

WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Agenda - AMENDED
April 12, 2022 - 6:00 p.m.
(also held via virtual via Zoom and Facebook livestreamed)



1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions
 - a) Dashboard Action Items – Information Log
Add Noise By-Law update to the Dashboard. Confirm former By-Laws currently remain active.
Dashboard Action Items – Dangerous/Unsightly
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
 - a) 2022-03-08 Committee of the Whole minutes
 - b) Accessibility Plan Adoption Report Recommendation Report (Moved up)- Coordinator Craik/Supervisor Thornton
7. Presentations
8. Unfinished Business/Postponed Motions
 - a) WHRM 2021-22 Strategic Plan Priorities Update – Supervisor Thornton
 - b) West Hants Avon River Region Tourism/Economic Development – Councillor Ivey
9. Reports
 - a) CAO Activity Update – Information Report
 - b) Financial Monthly Update – Information Report - Dir. Rochon
 - c) Regional Fire Services Update Information Report – Supervisor Thornton
 - d) Dangerous or Unsightly Update Information Report – CAO Phillips
10. Correspondence
 - a) Information
 1. Avon Causeway Activity Log
 - i. Current Correspondence up to April 6, 2022- None
 2. Current Correspondence Received Log
 - i. 2022-03-22 Hon John Lohr re: Canada Community Building Fund (CCBF)
 - ii. 2022-03-23 Jeff Houser Re: Pisiquid Canoe Club
 - iii. 2022-03-28 Andrea Parker re: Etter Road
 - iv. 2022-03-30 Bulk water haulers re: Bulk water rate

- v. 2022-04-04 Mark Wainman re: Exit 6 - Downtown Windsor Detour
 - vi. 2022-04-05 Kathrin Winkler re #1792 Project- Request for Proclamation or Recognition for 230th Anniversary
- 3. Fort Edward Activity Log
 - i. Fort Edward Current Correspondence up to April 6, 2022
 - 4. Storm Wastewater Activity Log
 - i. Storm Wastewater Current Correspondence up to April 6, 2022
- b. Requests - None
 - c. Out-going
 - 1. Correspondence sent as of April 6, 2022 - None
- 11. New Business
 - a) Dog Tags and Fees Recommendation Report- Dir. LeMay
 - b) Foundry Field Decision Request Report- Dir. Kehoe
 - c) Former Dominion Atlantic Railway (DAR) Corridor (Mantua to South Maitland Railway) Information Report – Dir. Kehoe
 - d) Avon River Discussion - Mayor Zebian
 - e) Partnership opportunity - AgriSpirit Fund Deadline April 29 - Councillor Francis
 - ~~f) Cunnabel Creek Information Report – Councillor Ivey~~
 - g) Status Update Request – Matters previously before Council – Councillor Ivey
 - h) Meeting and Committee Procedural Policy- Audio Recordings In-Camera, Question and Recommendation Request – Councillor Ivey
 - 12. Public Participation Period
 - 13. In-Camera
 - a) Land Matter MGA 22(2)(a)
 - b) Legal Matter MGA 22(2)(a)
 - c) Land Matter MGA 22(2)(a)
 - d) Land Matter MGA 22(2)(a)
 - ~~e) Personnel Matter MGA 22(2)(a)~~
 - 14. Next Meeting Date / Adjournment

WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Minutes
April 12, 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
Scott McLean, Councillor Dist. 2
Mark McLean, Councillor Dist. 3 ZOOM
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

Staff:

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

Todd Richard, Dir. Public Works
Bekah Craik, Active Living Coordinator
Kathy Kehoe, Dir. Community Development
Madelyn LeMay, Dir. Community
Development
Emanuel Nicolescu, CBCL Limited

Emma MacEachern CBCL Limited

There were Five (5) residents in the Gallery and One (1) Accessibility Advisory Committee member via ZOOM.

Regrets: None

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):

- Remove items 11(f) Cunnabel Creek and 13(e) In-camera Personnel Matter
- Add Noise By-Law update to the Dashboard and confirm that former Noise By-laws have not been repealed and remain in place.

MOVED BY DEPUTY MAYOR PAUL MORTON AND COUNCILLOR FRANCIS 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. Voting will be through show of hands (yea or nay) or by utilizing coloured cards.
- Congratulations extended to Glooscap First Nation on the recent election. Returning to office is Chief Sid Peters and new Council members Amanda Francis, Charlotte Warrington and Gail Smith Tupper.

6. Approval of Previous Meeting Minutes

- a) 2022-03-08 Committee of the Whole minutes

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT THE 2022-03-08 COMMITTEE OF THE WHOLE MINUTES BE APPROVED. MOTION CARRIED

- b) Accessibility Plan Adoption Report

Coordinator Craik introduced Emma MacEachern and Emanuel Nicolescu from CBCL Limited who provided a high-level overview highlighting final edits based on public consultation.

Discussion Points:

- Council was appreciative of the investment from all on the development of the plan.
- This is a living document that will continue to be updated.

MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND TO COUNCIL THAT COUNCIL APPROVES AND ADOPTS THE WEST HANTS REGIONAL MUNICIPALITY ACCESSIBILITY PLAN DEVELOPED BY CBCL LTD. MOTION CARRIED

Four (4) members of the Gallery and one (1) member via ZOOM left the meeting. Only one (1) member remained present for the meeting.

7. Presentations - None

8. Unfinished Business/Postponed Motions

- a) WHRM 2021-2022 Strategic Plan Priorities Update
Supervisor Thornton reviewed the information report.
There were no questions.

b) West Hants Avon River Region Tourism/Economic Development
Councillor Ivey reviewed the report.

Discussion Points:

- Consensus was that this is a large-scale project that requires experience in marketing and resources outside of Council.
- Connect with Valley Regional Enterprise Network (VREN) and VanEssa Roberts to explore opportunities through the STAR program (an initiative that explores tourism opportunities). Have VanEssa and Valley REN provide an update to Council.

MOVED BY COUNCILORS IVEY AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL DIRECT STAFF TO CRAFT A LETTER TO GO OFF TO OUR MLA PERHAPS EVEN THE PREMIER, THE PROVINCIAL MINISTER OF TOURISM AS WELL AS THE VALLEY REN WITH A COPY OF THE REPORT AND THE VALUE WE SEE IN WHAT'S BEEN IDENTIFIED AND WE LOOK FORWARD ANY OPPORTUNITY TO DISCUSS POTENTIAL FURTHER DEVELOPMENT ALONG THE AVON. MOTION CARRIED

9. Reports

a) CAO's Report

CAO Phillips reviewed the report.

Discussion Points:

- Forecasting ample funding available for Martock to complete the addition of the second riffle.
- A staff team along with the merchants have been mobilized to explore "way finding" signage. Utilize arrows and signage to help direct people. A vendor has been sourced to develop a plan.

MOVED BY COUNCILLORS IVEY AND MURLEY DIRECT STAFF TO PROPOSE A LETTER TO GO TO MLA MELISSA SHEEHY-RICHARD AS WELL AS THE MINISTER OF TRANSPORTATION WITH REGARDS TO THE TWO-YEAR CLOSURE OF EXIT 6 AND ENCOURAGING A REVISIT OF USING EXIT 7 AS THE OFF POINT FOR TRAFFIC COMING INTO DOWNTOWN WINDSOR AND EXIT 5A COULD BE USED AS THE CATCH POINT FOR ANYBODY WHO MISSES THE FIRST ONE. MOTION CARRIED

b) Financial Monthly Update

Dir. Rochon reviewed the report.

Discussion Points:

- Council has only made one motion to move \$500,000 (Double Equalization) to the reserves.
- The \$1,000,000 recommended transfer to the Capital Reserves presented at the last Committee of the Whole meeting was defeated.
- Awaiting information on the \$20,000,000 that has been set aside in the Spring budget relating to the RCMP and what agreement the funding is specified for.

Amended during May 12, 2022 meeting.

c) Regional Fire Services Information Update Report
Supervisor Thornton reviewed the report.

Discussion Points:

- Life cycle of a large piece of equipment is based on the needs of where it is being used. The department purchasing the surplus apparatus is a more rural area. They do not have a large number of apparatuses to meet the capabilities required. This apparatus will meet their needs.
- Council would like to see a breakdown by department on number of calls, type of calls and a complete list of the apparatus.
- The Fire Departments have acquired a records management software specific to their fire needs.

d) Dangerous or Unsightly Update Report

CAO Phillips reviewed the report.

There were no questions.

10. Correspondence

a) Information

1. Avon Causeway Activity Log

- i. Current Correspondence up to April 6, 2022

2. Current Correspondence Received Log

- i. 2022-03-23 Hon. John Lohr re: Canada Community Building Fund (CCBF)
- ii. 2022-03-23 Jeff Houser re: Pisiquid Canoe Club
- iii. 2022-03-28 Andrea Parker re: Etter Road
- iv. 2022-03-30 Bulk Water Haulers re: Bulk water rate
- v. 2022-04-04 Mark Wainman re: Exit 6 Downtown Windsor Detour
- vi. 2022-04-05 Kathrin Winkler re: #1792 Project Request for Proclamation or Recognition for 230th anniversary

3. Fort Edward Activity Log

- i. Fort Edward Current Correspondence up to April 6, 2022

4. Storm Wastewater Activity Log

- i. Storm Wastewater Current Correspondence up to April 6, 2022

- b) Requests - None
- c) Out-going as of April 6, 2022 – None

MOVED BY COUNCILORS IVEY AND HARTT THAT THE PROCLAMATION REQUESTED BY KATHRIN WINKLER BE BROUGHT FORWARD TO OUR NEXT COUNCIL MEETING AT THE END OF THE MONTH TO BE DECLARED. MOTION CARRIED

11. New Business

- a) Dog Tag and Fees Recommendation Report
Dir LeMay reviewed the report.

MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVE THE DOG BY-LAW FOR THE REGION OF WEST HANTS ATTACHED AS APPENDIX B TO THE REPORT ENTITLED DOG TAGS AND FEES (3RD REPORT) DATED FEBRUARY 10, 2022. MOTION CARRIED

MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL REPLACE ALL FEES RELATED TO DOG TAGS WITHIN THE FEES POLICY WITH THE FEE SCHEDULE SHOWN IN APPENDIX C OF THE REPORT ENTITLED DOG TAGS AND FEES (3RD REPORT) DATED FEBRUARY 10, 2022, WITH THE CHANGE IN FEES BEING EFFECTIVE ON THE DATE THE REGIONAL BY-LAW IS EFFECTIVE. MOTION CARRIED

- b) Foundry Field Decision Request
Dir. Kehoe reviewed the report.
There were no questions.

MOVED BY COUNCILLORS FRANCIS AND DEPUTY MAYOR P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL APPROVES THE CONDITIONAL DONATION OF THE FOUNDRY SPORTS FIELD PROPERTY INCLUSIVE OF PID #'S 45044948, 45044930 AND 45044971 AND DIRECTS THE CHIEF ADMINISTRATIVE OFFICER CARRY OUT THE NECESSARY STEP TO ACCEPT THE LAND DONATION. MOTION CARRIED

- c) Former Dominion Atlantic Railway (DAR) Corridor Information Report

Dir. Kehoe reviewed the report. There were no questions.

Discussion Points

- This trail would be multimodal. Experts will determine if the trail requires any upgrades for safety.
- Once municipally owned partnerships with the Provincial and Federal governments would be pursued to leverage funding.

d) Avon River Discussion

Mayor Zebian gave a verbal report.

Discussion Points:

- In April/May 2021 a motion was made to send a letter to the Fisheries minister at that time to not renew the ministerial order on the Avon River Causeway gate.
- The original intention was to highlight the concerns of the affected residents. In hindsight it is recognized that this motion may have infringed on First Nations Rights.
- Mistakes can be made; the shame would be in not correcting the mistake.

MOVED BY COUNCILLOR IVEY AND DEPUTY MAYOR P. MORTON THAT COUNCIL DIRECT STAFF TO WRITE A LETTER FOR THE PURPOSES OF COMMUNICATING WITH THE FEDERAL MINISTER OF FISHERIES ACKNOWLEDGING THE LETTER SENT A YEAR AGO REQUESTING THAT THE MINISTERIAL ORDER NOT BE RENEWED AND TO FURTHER EXPLAIN TO THE MINISTER THAT WE REALIZE IN HINDSIGHT THAT IT WAS NOT APPROPRIATE TO SEND A LETTER OF THAT NATURE AND WE HEREBY WITHDRAW OR WISH TO RECID WITH THEM A REQUEST THAT WAS MADE IN THAT LETTER. MOTION CARRIED

MOVED BY COUNCILLOR IVEY AND DEPUTY MAYOR P. MORTON THAT COUNCIL DIRECT STAFF TO WRITE A LETTER TO THE ASSEMBLY OF MI'KMAW CHIEFS IN NOVA SCOTIA ACKNOWLEDGING THE LETTER PREVIOUSLY SENT A YEAR AGO AND THAT IN HINDSIGHT WE REALIZED THAT IT WAS AN ERROR AND THAT WE HAVE WRITTEN THE MINISTER OF FISHERIES WITHDRAWING THE REQUEST. WE WISH TO APOLOGIZE FOR THE OVERSIGHT ON OUR BEHALF. MOTION CARRIED

Staff will cc the appropriate parties included in the original letters.

e) Partnership Opportunity - AgriSpirit Fund – The Station Food Hub
Councillor Francis reviewed the report.

Discussion Points:

- Application deadline is April 29, 2022. Staff will meet with the Station before the next Council meeting.

MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL DIRECT STAFF TO MEET WITH THE STATION FOOD HUB AND PROVIDE AN UPDATE TO COUNCIL FOR CONSIDERATION.

FURTHER

IF COUNCIL WISHES TO SUPPORT THE APPLICATION WITH THE STATION FOOD HUB, THAT STAFF BE DIRECTED TO WRITE A LETTER OF SUPPORT FOR THE STATION FOOD HUB'S APPLICATION TO FARM CREDIT CANADA. MOTION CARRIED

- f) Status Update Request – Bowman Road
Councillor Ivey reviewed the report.

Discussion Points:

- The recommendation is supported, and an update will be provided.
- Consensus is that a report outlining the weight bills for hazardous materials, signage as it was not seen in pictures.

BY COUNCILLORS IVEY AND B. MORTON THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL DIRECT THE CAO TO MAKE INQUIRY TO REWS DEVELOPMENTS, THE CONTRACTOR RESPONSIBLE FOR THE DEMOLITION TO DETERMINE THE ACTUAL SERVICES PROVIDED FOR THE COSTS BILLED TO WEST HANTS REGIONAL MUNICIPALITY (“WHRM”) AND ULTIMATELY BILLED BY WHRM TO THE RESIDENT FOR THE PURPOSE OF REPORTING BACK TO THE RESIDENT DIRECTLY AND TO COUNCIL NOT LATER THAN ITS NEXT MEETING APRIL 26, 2022. MOTION CARRIED

- g) Meeting and Committee Procedural policy – Audio recordings In-camera
Councillor Ivey reviewed the report.

Discussion Points:

- There are security features present that restrict the ability to access records or reports. May be a need for a heightened level of sensitivity.
- Since consolidation the In-camera meetings have not been recorded. The written policy pertained to public meetings. Written minutes have been maintained and approved by Council.

MOVED BY COUNCILLORS IVEY AND MORTON THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL DIRECT STAFF TO AMEND THE WEST HANTS REGIONAL MUNICIPALITY'S “MEETING

AND COMMITTEE PROCEDURAL POLICY” SECTION 9 TO ALIGN WITH THE HISTORICAL PRACTICES OF THE FORMER TOWN OF WINDSOR AND FORMER MUNICIPALITY OF THE DISTRICT OF WEST HANTS WEST, TO INCLUDE THE USE OF AUDIO RECORDING EQUIPMENT FOR ALL IN-CAMERA DISCUSSIONS SUCH THAT SECTION 9.3 WILL INCLUDE ‘IN-CAMERA MEETINGS’. MOTION CARRIED

12. Public Participation Period – Upwards of 40 viewers with approximately 14 comments. Several positive comments pertained to marketing the Region. A few questions pertaining to depreciation time and values with respects to fire equipment. The one (1) member of the Gallery did not speak.

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN TO MOVE IN-CAMERA AT 7:28 P.M. MOTION CARRIED

13. In-Camera
- a) Land Matter MGA 22(2)(a)
 - b) Legal Matter MGA 22(2)(a)
 - c) Land Matter MGA 22(2)(a)
 - d) Land Matter MGA 22(2)(a)

Only Council members and staff were present for the In-camera session

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN TO MOVE OUT OF IN-CAMERA AT 8:06 P.M. MOTION CARRIED

MOVED BY COUNCILLORS MURLEY AND SHERMAN THAT COMMITTEE OF THE WHOLE DIRECT THE CAO TO NEGOTIATE THE POTENTIAL SALE OF PID 45321841 AS DISCUSSED IN-CAMERA. MOTION CARRIED

14. Next Meeting Date / Adjournment – Next regular meeting will be April 26, 2022 Council.

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR B. MORTON THAT AT 8:07 PM, THE MEETING ADJOURN. MOTION CARRIED

Mayor Abraham Zebian

Deanna Snair, Exec. Assistant/ Mun. Cl