



REGION OF WINDSOR AND WEST HANTS MUNICIPALITY
Committee of the Whole - Meeting Agenda **AMENDED**
April 14, 2020, 6:00 p.m.
Virtual Meeting via ZOOM

1. Call to Order
2. Roll Call
3. Declaration(s) of Conflict of Interest
4. Announcements
5. Approval of the Agenda, including additions or deletions
6. Approval of Previous Meeting Minutes - None
7. Presentations - None
8. Unfinished Business/Postponed Motions - None
9. Reports – Other Committees - None
10. Correspondence
 - (a) NSFM – Meeting Update of Apr. 8, 2020 - Info
 - (b) J-Class Roads - Additional Funding (fr. Minister NSTIR 20200319) - Info
 - (c) Ride Sharing - Response to 20200219 letter (fr Min NSTIR 20200317) – Info
 - (d) WH Grounds Search & Rescue (20200309) – Surplus REMO Trailer – Request
 - (e) **Friends of the Hantsport Public Library (20200409) – Library Front Walk – Request**
11. New Business
 - (a) Resident-member Committee Appointments – Recommendation Report
 - (b) Financial Services Policies - Notice to Consider Recommendation Report
 - (c) RBC Funding Resolution re Operating Line of Credit – Recommendation Report
 - (d) J-Class Roads – Information Report
 - (e) Highland/Churchill Street and Services Reconstruction – Information Report
 - (f) **Water and Sewer Rates – Three Mile Plains - Agenda Request Form and Information Report**
 - (g) **Internet Access Business Plan – Agenda Request Form and Information Report**
12. Public Participation Period
13. In-Camera
 - (a) Potential Land Sale (MGA S. 22(2)(a)) – Verbal
14. Next Meeting Date / Adjournment



REGION OF WINDSOR AND WEST HANTS MUNICIPALITY

Special Committee of the Whole Minutes

April 21, 2020 6:00 p.m.

Virtual Meeting – via Zoom

1. Call to Order

Mayor Zebian called the meeting to order at 6:00 p.m. and welcomed everyone to the meeting.

2. Call of Roll

Council Present:

Abraham Zebian, Mayor
Rupert Jannasch, Councillor, District 1
Scott McLean, Councillor, District 2
Mark McLean, Councillor, District 3
Jeff Hartt, Councillor, District 4
Debbie Francis, District 5

Paul Morton, Deputy Mayor, District 8
Bob Morton, Councillor, District 6
Ed Sherman, Councillor, District 7
Richard Murphy, Councillor, District 9
Laurie Murley, Councillor, District 10
Jim Ivey, Councillor, District 11

Staff and Guests Present:

Mark Phillips, Chief Administrative Officer
Todd Richard, Dir. Public Works
Kathy Kehoe, Dir. Community
Development
Shelleena Thornton, Administrative
Supervisor
Brad Carrigan, Project Engineer

Carlee Rochon, Dir. Financial Services
Rhonda Brown, Municipal Clerk
Madelyn LeMay, Dir. Planning &
Development
Murray Tate, Tate Engineering

Members of the public watched the meeting using Facebook Live.

3. Declarations of Conflict of Interest - There were no declarations.

4. Announcements

A moment of silence was held for those that lost their lives this past weekend due to the mass shooting in Province. Condolences were extended to all those affected.

Comments left on the Facebook Live steam would be read by Shelleena Thornton during the Public Participation Period section of the meeting.

5. Approval of Agenda, including additions or deletions

MOVED by Councillors Murley and Francis that the agenda be approved as circulated.

Motion Carried.

6. Approval of Previous Meeting Minutes – There were no previous minutes.

7. Presentations

a. Sports Complex Update – Murray Tate, Tate Engineering

Mr. Tate presented an update on the West Hants Sports Complex reviewing the timeline, project budget, approved change orders and described in detail the proposed changes orders. He stated the purpose of the presentation was to obtain direction from Council on design change orders that could no longer wait. He stated progress had been made during the winter and that the project could be completed within the current budget, however the proposed change orders would enhance the safety and community pride of the facility but would cost more.

After the presentation Mayor Zebian reviewed each of the proposed seven change orders to determine which were preferred by Councillors. Mr. Tate stated each change order was a summary of small items and suggested that if a lump sum of additional funding was approved, he could negotiate within each change order to meet the amount approved.

CAO Phillips reviewed the original budget for the project and funding sources noting that through consolidation the Province provided an additional \$4 Million. He reviewed the additional capital budget request financials of the additional change orders and that it would be funded 82% from West Hants and 18% Windsor (derived from combination percentage of population and assessment).

MOVED by Mayor Zebian and Councillor Francis that Committee of the Whole Recommends that Council pre-approve the addition of \$1,280,642.00 for the Municipal Sports Complex in the 2020/21 Municipal Capital Budget, amending the total project cost to \$17,523,384.

Further, that the required funding for the municipal contribution for the project be from a combination of withdraws from existing Windsor and West Hants reserves and municipal debentures, recognizing it is the priority to withdrawn from reserves, pending budget deliberations.

Motion Carried.

Councillors Jannasch, S. McLean, M. McLean and Hartt voted nay.

(Vote was held after discussion.)

Discussion Points

- Any delays due to the COVID-19 pandemic would be outside the scope of the contract but this is not thought to be an issue.
- The 7% contingency cost was in addition to the contract price.

- Award delay Change Order #1 due to additional costs associated with working in the winter as the contract price was based on a summer construction period.
- Soft costs include studies, mailing, videos etc. which were outside the contract.
- The team of Mr. Tate, Brad Carrigan and CAO Phillips reviewed and approved all previous change orders which could not wait.
- There are no entrance doors on main washrooms but there are doors on dressing room washrooms.
- Touchless doors in areas help with accessibility requirements later, these may include using sensors or foot operated buttons.
- Regular cleaning of metal railing or glass railing around the walking track would be needed and glass may be easier to maintain and would be a better surface for sponsorship banners. Glass would be tempered but there is still possibility of it breaking if hit hard.
- There would be a metal railing behind the bleachers, not glass, but a railing is required to meet building codes.
- A temporary railing was required for construction due to the change order not being approved earlier, so any credit for changing from a metal to glass railing would have been used towards the temporary railing construction.
- Drywall infills could be used to house signage and hockey heritage memorabilia in addition to providing increased safety and reduced garbage collection point associated with the steel.
- No sound study had been done to consider echo-cancelling material, but it was a consideration for the architect.
- Painting the grey steel white will brighten the facility. The change order is still being negotiated, as it was not written in the contract as painted but was presented as painted in all images of the facility.
- Corrugated cladding inside could be damaged in the fieldhouse, but not in areas as there are nets at both ends of the area. The cladding may be difficult to clean, and dent resistant drywall may be a better possibility.
- Exterior signage change order is for the additional steel and electrical to support a sign only, the cost would be for all three proposed sign locations.
- All debt for the Sports Complex approved before consolidation would stay with the respective areas of West Hants or Windsor. The additional capital request and covering of fundraising would be a new Regional debt and so would be share proportionately from each area.
- Majority of the Municipal contribution would come from reserves which would not impact the tax rate. Use of reserves would lower cost due to reduced borrowing related fees.
- Fundraising is still occurring but has been slowed due to COVID -19 pandemic, such fundraising could lower cost or replace reserves that were used.

- Use of reserves may not significantly impact other longer capital projects as many of the project seek out grant funding or a reserve may be restricted for a particular use so would be affected.
- Project is unlikely to receive further Federal funding as most funding needs to be approved prior to construction. There will be one-time energy efficiency credit of \$161,490.00 after construction which is not included in the figures.
- There were concerns that the project was significantly more than originally proposed and given the current situation Council needed to be fiscally responsible so items that could wait should be done later.
- The project should be a showcase and point of pride for the community so should accept the improvements.

Murray Tate left the meeting at 8:22 pm.

8. Unfinished Business/Postponed Motions – There was no unfinished business.

9. Reports – Other Committees – There were no other reports.

10. Correspondence

a. Annapolis Valley Regional Library – Thank you letter.

11. New Business

a. Naming of Regional Municipality (Recommendation Report)

CAO Phillips reviewed the recommendation report. He informed branding would still need to be done with any new name chosen to ensure all areas of the Regional Municipality were incorporated.

MOVED by Councillor Francis and Deputy Mayor Morton that Committee of the Whole recommends that Council approves the Region of Windsor and West Hants Municipality change its name to The Regional Municipality of West Hants.

Discussion was held.

MOVED by Councillors Murley and Murphy to defer the motion until staff can provide an update on the other three studies being undertaken, but not to be deferred longer than two months.

Motion Defeated.

Councillors Jannasch, S. McLean, M. McLean, Hartt, Francis, B. Morton, Sherman, Ivey Murphy, Deputy Mayor Morton, and Mayor Zebian voted nay.

MOVED by Councillors Ivey and Hartt to amend the name in the motion to “West Hants Regional Municipality”.

Amendment Carried.

Motion as amended reads:

**MOVED by Councillor Francis and Deputy Mayor Morton that Committee of the Whole recommends that Council approves the Region of Windsor and West Hants Municipality change its name to West Hants Regional Municipality.
Motion Carried.**

(votes were held after the discussion)

Discussion Points

- Only 3.71% of population responded to the survey, but for a survey it was a good response.
- 49.2 % voted for something other than "West Hants".
- A totally new name may bring region together better.
- There are three other studies and consultations being conducted in the community for business, tourism and consolidation which may influence the name and branding.
- A new name is not critical for operations so could be deferred if desired by Council.
- The name in the motion should reflect the legal name which could be different than that used for branding.
- The old West Hants branding would not automatically be used, there would be new branding done.

12. Public Participation Period

Shelleena Thornton read the comments and questions from Facebook Live. There were 165 comments, of a general nature they were:

- Concerns about proper meeting procedures.
- If questions could be answered at the next Committee of the Whole.
- Various suggestions and opinions on the sports complex (type of railings, painting inside so it would be brighter, safety (mesh nets, sharp edging, accessibility), ability to stand on the walking track; cost on taxes and assessments; and fundraising).
- Various suggestions and opinions both for and against a new name for the Municipality.

13. In-Camera - There was no in-camera.

14. Next Meeting Date / Adjournment – May 12, 2020 at 6:00 pm.

**MOVED by Councillors Ivey and Sherman that the meeting adjourn.
Motion Carried.**

The meeting ended at 9:00 pm.

Abraham Zebian, Mayor

Rhonda Brown, Municipal Clerk