



**WEST HANTS REGIONAL MUNICIPALITY  
Committee of the Whole - Meeting Agenda  
July 13, 2021 - 6:00 p.m.**

**Council Chambers, 76 Morison Dr, Windsor and FB Livestream**

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

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1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions
  - a) Dashboard Action Items – Information Log
4. Declaration(s) of Conflict of Interest
5. Announcements
  - a) Community Spirit Plaque
6. Approval of Previous Meeting Minutes
  - a) 2021-06-08 Committee of the Whole minutes
  - b) 2021-06-01 Committee of the Whole - Budget Meeting Minutes
7. Presentations - None
8. Unfinished Business/Postponed Motions
  - a) Rural Internet Service for NS (standing item)
  - b) Dangerous or Unsightly Premises – Old Textile Mill (standing item)
  - c) Contracts & Agreements Listing – Information Report
  - d) Water Bi-monthly Billing – Information Report
9. Reports
  - a) CAO Activity Update – Information Report
10. Correspondence
  - a) Information
    - i. Avon Causeway Activity Log
      1. Current Correspondence as of July 13, 2021
    - ii. Government House (April 9, 2021) – Community Spirit Plaque
    - iii. Dept of Municipal Affairs, Minister Maguire (June 24, 2021) - Follow-up to meeting
  - b) Requests (for discussion) – None
11. New Business
  - a) HMCC 2020/21 Financial Statements - Recommendation Report
  - b) 2021 Panuke Road Booster Pump Package – Recommendation Report
  - c) First Nations Memorial – Request for Decision Report (Mayor)
  - d) Ardoise Hall Gas Tax Request – Request for Decision Report (Mayor)
  - e) Traffic Calming Measures – Request for Decision Report (Mayor)

- g) Temporary opening of Edward & Underwood - Request for Decision Report (B. Morton)
- h) Update re. Meeting with Minister (Verbal)
- i) Highway Twinning over the Avon River – Request for Decision Report (Ivey)

12. Public Participation Period

13. In-Camera

- a) Contract Negotiations (MGA S. 22(2)(e))
- b) Legal Matter (MGA. S. 22(2)(g))

14. Next Meeting Date / Adjournment



**WEST HANTS REGIONAL MUNICIPALITY**  
**Committee of the Whole – Meeting Minutes**  
**July 13, 2021 - 6:00 p.m.**  
**Council Chambers, 76 Morison Dr, Windsor, and FB Livestream**

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1. **Call to Order** – Mayor Zebian called the meeting to order at 6:01 p.m.

2. **Attendance**

Council Present:

Abraham Zebian, Mayor	Paul Morton, Deputy Mayor, Dist. 8
Rupert Jannasch, Councillor, Dist. 1	Debbie Francis, Councillor, Dist. 5
Scott McLean, Councillor, Dist. 2	Bob Morton, Councillor, Dist. 6
Mark McLean, Councillor, Dist. 3	Ed Sherman, Councillor, Dist. 7
Jeff Hartt, Councillor, Dist. 4	Laurie Murley, Councillor, Dist. 10
	Jim Ivey, Councillor, Dist. 11

Staff and Guests Present:

Mark Phillips, CAO	Carlee Rochon, Dir. Financial Services
Todd Richard, Dir. Public Works	Kathy Kehoe, Dir., Community Dev.
Madelyn LeMay, Dir. Planning & Dev.	Shelleena Thornton, Admin. Supervisor
Carmen Dewar-Miller, Admin. Asst, Financial Services	

*Mayor Zebian acknowledged that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.*

3. **Approval of the Agenda, including additions or deletions**

a) **Dashboard Action Items – Information Log**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR  
FRANCIS THAT THE AGENDA BE APPROVED.  
MOTION CARRIED.**

4. **Declaration(s) of Conflict of Interest**

- Councillor S. McLean declared a conflict of interest on item 11(h).

5. **Announcements**

- The Municipality received a Community Spirit Plaque from Lt. Governor of NS
- District 9 election update

6. **Approval of Previous Meeting Minutes**

**MOVED BY DEPUTY MAYOR MORTON AND COUNCILLOR  
FRANCIS THAT THE FOLLOWING MINUTES BE APPROVED:**

- **2021-06-08 Committee of the Whole minutes**
- **2021-06-01 Committee of the Whole - Budget Meeting Minutes**

**MOTION CARRIED.**

7. **Presentations** - None

## 8. Unfinished Business/Postponed Motions

- a) Rural Internet Service for NS (standing item)  
Bell Aliant crews are out installing lines; questions can be directed to CAO Phillips.
- b) Dangerous or Unightly Premises – Old Textile Mill (standing item)  
Sr. Building Inspector Tim Leslie is preparing a report for July 27 Council Meeting.
- c) Contracts & Agreements Listing – Information Report  
CAO Phillips reviewed this report.

### Discussion Points

- Councillor Hartt requested a printed copy.
- CAO Phillips to circulate the report to Council via email; amounts included.

- d) Water Bi-monthly Billing – Information Report  
Director Rochon reviewed this report.

### Discussion Points

- Clarification regarding losing five days in the billing cycle if move to a flat base rate based on 90 days.
- A flat rate would cause financial impact on an annual basis, the UARB would need to be made aware. This hypothetical impact was not considered or reflected in the budgeting process.
- The next rate study will be for the Windsor Sewer Utility – no UARB involvement.
- May need to start the water study process as part of the next budget year.
- Promote payment options (PAP, telebanking), to customers as budgeting tools, via social media, information sessions, community meetings.

## 9. Reports

- a) CAO Activity Update – Information Report  
CAO Phillips reviewed this report.

Dry hydrants - Windsor Fire Chief Juteau has a backup plan in place for the dry hydrant situation in the Sangster Bridge area.

Municipal Offices (Complexes) - Suggests creating a working group comprised of three members each from Council and staff. Mayor Zebian started the process, opening nominations for the Council representatives. Councillors Hartt and Murley, and Mayor Zebian put forth their own names. Deputy Mayor Morton nominated Councillor Francis. Councillor Hartt nominated Councillor Ivey. Councillors Francis and Ivey both declined. The question was called. Councillors Hartt and Murley and Mayor Zebian will represent Council in this working group.

*Clarification was requested as to whether Councillors could nominate themselves. Clerk Thornton advised that if it were an official committee of Council, they could not, but as this is a working group and not a committee, they could.*

### Discussion Points

- Confirmation that there would be an abatement report as part of the Hantsport Fire Department demolition contract.
- Information regarding the Municipal complexes would come back to Council from the working group.

## 10. Correspondence

- a) Information
  - i. Avon Causeway Activity Log
    - 1. Current Correspondence as of July 13, 2021
  - ii. Government House (April 9, 2021) – Community Spirit Plaque
  - iii. Dept of Municipal Affairs, Minister Maguire (June 24, 2021) - Follow-up to meeting
- b) Requests (for discussion) – No requests

## 11. New Business

- a) HMCC 2020/21 Financial Statements - Recommendation Report  
Director Rochon reviewed the report.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL ACCEPTS THE FINANCIAL STATEMENT PROVIDED BY HMCC AND THAT ANY 2020-2021 HOLD BACKS AND ELIGIBLE 2021-2022 AREA RATE PAYMENTS BE PAID TO HMCC FOR THE PURPOSES OF PROVIDING THE SERVICES DEFINED IN THE 2021-2022 BUDGET. MOTION CARRIED.**

- b) 2021 Panuke Road Booster Pump Package – Recommendation Report  
Director Richard reviewed the report.

**MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COUNCIL AUTHORIZES STAFF TO PURCHASE GRUNDFOS DOMESTIC AND FIRE WATER PUMP PACKAGES DIRECTLY FROM FLOWSTAR INDUSTRIES, IN THE AMOUNT UP TO \$160,000 PLUS APPLICABLE TAXES. MOTION CARRIED.**

- c) First Nations Memorial – Request for Decision Report  
*At 6:53 p.m., Mayor Zebian handed Chair duties over to Deputy Mayor P. Morton.*  
Mayor Zebian reviewed this report.

### Discussion Points:

- Ensure that First Nations are consulted and engaged at the front end of this process.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR MURLEY THAT COUNCIL DIRECTS THE MAYOR AND STAFF TO IDENTIFY A LOCATION AND BEGIN WORK ON A PROPER, PERMANENT MEMORIAL FOR FIRST NATIONS CHILDREN AND INDIVIDUALS WHOSE UNMARKED GRAVES HAVE BEEN DISCOVERED. MOTION CARRIED.**

- d) Ardoise Hall Gas Tax Request – Request for Decision Report  
Mayor Zebian reviewed the report.

### Discussion Points

- Concern expressed that this opens the door to other community groups requesting money over and above grant money received through the Municipality's grant process.
- We have a grants policy which staff follow.
- Ardoise Hall has not requested much funding from us in the past; have relied mainly on Federal and Provincial grants and their own fundraising.

- Is there a way to get better value for our money in how we assist community groups in purchasing items such as signs.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR M. MCLEAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVES THE ADDITIONAL USE OF \$16,275 OF CANADA COMMUNITY BUILDING FUND TO FUND THE REMAINING AMOUNT OF SIGNAGE UPGRADES TO THE ARDOISE COMMUNITY RECREATION CENTER TO IMPROVE RECREATION SERVICES. MOTION CARRIED.**

- e) Traffic Calming Measures – Request for Decision Report  
Mayor Zebian reviewed this report.

Discussion Points:

- Frequent complaints along the border of Districts 11 and 12 in Windsor.
- Email information on traffic hot spots to staff.
- Speeding throughout the region, focus on roads we own and control, but we can also forward information to the Department of Transportation and Active Transit.
- Issue to be brought up at next Police Advisory Committee meeting.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR MURLEY THAT COUNCIL DIRECT STAFF TO IDENTIFY AND REPORT BACK ON POTENTIAL TRAFFIC CALMING MEASURES/SOLUTIONS FOR PROBLEMATIC ROADS THAT EXPERIENCE SPEEDING UNDER THE OWNERSHIP OF THE MUNICIPALITY. MOTION CARRIED.**

- f) Temporary opening of Edward & Underwood - Request for Decision Report  
*Mayor Zebian and Councillor Francis declared conflict of interest and left Council Chambers at 7:19pm.*  
Councillor B. Morton reviewed the report.

Discussion Points:

- There may be material on the issue from a January 2019 joint staff review.
- We have our own study being conducted on key intersections.
- Request a timeline as to when roads will be completed by the developer.
- The population has doubled since last discussions.
- There is an emergency process for opening the gate as well as a secondary service access road.
- Specific and complex requirements were set out in the development agreement. The Crossing is not at the threshold requirements for another point of entry/exit.
- Proposed report identified in the recommendation is to come forward at the September 2021 Committee of the Whole meeting.

**MOVED BY COUNCILLORS MORTON AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO PROVIDE A REPORT AS TO HOW THE TWO RESIDENTIAL AREAS CAN BE CONNECTED INCLUDING THE REMOVAL OF THE GATE SYSTEM. MOTION CARRIED.**

g) Update re. Meeting with Minister Bernadette Jordan

Very good meeting with Department of Fisheries and Oceans (DFO) Minister, the Honourable Bernadette Jordan. She toured all areas and viewed everything, including dry hydrants and intakes for the ski hill. The Minister is aware of all correspondence, paying close attention and taking this issue seriously.

The Minister reiterated her duty to uphold the Fisheries Act. DFO is working with the Province, Department of Agriculture (DOA), and Department of Transportation and Active Transit (DTAT), toward a solution to have the twinning project proceed on time.

The Minister promised weekly, open dialogue with the Mayor, and apologized for lack of communication.

Mayor Zebian referenced back to a related Council meeting in 2018 to clarify that there was no vote on any option, by either Windsor or West Hants Council.

Discussion Points

- No discussion as to allowing more water to come in.
- Focused on problems being reported.
- Salinity monitors in place. No concerns of salinity at this point.
- Three key words used by Minister Jordan ... avoid, mitigate, offset.
- Eyewitness accounts point to fish passage being greatly increased.

h) Highway Twinning over the Avon River – Request for Decision Report  
*Councillor S. McLean excused himself due to conflict of interest.*

Councillor Ivey presented recommendation or decision request report.

MOVED BY COUNCILLORS IVEY AND HARTT TO RECOMMEND THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT CORRESPONDENCE BE SENT TO LLOYD HINES, MLA, MINISTER OF TRANSPORTATION AND ACTIVE TRANSIT (NSTAT), REQUESTING THAT WITH PUBLIC SAFETY AS A PRIORITY, THE 101-HIGHWAY TWINNING PROJECT (THREE MILE PLAINS TO FALMOUTH), SHOULD NOT BE DELAYED DUE TO UNCERTAINTY RELATING TO THE CAUSEWAY ABOITEAU DESIGN. FURTHER, SUBJECT TO FUNDING AND TIMING, TO ENSURE THE HIGHWAY TWINNING CONTINUES ON SCHEDULE MIGHT NSTAT CONSIDER THE INSTALLATION OF LONG-SPAN TIDAL BRIDGES AS WERE PREVIOUSLY OFFERED AS AN OPTION BY DEPUTY MINISTER PAUL LAFLECHE IN THE PRESENTATION TO THE THEN-JOINT COUNCILS OF WINDSOR AND WEST HANTS ON SEPTEMBER 27, 2018? (*Discussion was held about the motion on the floor*).

**MOVED BY COUNCILLORS MURLEY AND FRANCIS TO AMEND THE MOTION TO REMOVE THE ENTIRE SECOND SENTENCE OF THE MOTION BEGINNING WITH "FURTHER, SUBJECT TO". AMENDMENT CARRIED.**

Original motion back on the floor as amended states:

**MOVED BY COUNCILLORS IVEY AND HARTT TO RECOMMEND THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT CORRESPONDENCE BE SENT TO LLOYD HINES, MLA, MINISTER OF TRANSPORTATION AND ACTIVE TRANSIT (NSTAT), REQUESTING THAT WITH PUBLIC SAFETY AS A PRIORITY, THE 101-HIGHWAY TWINNING PROJECT (THREE**

**MILE PLAINS TO FALMOUTH), SHOULD NOT BE DELAYED DUE TO UNCERTAINTY RELATING TO THE CAUSEWAY ABOITEAU DESIGN. MOTION CARRIED AS AMENDED.**

Discussion Points

- There is support for the first part of the motion, an amendment was suggested so as not to sound like Council is endorsing a specific solution.
- Bridges have always been on the table (short and long-span).
- Minister of Transportation is waiting for guidance from the Department of Fisheries and Oceans (DFO), before proceeding with this portion of project.
- There will most likely be another application and review by the end of the summer on how the project can move forward.
- Leave aboiteau causeway solution to the departments working on the project.

**12. Public Participation Period**

There were viewers via Facebook live, no members of the public attended in person.

**13. In-Camera**

- a) Contract Negotiations (MGA S. 22(2)(e))
- b) Legal Matter (MGA. S. 22(2)(g))

**MOVED BY COUNCILLOR MURLEY AND DEPUTY MAYOR P. MORTON TO MOVE IN-CAMERA AT 8:04 PM. MOTION CARRIED.**

*The CAO & staff stayed for the in-camera meeting; members of the public left the meeting.*

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:48 PM. MOTION CARRIED.**

*The meeting reconvened at 8:49 p.m.*

**MOVED BY COUNCILLORS IVEY AND FRANCIS THAT COUNCIL DIRECT THE CAO TO PROCEED WITH AGENDA ITEM 13. A), AS DICUSSED IN-CAMERA, PENDING REVIEW BY LEGAL COUNSEL. MOTION CARRIED.**

**14. Next Meeting Date / Adjournment – 6pm July 27, 2021 Council Meeting.**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR M. MCLEAN THAT THE MEETING ADJOURN AT 8:51 PM. MOTION CARRIED.**

X

Mayor Abraham Zebian

X

Shelleena Thornton  
Administrative Supervisor