



MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Committee of the Whole Minutes
October 22, 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 (left 6:55 p.m.)
	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
	B. Carrigan	Director of Public Works
	R. Brown	Municipal Clerk
	J. Woodman	Administrative Assistant

There were 4 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 Jannasch congratulated the Walton Fire Department for their successful fundraising event held in August and noted they raised \$7,000 in a weekend. He suggested that gratitude should be given to the surrounding communities for their support.

Councillor Francis reminded everyone of the "Hockey Shots Boot Stompin Tour" fundraiser scheduled for Saturday, October 26th with tickets available at the Home Hardware stores in Windsor and Brooklyn or through the Municipality.

Councillor Leopold encouraged everyone to attend the Ellershouse Community Breakfast on October 26th.

Councillor Leopold advised she is hosting a Town Hall on Monday, October 28th at the Ardoise Community Hall from 7:00-9:00 p.m. and Wednesday, October 30th at the Ellershouse Community Hall from 7:00-9:00 p.m.

Councillor Leopold encouraged everyone to be supportive of all the local fundraising occurring in the communities. She went on to say there has been numerous benefits and that there will be more in the coming months for residents that need help. She reminded that the Girl Guides are selling cookies door to door and asked everyone to show their support.

Councillor Leopold advised that local sports teams are hitting the ground with fundraising and encouraged everyone to be supportive of our local activities.

Warden Zebian announced that Municipal Planning Strategy Plan meetings are scheduled for October 29th in Summerville, November 5th in South West Hants and November 7th in Brooklyn.

3. Approval of Agenda, including additions or deletions
MOVED and SECONDED that the agenda be approved.

MOVED that the agenda be amended with the addition of the following

- **11 (c) West Hants Sportsplex Acceleration Cost Contingency – Councillor Leopold**
- **11 (d) Electronic Voting - Councillor Leopold**

Councillor Hussey questioned why two additions were being added to the agenda without prior knowledge. Councillor Leopold suggested that the meeting agenda is light but agreed to withdraw the Electronic Voting item if that was the wish of Council.

Amendment defeated.

Motion Carried.

4. Approval of Minutes

Councillor Daniels advised that the minutes of September 24th, 2019 did not properly convey discussion from that evening and expressed concern that the minutes are filed permanently, and that they shed a negative light towards the Co-ordinating Committee and that was not her intention.

Councillor Daniels suggested that Councillor Leopold's comment should be omitted as it had no bearing on her decision of resigning from the Co-Ordinating Committee. She went on to say that the minutes reflected that the committee was not what she anticipated which she noted was true to an extent. She explained that she wanted to publicly clarify that her role was an alternate and that initially she thought she played a larger role, but she understood the concept of the committee. She advised that she would like it noted that the Co-ordinating Committee is doing a wonderful job and things are moving along quickly and meaningfully and she is very excited about the outcome of the new region.

Councillor Daniels advised at the last meeting she had commented that the Co-ordinating Committee conflicted with her personal life but clarified that did not mean she did not want to be part of it, she just had to find balance and she appreciated Councillor Jannasch filling in for her. She asked that the minutes reflect this on a more positive note.

Councillor Leopold advised that she also recognized that there were omissions she would like noted in the minutes. She asked the Clerk how she should proceed in asking that the minutes be amended to reflect her omissions. Clerk Brown asked that specific wording for the omissions be provided which would be compared to the audio recording and the minutes would be adjusted for approval at the next meeting.

Councillor Leopold asked if citizens can make the same request for omissions from the public participation comments. Clerk Brown indicated that typically a citizen could not request changes to Council minutes but offered they could write a letter to be received by Council.

Councillor Leopold advised that her impression of minutes is that they are an objective account of what was discussed. Clerk Brown agreed that they should be an objective account of what was discussed and should not contain opinions. She offered that staff summarizes the discussion that took place so that residents and councillors understand why decisions were made. She reminded that some units only include a motion and whether it was passed or defeated with no discussion points. She suggested if there is a significant point that was omitted it will be amended and she offered that the recording secretaries have had significant experience in taking minutes and being objective of what should be included.

MOVED and SECONDED that the September 24th Committee of the Whole minutes be tabled until they are reviewed.

Motion Carried.

5. Presentation(s)

There were no presentation(s).

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. 2019-2020 Snow and Ice Removal Contract

Director Carrigan presented the report and noted they had gone out to public tender for snow and ice removal for Municipally owned streets. He noted there was a slight change from the past practice in that there is a plan for Municipal staff to plow all Municipal facilities in order to reduce costs. He advised that the tender is for the streets in West Hants and the Irishman's Road Recreation site which is gravel and requires different equipment to maintain.

MOVED and SECONDED that a recommendation be made to Council, that the Municipality award contract WHPW19-04 to Windsor Landscaping for Snow and Ice Removal for the 2019/2020 season; as per Tender pricing received by the Department of Public Works on September 26, 2019.

Councillor Daniels asked for clarification on what areas Municipal staff will be responsible for. Director Carrigan confirmed the facilities will be the fire stations (Hantsport, Station 2, Brooklyn), Courthouse, the main building at 76 Morison, Falmouth Water Plant, Falmouth Sewer Plant, Hantsport Water Plant.

Councillor Hussey asked if Municipal staff would be plowing the fire stations over night. Director Carrigan advised that staff will be establishing a schedule and plan to start at 5:00-6:00 a.m. to ensure everything is clear and if there is a storm, they will look at plowing during the night.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council, that Public Works reserves the right to omit snow and ice removal requirements on any local roads or portions of roads, where it is deemed that the road does not have immediate housing or business needs.

Motion Carried.

Director Carrigan advised that staff was asked to provide additional pricing for snow and ice removal for Underwood Road by the same contractor. He confirmed this is a Provincially owned road that is not typically plowed by the Municipality. He advised it would cost an additional \$1,750 per month for a minimum of four months which would result to approximately \$7,000-9,000 extra per year.

Warden Zebian asked if an agreement could be worked out with the Province for this road. Director Carrigan advised that he was not aware of any reimbursement opportunities to the Municipality by the Province and cautioned if the Municipality takes it on, we would be responsible for the cost. He suggested that he could seek confirmation from Gary Rafuse of the Department of Transportation and Infrastructure Renewal.

Warden Zebian inquired if there are any roads the Director would recommend swapping with the Province that would be of equal value. Director Carrigan cautioned against this and noted that a significant lower level of service could be received. He suggested if any Councillors have roads in their district that they would like to recommend he could contact the Province.

b. 2019 Committee Representative Appointment

Clerk Brown reviewed the report. She reported only one member declined to continue, who was a Police Advisory Board representative but suggested there is only one meeting left and the committee could proceed with just one resident representative.

MOVED and SECONDED that a recommendation be made to Council, that Council extend the resident appointment of Richard Neily, Bernard Curry and David Porter to the Falmouth Watershed Committee until March 31, 2020.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council, that Council extend the resident appointment of Timberland Holdings 2010 Limited the Davidson Lake Watershed Committee until March 31, 2020.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council, that Council extend the resident appointment of George Pineo to the Police Advisory Board until March 31, 2020.

Motion Carried

MOVED and SECONDED that a recommendation be made to Council, that Council extend the resident appointment of Harold Follett and Glenn Robinson to the Audit Committee until March 31, 2020.

Motion Carried.

MOVED and SECONDED that a recommendation be made to Council, that Council extend the resident appointments of Jane Davis, Donald Hussey, Greg Pace, Bill Preston and Philip Zamora to the Hantsport Area Advisory Committee until March 31, 2020.

MOVED and SECONDED that a recommendation be made to Council, that Council extend the Council appointments of Kathy Monroe and Randy Hussey to the Audit Committee until March 31, 2020.

Motion Carried.

9. Reports – Other Committees

a. 10-15-2019 French Mill Brook Watershed

Warden Zebian presented the French Mill Brook Watershed Report. There were no questions.

10. Correspondence

There was no correspondence.

11. Miscellaneous/New Business

a. Municipal Alert System

Councillor Hussey reported that the Halifax Regional Municipality have implemented a new municipal alert system and he felt it might be beneficial for the Municipality to learn more about it. He explained it is a text or email alert system that provides residents with important information. He went on to say it includes a GPS system that would send out alerts regardless of what area the resident located. He indicated the system cost the Halifax Regional Municipality approximately \$120,000. He asked if staff could do some research and present to the new Council.

CAO Laycock advised he had met with the former CAO of Windsor in April 2018 about this topic and suggested it would cost approximately \$20,000 to implement. He offered that residents must register for this individually which could be a challenge and suggested that HRM struggled with privacy issues but offered it is something that staff could investigate.

Councillor Leopold requested clarification when a report was due as it was not urgent but was requested for the next Council meeting. Chair Morton clarified the information is to be provided to the new Regional Council.

Councillor Daniels advised this alert system had been discussed at REMO meetings and suggested staff should check with the Provincial REMO Coordinator for information as there might be a package that is more cost effective for municipalities.

b. Press Box Update

Warden Zebian advised this topic arose from the presentation at Committee of the Whole. He explained that currently there is no plan for a press box at the sports complex. He advised that a suggestion was made to add temporary scaffolding in the middle of the arena facing the seating area stands for major events.

Councillor Keith questioned why a press box could not be set up permanently. Director Carrigan advised a spot for a temporary press box for a major functions has been identified on the second floor of the timekeeper's booth overlooking the ice, but would block the walking track. He suggested that consideration was given to using the turf around the field house during a paid events for a walking track. Director Carrigan indicated the walking track behind the benches must coordinate with the other side to be level therefore there was not enough room for the press box and walking track.

Councillor Keith advised that a letter has already been received from the Valley Maple Leaf's about hosting and asked if this could be accommodated. Director Carrigan confirmed it would be.

Councillor Keith asked if there was enough room from the ceiling for a permanent-press box on the front side of the building. Director Carrigan suggested this would block the light coming into the arena.

Councillor Daniels commended the Warden for finding a temporary solution and felt it was unfortunate that the Design Committee did not pick up on a press box. Warden Zebian clarified that it was included in the RFP however it did not make the final project cut and noted it was brought up by Councillors Keith and Leopold after the last presentation.

Councillor Hussey suggested the press box could be suspended over the stands which would still leave adequate lighting. Director Carrigan offered this was discussed with the architect who was concerned about blocking the daylight from the windows. Councillor Hussey offered that a press box would be better than scaffolding which would not be aesthetically appealing. Director Carrigan advised they have been investigating center mount scoreboards and it was determined that the roof was designed to hold a lightweight system and cautioned a full press box could not be supported.

Councillor Leopold asked if the wireless communications would be fully supported. Director Carrigan advised there is a contract in place for an audio/video expert to ensure it is prepared for the future.

Councillor Francis advised the engineer had noted that there are spots at the top of the arena that could accommodate cameras. She noted that they were told the timekeepers bench could accommodate play by play and could fit three people. Director Carrigan advised when major events happen, they do not do colour commentary or press announcement from inside the arena as everything is done from a truck.

Councillor Francis cautioned a press box could be costly and was advised by local rinks there was not a significant need currently. She indicated that they had been told it could cost between \$35,000-40,000 to add a full physical press box. Director Carrigan offered for a low cost a 3-inch conduit could be run outside at this stage which would be more cost effective.

Councillor Monroe reminded that at the last presentation it was suggested that a press box is a branding opportunity that could be paid for by sponsors.

12. Public Participation

Rick Smith, Windsor, suggested that the September Committee of the Whole minutes were not comprehensive and did not reflect his comments. He advised that he spoke to several points that were not included in the minutes. He noted that he brought it to the Municipal Clerks attention, and she advised that he would be required to write a letter to Council expressing his concerns and the points not included in the minutes. He suggested minutes should more completely reflect what is being said otherwise it would defeat the purpose. Mr. Smith understood that the minutes must be concise but felt they should clearly reflect the intent of what was said.

Mr. Smith stated at the September 24th, 2019 Committee of the Whole meeting he spoke of his concern that the \$1 million contingency for the sports complex would be used quickly, noting the consultant proposed \$450,000 extra for an integrated heat recovery system using Opteon as the refrigerate. He felt the public should be more informed of the cost effectiveness of the decision and it should have been in the presentation. Mr. Smith questioned the procurement practices for such a large change and use if the \$1 million contingency.

Chair Morton reminded that the project is still on budget and there is no additional funding coming out and cautioned unless Mr. Smith had something more positive to say he should finish. Councillor Leopold asked if the public is normally addressed while at the microphone. Chair Morton advised it was his meeting and he would address them if he chose.

Mr. Smith advised he did not want to tell Council how they should do their business, but felt an expenditure that size should have three bids to ensure best value. He suggested that Council and the public are not being properly informed of cost efficiencies, and noted if that information was forthcoming it could be a straightforward decision, and everyone may have a better understanding of the payback. Mr. Smith suggested that West Hants needs to have a procurement process to ensure consistency in spending money.

Mr. Smith advised the Consultant had indicated that heat recovery systems were used in 5-10 places in Nova Scotia and that the NHL endorsed the Opteon system. Mr. Smith stated it is his understanding that none of the NHL teams currently use Opteon system and there are no rinks to his knowledge using it in Atlantic Canada, but some do have other heat recovery systems. He urged Council to revisit the decision suggesting Council was not clear on the system.

Mr. Smith offered that there are other issues on the contingency that could have a significant impact on the taxpayers and this is the only opportunity for the public to speak on the matter and expressed concerns.

Chair Morton reminded Mr. Smith that his 5-minute time was up for speaking.

Councillor Leopold asked the chair to be more respectful to the public.

Councillor Daniels called a point of order on Councillor Leopold.

Chair Morton requested that Councillor Leopold leave the chambers. Councillor Leopold left the meeting at 6:55 p.m.

Dave Bannerman commented about the discussion on scaffolding during a major event. He advised the point of the media box is not for major events it is to provide media coverage, exposure and marketing for everyone in West Hants such as hockey teams, cheerleaders, figure skaters, business shows, sports RV, and local media. Mr. Bannerman reported that a local media company proposed offering a play by play for three local teams and suggested these types of events will bring attention to this complex as no other facility is doing this. He offered it is about vision and that a press box should be simple, not elaborate, and hung from the roof. He noted that he had never seen a press box situated on the ground and suggested that the width of the girders at the side are perfect for a booth. He advised that there appears to be more than enough room in the pedway for a 7 1/2-foot person to walk by and then another 8 feet to the top which is all the press box requires.

Mr. Bannerman cautioned that scaffolding must be done by code which could be costly to set up and take down on multiple occasions. He commented that there is so much potential in this area.

Jane Davis, Hantsport advised she is very excited for the sports facility and looks forward to the opportunity to use it, but offered she was scared to hear that the roof can not hold a center scoreboard or even a press box and she hoped that this information is not correct.

Date of Next Meeting

The next regular Committee of the Whole will be on November 26, 2019 at 6:00 p.m.

13. Adjournment

MOVED and SECONDED that the meeting adjourn.

Motion Carried.

Meeting adjourned at 7:02 p.m.

Paul Morton, Chair

Rhonda Brown, Municipal Clerk