

**WEST HANTS REGIONAL MUNICIPALITY**  
**Committee of the Whole - Meeting Agenda - Amended**

**March 8, 2022 - 6:00 p.m.**

**(also held via virtual via Zoom and Facebook livestreamed)**

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

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**West Hants**  
something inspiring awaits

1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions
  - a) Dashboard Action Items – Information Log  
Dashboard Action Items – Dangerous/Unsightly
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
  - a) 2022-02-08 Committee of the Whole minutes
  - b) **Accessibility Plan – Information Report – Coordinator Craik**
7. Presentations
  - a) Hantsport & Area Historical Society presentation re: William Hall – Judson Porter
  - b) Phase 1 Archeological Assessment Fort Edward Lands presentation – Jonathan Fowler  
Phase 1 Archeological Assessment Fort Edward Lands report – Jonathan Fowler
8. Unfinished Business/Postponed Motions
  - a) Mobile Canteens Recommendation Report – Planner Dunphy
9. Reports
  - a) CAO Activity Update – Information Report
  - b) Financial Update – Information Report - Dir. Rochon
10. Correspondence
  - a) Information
    1. Avon Causeway Activity Log
      - i. 2022-03-02 Steve Craig re: Avon River aboiteau
    2. Correspondence received as of March 2, 2022
      - i. 2022-01-24 Commodore Brad Carrigan Pisiquid Canoe Club to Hon. Joyce Murray re: Pisiquid Canoe Club
      - ii. 2022-02-14 Dr. Gordon Haliburton re: Rezoning Land near Fort Edward
      - iii. 2022-03-01 Kim Masland re: removal of remaining bridge piers adjacent to Trunk 1
      - iv. 2022-03-01 East Hants letter to NSFPM re: dues increase

- b. Requests - None
- c. Out-going
  - 1. Correspondence sent as of March 2, 2022
- 11. New Business
  - a) Audit Committee Member Appointment Recommendation Report - Dir. Rochon
  - b) Equipment Purchase for New Pumper Tanker, Brooklyn Fire Dept. Recommendation Report – Supervisor Thornton
  - c) Quint Fire Apparatus Purchase, HFD Recommendation Report – Supervisor Thornton
  - d) Stormwater Discussion, Decision Request - Councillor Hartt
  - e) **Financial Condition Indicators Report – Councillor Ivey**
- 12. Public Participation Period
- 13. In-Camera
- 14. Next Meeting Date / Adjournment

**WEST HANTS REGIONAL MUNICIPALITY**  
**Committee of the Whole - Meeting Minutes**  
**March 8, 2022 - 6:00 p.m.**



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

Council:

Abraham Zebian, Mayor  
Rupert Jannasch, Councillor Dist. 1  
Mark McLean, Councillor Dist. 3  
Jeff Hartt, Councillor Dist. 4  
Debbie Francis, Councillor Dist. 5

Paul Morton, Deputy Mayor Dist. 8  
Bob Morton, Councillor Dist. 6  
Ed Sherman, Councillor Dist. 7  
John A. Smith, Councillor Dist. 9  
Laurie Murley, Councillor Dist. 10  
Jim Ivey, Councillor Dist. 11

Regrets:

Scott McLean, Councillor, Dist. 2

Staff:

Mark Phillips, CAO  
Shelleena Thornton, Municipal  
Operations Supervisor  
Deanna Snair, Exec. Asst/ Clerk  
Carlee Rochon, Dir. Financial Services  
Bekah Craik, Active Living Coordinator

Madelyn LeMay, Dir. Planning and  
Development  
Ryan Richard, Chief Brooklyn Fire Dept.  
(ZOOM)

Four (4) members of public in the Gallery

Todd Richard, Dir. Public Works  
Alex Dunphy, Planner

Kathy Kehoe, Dir. Community Development  
Judson Porter, Hantsport Historical Society  
Jonathan Fowler, Northeast Archaeological  
Research (ZOOM)

Peter Johnston, Chief Hantsport Fire  
Dept.(ZOOM)  
Paul Maynard Deputy Chief, Hantsport Fire  
Dept. (ZOOM)

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):

- Move item 11(b) Accessibility Plan Information Report to Item 6 (b). The remaining agenda items will follow and be re-numbered accordingly.
- Add item 11 (e) Financial Condition Indicators (FCI)

- Change Dashboard colour from green to yellow for the following items: Panuke Road Booster Station, Post Consolidation Funding, Front End Wheel Loaders and Hantsport Fire Station and keep yellow until they are complete.

**MOVED BY DEPUTY MAYOR PAUL MORTON AND COUNCILLOR MURLEY  
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.
- West Hants Regional Municipality was the recipient of Canadian Community Revitalization Funding (CCRF). Seven projects were approved under this funding totaling \$458,292.

6. Approval of Previous Meeting Minutes

a) 2022-02-08 Committee of the Whole minutes

**MOVED BY COUNCILLOR MURLEY AND DEPUTY MAYOR P. MORTON  
THAT THE 2022-02-08 COMMITTEE OF THE WHOLE MINUTES BE  
APPROVED. MOTION CARRIED**

b) Accessibility Plan Information Report

Coordinator Craik reviewed the report. There were no questions

Discussion Points:

- A draft policy developed in partnership with CBCL, the Accessibility committee, public, municipal staff, and Councillors.
- Seeking public feedback on the draft plan.
- Final plan to return to April 12, 2022, Committee of the Whole meeting for consideration.

7. a) Hantsport Historical Society – William Hall Presentation – Judson Porter

Mr. Porter reviewed the presentation.

Discussion Points:

- Tentative launch date for the HMCS William Hall is December 2022.
- Opportunity to promote the legacy of William Hall and seeking support to further spread awareness.

- Suggested that Mr. Porter keep in contact with members of our Community Development Department and further to share information that WHRM could post on our social media platforms.

Mr. Porter left the meeting at 6:19 p.m.

b) Fort Edward Lands Archaeological Assessment Presentation

Mr. Fowler reviewed the report and provided a short presentation

Discussion Points:

- Archaeology is present and deemed significant. There are four (4) main findings:
  1. Fort Edward was built upon an Acadian Parish Ruins
  2. Fort Edward and the extramural architecture
  3. The Truckhouse
  4. The Agricultural Fair
- Provincial or private lands are governed under the Special Places Acts.
- Assessment concludes:
  1. There is a rich layered heritage resource (Mi'kmaw/Acadian/Anglo-American)
  2. Part of a "Narrative Network" (Grand Pre', Port-Royal, Fort Anne)
- Recommend a Phase two (2) archaeological assessment.
- Question is how to proceed and what to do if something is found.

Mr. Fowler left the meeting at 6:55 p.m.

All members of the Gallery left the meeting at 6:55 p.m.

Mayor Zebian suggested calling a special council meeting the week of March 14<sup>th</sup> with respect to this matter and to invite a member of Parks Canada to present.

8. Unfinished Business/Postponed Motions

a) Mobile Canteens Vending By-law Recommendation Report

Planner Dunphy reviewed the report. There were no questions.

**MOVED BY COUNCILLORS IVEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL GIVES FIRST READING AND HOLDS A PUBLIC HEARING TO CONSIDER AMENDING CLAUSE 4.1 (F) TO STATE THE FOLLOWING: "NO LICENCE SHALL BE ISSUED IF THE APPLICATION IS FOR A LOCATION WHERE THE RELEVANT LAND USE BY-LAW DOES NOT PERMIT RESTAURANTS, WITH THE EXCEPTION OF COMMUNITY CENTRE AND CHURCH PROPERTIES." MOTION CARRIED**

**MOVED BY COUNCILLORS FRANCIS AND JANNASCH THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE TEXT OF THE DEFINITION OF COMMUNITY CENTRE IN THE WEST HANTS LAND USE BY-LAW TO READ AS FOLLOWS: "COMMUNITY CENTRE MEANS ANY TRACT OF LAND AND THE BUILDINGS THEREON, THE CONTROL OF WHICH**

**IS VESTED IN THE MUNICIPALITY OR LOCAL BOARD OR AGENT WHICH IS USED FOR COMMUNITY ACTIVITIES AND NOT USED FOR COMMERCIAL PURPOSES WITH THE EXCEPTION OF MOBILE CANTEENS". MOTION CARRIED**

9. Reports

a) CAO Activity Update - CAO Phillips gave a verbal report. There were no questions. CAO Phillips proactively directed staff to write a letter to the local Nova Scotia Public Works Area Manager, Robyn Homans in response to Hon. Kim Masland's correspondence dated Feb. 16, 2022 re: removal of remaining bridge piers adjacent to Trunk 1 with Council's endorsement. Consensus was to endorse the letter be written with photographs of the area attached.

b) Financial Updates – Information Report (with a recommendation)

Dir. Rochon reviewed the report ending January 31, 2021 and answered questions.

Discussion Points:

- FRAM requires any year end surplus be deposited into the operating reserves.
- Recommendation is to transfer the amount over the Deed Transfer budget to the regional Capital reserves. This occurs before the annual surplus.
- The Audit Committee discussed setting caps; any additional amounts would be transferred to reserves. Key points are consistency and stability.
- Looking at future budgets consider tax rates for residents. Transfers to the capital reserves helps reduce debt servicing moving forward if the reserve funds are available to use for projects.
- Consensus was that Council was not prepared to make a motion at this time as the recommendation was not noticed within this information report. It was requested that for future reports, the recommendations be more prominent/highlighted.

MOVED BY COUNCILLORS MURLEY AND SMITH THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVE THE TRANSFER OF THE ADDITIONAL AMOUNT RECEIVED FROM DEED TRANSFER TAX OVER WHAT WAS BUDGET INTO THE REGIONAL CAPITAL RESERVES, UP TO \$1,000,000. MOTION DEFEATED. Nays: Councillors Jannasch, M. McLean, Francis, B. Morton, Sherman, Ivey, and Deputy Mayor P. Morton

10. Correspondence

a) Information

1. Avon Causeway Activity Log
  - i. 2022-03-02 Steve Craig re. Avon River aboiteau
2. Correspondence received as of March 2, 2022
  - i. 2022-01-24 Commodore Brad Carrigan to Hon. Joyce Murray re: Pisiqid Canoe Club

- ii. 2022-02-14 Dr. Gordon Haliburton re: Rezoning land near Fort Edward
- iii. 2022-02-16 Hon. Kim Masland re: removal of remaining bridge piers adjacent to Trunk 1
- iv. 2022-03-01 East Hants letter to NSFM re: dues increase

b) Requests - None

c) Out-going as of February 2, 2022

1. Current Correspondence sent as of March 2, 2022 - None

Discussion was held re: sent/received correspondence.

- Has Council received/seen the first letter sent by the Canoe Club to MP Kody Blois?
- Did a letter get sent to Minister Steve Craig or has he responded to a letter WHRM cc'd him on (as noted above in 10(a)(1)(i))?
- Has WHRM received correspondence from the NSFM on the dues increase?

Any correspondence received is part of the packages. Staff will confirm as well as follow-up with the Nova Scotia Federation of Municipalities (NSFM) to see who is on their contact and email distribution list for WHRM

CAO Phillips directed Dir. Richard to send the required information noted in Hon. Masland; s letter dated 2022-02-16 to the area manager Robyn Homans.

11. New Business

a) Audit Committee Member Appointment

Dir Rochon reviewed the report. There were no questions.

**MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL APPROVES THE APPOINTMENT OF KATHRYN DUFFY TO THE AUDIT COMMITTEE FOR THE PERIOD OF APRIL 1, 2022 TO DECEMBER 31, 2022. MOTION CARRIED**

b) Brooklyn Fire Capital Equipment Purchase for New Pumper Tanker

Supervisor Thornton reviewed the report.

Discussion Points:

- This cost was not identified in the tender. It can take up to two (2) years to get apparatus. This time enabled the Department to complete a thorough needs assessment.
- This approach allowed for cost savings. A tender will select one vendor without comparing prices.

**MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL THAT COUNCIL APPROVE \$74,794.18 PLUS HST FOR EQUIPMENT AS IDENTIFIED IN THE ATTACHED LIST TO OUTFIT BROOKLYN FIRE DEPARTMENT'S 2000 IMPERIAL GALLON PUMPER-TANKER FIRE APPARATUS. MOTION CARRIED**

c) Quint Fire Apparatus Purchase, HFD  
Supervisor Thornton reviewed the report

Discussion Points:

- The quote is good for 30 days.
- Recommendation ensures the operations of the Fire Department would not be impacted.

**MOVED BY COUNCILLOR MURLEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVES THE PURCHASE OF THE QUINT FIRE APPARATUS FOR THE WEST HANTS REGIONAL FIRE SERVICE STATION 6, HANTSPORT FIRE DEPARTMENT, BE FROM ROCKY MOUNTAIN PHOENIX AT A COST OF \$1,646,131 BEFORE APPLICABLE TAXES, AS QUOTED AND OBTAINED THROUGH THE CANOE PROCUREMENT PROCESS WHICH IS RECOGNIZED IN NOVA SCOTIA AS MEETING THE PROCUREMENT REQUIEMENTS FOR THIS PURCHASE. MOTION CARRIED**

d) Storm Water Discussion Decision Request – Councillor Hartt  
Councillor Hartt reviewed the report.

Discussion Points:

- A stormwater study was completed in 1994. Council previously directed that a Flood Risk Assessment study be completed.
- Eliminate combined sewer overflow by 2039.
- There is limited cost savings in treating stormwater. This is a fixed cost.
- This will be a long-term and expensive project and will need to be phased in over a minimum 10-year term. Costs are projected in the Capital budget. The risk and capacity will be at the discretion of Council.
- This year's Capital Budget will include a line for a detailed design work plan be completed.
- The Flood study and pre-design plan will give information on what is needed to proceed in this area.
- Overall, costs are anticipated to increase. There is the Capital expense to consider along with the operational costs associated with two separate systems.

**MOVED BY COUNCILLORS HARTT AND M. MCLEAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO PREPARE A REPORT, IDENTIFYING THE VOLUME, AND COST OF TREATING STORM**

WATER IN THE WINDSOR WASTEWATER TREATMENT FACILITY AND THEN BRING IT BACK TO COUNCIL MEETING, MARCH 22. MOTION DEFEATED.  
Nays: Councillors Jannasch, M. McLean, Francis, B. Morton, Sherman, Smith, Murley, Ivey , Deputy Mayor P. Morton and Mayor Zebian

e) Financial Conditions Indicator Report (FCI's) - Councillor Ivey  
Councillor Ivey gave a verbal report.

Discussion Points:

- Intent was to identify the item not discussed at the last meeting and there were questions. Item to return on the next Council meeting agenda .

12. Public Participation Period – Upwards of 42 viewers with approximately 15 comments. Most comments pertained to the Fort Edward presentation and a few comments pertained to the Stormwater Discussion.
13. In-Camera - None
14. Next Meeting Date / Adjournment – Next regular scheduled meeting will be March 22, 2022 Council. There will be a Special Council meeting arranged for next week.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS  
THAT AT 8:22PM, THE MEETING ADJOURN. MOTION CARRIED**

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Mayor Abraham Zebian

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Deanna Snair, Exec. Assistant/ Mun. Cl