

1. Call to Order - Mayor Zebian called the meeting to order at 6:00 p.m.
2. Attendance in-person and via Zoom

Council:

Abraham Zebian, Mayor	Paul Morton, Deputy Mayor Dist. 8
Rupert Jannasch, Councillor Dist. 1	Bob Morton, Councillor Dist. 6
Scott McLean, Councillor Dist. 2, 6:49 pm	Ed Sherman, Councillor Dist. 7
Mark McLean, Councillor Dist. 3 (Zoom)	John A. Smith, Councillor Dist. 9, 6:45 pm (Zoom)
Jeff Hartt, Councillor Dist. 4	Laurie Murley, Councillor Dist. 10
Debbie Francis, Councillor Dist. 5 (Zoom)	Jim Ivey, Councillor Dist. 11 (Zoom)

Staff:

Mark Phillips, CAO	Todd Richard, Dir. Public Works
Shelleena Thornton, Municipal Operations Supervisor	Troy Burgess, Manager, Public Works
Deanna Snair, Exec. Asst/ Clerk	Courtney Pyne, WSP (presenter)
Carlee Rochon, Dir. Financial Services	Shirley Pineo, President WHHS (presenter)
	Gary Nelson, Vice President WHHS (presenter)

Regrets:

Madelyn LeMay, Dir. Planning and Development
Kathy Kehoe, Dir. Community Development

3. Approval of the Agenda, including additions or deletions
 - a) Dashboard Action Items – Information Log
 - b) Dashboard – Dangerous or Unsightly – Information log

Agenda amendment(s):

- Addition Item 13(a) In-camera, Legal Matter, MGA 22(2)(a)

Discussion Points:

- Dashboard – Asset Management Update - Dir. Richard gave a verbal update on Asset management. The system was integrated and is in the training phase (1-2 sessions per week are occurring). System is fully operational within the facilities and fleet and working towards adoption in remaining areas. Municipality has been invoiced and will continue to be billed annually for ongoing development and implementation.
- Dashboard – Dangerous or Unsightly - CAO to provide Council with the average cost incurred when a demolition is completed. Information will be sent out via email.

**MOVED BY COUNCILLOR SHERMAN AND DEPUTY MAYOR PAUL MORTON
THAT THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED.**

4. Declaration(s) of Conflict of Interest - None
5. Announcements
 - Mayor Zebian acknowledged that West Hants Regional Municipality recognizes that we are in Mi'kma'ki, the ancestral territory of the Mi'kmaq people and that this land is governed by the treaties of Peace and Friendship signed in 1726. West Hants Regional Municipality also recognizes that we are all treaty people and have responsibilities to each other and this land.
 - Meeting is a hybrid version. Councillors M. McLean, Ivey, Smith and Francis attended virtually via ZOOM. Voting will be through show of hands (yea or nay) or by utilizing coloured cards. All COVID restrictions are being followed.
6. Approval of Previous Meeting Minutes
 - a) 2021-12-07 Committee of the Whole minutes

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN
THAT THE 2021-12-07 COMMITTEE OF THE WHOLE MINUTES BE
APPROVED. MOTION CARRIED**

7.
 - a) Traffic Calming Policy presentation – Courtney Pyne, WSP
Ms. Pyne reviewed the presentation.
Discussion Points:
 - Purpose of the policy is to provide guidelines, procedures and criteria for the initiation, investigation and implementation of traffic calming measures.
 - Intended for local and collector roadways primarily within residential neighbourhoods and
 - Will only apply to Municipally owned roadways.
 - Most Municipally owned roads/streets meet the criteria.
 - Noise (muffler noise) is not addressed in this policy. Noise pollution is not increased by this policy.
 - The policy takes into consideration public education, participation and ensures community support.
 - b) 65 Fort Edward -West Hants Historical Society (WHHS) – Shirley Pineo, President and Gary Nelson, Vice-President)
President Pineo and Vice President Nelson reviewed the presentation.
Discussion Points:
 - The WHHS seeks to preserve, present, and promote the rich history of Hants County.
 - In 1750 the Fort was built. The Blockhouse is the oldest of its kind in Canada.

- The lands for sale were part of the Blockhouse when it was constructed and are of great historical significance.
- First outdoor fair was established and held at the 65 Fort.
- Two Royal Charters were issued in 1766 and 1815 and hold the land in trust for general public use.
- Request being made is to grant the WHHS time to meet with other stake holders to come up with a plan of action for the future of the land on Fort Edward that is currently for sale. A long-term goal would be to see Parks Canada further develop Fort Edward. (Municipality can set the time limit, but within six months, an answer should be attainable).
- Consensus of Council was that the presentation and information was appreciated.

MOVED BY COUNCILLORS S. MCLEAN AND M. MCLEAN THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL SUSPEND THE SALE OF THE LANDS AT FORT EDWARD UNTIL FURTHER NOTICE. (Motion Withdrawn)

Discussion Points:

- A one-year time frame was noted for the suspension of the sale.
- Consensus of Council was that the information presented tonight requires time to digest. Not all Council members had access to this information, and it would be premature to suspend the processes in motion.
- There are two processes (rezoning and sale of the land) occurring. The rezoning process has begun. Notice to the public has been sent.
- Information pertaining to the archaeological study is still awaiting.
- If the motion/vote fails, it cannot return to Council.
- Presenters are welcome to attend the Council meeting if this item returns to Council. Meetings are open and able to be viewed online as well.

MOVED BY COUNCILLORS S. MCLEAN AND M. MCLEAN THAT COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL TO POSTPONE UNTIL THE COUNCIL MEETING. (Motion Withdrawn)

Discussion Points:

- Consensus from Council was to seek legal confirmation on street access.
- Right-of-way is a shared responsibility between the Municipality and developer. Due diligence is required by both parties. Access is answered by working through the planning process.
- The question of access is a matter of legal opinion. Access can be obtained from Cobbet Street or a right-of-way could be negotiated with Parks Canada.

Both Councillors S. McLean and M. McLean agreed to withdraw both motions.

8. Unfinished Business/Postponed Motions

a) Traffic Calming Policy – Recommendation Report – Manager Burgess reviewed the report.

Discussion Points:

- Direction was given to staff to produce a report and develop a WHRM policy re: Traffic Calming
- No financial ask to adopt the policy. Costs are situational and occur when data is collected and when design, engineering or construction is initiated.
- Not every road will meet the criteria.
- This policy is a fact-based approach vs opinion based.

**MOVED BY COUNCILLORS MURLEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL THE ADOPTION OF THE TRAFFIC CALMING POLICY AS PRESENTED ON JAN 11th, 2022 BE IMPLEMENTED.
MOTION CARRIED**

9. Reports

a) CAO Activity Update - CAO Phillips reviewed the report.

Discussion Points:

- Budget timing review. Department heads will meet for the second time tomorrow. More of a review of the existing structure and continued education piece vs looking at the 2022 specific budget. Dept. heads will look at what information can be put together for late January.
- CAPPED assessment remains one of NSFM'S top 5 agenda items. This item will remain as an action item on the Dashboard.
- There remains some reserve/financial capacity within the Martock project. The Municipality has no financial commitment but will continue to work within the allocation from ACOA.
- Replacement trusses (approximately 50%) are anticipated to be delivered once the remaining trusses on site have been erected (estimated 1-2 weeks). Avondale Construction will deliver an update tomorrow.
- Fuel spill in Falmouth. Source of the spill remains unknown. A full cleaning of the station was completed, there is no evidence indicating contamination. The issue is considered closed.
- Delivery date for the loaders remains the end of January, early February.

b) Financial Updates – Information Report

Dir. Rochon reviewed the report ending November 30, 2021.

Discussion Points:

- Projecting a surplus of \$925, 196. Any surplus is transferred to the Regional Operating Reserve as per FRAM.
- Post consolidation funding: Application is ready to be sent to Provincial level, it will then be sent to the Federal level. Looking at similar numbers.
- All financial documents/reports to be printed with a larger font.
- Hope to have budget workbooks and packages available to Council by end of March and anticipate meetings to occur the first two (2) weeks of April.

MOVED BY COUNCILLORS MURLEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL APPROVE THE TRANSFER OF THE SECOND PROVINCIAL PAYMENT OF EQUALIZATION OF \$562,708 TO THE REGIONAL OPERATING RESERVE. MOTION CARRIED

10. Correspondence

a) Information

i. Avon Causeway Activity Log

1. Current Correspondence as of January 6, 2022

2. Current Correspondence as of December 16, 2021

i. 2021-10-28 Katherine MacLeod re: acknowledgement of receipt of change in the standard operating procedure related to the Combined Sewer overflows for the Windsor Cunnabel Creek system.

ii. 2021-12-17 Hon. Kim Masland re: Removal of remaining bridge piers adjacent to Trunk 1 where it joins the communities of Windsor and Falmouth.

iii. 2021-12-17 Lisa Bland re: 65 Fort Edward.

iv. 2021-12-17 Gary Nelson re: Views and Observations regarding the former swimming pool lands, Windsor NS.

v. 2021-12- 21 John Wilson re: Plea to reserve lot 65

Discussion Points:

- Re. Item 10(a)(2)(ii) - Dir. Richard to prepare another letter to Hon. Kim Masland providing clarity on the removal of old automobile bridge footings and remnants.

b) Requests - None

c) Out-going (related to motions of Council to other Provincial agencies/depts)

1. Correspondence sent as of December 16, 2021

i. 2021-10-27 Letter sent re Combined Storm Water Overflow System

11. New Business

a) Water Utility and Customer Communications and Interactions – Information Report
CAO Phillips and Dir. Rochon reviewed the report.

Discussion Points:

- Eight communication methods were identified by the Municipality related to forms of communication and interactions with the public.
- Useful resources and links available through this report.
- Utility users are encouraged to reach out with any changes in information or concerns regarding bill statements or payments.
- The Utility is a shared responsibility between the Municipality and the user.
- Communication was done through four (4) different platforms when the last rate change occurred. Notice was posted on the Municipal website and Facebook page; an

insert was issued in the January bill, as well as a note on the April bill to state that the change was effective immediately.

- Contact through text messaging or emailing is bound by privacy. The user needs to contact the Municipality first, once the identity is verified, then the information can be released. This is a similar practice for taxes. A thought was raised that the reminder letter sent out to the public may be too “brisk” and may need reviewing.

12. Public Participation Period – There were upwards of 53 viewers with approximately 36 comments. Most comments pertained to Traffic Calming and 65 Fort Edward.

13. In-Camera

a) In-camera Legal Matter MGA 22(2)(a)

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN TO
MOVE IN-CAMERA AT 8:40 P.M. MOTION CARRIED**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN TO
MOVE OUT OF IN-CAMERA AT 8:56 P.M. MOTION CARRIED**

14. Next Meeting Date / Adjournment – Next regular meeting will be January 25, 2022 Council.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN
THAT AT 8:57 PM, THE MEETING ADJOURN. MOTION CARRIED**