

WEST HANTS REGIONAL MUNICIPALITY

Committee of the Whole - Meeting Agenda Amended July 14, 2023

July 11, 2023 - 6:00 p.m.

In-person Sanford Council Chambers, 76 Morison Dr, Windsor, NS

Virtual via Zoom (also FB Livestream)

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



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
 - b) Dashboard Action Items – Dangerous or Unsightly Premises
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
 - a) 2023-06-13 Committee of the Whole Minutes
7. Presentations
 - a) POSSE Presentation – Kimm Kent, **Benjamin Dykeman and POSSE group**
8. Unfinished Business/Postponed Motions
 - a) Community Centre Definition Information Report – Planner Dunphy
 - b) Falmouth Family Park Information Report – Director Kehoe
 - c) Improvements to Council Chambers – CAO Phillips
 - d) Municipal Complex RFP – CAO Phillips
 - e) Security Camera Report – IT Specialist Povah/ CAO Phillips
 - f) Water and Sewer Amounts Information Report (associated with the Windsor Agricultural Society) – Acting Director Gibson
 - g) Town Hall Meeting
9. Reports
 - a. CAO Activity Update - Information Report
 - b. Financial Update Ending April 30, 2023 – Acting Director Gibson (Report will be available in September)
10. Correspondence
 - a. Information
 - i. Avon Causeway Activity Log as of July 11th, 2023

Combined
Correspondence

1. Correspondence Received Ledger as of July 11th, 2023
 - i. 2023-06-29 Committee of Zwicker Lake Property Owners (Seamus Marriott) Re Clarification
 - ii. 2023-06-30 Nancy Sheehy Re State of emergency
 - iii. 2023-06-30 Pat Miller Re Fireworks (Two pieces of correspondence)
 - iv. 2023-07-05 Nova International Letter to West Hants
 - v. 2023-07-06 NSEMO Emergency Management Preparedness Office Re Region 3 Resignation
 - vi. 2023-07-07 Chris Shields Re Construction on the 101 and Lake Pisiquid
2. Fort Edward Municipal Lands Activity Log as of July 11th, 2023
3. Storm Wastewater Activity Log as of July 11th, 2023
 - a. Requests
 - i. 2023-06-30 Lisa Bland Re Safety Measures during this Emergency
 - ii. 2023-07-03 Carrilee Eddy Re Avon River Fish Passage Request
 - iii. 2023-07-05 Maria DeNicola Re clarification on health and safety issue
 - iv. 2023-07-10 Jenifer Tsang Re Property at 997 Highway 14, Upper Vaughan, WHLUB amendment
 - v. 2023-07-11 Jon Hall Re Bicycle parking
 - b. Out-going Correspondence Ledger as of July 11th, 2023
 - i. 2023-06-30 Indigenous Services Canada Re Response to the Proposed Addition to Reserve, Glooscap First Nation
 - ii. 2023-06-30 Follow up to correspondence sent on March 23, 2023 Re Reimagination Strategy Exercise
 - iii. 2023-07-05 Letter Re the Railways Act- Bill 236
11. New Business
 - a) Development Officer Appointment – Director Poirier
 - b) Parkland Divestment – Rezoning Application – CAO Phillips
 - c) WHRMPW23-06 Purchase of two (2) One Ton Trucks Recommendation Report - Director Richard
 - d) **Resilient Agricultural Landscape Program and remaining ACOA Funding with respects to the Hants County Federation of Agriculture - Councillor Hartt**
12. Public Participation Period
13. In-Camera
 - a) 2023-06-13 Committee of the Whole In-Camera Minutes
 - b) **MGA 22(2)(a) Legal Matter**
 - c) **MGA 22(2)(a) Legal Matter**
 - d) **MGA 22(2)(a) Legal Matter**
 - e) **MGA 22(2)(a) Personnel Matter**
14. Next Meeting Date / Adjournment – June 26th Council Meeting at 6 p.m.

1. **Call to Order** – Deputy Mayor Paul Morton (Chair) 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
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 Smith, Councillor Dist. 9
Laurie Murley, Councillor Dist. 10
Jim Ivey, Councillor Dist. 11

Staff

Mark Phillips, CAO
Carlee Rochon, Dir. of Financial Services
(ZOOM)
Todd Richard, Dir. Public Works
Sara Poirier, Dir. Planning and Development

Deanna Snair, Exec. Asst/ Clerk
Diana Gibson, Acting Director of Financial
Services
Alex Dunphy, Planner,

Regrets

Shelleena Thornton, Municipal Operations Supervisor
Kathy Kehoe, Dir. Community Development

Presenters/Public

Nine (9) members in the gallery including presenters Kimm Kent, Benjamin Dykeman and the POSSE group.

3. **Approval of the Agenda, including additions or deletions (6:01 p.m.)**

Additions to the Agenda

- Item 11(d) Resilient Agricultural Landscape Program and remaining ACOA Funding with respects to the Hants County Federation of Agriculture
- Item 13 (c) and (d) MGA 22(2)(a) Legal Matters

Council voted (by a show of hands) unanimously to add all three additions to the agenda.

- a) Dashboard Action Items – Information Log
Dashboard – Dangerous or Unsightly Premises – Information log

Discussion Points:

- The letter seeking confirmation/clarity re: the Pisiqid Canoe Club and CCBF Funding has not been sent. It will remain on the Dashboard until it has been sent and a response has been received.

- A date for the KMK meeting has not been set. WHRM is waiting for potential meeting dates from their council.

**MOVED BY COUNCILLORS SHERMAN AND B. MORTON THAT THE 2023-07-11 COMMITTEE OF THE WHOLE AGENDA BE APPROVED AS AMENDED.
MOTION CARRIED**

4. Declaration(s) of Conflict of Interest (6:05 p.m.) - None

5. Announcements (6:05 p.m.)

- Deputy Mayor P. Morton acknowledged that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People and that this land is governed by the treaties of Peace and Friendship signed in 1726.
- Reminder of the 50th anniversary of the Bluegrass Festival in Beechbrook, starting on July 27th.
- Congratulations were extended to five (5) local youth on their achievements at the June National Team trials in Montreal (Kiana Hope, Joe Chapman, Rylan Carrigan, Hayden Dill and Amelia Frank).
- The first all-female ball team and umpire played on Coyote Field.
- Reminder of the increased farm activities that will occur over the next few weeks/months. Please take extra caution.

6. Approval of Previous Meeting Minutes (6:10 p.m.)

a) 2023-06-13 Committee of the Whole Minutes

MOVED BY COUNCILLORS MORTON AND SHERMAN THAT THE 2023-06-13 COMMITTEE OF THE WHOLE MINUTES BE APPROVED.

Discussion Points:

Minutes should include the comments provided by Mr. Peach re: the underground water resources and rivers that existed within the Falmouth area. It was important to include this information as it relates to the discussions occurring around freshwater within the community. Add "identified additional freshwater resources within the Falmouth area" to the minutes. Staff will amend the minutes.

**MOVED BY COUNCILLORS IVEY AND SHERMAN THAT THE 2023-06-13 COMMITTEE OF THE WHOLE MINUTES BE APPROVED AS AMENDED.
MOTION CARRIED**

7. Presentations

a) Homelessness – POSSE – Kimm Kent (6:10 p.m.)

Ms. Kent provided a brief overview of POSSE and what they do to provide outreach support for individuals within West Hants, including mental health, addiction, employment services, food, income assistance, shelter and training supports. The request was for financial support (\$131,548.50) for a two-year crisis response outreach position specifically for West Hants and for the municipality to allocate staffing resources to assist with developing a public safety plan/policy/procedure that would support this approach. Information was provided on the role of

the crisis response worker with the focus being on a trauma and culturally informed response built on established trust. This was seen as an opportunity for the municipality to be on the forefront and support POSSE in piloting a project for West Hants (a rural setting).

The presentation concluded at 6:21 p.m.

Discussion Points:

- Requesting funding for two years would provide stability for the program and assists in establishing/building relationships with those being supported in the community while gathering information.
- The ideal candidate would be an individual with a combination of lived experience, education and work experience.
- POSSE is currently funded for five (5) positions with additional funding received (from another source) for a part-time position. All five and a half positions provide support to all areas within Sipekne'katik First Nation, Sackville and West Hants. West Hants does not have a dedicated person in this area.
- The position would be a continuation of the existing support such as accompany individuals to hospitals and provide support and advocacy, they provide transportation to shelters and appointments and waits with them for service (POSSE is already doing this work). The additional funding would allow them to extend their hours into the evening to better support individuals experiencing a mental health crisis and help alleviate the pressure on police services. Police would still be utilized in situations where there were concerns of safety, violence or where weapons were involved.
- In consultation with Staff Sgt Ferguson, it was identified this program existed, it would be utilized by the RCMP.
- The thoughts were that the ask was more in line with Health care. Currently, POSSE operates under a provincial grant. Other grants have provided the ability to provide additional items to those living rough with a bit more comfort.

MOVED BY COUNCILLORS HARTT AND IVEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO SUPPORT THE ASK FROM THE POSSE GROUP WITH THE FUNDING COMING FROM RESERVES FOR THE TWO-YEAR PROJECT.

Discussion Points:

- Funding would come from the Operating Reserve for this year's ask.
- Discussions occurred regarding each level of government's traditional roles. Historically mental health and health related items were Provincial responsibilities.
- Questions were raised regarding the position, what the role was, who was responsible and potential liability. There was value in having a larger conversation (where was funding coming from, who would write the policies). It was expected that POSSE would lead the role with writing the policy/procedure and staff would assist/support. If supported by Council, it becomes a priority and time is found.

MOVED BY COUNCILLORS HARTT AND IVEY TO DEFER THE MOTION TO THE COUNCIL MEETING IN TWO WEEKS TIME. MOTION CARRIED. Nays: Jannasch, Francis and Zebian

All but three (3) members of the gallery left at 6:55 p.m.

8. Unfinished Business/Postponed Motions

a) Community Centre Definition Information Report (6:55 p.m.)

Planner Dunphy reviewed the report explaining how the new definition for Community Centre's resulted. At the February 10, 2022 PAC/HAC meeting staff were directed to draft a new definition for community centres to allow the operation of mobile canteens. A draft report was prepared with some edits as recommended by the Director of Planning and Development. The edits pertained to the portion of the definition referring to "the control of the community centre being vested in the Municipality or local board or agent" was moved to earlier in the definition and the word, "thereof", was unintentionally removed. The edited definition was included in the report that was presented and approved by Council.

A legal opinion was sought regarding the use of the term "thereof" in the definition of community centre. The response received was that the omission or inclusion of the term "thereof" did not alter or expand the meaning of the definition beyond what was previously permitted. The legal opinion will be shared in confidence with Council.

b) Falmouth Family Park Information Report (6:59 p.m.)

CAO Phillips provided a brief overview of the report highlighting the decision request to support the Falmouth Family Park with the costs of installing water and sewer for the park. In addition, there was a request for Council to consider taking over ownership and maintenance of the park.

Discussion Points:

- The modified plan (originally expected to be fully accessible) will now include a partially accessible playground equipment, a dog park, a green space and possible washroom.
- The value of the project was expected to be around \$250,000. Atlantic Canada Opportunities Agency (ACOA) provided \$102,000 for playground equipment and the remaining funds have and continue to be raised through donations and fundraising efforts.
- Staff would need to explore options to offset the operating costs of the park should Council wish to proceed with ownership of the park.
- Concern was raised about the dog park and playground in Hantsport being area rated. If Council chose to take over ownership of this park, there may be others that wish to have the same done.
- Municipal Park ownership was typically associated with subdivision developments and 5% Parkland donation. Parks. Green spaces and trails are explored when a developer chooses to donate land instead of cash.
- It was unclear how the amount for water and sewer services was determined. More clarity was needed.
- There was value in having a broader conversation about things the Municipality should potentially own (cemeteries or parks) and determining if Council wanted to own these items/areas and then determine a funding source to support these items. The 2018 Parks

and Open Spaces report identified Municipally owned parks. Staff will provide more information about parks (quantity, concentration, percentage of land). The item will return at the next Council meeting.

c) Improvements to Council Chambers Information Report (7:10 p.m.)

CAO Phillips reviewed the report highlighting that following the 2023-04-20 meeting staff began to explore options to “tidy up” and improve the function/appearance of Council chambers. To address the seating concerns, several vendors were explored resulting in the request to provide staff with latitude to select a chair within a specific price range.

Discussion Points:

- There was support not to proceed with purchasing chairs until a larger discussion occurred regarding the municipal complex. It was noted that new chairs could be moved should a different Municipal complex location be confirmed.
- Meetings were lengthy; having comfortable, supportive chairs with proper lumbar support was important for the health and wellbeing of all.

MOVED BY COUNCILLORS MURLEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL DIRECT STAFF TO PROCEED WITH SECURING THE PURCHASE OF 21 CHAIRS FOR CHAMBERS AT A PRICE RANGE OF \$400.00 TO \$800.00 PER UNIT.MOTION CARRIED. Nays:

Zebian and P. Morton

d) Municipal Complex RFP (7:23 p.m.)

CAO Phillips reviewed the information report highlighting past reports presented and current operating expenses associated with 100 King Street and 76 Morison Drive. The report also identified the need for additional space as 76 Morison was at capacity resulting in some staff needing to relocate to 100 King. More direction/confirmation was being requested on what information should be included in the RFP.

A potential option was to consolidate operations at 100 King Street (with minimal renovations based on a class D estimate) for the short term while next steps are determined for a Municipal Complex.

Discussion Points:

- Questions regarding the Municipal Complex (including renovations, current pricing, and all potential options available for a Municipal home base) have not been answered. It was important to explore all options.
- Concerns were raised re: the need for modernization, renovating an old building and not looking at the bigger picture. The Municipality was growing; potential expansion, hiring of additional staff and future needs must be considered.
- Discussions around Fire still need to occur.
- It needs to be confirmed if 100 King meets current accessibility requirements.
- Accessibility and energy efficiency need to be included in the RFP.
- Concern was raised that even with the release of an RFP a decision would still not be able to be made.

Deputy Mayor P. Morton stepped down from the chair and Mayor Zebian assumed the chair at 7:59 p.m.

MOVED BY DEPUTY MAYOR AND COUNCILLOR B. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL NOT PROCEED WITH THE RFP AND MAKE A DECISION ON WHICH BUILDING WILL SUIT THE MUNICIPALITY FOR THE SHORT TERM. MOTION DEFEATED. Nays: Jannasch, S. McLean, M. McLean, Hartt, Francis, Sherman and Ivey

The current direction was to proceed with the RFP.

Deputy Mayor. P. Morton assumed the chair at 8:00 p.m. A break occurred at 8:00 p.m. The regular meeting resumed at 8:15 p.m.

e) Security Camera Recommendation Report (8:15 p.m.)

CAO Phillips provided a brief overview of the report highlighting the request for additional security cameras in response to increased activity within the community and the historic presence of cameras within the former Town of Windsor. As identified within the report The report identified the need for a policy to be in place and that it will also need to align with the Freedom of Information and Protection of Privacy office regarding proper use of security cameras in public spaces (cameras need to have a purpose/reason). Staff were working towards the creation of this policy.

IT Specialist Povah provided a high-level overview of the phase 3 project which was originally a phased in approach project launched and approved by the former Town of Windsor. The plan was for a fiber optic network to be installed along Wentworth Road to support the expansion project (including cameras along Wentworth Road and the intersection at Cole Drive/Wentworth Road and Payzant and Wentworth Road and an additional camera at the end of Water Street (Highway 1 bridge to Falmouth). The project was not completed due to consolidation occurring, COVID-19 and the need to complete fiber optic networking for the project to move forward. The plan was to complete the phase 3 project and then look at further expansion including phase 4. Due to the delayed project costs for cameras and contracting services have increased.

Discussion Points:

- A metered service would be installed to power any cameras. With some additional work the VCFN (owned/operated by the Municipality) could be used for connectivity in areas outside of Windsor (for example Garlands Crossing or Brooklyn).
- With respect to privacy concerns and Freedom of Information and Protection of Privacy (FOIPOP), current cameras were not being used to identify people, they were being used to monitor road conditions and assist law enforcement agencies.
- The proposed camera location at the bridge was to survey entry/exits within the former Town of Windsor. In addition, there was also infrastructure present that provided the ability to access it inexpensively. The Dept of Agriculture agreed to permit access to their metered power service in the area.
- Expanding to other areas such as Falmouth, Brooklyn or Garlands Crossing would include a consultation process to identify cost benefits and look at ways to deploy cameras within

existing capabilities in the areas, as well as consultations with the RCMP to get recommendations on locations.

- Access to cameras is secured, only a small group of authorized staff (who have usernames and passwords) and RCMP members have access to the camera footage. The current system logs all activities within the internal database; however, staff were looking to improve these procedures.
- Concern was raised re: privacy and potentially the security system being breached, and artificial intelligence (AI) used for facial recognition. The system used to operate the Municipal Fiber Optic network is a closed-circuit system; it is run on a dark fiber/private network controlled by the Municipality and secured by corporate cyber security platform. There is no internet access or outside unauthorized access to the system.
- The Municipality provides internet access to the public which is only accessible through the public access point. All internal corporate access is secured and not accessible through public access.
- Current signage and improved signage will be reviewed.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR MURLEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES THE OVER-BUDGET PHASE 3 – FIBRE CAMERA SYSTEM PROJECT, INTRODUCING SECURITY CAMERAS ALONG WENTWORTH ROAD AND THE FALMOUTH BRIDGE ENTRANCE TO THE FORMER TOWN OF WINDSOR FOR THE QUOTED PRICE OF \$28,605.27, PLUS A 15% PROJECT CONTINGENCY OF \$4290.79, PLUS APPLICABLE TAXES. MOTION CARRIED

f) Water Usage and Sewer Amounts Information Report (8:52 p.m.)

Acting Director Gibson reviewed the report highlighting how water and sewer amounts are billed to all customers, rebates are available to commercial customers and specifically how this information pertains to the Windsor Agricultural Society (WAG) and their ability to potentially qualify for a rebate.

Water is billed to all customers (residential and commercial) based on quarterly consumption readings and sewer is billed to all customers (residential and commercial) based on water consumption readings. Both the former municipalities have rebate programs available as part of their sewer by-laws. To qualify for either rebate the customer must prove that the amount of water entering the sewer system is less than the water consumed. This is done by adding a separate metre installed to measure discharge into the sewer system at the expense of the customer. The Windsor Agricultural Society would be required to install a meter (at their expense) to determine how much water was being diverted from the sewer system to see if they qualify for a rebate.

Discussion Points:

- It would be valuable to inform the WAG about this information. Installing a metre was a good place to start.

- The costs associated with the buildings without washrooms could easily be removed, however only a small amount of savings would be seen. The majority of the WAG's consumption was at the main arena and canteen (which has washrooms).
- All water is metered. There was a maintenance cost associated with water no matter where it went (toilet, ditch or stormwater system).
- There was some support to provide the \$4,000 grant, the WAG was halfway through their season. If a meter was installed now an accurate projection would not be seen until next year
- Avon Valley Floral qualified for the rebate under the West Hants Sewer By-Law. They installed a separate meter.
- In order to make it more favourable for organizations (that have a lot of water going into the ground vs the sewer system) to apply for rebates, the By-Law would need to be changed.
- Two organizations (one in Windsor and one in West Hants) currently meet the criteria for rebates.
- Concern was raised that if a grant was provided for one organization more organizations request similar considerations. It was important to follow policies.

g) Town Hall Meeting (9:06 p.m.)

The discussion from the last meeting was revisited. There appeared to be no appetite to proceed with a meeting. At 9:07 p.m. both the Mover and Secunder withdrew the original motion.

9. Reports

a) CAO's Report (8:51 p.m.)

CAO Phillips reviewed the report highlighting the past month's activities.

Summary Points:

- Attended Governance meetings (Committee of the Whole and Council) as well as C.U.P.E Collective Bargaining meetings and Staff Pension committee meetings.
- Dr. Fowler continues to work and assess the municipal lands at Fort Edward. No delays are expected.
- Advertising for the Human Resource Coordinator closes on July 13, 2023.
- Director Rochon returned from maternity leave on July 10, 2023. Appreciation was extended to Acting Director Gibson for her efforts and achievements over the past year.
- Information has been collected to begin the insurance review process. Current insurance expires March of 2024. Early reviews indicate there may be savings. All opportunities will be explored through the RFP process.
- The Historical Society continues to meet to revisit the presentation to Council, the focus is carrying out a feasibility study (pending funding availability)
- Work continues with the Community Beautification Plan (community entrance signage and landscape plan, community parks facilities signage and landscape plan, urban community beautification plan, rural community beautification plan, streetscape lighting, plan, and drafting community beautification plan, and final presentation).
- The Planning Department remains very active.

- Met with the VREN to review the recent re-signing of the VREN Agreement. The VREN is looking for opportunities to improve the operations of the VREN and how to better serve the WHRM business community. They are looking to recruit new board members.
- Attended meetings/events in the Protective Service world. Summerville Fire Department celebrated their 60th anniversary and attended the Chateau Village Fire Smart event.

10. Correspondence (8:57 p.m.) – Correspondence was reviewed in groups of four (4).

a. Information

1. Avon Causeway Activity Log received as of July 11th, 2023.

Discussion Points:

- Important to publicly note the comments received regarding the Avon River, specifically comments from Barbara Hughes and former CAO Louis Coutinho, who wrote in support of fire protection and the correspondence from Canadian Wildlife Federation (CWF) in support of the recent request by the Assembly of Nova Scotia Mi'kmaw Chiefs to re-establish fish passage at the Windsor Causeway through an order under the Fisheries Act again.
2. Current Correspondence Received Log as of July 11th, 2023.
 - i. June 29, 2023 from Committee of Zwicker Lake Property Owners (Seamus Marriott) Re CCBF Funding Clarification.
 - ii. June 30, 2023 from Nancy Sheehy Re State of Emergency.
 - iii. June 30, 2023 from Pat Miller Re Fireworks and Calming your dog.
 - iv. 2023-07-05 from Nova International Re Letter to West Hants

Correspondence from Nova International Discussion Points:

- Disappointment was expressed on receipt of the letter from Nova International.
- Concern was raised around RFP's and the writing process. It was important that RFPs be written openly to ensure all options/vendors have the ability to provide a bid.
- Tenders are meant to be specific to ensure the municipality receives the best service, quality and longevity of a product. RFPs were requests that looked for options and pricing. The excavator was written as a tender.
- No specific templates are used when writing an RFP or Tender. There was confidence in staff's ability to write RFP's; however, improvements can be made. Staff are looking forward to revisiting the tender process and having a dedicated person to provide oversight (writing, evaluating and scoring) resulting in continuity across all departments.
- Important to note that if a specification does not affect functionality, it should not be in the RFP or tender.
- There was value in having a presentation/workshop on procurement and processes to ensure Council fully understands the rules and regulations around procurement. There may be added value in having this information provided via a link on tender documents, so vendors are also aware of these regulations.

At 9:26 p.m. Councillor Sherman left the meeting and rejoined the meeting via ZOOM.

Correspondence from Nancy Sheehy Re State of Emergency Discussion Points:

- A suggestion was made that it may be appropriate to have warnings placed over the area where remnants from the old train bridge still exist in hopes of preventing injuries to people who may not know they exist.

Correspondence from Pat Miller Re Fireworks and Calming your dog Discussion Points:

- Ms. Miller made some valid points. Many areas are exploring soundless fireworks resulting in only having the light show. There may be value in looking into this further.

- 2023-07-06 from Emergency Management Preparedness Office Re Region 3 Resignation
 - 2023-07-07 from Chris Shields Re Construction on the 101 and Lake Pisiquid.
3. Fort Edward Activity Log as of July 11th, 2023 - None
 4. Storm Wastewater Activity Log as of July 11th, 2023 – None

b) Requests (9:27 p.m.)

- 2023-06-30 Lisa Bland Re Safety Measures during this Emergency
- 2023-07-03 Carrilee Eddy Re Avon River Fish Passage Request
- 2023-07-05 Maria DeNicola Re clarification on health and safety issue
- 2023-07-10 Jenifer Tsang Re Property at 997 Highway 14, Upper Vaughan, WHLUB amendment
- 2023-07-11 Jon Hall Re Bicycle parking

Jon Hall Re Bicycle Parking Discussion Points:

- Having bike racks available in municipal complexes was important. A request was made to provide options/feedback within the next week for benches and bike racks.

Jenifer Tsang Re Property at 997 Highway 14, Upper Vaughan, WHLUB Amendment Discussion Points:

- The applicant has been advised they are not in compliance and have had an opportunity to comply/ They have yet to do so at this point. Providing the applicant with an extension would be outside of the current enforcement practice.

Maria DeNicola Re Clarification on Health and Safety Issue Discussion Points:

- The Mayor has been the only response provided. Staff will respond to Ms. DeNicola's correspondence.

c) Out-going as of June 13, 2023

- 2023-06-30 Indigenous Services Canada Re Response to the Proposed Addition to Reserve, Glooscap First Nation
- 2023-06-30 Follow up to correspondence sent on March 23, 2023 Re Reimagination Strategy Exercise
- 2023-07-05 Letter Re the Railways Act- Bill 236

11. New Business

a) Development Officer Appointment Recommendation Report (9:00 p.m.)

Director Poirier reviewed the report highlighting that Currently West Hants Regional Municipality only has one Development Officer (DO). The recommendation was to fully appoint Mr. Burns as a second DO.

Discussion Points:

- Mr. Burns is working through the accreditation process. He is establishing his portfolios that provide the support (he has done the work needed to complete the certification process (signing off on Development permits, subdivision plans, etc.)). Once his portfolio is complete, he will write the exam. He will continue to work under the mentorship of Doug.
- There were no legal concerns with the appointment. Many municipalities have staff who are not accredited.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPOINT CHRISTOPHER BURNS AS DEVELOPMENT OFFICER EFFECTIVE JULY 25, 2023 IN ACCORDANCE WITH SECTION 243 OF THE MUNICIPAL GOVERNMENT ACT. MOTION CARRIED.

Councillor Sherman voted by raising his hand in support of the motion. Due to Councillor Sherman attending the meeting virtually all voting moving forward will occur by a show of hands.

b) Parkland Divestment Rezoning Application Recommendation Report (9:25 p.m.)

CAO Phillips reviewed the report highlighting that the list of divested parkland lots had been reviewed with the Planning and Development Department to determine the best/easiest options for redevelopment. Nine (9) of the seventeen (17) properties were deemed as more appropriate for rezoning at this time to encourage residential development. All the lots are currently vacant and are not used or maintained as Municipal parkland.

Discussion Points:

- The parcels identified in the report were market ready. The remaining parcels warranted further work to make them market ready and will be presented for future consideration.
- The nine (9) properties identified in the report provided as much opportunity for residential development as possible and allow single- or two-unit dwellings as of right.
- A thorough review of each property will be completed when the report is brought forward to PAC/HAC.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE CHIEF ADMINISTRATIVE OFFICER BE DIRECTED TO SUBMIT AN APPLICATION TO THE PLANNING AND DEVELOPMENT DEPARTMENT TO CONSIDER REZONING PREVIOUSLY DIVESTED MUNICIPALLY OWNED PARKLAND LOTS PID 45226636, 45045952, 45215290, 45221868, 45222254, 45218658, 45222049, 45236601 AND 45225018 TO PROVIDE OPPORTUNITY FOR RESIDENTIAL DEVELOPMENT.

Previously divested meant the parcels were deemed surplus and not suitable for municipal use. In order to get the parcels ready to sell parcels, they were being rezoned. There was comfort if the wording was changed to “lands previously identified as surplus”. Both the Mover and Seconder agreed to amend the motion to read as “lands previously identified as surplus”.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE CHIEF ADMINISTRATIVE OFFICER BE DIRECTED TO SUBMIT AN APPLICATION TO THE PLANNING AND DEVELOPMENT DEPARTMENT TO CONSIDER REZONING LANDS PREVIOUSLY IDENTIFIED AS SURPLUS, PID 45226636, 45045952, 45215290, 45221868, 45222254, 45218658, 45222049, 45236601 AND 45225018 TO PROVIDE OPPORTUNITY FOR RESIDENTIAL DEVELOPMENT. MOTION CARRIED.

c) WHRMPW23-06 Purchase of two (2) One ton Trucks Recommendation Report (9:33 p.m.)

Director Richard reviewed the report highlighting a request to purchase two (2) one-ton trucks for Public Works. Only one tender submission was received for the 1 Ton Trucks and met the specification needs, warranty, service availability and the combined price (within budget).

Discussion Points:

- A tender was awarded last month for the third truck. This tender was for the remaining two trucks approved within the budget.
- Staff were unable to confirm why other bids were not received. Past comments from vendors were that they felt their bid would not be considered. Other possible contributing factors may be the current demand for vehicles was high, resulting in limited availability or the length of time required to receive new stock.
- The tender was for basic one ton chaise with an aluminum box. Trucks. It was posted on the NS Procurement website from May 1 - May 18th.

Councillor Sherman did not vote on this item, his screen was frozen.

MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES THE AWARD OF TENDER FOR THE PURCHASE OF TWO 1 TON TRUCKS, UPFITTED AS TENDERED (WHRMPW23-06) FROM POTHIER MOTORS LTD FOR THE TENDERED PRICE OF \$105,744.22, AND \$130,642.92 PLUS APPLICABLE TAXES LESS TRADE IN VALUES OF \$45,000. MOTION CARRIED

d) Resilient Agricultural Landscape Program and remaining ACOA Funding with respects to the Hants County Federation of Agriculture Funding Request for Information (9:43 p.m.)

Councillor Hartt inquired about the amount remaining from the funding provided to Martock through ACOA and advised Council there was an assistance program (The Resilient Agricultural Landscape Program) available for those meeting the criteria. The program pays up to 75% of the costs for ponds (up to \$30,000 for each applicant through the Department of Agriculture Programs Division at 74 Research Drive in Bible Hill). Deadline for applications was July 31, 2023. It was

suggested that the remaining funds could be distributed to the Agricultural community to use for this purpose.

Discussion Points:

- There was value in making the group aware of the funding opportunity.
- The funding received by Martock was for a specific project and was rooted with the specific requirement for economic development. The question was, did the Agricultural community have a project and if so, was it rooted in economic development. The other question was could a request be made for the remaining funding to be transferred to another project or it was there the ability to have a new funding source/opportunity provided through ACOA.
- There was approximately \$140,000 remaining from the project.
- No specific projects were discussed during a previous meeting with the Agricultural community.
- To be eligible for the funding an applicant must be a farm or Mi'kmaq conducting farming activities in a Mi'kmaw community and would not apply to anyone in West Hants.
- There was an ongoing program through the Department of Agriculture for water related projects that covers deep wells and ponds. It was felt that applications were open year-round depending on the availability of funding still existing within the program.
- During the last meeting Mr. Peach referenced the underground rivers and water resources that exist within the Falmouth/Windsor Forks area that could be utilized as potential freshwater resources. It was felt other options may be presented to Council in the future, which may better suit the needs of the Agricultural community.

12. Public Participation (9:48 p.m.)

Deputy Mayor P. Morton opened the floor to any member of the public wishing to speak.

Alicia Christie, a representative from Homeless No More expressed their support for the request made by POSSE. Appreciation was expressed of the awareness that the work being done requires more than two (2) years. Ms. Christie voiced this was an opportunity to pilot a project and get the data and research results that can be communicated back to the province. Ms. Christie also noted that those experiencing mental health crisis are often criminalized resulting in them now having a criminal record. Criminal records make it challenging to secure housing. If the request from POSSE was supported, it could prevent this from occurring and potentially decrease the number of those experiencing homelessness. Ms. Christies noted that her role with the Town of Kentville was as a housing coordinator, this was their response to the data they were presented with.

Pierre Tabbiner from the Windsor Township Business Association wanted to speak regarding POSSE projects initiatives. Mr. Tabbiner voiced that he recently attended a Business Improvement District summit and in his opinion every Business Improvement District was looking for exactly what POSSE had presented at this meeting. A request was made for Council to keep this information in mind when moving forward on a decision.

Rick Smith, a resident of Windsor voiced that he felt it was necessary to circulate information regarding the procurement process to Council. Concern was raised over how the last meeting

transpired, specifically when the issue of “local” was raised. Mr. Smith voiced that he felt there was a lot of confusion around the wording “local” and the guidelines. Mr. Smith informed Council that the conversation around local didn’t exist in the Procurement Act and that he felt it bordered on Conflict of Interest due to the confusion created. It was unfortunate that the letter from Nova International regarding the tender was written as it created further confusion for those who did not understand the procurement process. The term local only exists when tender scores are tied, this is when preference to a local bidder may be considered. The questions raised again at this meeting were around how the spec was written, Mr. Smith read the spec again and, in his opinion, felt it contained a lot of good information and noted that the addendums contained no questions or concerns raised by the vendors. The tender also spoke of the evaluation process and how the points would be awarded.

Mr. Smith hoped that the information provided would assist with future decisions and prevent similar situations from occurring.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT THE MEETING CONTINUE PAST 10 P.M. MOTION CARRIED. Nays: Hartt, Sherman and Ivey

COUNCILLORS M. MCLEAN AND FRANCIS THAT THE MEETING MOVE IN-CAMERA AT 9:59 P.M. MOTION CARRIED

13. In-Camera

- a) 2023-06-13 Committee of the Whole In-Camera Minutes
- b) MGA 22(2)(a) Personnel Matter

MOVED BY COUNCILLORS M. MCLEAN AND FRANCIS THAT THE MEETING MOVE IN-CAMERA AT 9:59 P.M. MOTION CARRIED

MOVED BY COUNCILLORS M. MCLEAN AND MURLEY THAT THE 2023-06-13 COMMITTEE OF THE WHOLE IN-CAMERA MINUTES. MOTION CARRIED

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT THE MEETING MOVE OUT OF IN-CAMERA AT 11:45 P.M. MOTION CARRIED

MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT THE MEETING ADJOURN AT 11:45 P.M. MOTION CARRIED

14. Next Meeting Date / Adjournment – Next regular meeting will be July 25, 2023 Council meeting, at 6 p.m.

Mayor Abraham Zebian

Deanna Snair, Municipal Clerk