funding to the listed recipients and authorize staff to release funds once all requirements, as outlined under the Grants and Contributions Policy, have been met.
Motion Carried.**

Chair Morton and Councillor Leopold rejoined the meeting.

**MOVED and SECONDED that a recommendation be made to Council, that Council approve the funding for the Glooscap Heritage Archers Association to be taken out of the 5% Reserve Fund.
Motion Carried.**

Warden Zebian reported this year's Leadership Candidate for Hantsport is Ms. Rachel Caldwell who is an Acadia University student who volunteers in many areas and is very dedicated to the community of Hantsport.

**MOVED and SECONDED that a recommendation be made to Council, that Council approve \$500 for the Hantsport Leadership Candidate for the Apple Blossom Festival to be taken out of the general grants.
Motion Carried.**

c. Avon Heritage Museum Gas Tax Funding

CAO Laycock reported in 2016 the Avon Heritage Museum submitted the Facility Upgrade Plan to secure funds to upgrade aspects of the Museum. He noted that two requests from the original plan remain outstanding: the purchase of three heat pumps and upgrades to the protective berm. He noted the Museum is looking to move forward with the installation of two heat pumps, noting when considering this request Council must also consider the results of a recent study carried out by CBCL. He explained Council approved funding for CBCL to carryout a Nation Disaster Mitigation Program Risk Assessment Study on the risk of coastal flooding on public infrastructure along the shoreline. He confirmed the study revealed the Museum is vulnerable to flooding and could be an annual occurrence. He suggested this should raise concern by Council as money is being spent on infrastructure where there is a legitimate risk that damage may occur to it due to flooding. Councillor Zwicker cautioned about setting a precedent for future flood mitigation issues.

MOVED and SECONDED that a recommendation be made to Council, that Council direct staff to draft and post a Request for Proposals (RFP) that would look to identify and implement flood mitigation solutions, including the short-term solution outlined in the West Hants sanctioned Nation Disaster Mitigation Program Risk Assessment Study, to prevent flooding of the Avon Heritage Museum and surrounding area.

Councillor Monroe agreed with Councillor Zwicker but offered this case is a priority as it is a true center of the community and is a significant historical site that holds festivals that draw in significant crowds. She indicated that she would like to see consultation work done and suggested that there are a lot of Federal funds available to assist.

Councillor Jannasch expressed concern that a staff report or Request for Proposal (RFP) would not give any more detail than what has been provided in the CBCL study but offered he did not have an issue with the purchase of heat pumps. CAO Laycock clarified the RFP would address how the issue is going to be fixed and the cost associated with it, not to do another study.

Motion Carried.

Councillor Jannasch voted nay.

MOVED and SECONDED that a recommendation be made to Council, that Council award the Avon River Heritage Society a maximum of \$13,500 from the Gas Tax Reserve for the purchase and installation of two heat pumps that have critical components raised at least 2 meters from the ground.

Motion Carried.

9. Reports – Other Committees

a. Valley Regional Economic Network

i. Valley Regional Network Liaison and Overnight Committee

Councillor Daniels provided a summary of the minutes that were sent out from Valley RENs. She noted the next meeting is on June 19th and confirmed she would provide a follow up report.

b. Planning Advisory Committee

i. West Hants Planning Advisory Committee Resident Member

Councillor Zwicker reported that Mr. Glen Robinson was appointed as a resident member of PAC by Council but has acknowledged that he is unable to fulfill the requirements.

MOVED and SECONDED that a recommendation be made to Council, that Council rescind the appointment of Glen Robinson to the West Hants Planning Advisory Committee dated November 13, 2018.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council, that Council appoint Bill Preston as a resident member to the West Hants Planning Advisory Committee on June 11, 2019 to March 31, 2020.

Motion Carried.

10. Correspondence

There was no correspondence.

11. Miscellaneous/New Business

a. Hantsport Wi-Fi – Councillor Zwicker

Councillor Zwicker expressed concern regarding the current state of the Wi-Fi in Hantsport and he asked that staff investigate some options for it.

MOVED and SECONDED that a recommendation be made to Council, that Council direct staff to prepare a report on options for Wi-Fi in Hantsport.

Motion Carried.

Councillor Daniels suggested that VCFN went through Hantsport to assist with economic and community development and offered that she would like to see it maintained.

b. Public Washrooms Facilities – Letter to Parks Canada

Councillor Daniels reported that the Fort Edward Historic site is a vibrant and historical part of our region. She suggested not having public washroom facilities at the site poses a significant problem for young families and those with mobility or other medical issues.

MOVED and SECONDED that a recommendation be made to Council, that Council write a letter to Ted Dolane representative for Fort Edward of Parks Canada requesting public restroom facilities be installed at Fort Edward Historic site.

Motion Carried.

c. Facebook Council Meetings

Councillor Daniels reported the last Council meeting live-stream was removed from Facebook and she has had several inquiries why it was not put back up so residents can keep up to date on Council discussions. CAO Laycock noted as per the Council Procedural Policy

there is no obligation to keep the meetings on the website for any length of time and given there was a violation of the *Municipal Government Act* by human error staff decided to remove it. He clarified there is audio recordings available as well as minutes.

d. Fire Services Awards

Chair Morton advised that Council approved Fire Service awards and inquired if they have been ordered. CAO Laycock offered there is a significant amount to be ordered and the money is in this year's budget and suggested he would follow up with Chrystal Remme on the matter.

e. Falmouth Community Hall

Warden Zebian offered that the Falmouth Hall is a very important piece of infrastructure in West Hants and is run by a group of dedicated volunteers who host many events in attempt to keep the hall open. He suggested they had a hard winter and that the hall is in rough shape and is not energy efficient, noting fuel costs have doubled. He advised he would like to make a request that the group receive funding for heat pumps even though they did not submit an application in time for consideration through the grants.

MOVED and SECONDED that a recommendation be made to Council, that Council approve up to \$15,000 to come from the Gas Tax Reserve for the installation of three heat pumps for the Falmouth Community Hall.

Motion Carried.

Councillor Zwicker suggested that Council should be looking into having energy assessments done by Efficiency Nova Scotia to lessen the burden on the Municipality.

Councillor Leopold asked what the state of the Gas Tax Fund was. CAO Laycock confirmed last time he checked it was approximately \$5 million and reminded this is the year the Municipality is receiving a one time doubling from the Federal government. He suggested these are relatively small asks considering the significant amount of Gas Tax that is currently available.

Councillor Daniels advised that Southwest Hants Fire Society applied through the grants process and only received a portion of what they had originally requested. She noted that they need to replace windows and doors and asked if this could fall under Gas Tax funding. CAO Laycock clarified that the issue is that Gas Tax is not permitted to be used for fire related services which is why it was put into the general grants. He expressed he was not comfortable taking that chance with the auditors. Warden Zebian suggested that Council could take funds from the remaining recreation grants.

MOVED and SECONDED that a recommendation be made to Council, that Council grant Southwest Hants Fire Society an additional \$2,130 to be taken from the Recreation Grant Funds.

Motion Carried.

Councillor Monroe asked the CAO whether there was a conscious decision to leave a surplus in the Recreation Grant. CAO Laycock offered that the amount of funding exceeded the requests that came in and so is an excess amount that was left over.

12. Public Participation

There was no public participation.

13. Date of Next Meeting

The next regular Committee of the Whole will be on June 25, 2019 at 6:00 p.m.

14. Adjournment

MOVED and SECONDED that the meeting adjourn.

Motion Carried.

Meeting adjourned at 7:18 p.m.

Paul Morton, Chair

Rhonda Brown, Municipal Clerk