

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

**June 11<sup>th</sup>, 2024 - 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) 2024-05-13 Special Committee of the Whole Budget Minutes
  - b) 2024-05-14 Committee of the Whole Minutes
  - c) 2024-05-15 Special Committee of the Whole Budget Minutes
  - d) 2024-05-21 Special Committee of the Whole Budget Minutes
  - e) 2024-05-27 Special Committee of the Whole Budget Minutes
7. Presentations
  - a) Annapolis Valley Regional Library Presentation – Julia Merritt
  - b) Nova Scotia Invasive Species Presentation
8. Unfinished Business/Postponed Motions
  - a) Deer Management Information Report – Director Poirier
  - b) Home Flood Protection Pilot Program Policy Recommendation Report - Coordinator Ogilvie
  - c) **Nova Scotia Flood Risk Investment Infrastructure Program (FRIIP) Application Recommendation Report – Coordinator Ogilvie**
9. Reports
  - a. CAO Activity Update - Information Report
10. Correspondence
  - a. Information
    1. Avon Causeway Activity Log as of June 11<sup>th</sup>, 2024 - None

2. Bear Lake Activity Log as of June 11, 2024
  - i. Wagner Forestry
  
3. Correspondence Received Ledger as of June 11<sup>th</sup>, 2024
  - a) Karen Wallace Re Questions arising from the May 28<sup>th</sup> meeting
  - b) Tim Carr Re PID 45045879 Willow Street Hantsport
  - c) Jason Tucker Re Denial of re-zoning application in Hantsport
  - d) Response from Minister Masland re Letter from Warden Roulston - Bill 236 (WHRM copied)
  - e) Correspondence from the Office of the Attorney General and Minister of Justice (WHRM copied)
  - f) Annapolis Valley Regional Library Letter to Minister MacMaster
  
- b. Request(s)
  - i. Amanda Dunfield Re WHRM Windsor Combined Sewer Overflows
  - ii. ~~Anne Bishop Re Request to send a letter to the Annapolis Valley Regional Centre for Education requesting additional resources for an Equity Councillors.~~
  
- c. Out-going Correspondence Ledger as of June 11<sup>th</sup>, 2024 - None
  
11. New Business
  - a) Paris Family History and Renaming Cottage Street Report – Councillor Ivey
  - b) 2024 Grants and Contributions Recommendation Report – Director Kehoe
  - c) Vacuum Truck Recommendation Report – Director Richard
  - d) Operations Building Recommendation Report – Director Richard
  - e) WHRMPW24-05 Supply of Treatment Chemicals Recommendation Report – Project Engineer Amirault
  - f) PCAP Funding and FRIPP Funding for Windsor Flood Study Phase 2 Recommendation Report (council resolution required for application, deadline June 13<sup>th</sup>) – Project Engineer Amirault
  - g) Nesbitt Street Renewal Recommendation Report - Project Engineer Amirault
  - h) ~~Nova Scotia Flood Risk Investment Infrastructure Program (FRIP) Application Recommendation Report – Coordinator Ogilvie~~
  
12. Public Participation Period
  
13. In-Camera
  - a) 2024-05-14 Committee of the Whole In-Camera Minutes
  - b) 2024-05- 15 Special Committee of the Whole Budget In-Camera Minutes

- c) 2024-05-21 Special Committee of the Whole In-Camera Minutes
- d) MGA 22(2)(a) Legal Matter
- e) MGA 22(2)(a) Legal Matter

14. Next Meeting Date / Adjournment – June 25<sup>th</sup> Council Meeting at 6 p.m.

1. **Call to Order** – Deputy Mayor Paul Morton 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. 2

Scott McLean, Councillor Dist. 3

Jeff Hartt, Councillor Dist. 4

Paul Morton, Deputy Mayor Dist. 8

Bob Morton, Councillor Dist. 6

Ed Sherman, Councillor Dist. 7

John Smith, Councillor Dist. 9

Jim Ivey, Councillor Dist. 11

Regrets:

Debbie Francis, Councillor Dist. 5

Laurie Murley, Councillor Dist. 10

Staff

Mark Phillips, CAO

Carlie Rochon, Dir. Financial Services

Todd Richard, Dir. Public Works

Erin Amirault, Project Engineer

Kathy Kehoe, Dir. Community Development

Sara Poirier, Dir. Planning and Development

Deanna Snair, Exec. Asst/ Clerk

John Ogilvie, Climate Action Coordinator

Regrets:

Shelleena Thornton, Municipal Operations Supervisor

Presenters

Julia Merritt, Annapolis Valley Regional Library

Hughstin Grimshaw-Surette, Terrestrial Project Coordinator Nova Scotia Invasive Species Council

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

Voting occurred by a show of hands.

Items moved:

- Item 11 (h) to 8(c)

Items added:

- Item 13 (e) In-Camera Legal Matter

a) Dashboard Action Items – Information Log

b) Dashboard – Dangerous or Unsightly Premises – Information log

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR IVEY THAT THE  
2024-06-11 COMMITTEE OF THE WHOLE AGENDA BE APPROVED  
AS AMENDED. MOTION CARRIED**

4. **Declaration(s) of Conflict of Interest (6:02 p.m.)**

Mayor Zebian declared conflict with item 13(a), 13(c) and 1 (e) due to owning land.

**5. Announcements (6:03 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 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 this land and each other. West Hants Regional Municipality also recognizes African Nova Scotians are a distinct people whose history, legacies, and contributions have enriched that part of Mi'kma'ki known as Nova Scotia for over 400 years. Meetings are recorded and livestreamed on Facebook for viewing purposes, members of public attendance were asked to refrain from recording the meeting on personal devices and respect the safe space provided within Council chambers.

Congratulations were extended to CAO Phillips on his 25-year service award in Municipal government.

**6. Approval of Previous Meeting Minutes (6:06 p.m.)**

- a) 2024-05-13 Special Committee of the Whole Budget Minutes
- b) 2024-05-14 Committee of the Whole Minutes
- c) 2024-05-21 Special Committee of the Whole Budget Minutes
- d) 2024-05-27 Special Committee of the Whole Budget Minutes

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SMITH THAT THE 2024-05-13 SPECIAL COMMITTEE OF THE WHOLE BUDGET MINUTES, 2024-05-14 COMMITTEE OF THE WHOLE MINUTES, 2024-05-21 SPECIAL COMMITTEE OF THE WHOLE BUDGET MINUTES AND 2024-05-27 SPECIAL COMMITTEE OF THE WHOLE BUDGET MINUTES BE APPROVED. MOTION CARRIED. Nays: Ivey**

**7. Presentations**

- a) Annapolis Valley Regional Library (6:08 p.m.)

Ms. Merritt provided a brief update on the library's activities over the past year and funding formula review. Overall library usage for 2023/24 increased by 5% (highest increases were related to wifi hours and in branch computer usage). Over 4000 new memberships were issued. Same Page program usage grew over 20% last year.

Libraries were struggling financially; resulting in reduced staffing and services in an effort to maintain as much continuity as possible.

A Library Funding Review Committee was created to provide recommendations to government for the next funding model; meetings were held in April and May and a third meeting was scheduled for next week. The current funding formula was a five-year fixed formula with no annual increase for inflation and ends March 31, 2025.

The Counsel of Regional Librarians have completed background work in 2023 by setting out a shared vision and set of strategic priorities for where they would recommend funding be directed.

The group has completed studies on collection costs, technology costs and in the process of finalizing the data on salary surveys in an effort to have updated costs associated with those expenses for 2023/24. The committee's mandate was to complete funding model options and recommendations by fall when the ministry will be contacting municipalities to consult on the proposed funding model and libraries will be communicating with municipalities to ensure everyone is updated.

Discussion Points:

- Library branch usage and the physical collection have not diminished. Increase library usage was typical when individuals were experiencing economic stress.
- Digital usage was growing in proportion to physical usage.
- The financial struggle was associated with wages being low for a long period, they were unsustainable in terms of the workforce.
- There has been approximately 50% of staff turnover in the last three years, resulting in struggles with recruitment and retention based on the wages being paid. Part of the survey work was to get a broad understanding (across Canada) of what the sector is paying and how Nova Scotia compares.

b) Invasive Species Presentation (6:15 p.m.)

Mr. Grimshaw-Surette provided an overview of the organization, the work they do in exploring invasive species (non-native, spreads rapidly and causes harm and can be either animals, plants or pathogens) in areas and reviewed the work his team has been doing in the area. It was noted that over time as invasive species grow, the costs associated with controlling them increase as well. The best way to manage invasive species was to prevent introduction and rapid response when detected in an area.

Within West Hants, guided walks and presentations have occurred, informative materials have been shared and an invasive species report for the area was compiled.

A total of 319 (49 plants, 6 insects, 1 bird, 1 crustacean and 2 fish) invasive research observations were recorded and ranked highest to lowest priority.

Mr. Grimshaw-Surette reviewed the highest priority invasive plant species. Multiflora Rose abundant along the Tregothic Trail, Wild Parsnip abundant along the Tregothic Trail, Japanese Knotweed located in the Windsor area, Glossy Buckthorn (only 1 observation found in WHRM), Common Reed (four strands documented in the area).

Mr. Grimshaw-Surette reviewed the highest priority invasive insect species – Hemlock Wolly Adelgid (pest of Hemlock trees) and a confirmed observation was recorded in West Hants in 2023. A total of 59 different invasive species were observed in West Hants. Developing a management strategy to limit the spread of invasive species was the most cost-effective way to limit the spread and controlling and eradicating priority species like Wild Parsnip.

Discussion Points:

- Mowing the side or roads has potential to lessen spreading and also increase spreading. Poorly cleaned machinery can easily increase spreading to new areas. Many species carry their energy in their root systems.

**8. Unfinished Business/Postponed Motions (7:31 p.m.)**

a) Deer Management Information Report

Director Poirier reviewed the report outlining the hunting regulations in Nova Scotia, Provincial resources available, what the current practice is in WHRM and what other municipal units, such as Truro, have done to combat the urban deer population.

Discussion Points:

- It was suggested WHRM may benefit from having a deer management strategy or start to collect data to determine if the population is growing.
- Staff would contact the Department of Natural Resources and Renewables to confirm how they would like to see the data collected to ensure consistency.

**MOVED BY COUNCILLORS SHERMAN AND IVEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO REPORT BACK TO COUNCIL ON A DEER MANAGEMENT STRATEGY IN THE FALL. MOTION CARRIED**

b) Home Flood Protection Pilot Program Policy Recommendation Report (6:36 p.m.)

Coordinator Ogilvie reviewed the report. The Policy described the eligibility criteria, funding limits, eligible upgrades, and general scoring criteria to be used by the Municipality to administer the program. Based on previous discussions the following sections of the policy for Council, which have been amended and/or added to the draft policy: Section 5.1.5 defines that proposed upgrades must be suggested as part of a Home Flood Protection Assessment, to be eligible for funding, Section 6.1 enables staff to review applications and make recommendations to Council for approval, Section 6.3 defines the funding limit of \$10,000 per property impacted by overland flooding and \$20,000 per property impacted by combined sewer system overflows excludes the cost of a Home Flood Protection Assessment, which will be fully funded by the Municipality. Confirmation from the WHRM Public Works would be required for any applications citing impacts from combined sewer system overflows and Section 7 defines the general terms of participation agreements to be signed between successful program applicants and the Municipality.

Discussion Points:

- Concerns were raised about the wording used to distinguish available funding. It could be perceived that applicants were able to receive a total of \$30,000 (additional \$10,000 on top of the \$20,000), that was not the case. There was value in adding an option (a) or (b) and the wording “per property” in the text.
- Retroactive reimbursement to homeowners was not included in the draft policy. It was also noted that a retroactive option was not included in similar policies in other areas.
- Section 5.1.4 was intended to not exclude renters from the program. Concern was the clause would prioritize investment properties and that was not the intent of the program.
- Successful applicants would be chosen based on the scoring criteria in the policy.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVE THE HOME FLOOD PROTECTION PILOT PROGRAM POLICY IN A MANNER SUBSTANTIVELY THE SAME AS ATTACHMENT A TO THE STAFF RECOMMENDATION REPORT ENTITLED “HOME FLOOD**

**PROTECTION PILOT PROGRAM POLICY” DATED JUNE 11,  
2024. MOTION CARRIED**

- c) Nova Scotia Flood Risk Investment Infrastructure Program (FRIP) Application Recommendation Report (6:46 p.m.)

Coordinator Ogilvie reviewed the report. The FRIP is targeted toward projects involving flood intensity mitigation, mapping to identify flood-prone areas, and identifying potential solutions to mitigate flood impacts. Funding can go toward professional services and construction/equipment per plans and specifications. The program will fund up to 50% of eligible costs, subject to program budget constraints. The Home Flood Protection Pilot Program was included in the 2024-25 Operating Budget at \$400,000. Staff are investigating FRIP to either expand funding for the Home Flood Protection Pilot Program or offset the Municipal contribution for that program. Funding from this program may significantly improve the Municipality’s ability to assist residents through the Home Flood Protection Pilot Program, which will lead to enhanced climate change resiliency throughout the Region.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SHERMAN THAT  
COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL  
SUPPORT AN APPLICATION TO THE NOVA SCOTIA FLOOD RISK  
INFRASTRUCTURE INVESTMENT PROGRAM, TO ASSIST IN FUNDING  
THE HOME FLOOD PROTECTION PILOT PROGRAM, FOR WHICH  
COUNCIL HAS ALLOCATED \$400,000 IN THE 2024-25 OPERATING  
BUDGET. MOTION CARRIED**

**9. Reports**

- a) CAO’s Report (6:49 p.m.)

CAO Phillips provided a verbal report of the past month’s activities.

Governance: Special COTW / Budget Meetings (May 13<sup>th</sup>, 15<sup>th</sup>, 21<sup>st</sup> and 27<sup>th</sup>), COTW Meeting (May 14<sup>th</sup>), Council Meeting (May 28<sup>th</sup>), District 10 Community Meeting (May 22<sup>nd</sup>), Pride Month Flag Raising Ceremony (May 30<sup>th</sup>) and Pride Parade in Windsor (June 15<sup>th</sup>).

Administration: Attended the Canadian Association of Municipal Administrators (CAMA) Conference (June 3<sup>rd</sup>– 5<sup>th</sup>). Municipal Complex (an inspection of 100 King Street, Windsor by key staff members is schedule for June 13<sup>th</sup> to support short-term needs of the facility to accommodate occupancy by the municipality should it be supported that this facility be the primary Municipal Complex. Homelessness discussions (WHRM with the assistance of POSSE and other community members are working to support those in the community that are homeless). WHRM continues to lead our approach with compassion, support and understanding for those living rough. A meeting is scheduled for June 13<sup>th</sup> to revisit behavioural expectations from those living rough and resources/supports available to them.

Finance: UARB Hearing / WHRM Water Utility Rates (May 23<sup>rd</sup>) and Terra Firma Meeting regarding Outstanding Taxes (May 24<sup>th</sup>).

Community Development: Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events.

Planning and Development: Bi-weekly Inter-Developmental Development Related Meetings, Commercial / Industrial Lands “Shovel Ready” Internal Strategy Meeting (May 28<sup>th</sup>), Home Flood

Protect Pilot Program Policy Meeting (May 29<sup>th</sup>) and Dykeland Lodge Complex Sod Turning Ceremony (June 11<sup>th</sup>).

Public Works: Avon Street, Hantsport Coastal Erosion Site Inspection (May 23<sup>rd</sup>).

Protective Services: EMO / Nova Bravo Exercise (May 29<sup>th</sup> and 30<sup>th</sup>), EMO / Halfway River Dam Session in Hantsport (June 10<sup>th</sup>) and EMO / WHRM After Action Review (AAR) – there have been follow up and enquiries regarding the AAR. A vast amount of information related to the event is included in the AAR.

Discussion Points:

- Concerns were noted that cell service continues to dwindle. No new information has been updated on the website “Build NS”. It was believed the province and potential landowner were still in negotiations to determine the terms of land lease. CAO will reach out and provide an update.
- An update can be provided following the homeless discussions.

**10. Correspondence (7:03 p.m.)**

a) Information

1. Avon Causeway Activity Log received as of June 11<sup>th</sup>, 2024 – None
2. Everwind Bear Lake Correspondence Received  
Wagner Forestry provided correspondence in support of the project.
3. Current Correspondence Received Log as of June 11<sup>th</sup>, 2024 (reviewed in groups of four)
  - a) 2024-05-29 from Karen Wallace Re Questions arising from the May 28<sup>th</sup> meeting
  - b) 2024-05-29 from Tim Carr Re PID 45045879 Willow Street Hantsport
  - c) 2024-05-29 from Jason Tucker Re Denial of re-zoning application in Hantsport
  - d) 2024-06-04 Response from Minister Masland re Letter from Warden Roulston - Bill 236 (WHRM copied)
  - e) 2024-06-04 Response from the Office of the Attorney General and Minister of Justice (WHRM copied)
  - f) 2024-03-28 Annapolis Valley Regional Library Letter to Minister MacMaster
  - g) 2024-06-11 Anne Bishop Re letter to WHRM Council Re Equity Coordinator in schools

Mayor Zebian read aloud the correspondence received from Anne Bishop.

Discussion Points:

- Important to highlight correspondence from Anne Bishop. Many individuals attended the meeting, it was felt open and honest conversations occurred about incidents that are still occurring, and the amount of work being done by the teachers and support staff to address these issues within the education system.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL WRITE A LETTER TO THE ANNAPOLIS VALLEY REGIONAL CENTRE OF EDUCATION EXPRESSING OUR SUPPORT FOR SEEING THE SCHOOL BOARD HIRE A FULLTIME EQUITY COORDINATOR IN BOTH THE**

**WEST HANTS MIDDLE SCHOOL AND THE AVON VIEW HIGH SCHOOL  
TO SUPPORT THE FUTURE GENERATIONS IN WEST HANTS. MOTION  
CARRIED**

b) Requests

- i. 2024-04-12 Amanda Dunfield Re WHRM Windsor Combined Sewer Overflow (7:09 p.m.)

It was important to recognize and note the correspondence received from Ms. Dunfield. Councillor Ivey read the correspondence aloud. It was noted that of the six 6) or so homes repeatedly impacted; many wish to remain living in their current location but would like to know what a potential buyout option may look like if there no immediate solution was being presented.

Discussion Points:

- With respect to the July flood, there was no evidence that residential properties were purchased through the DFA program, despite rumors. DFA does not have a program for property buyouts but if it was the will of Council they would entertain a letter and consider the request.
- The municipality also has the ability to purchase property for municipal purposes.
- The Flood Protection program was felt to be the immediate action that Council has taken as a next step.
- There was value in sending a letter to see what information was available.

**MOVED BY COUNCILLORS IVEY AND SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT THAT A LETTER BE PREPARED TO GO TO DFA REQUESTING INFORMATION AND SUPPORT ON FUNDING FOR HOMES IMPACTED BY FLOODING AS A RESULT OF COMBINED SEWER OVERFLOWS WITHIN THE REGION. MOTION CARRIED**

**MOVED BY COUNCILLOR IVEY AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT THAT STAFF PROVIDE A SUMMARY WRITTEN REPORT AS TO WHAT POTENTIAL BUYOUT OPTIONS MIGHT LOOK LIKE FOR HOMES THAT HAVE SUFFERED WITH THE COMBINED SEWER OVERFLOW EVENTS WITHIN THE REGION. MOTION CARRIED**

- c) Out-going as of June 11th, 2024 - None

**11. New Business**

- a) Paris Family History and Renaming Cottage Street Recommendation Report (7:20 p.m.)

Councillor Ivey provided a brief background/history of the report and the circumstances which resulted in the report being presented again for consideration. Previous requests to rename Cottage Street, Windsor in honour of John "Buster" Paris have been unsuccessful. The report highlighted the request made in 2012, the challenges the family experienced despite having successfully obtained 100% of the signature required for the petition to rename the street, both the former and

current Civic Addressing By-Laws and the current position of the West Hants Historical Society (WHHS) noting the significance of the Paris name and affirmed their support in the families attempt to rename Cottage Street.

The report also noted WHRM's Civic Addressing Bylaw contained evaluation criteria that supported the renaming request; Section 6.2 h, specifies: *"There must be no duplication of road names within the Region and, if possible, duplication of road names used in immediately adjoining municipal units shall be avoided;"*

West Hants has two Cottage Streets, one in Hantsport and another in Windsor. In the adjoining Municipality of Kings, Berwick also has a Cottage Street. While the Civic Addressing Bylaw possess many detailed criteria, 6.2.h "must be no duplication of road names", it was felt that this was a clear indication clear with its intent.

MOVED BY COUNCILLORS IVEY AND HARTT THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL ENDORSES THE RENAMING OF COTTAGE STREET AND DIRECTS THE CAO TO ENGAGE STAFF FOR THE PURPOSES OF RENAMING COTTAGE STREET TO PARIS STREET IN WINDSOR NOVA SCOTIA.

Discussion Points:

- It was suggested the CAO make an application to the Civic Addressing Coordinator to begin the process to rename the road (Section 6.2.2 of the Civic Addressing By-Law – requiring 75% of owners on the street sign a petition agreeing to the change).
- Concern was noted using safety as the justification for renaming the street. No safety concerns have been voiced by anyone residing on the street; as well there were approximately 104 streets within West Hants that are the same. If safety was being used as the justification being used, then this process would need to be taken to address these streets as well.
- It was suggested to take a different approach to renaming the street by recognizing the original application submitted that included the petition with 100% of the signatures supporting the renaming.
- It was felt the original application would identify the street being in Windsor.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR IVEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL RECOGNIZE THE ORIGINAL APPLICATION TO RENAME COTTAGE STREET TO PARIS STREET WHICH INCLUDED A PETITION OF 100% SIGNATORIES REQUIRED UNDER THE CIVIC ADDRESSING BY-LAW AND PROCEED WITH A NAME CHANGE.

Both the **MOVER** and **SECONDER** agreed to withdraw the original motion at 7:34 p.m.

Discussion Points:

- Questions were raised regarding the origin of Cottage Street and if it was of any significant or historical nature.
- It was noted that changing the street name may create some issues for Dykeland Lodge, complicating their funding and payment schedules for their residents. A friendly amendment

was suggested to read “that this takes effect after the successful move of Dykeland Lodge”. This would both matters simultaneously.

- It was suggested that a communication process be implemented that takes this into account, such as the original signage remain in place (Cottage Street) with an additional note that it will soon be Paris Street or something similar. This would see the initiative take steps to move it forward and not paused.
- There was support to see the project move forward but the concerns regarding impacts to the long term care facility were also noteworthy.
- There was value in finding a way to facilitate the name change while also addressing the concerns regarding the long-term care facility.

**MOVED BY COUNCILLOR IVEY AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE DEFERS THE MOTION PUT FORWARD BY MAYOR ZEBIAN TO THE COUNCIL MEETING IN TWO WEEKS' TIME. MOTION CARRIED**

b) 2024 Grants and Contributions Recommendation Report (7:45 p.m.)

Director Kehoe reviewed the report. Each year numerous funding requests from worthwhile not-for profit or charitable community organizations who, through volunteer efforts provide services to the community are received for consideration. All requests are reviewed to determine the funding recommendations within the approved budgeted allotments and in keeping with the Grants and Contributions Policy. A total of eighty-three (83) request were received from different organizations; four (4) of those were received after the advertised deadline.

Organizations that did not provide their organizations financial statements, were not registered as a not-for-profit or in good standing with the Registry of Joint Stock Companies, did not demonstrate they had the financial resources to contribute 50% of the project cost, did not meet the Canada Community Building fund eligibility criteria, or late applications were not recommended for funding.

As per the West Hants Grants and Contributions Policy RCOFN-012.00 the total amount paid for grants in a fiscal years' operating budget will not normally exceed 1.5% of the taxes for the general municipal purposes levied by the municipality. For the 2024/25 fiscal year 1.5% of the taxes levied equates to \$213,227. Council has the authority to fund projects outside of the maximum approved funding allocations stated in this Policy.

During the 2024/25 budget, \$114,000 was approved for Grants and Contribution funding. Based on the proposed summary, \$252,700 was being recommended, with \$108,223.49 being funded through the operating budget.

The committee had a lengthy discussion regarding all the grants received and noted increased funding for organizations they would like to have considered and the rationale behind the requests (Ardoise Hall - \$25,000, Ellershouse Hall - \$25,000 (both facilities were cut off during the tragic July flooding and safety was paramount), Avon River Days - \$5,000, Heritage Beef Classic - \$2,500, Windsor Agricultural Society. \$5,000, HMCC - \$5,000, Falmouth Hall - \$7,833.14 and Pembroke Chapel & Cemetery - \$1,500).

Councillors Sherman, Hartt and B. Morton declared conflict regarding the Masonic Society grant due to their affiliation with the organization.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR IVEY THAT COMMITTEE OF THE WHOLE SUSPENDS THE RULES TO ALLOW COUNCIL TO CONSIDER ADDITIONAL FUNDING REQUEST BEING DISCUSSED. MOTION CARRIED.** Nays: Sherman and P. Morton

Discussion Points:

- Canada Community Building Fund (CCBF) requires an updated Council motion to carry the \$50,000 grant for the Agricultural Society. The money was not utilized last year.
- All cemeteries were fully funded for their operational requests. Due to capacity within the Grants policy, their secondary requests were not being recommended. It was noted that id secondary asks were being considered for one, staff felt all secondary asks for all cemeteries should be considered.
- It was noted all organizations were worthy causes but there was a reason why a policy was in place, and it was important to stay within Councils own policies.
- Any funding coming from Reserves or CCBF required separate motions.
- Due to the Pembroke Chapel Cemetery not being incorporated, as per policy it was not being recommended for funding.
- The AVHS was not being recommended, it was felt to be a provincial responsibility.
- Newport District Rink successfully received \$150,000, due to capacity they were not being recommended for additional funding.
- Seniors Games were a line item within Community Developments budget, they received \$500 year in funding as well as staff support.
- Funding for the Civic Centre exhaust fan was for repairs and replacement as recommended by Black and MacDonald.
- Not all requests were from not-for -profit organizations, one request was from an individual and another was from a business.

**MOVED BY COUNCILLORS HARTT AND M. MCLEAN THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL DIRECTS CAO TO DIRECT STAFF TO SUPPORT THE ARDOISE HALL FOR THE FULL AMOUNT OF \$25,000 FOR A GENERATOR FUNDED THROUGH CCBF.**

- There was support for the group and the request, but it was important to know the impacts based on the additional requests made before a decision was made. A full account of the total costs of all the grants was needed.
- Consensus was for staff to report back on impacts the requested additions would have so an informed decision could be made; regardless of the funding source being used, it was still taxpayers' money and the right thing to do.

Both the **MOVER** and **SECONDER** agreed to withdraw the motion at 8:19 p.m.

A break occurred at 8:20 p.m. The regular meeting resumed at 8:33 p.m.

c) Vacuum Truck Recommendation Report (8:22 p.m.)

Director Richard reviewed the report. This specialized equipment will allow public works to improve service, responding accordingly to blockages and catch up on deferred maintenance required for the aging infrastructure in West Hants. Due to high demands contracting this service out is not always an option as contractors are not always available.

Discussion Points:

- Canoe Procurement was used.
- The truck quoted was the same truck that GFL recently purchased and uses.
- warranty varied depending on the part, both warranties were comparable.
- The portion of the funding that was attributed to roads (\$200,000) would be General rated.
- The machine would be utilized for hydro excavation in other areas of West Hants.
- The Vac truck could also be rented out when not used (\$300/hour).
- If approved, a truck was available this coming October.
- Some training would occur when the truck arrived, the remaining training would be completed in-house (staff would train each other).

MOVED BY COUNCILLORS SHERMAN AND SMITH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL AUTHORIZE STAFF TO PURCHASE ONE COMBINATION VACUUM TRUCK FOR THE QUOTED CANOE PROCUREMENT PRICE OF \$724,542.75, FROM JOE JOHN EQUIPMENT, PLUS A \$15,000 CONTINGENCY FOR A TOTAL OF \$739,542.75 PLUS NET HST. MOTION DEFEATED. Nays: Hartt, Jannasch, S. McLean, M. McLean and Ivey

d) Operations Building Recommendation Report (8:52 p.m.)

Engineer Amirault reviewed the report. The existing Operations building was aging and in need of extensive repairs and upgrades needed urgently for daily use and increase the building's efficiency, both environmentally and overall use. Currently, the heating system has been a temporary source since the boiler went down last year and there are temporary toilets (port a potties) required on site to accommodate staffing needs. The ideal building would accommodate both Public Works and Community Development operations to allow for better storage, ease of maintenance and repairs to equipment, and a better work environment for all staff.

Discussion Points:

- Firms were made aware the awarding of this tender would potentially occur after the 60-day price mark. The proponent agreed to hold the pricing past the 60-day tender timeline.

**MOVED BY COUNCILLOR SHERMAN AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF RFP WHRMPW24-01 FOR DESIGN SERVICES FOR THE OPERATIONS BUILDING CONTRACT TO TA SCOTT ARCHITECTURE FOR THE PRICE OF \$214,040.00 PLUS APPLICABLE TAXES. MOTION CARRIED**

di) WHRMPW24-05 Supply of Treatment Chemicals Recommendation Report (8:56 p.m.)

Director Richard reviewed the report. An open competition was used for a Standing Offer to obtain pricing on the supply of treatment chemicals for the water and wastewater treatment facilities within the region. Bidders were evaluated based on pricing to supply specified products listed within the bid documents. The contract shall extend from June 1, 2024 to March 31, 2026. This agreement also has an option to extend for an additional twelve (12) months, with agreed incremental pricing in accordance with provincially published cost of living (CPI) increases.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SHERMAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF TENDER WHRMPW24-05 SUPPLY OF TREATMENT CHEMICALS TO THE FOLLOWING BRENNTAG FOR THE MAJORITY OF CHEMICALS (SEE TABLE IN APPENDIX A), UNIVAR FOR CITRIC ACID, NORTHLAND CHEMICALS FOR SOLVE 210B POLYMER AND CHEMTRADE FOR ALUMINUM SULPHATE. MOTION CARRIED**

- f) Provincial Capital Assistance Program (PCAP) and Flood Risk Infrastructure Investment Program (FRIIP). (8:58 p.m.)

Engineer Amirault reviewed the report. The Provincial Capital Assistance Program (PCAP) supports investment in high priority municipal infrastructure projects. Municipalities can apply for funding to help reduce infrastructure projects costs up to June 13, 2024. The Flood Risk Infrastructure Investment Program promotes investment in infrastructure needed to protect communities from flooding. Municipalities can apply for funding to support studies needed to understand flooding or construction of infrastructure to protect against floods up to June 13, 2024. The intent was to utilize the PCAP and FRIIP program to help offset costs associated with the Windsor Flood Study Phase 2. Funding from these programs will help the municipality with some of the costs that are needed to move through the phases of this project from Design through to construction. Typically, programs may fund up to 50% of eligible project costs, subject to program budget availability and grants may also be used in combination with funds from other grant programs. There is a maximum of two projects per applicant.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SMITH THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL SUPPORT THE APPLICATION TO THE 2024 NOVA SCOTIA PROVINCIAL CAPITAL ASSISTANCE PROGRAM (PCAP), TO FUND UP TO 50% OF THE WINDSOR FLOOD STUDY PHASE 2 AND, THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL SUPPORT THE APPLICATION THE 2024 FLOOD RISK INFRASTRUCTURE INVESTMENT PROGRAM (FRIIP) TO FUND UP TO 50% OF A WINDSOR FLOOD STUDY PHASE 2. MOTION CARRIED**

- g) Nesbitt Street Renewal Recommendation Report (9:00 p.m.)

Engineer Amirault reviewed the report recommending the award of tender for Services & Street Renewal construction for Nesbitt Street. During the 2024-25 budget, Nesbitt Street was identified as a priority for separation of combined sewer, water main and service upgrades and street renewal based on the age and condition of the water main, street surface conditions and the need to separate storm and sewer services.

### Discussion Points:

- Based on previous experiences, if the project was pieced out to separate contractors the price would increase.
- Staff felt the reason for only one bid being received was due to contractor availability, they are extremely busy and in high demand based on the current market.
- Concerns were noted with the large variance, being overbudget and only having one bidder on the project.
- Construction could be completed in the 2025 construction season in hopes of having more bidders bid on the proposal. Other bidders expressed interest and asked questions but did not submit a bid.
- Some funding is being received which was staffs rational with recommending the project.
- There was a desire to see sewer services and water services support themselves, instead of using CCBF funding. The CCBF funding (\$153,092.51) was not associated to the utilities, it was for the sidewalk component. CCBF will fund Active Transportation and a piece of that is associated with sidewalks.
- In the current budget, \$711,000 was proposed (some of which was carried forward as College Road was completed). Within the Road Rehabilitation under the Water Utility budget, \$320,000 was budgeted for the water component for Nesbitt Street.
- O'Brien Street was not part of the Utility budget.
- ICIP funding (\$1,284,512.00) has been received. If the project was not approved, there may be an opportunity to increase the capacity of College Road. The ICIP application submitted included both College and Nesbitt Street resulting in a portion of the funding going towards each street. Confirmation would be needed that all the funds could be directed towards College Road.
- A total of \$3,020,600 was received from ICIP; College Road was capped at \$1,700,000 resulting in the remaining balance (\$1,284,512.00) being allocated to Nesbitt Street.

**MOVED BY COUNCILLOR SHERMAN AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF TENDER WHRMPW24-04 FOR NESBITT STREET (WINDSOR) SERVICES & STREET RENEWAL TO THE LOW COMPLIANT BIDDER, DEXTER CONSTRUCTION COMPANY LTD., FOR THE TENDERED PRICE OF \$2,171,940.00 PLUS A 15% CONSTRUCTION PROJECT CONTINGENCY OF \$325,791.00 FOR A TOTAL OF \$2,497,731.00 PLUS APPLICABLE TAXES. MOTION CARRIED.** Nays: Hartt, Jannasch, Ivey and P. Morton

### **12. Public Participation (9:14 p.m.)**

Mrs. Aucoin, a resident of Stannus Street, voiced her displeasure, concerns for health, safety and wellbeing for residents in the area and frustration with the lack of action and solutions for those residing on Stannus Street impacted by combined sewer overflows and flooding. Residents in this area have repeatedly experienced combined sewer overflow flooding. In her opinion the infrastructure on Stannus Street should be fixed before Nesbitt Street is considered. Mrs. Aucoin implored Council to take the necessary steps to secure funding and address separating

the combined sewer system on Stannus street.

**13. In-Camera (9:28 p.m.)**

- a) 2024-05-14 Committee of the Whole In-Camera Minutes
- b) 2024-05-15 Special Committee of the Whole Budget In-Camera Minutes
- c) 2024-05-21 Special Committee of the Whole Budget In-Camera Minutes
- d) MGA 22 (2)(a) Legal Matter
- e) MGA 22 (2)(a) Legal Matter

**MOVED BY COUNCILLORS M. MCLEAN AND SHERMAN THAT THE MEETING MOVE IN-CAMERA AT 9:28 P.M. MOTION CARRIED**

**MOVED BY COUNCILLORS IVEY AND JANNASCH THAT THE MEETING MOVE OUT OF IN-CAMERA AT 9:49 P.M. MOTION CARRIED**

**MOVED BY COUNCILLOR M. MCLEAN AND S. MCLEAN THAT THE MEETING ADJOURN AT 9:49 P.M. MOTION CARRIED**

**14. Next Meeting Date / Adjournment** – Next regular meeting will be June 25, 2024 Council meeting at 6 p.m.

\_\_\_\_\_  
Deputy Mayor Paul Morton

\_\_\_\_\_  
Deanna Snair, Municipal Clerk