



WEST HANTS REGIONAL MUNICIPALITY
Special Committee of the Whole - Meeting Agenda
September 23, 2020, 5:30 p.m.
Virtual Meeting via Zoom & FB Livestream

Agenda is subject to change due to additions that may not be able to be reflected until after the meeting.

1. Call to Order
2. Roll Call
3. Announcements
4. Approval of the Agenda, including additions or deletions
5. Declaration(s) of Conflict of Interest
6. New Business
 - a) Private Owners' Association Review
7. Next Meeting Date / Adjournment



WEST HANTS REGIONAL MUNICIPALITY

Special Committee of the Whole Minutes

September 23, 2020 5:30 p.m.

Virtual Meeting – via Zoom

1. Call to Order

Mayor Zebian called the meeting to order at 5:30 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 (CAO)
Carlee Rochon, Dir. Financial Services

Rhonda Brown, Municipal Clerk
Nancy Saunders, Blomidon View Residents
Association
Patrick Landry, Chalet Hamlet Property Owners
Association
Kevin White, Falls Lake West Owners Association

Todd Richard, Dir. Public Works
Shelleena Thornton, Administrative
Supervisor
Christine McClare, Waste Coordinator
Debbie Spears, Chateau Village Property
Owners Association
Judy Lynch, North Canoe Lake Cottage
Owners Association
Linda Moxom-Skinner, Chalet Hamlet
Property Owners Association

Members of the public watched the meeting using Facebook Live.

3. Announcements

Guest were asked to introduce themselves.

Councillor Jannasch joined the meeting at 5:33 pm.

4. Approval of Agenda, including additions or deletions

**MOVED by Councillors Francis and Murley that the agenda be approved.
Motion Carried.**

5. Declarations of Conflict of Interest – There were no declarations.

6. **New Business**

a. **Private Owner's Association Review**

Director Rochon presented a review of the Municipality's relationship with Property Owner Associations (POAs) for private roads.

Discussion Points:

- POAs are concerned with rising cost of the Municipal administration fees.
- Private roads are a result of developments where new roads do not meet Provincial or Municipal standards.
- The Municipal Government Act allows for the Municipality, through the required Private Roads By-law, to aid POAs by collecting their fees and remitting back because the Municipality does not service private roads therefore saving Municipal funds.
- Road maintenance costs are increasing which corresponds to an increase in administration fees with no actual increase in service, as fees are based on percentage of POAs' budget.
- The average cost for the Tax Clerk alone for services is \$4,400 per association plus addition fees for annual statement reviews, tax bill reviews, preparation of resolutions, electronic check transfers and other services provided by additional staff.
- POAs could each choose different service levels, thereby entering into different agreements for service with the Municipality.
- Another option for administrative fees could be a per lot fee rather than percentage of budget.
- POAs bring value to the Municipality through increased property values and attraction of new residents.
- Collection of POA fees is guaranteed through the tax sale process.

It was agreed that POAs would contact the Director of Finance to obtain costing information of options specific to each POA. The POA representatives would then review options with their members before revising the service agreements.

7. **Next Meeting Date / Adjournment**

The next regular Committee of the Whole is on October 13, 2020.

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

The meeting ended at 6:34 pm.

Abraham Zebian, Mayor

Rhonda Brown, Municipal Clerk