

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

July 9th, 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) 2024-06-11 Committee of the Whole Minutes
7. Presentations
 - a) Coastal Protection Action Plan – Meghan McMorris, Department of Municipal Affairs and Housing
 - b) West Hants Historical Society – Jon Hall
 - c) **WFD Rescue Engine and Engine RFP Award (WHRMPS24-01) Recommendation Report – EMO AND Fire Services Coordinator Thornton**
8. Unfinished Business/Postponed Motions
 - a) Sainte-Famille Cemetery Ownership Recommendation Report – Councillor Smith
 - b) CSO Sewer Charge Credit – For CSO Events on and into Private Properties - Councillor Ivey
 - ~~c) Flood Study CSO discussion chronology Information Report – Councillor Ivey~~
 - d) Tender Award WHRMCD24-05 Commercial High Back Cargo Van Recommendation Report – Director Kehoe
 - e) College Road Emergency Access Recommendation Report – Engineer Amirault
 - ~~f) Standing Offer for Engineering Services Recommendation Report – Engineer Amirault~~
 - g) Right To Know Week – Clerk Snair
 - h) Municipal Complex Information Report – CAO Phillips
 - i) Residential Property Buyout Information Report
9. Reports
 - a. CAO Activity Update - Information Report

10. Correspondence
 - a. Information
 1. Avon Causeway Activity Log as of July 9th, 2024 - None
 2. Bear Lake Activity Log as of July 9th, 2024 - None
 3. Correspondence Received Ledger as of July 9th, 2024
 - i. Denise Forand Re Flooding risk increases for downtown Windsor for the sake of fake lake levels
 - b. Request(s) - None
 - c. Out-going Correspondence Ledger as of July 9th, 2024
 - i. WHRM letter to Premier Houston and Minister Lohr Re Homes impacted by Combined Sewer Over flooding
11. New Business
 - a) ~~WFD Rescue Engine and Engine RFP Award (WHRMPS24-01) Recommendation Report – EMO AND Fire Services Coordinator Thornton~~
12. Public Participation Period
13. In-Camera
 - a) 2024-06-11 Committee of the Whole In-Camera Minutes
 - b) MGA 22(2)(a) Legal Matter
 - c) MGA 22(2)(a) Personnel Matter
 - d) MGA 22(2)(a) Personnel Matter
14. Next Meeting Date / Adjournment – July 23rd Council Meeting at 6 p.m.

1. **Call to Order** – Deputy Mayor Paul Morton called the meeting to order at 6:01 p.m.

2. **Attendance**

Council

Abraham Zebian, Mayor

Rupert Jannasch, Councillor Dist. 1 (6:

Mark McLean, Councillor Dist. 2

Scott 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

John Smith, Councillor Dist. 9

Laurie Murley, Councillor Dist. 10

Jim Ivey, Councillor Dist. 11

Regrets:

Ed Sherman, Councillor Dist. 7

Staff

Mark Phillips, CAO

Carlie Rochon, Dir. Financial Services

Todd Richard, Dir. Public Works

Erin Amirault, Project Engineer

Kathy Kehoe, Dir. Community Development

Shelleena Thornton, Municipal Operations Supervisor

Deanna Snair, Exec. Asst/ Clerk

Regrets:

Sara Poirier, Dir. Planning and Development

Presenters

a) Coastal Protection Action Plan – Meghan McMorris, Department of Municipal Affairs and Housing

b) West Hants Historical Society – Jon Hall

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

Voting occurred by a show of hands.

Items moved:

- Item 11 (a) to 7 (c)

Items removed:

- Item 8 (c) and 8 (e)

Clarification was sought on Dashboard items. The Panuke Road event was scheduled for the following Tuesday evening (5:30-7 p.m.) as noted on the Dashboard.

The Waste Collection By-Law was under review and will be sent to the solicitor for review. Once the final review was done; it will be presented for consideration.

Staff were determining what the detailed financial water utility audit would look like and then it will be determined which procurement method would be used. The audit will need to be done through a procurement source based on anticipated costs associated with the report.

The Emergency Flood plan was considered to always be in progress, it was constantly being reviewed (signage, CSO reporting, water testing, etc.).

A meeting was held to revisit and discuss the process for closing Stannus Street during a flood event and noted that timing around this would be a challenge. The discussion focused on weather forecasting, external sources used to obtain weather-related information and how staff are mobilized to respond based on information received, and how staff can be better informed around weather.

Challenges were noted with having the ability to forecast and respond (close a street) due to the timing of an event (heavy rainfall amounts in a short period of time which also impacts response times). Strategies were being explored that may be able to be used to put more permanent signage in place (similar signage that states you are either entering an area that floods or is exposed to flooding) so that regardless of the weather or it's arrival, there was some advance notice.

It was suggested that a "local traffic only" sign be installed when weather events were expected that have potential to cause a CSO. This could be used based on the forecasted weather.

A request was made to add Riverview Road to the Dashboard Items. The design was approved in December 2021. It was identified in 2022 to be started and it has yet to be started.

Discussion Points:

- The length of the road was 580m and the budgeted cost was \$1,732, 244.
- Riverview Road was approved for construction this year; the delay was associated with staff timing and workload. The design was 99% complete, the only thing outstanding was the tender documents, specifications. Once this information was ready, the tender will be released, it was noted it could be released before December. Riverview Road was slated for the next construction season.

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR B. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO ISSUE THE TENDER FOR RIVERVIEW ROAD IN HANTSPORT IN DECEMBER OF THIS YEAR IN ORDER TO BE READY FOR THE FOLLOWING 2025 CONSTRUCTION SEASON IN 2025 TO ENSURE IT GETS COMPLETED. MOTION CARRIED

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

MOVED BY MAYOR ZEBIAN AND COUNCILLOR IVEY THAT THE 2024-07-09 COMMITTEE OF THE WHOLE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED

4. **Declaration(s) of Conflict of Interest** (6:17 p.m.) - None
5. **Announcements** (6:14 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.

Fire alarm protocols were reviewed.

6. Approval of Previous Meeting Minutes (6:16 p.m.)

a) 2024-06-11 Committee of the Whole Budget Minutes

MOVED BY COUNCILLORS MURLEY AND FRANCIS THAT THE 2024-06-11 COMMITTEE OF THE WHOLE MEETING MINUTES BE APPROVED. MOTION CARRIED

7. Presentations

a) Coastal Protection Action Plan (6:16 p.m.)

Meghan McMorris, Department of Municipal Affairs and Housing provided a high-level overview of the plan and an update on the work being done since the launch of the program on February 26, 2024.

The Environmental Goals and Climate Change Reduction Act was passed in 2021, this legislation committed the government to 28 goals to address climate action and sustainable prosperity in Nova Scotia. One of the goals was to complete a Climate Risk Assessment (completed) which formed the Provinces Climate Change Action Plan. This plan commits the province to 68 actions. The Environmental Goals and Climate Change Reduction Act, Climate Risk Assessment and Our Climate, Our Future - Nova Scotia's Climate Plan for Clean Growth were working in coordination to drive climate action and sustainable prosperity in Nova Scotia.

The three (3) year plan has fifteen (15) actions that looks to support informed decision making (ensuring everyone has the information needed to empower decisions made), supporting Municipal Leadership and aligning provincial government resources with coastal protection.

Action 1: Coastal Hazard Map and User Guide (available now). The map shows the worst-case scenario for coastal flooding (sea-level rise, storm surge and high tides combined) in 2100. Based on the data available at the time the map was crated it shows flooding of up to 100m inland. This map will be updated as data continues to be received. The map will show moderate and worst-case scenarios for coastal flooding for current day, the year 2050 and the year 2100. Data was public and could be found on the NSG1 data warehouse.

The coastal hazard assessment report feature in the map will be launched in the coming months. This feature identifies risks associated with flooding, coastal flooding and coastal erosion on an individual's property. The feature was developed to empower individuals to make the best decisions about their properties.

Actions 3 (Navigators), **4** (Resource guide for coastal protection property owners) and **7** (Leveraging CLIMAtlantic's services and the Coastal Adaptation Toolkit) were about ensuring

people understood the information they were receiving as well as getting connected to additional resources they may need.

Action 5 notes the province will be installing signage indicating provincial government infrastructure that is susceptible to flooding and **Action 6** engages the NS Real Estate Commission to increase awareness and encourage considerations of coastal hazards for coastal real estate, so awareness is present.

Action 8: Supporting Municipal Leadership. The province has committed to developing example land-use by-law content that can be used and tailored to specific community needs within a municipality. The text has yet to be developed; it needs to be done in collaboration with municipalities to ensure it is beneficial. A consultant will be hired to work collaboratively with municipalities on the creation of this document. The province also provided NSFM with funding to hire a Coastal Planning Coordinator. This person will be the link between municipalities and the province.

Action 9: The province has committed to conducting a province wide erosion risk assessment. Once all the modeling has been completed there will be one map that shows the entire province using a consistent methodology showing erosion to better inform planning.

Action 10: continue to support and enhance the Municipal Flood Line Mapping Program.

Action 11: the province was committing to more supports flood planning. The intention was to make sure the right people were at the table; data is being shared and communication and coordination is at its best. Depending on the type of flooding determines the response provided.

Action 12: supports Coastal Protection through the Sustainable Communities Challenge Fund. Provides opportunities for communities to apply for funding for climate change projects.

Action 13: supports the continuation of creating adaptation strategies for departments to ensure every department applies the adaptation lens when fulfilling mandates.

Action 14: the province has committed to re-evaluating the cap on disaster relief funding. The intent was to discourage repeat building in at risk areas.

Action 15: consideration of coastal hazards information as a qualifier for funding. The intent was to ensure any municipal infrastructure that the province funding has a consideration for coastal hazards, and it was reflected in the application.

Discussion Points:

- The Sustainable Communities Challenge fund has windows where individuals can apply for funding. The Disaster Relief Funding has remained unchanged; no new/additional funding comes into effect until April 2025 (this was when the Federal guidelines were in effect).
- \$34 million was allotted for coastal protection this past year. It was unknown what the amount would be in future years.
- NSFM facilitates the Sustainable Communities Challenge fund program on behalf of the province. Coastal protection was identified as one of the priorities for this funding.
- At the moment the Sustainable Communities Challenge fund was closed. Successful recipients from this round will be announced soon. The program lead, Kathryn Chase would be able to provide the best response to questions pertaining to the Sustainable Communities Challenge fund.
- Navigators were available by phone Monday- Friday (8:30 am -4:30 pm), and via email.

- There have been many municipalities requesting a presentation from the province with respect to Coastal Protection.

The presentation concluded at 6:37 p.m. Ms. McMorris left the meeting.

b) West Hants Historical Society (WHHS) Presentation (6:37 p.m.)

Mr. Hall noted the Historical Society desired to build a Cultural Heritage Centre in Windsor that would interpret the unique historic evolving history of the peoples of West Hants. The WHHS has been working with over 20 community, historical, cultural and interested parties with a stakeholder interest to develop interest and concepts for a Cultural Heritage Centre to be located next to the Ft. Edward National Historic Site. A Feasibility Study has been conducted which identified the many historic, economic, and promotional opportunities of such a centre. A local indigenous architect has created concept plans for the building specifically designed to compliment the style and form of the historic buildings at Ft. Edward including the existing blockhouse and former officers' quarters. An experienced designer has been identified who will create the interpretive display. The group was in the process of registering as a new society that will operate the centre with governance representation from various stakeholder groups. Until this society has been created, the WHHS will proceed to act on their behalf as their fiscal agent until such a time the new society exists. WHHS performed secondary research regarding the spelling of Pisiqid, WHHS have resolved to use the spelling Pesikitk; this more accurately represents the Mi'kmaq version which was merged the oral pronunciation with western iconography. It was noted that upwards of \$100,000 would need to be raised for the creation of the interpretive display. The first step in the fundraising plan was to secure a commitment from WHRM to provide the land in question on which the centre will be built. It was felt that without this commitment the project would not be able to proceed. WHHS requested that WHRM enter into an agreement with them (WHHS) to hold the land for their exclusive use for the construction of the Pesikitk Cultural Heritage Centre. The agreement would be in the form of a nominal lease, letter of agreement or understanding, etc. The agreement term would be for five years and terminated or extended by mutual agreement. Mr. Hall noted the group was not asking for money at this time, they were only asking for the land.

Discussion Points:

- Fundraising details have yet to be developed. It was estimated the structure would cost between \$5-10 million dollars. The group have talked about engaging a fundraising consultant to assist them. The first priority was to secure the land; no one would provide funding without having the land secured.
- The interpretive display was intended to present the 400 years of cultural history of colonial development built on the 11,000 years of Mi'kmaq presence. It could be a walk-through tour or various displays that will tell visitors the story.
- If the Council were to move in the direction of 100 King Street being the Municipal Complex, smaller chunks of land around that area exist that could be used for parking. It was noted that reliance for parking would be in the Armories parking lot. Previous preliminary discussions with them have been positive in relation to that

- space being used for parking. As long as these conversations remain favourable there would be no need to rely on the former pool lands for parking.
- It was reasonable to expect that if fundraising went well, opening would occur in five (5) years. It was suggested a follow-up conversation occur to confirm the potential parking agreement.
 - It was important to ensure the correct PID was being referenced. It was noted the parcel being requested was the site of the former pool, wading pool and parking area.
 - The design proposed by the WHHS would use both lots.

MOVED BY COUNCILLORS HARTT AND IVEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT THE CAO TO ENTER INTO AN AGREEMENT WITH THE PROPERTY ADJACENT TO FORT EDWARD PID 45059797 WITH THE WEST HANTS HISTORICAL SOCIETY FOR THE FIVE-YEAR TERM OR UNTIL OTHERWISE TERMINATED OR RENEWED BY MUTUAL AGREEMENT. MOTION CARRIED

c) Windsor Fire Department RFP Rescue Engine (7:01 p.m.)

Operations Manger Thornton and Windsor Fire Chief Harvey reviewed the report. It was noted that it takes approximately three (3) years for an apparatus to be manufactured and delivered once a PO has been issued. The proposed Rescue Engine (which will replace two (2) apparatus – 31 and 33 years old) was approved in the 2023/24 Capital budget for approximately \$1,632,365.00. This engine was the first one out to all fire calls.

The second apparatus being requested was approved to go out to tender in October of 2023. It was estimated to cost approximately \$1.8 million in the Capital budget. The apparatus would replace a 24-year-old engine. This engine was the first one out to all fire calls.

Goudreault Associates were consulted to draft the RFP for both apparatus with input from the truck committee. Both apparatuses were put into one (1) RFP for potential cost savings and went through Canoe Procurement.

Three vendors (Rocky Mountain Phoenix, Safety Source Fire and Techno-Feu) were contacted, only two (Rocky Mountain Phoenix and Techno-Feu) submitted proposals. Safety Source Fire did not submit a proposal due to their limited capacity.

There were cost savings if both apparatuses were purchased together. Both vendors granted an extension past the 30-day timeline.

Discussion Points:

- The main difference between vendors was the length of the hose they were able to provide. The request within the RFP was for a truck to hold 300' of pre-connect hose to future-proof for the upcoming developments with multiple stories and larger footprints. This was the initial attack line pulled first on 95% of all fires and designed for fast deployment. All current WFD fleet carry 200' of pre-connected 1 ¼" hose. 200' is the standard and it's what WFD train with for apparatus positioning and hose line advancement. Reducing the length of hose to 150' (what the other vendor was

providing) was felt to be detrimental and would be a step backwards for the Fire Services.

- There was confidence in the ability to proceed with the higher priced apparatus due to Industry standards being 200' of hose (all WH departments used this length as well) and the lower priced vendor only able to provide 150' hose. The issue was the space allotted on the apparatus did not fit the increased length of the hose.
- The rationale for the additional hose was that 100' of hose would get firefighters to the door of a fire and the additional 100' enabled them to get 100% inside a small building, 75 inside a medium building and 50% of a larger building. The more hose the better.
- The apparatus being replaced was the two largest pieces of "aged" apparatus for Windsor Fire. Another apparatus request for Hantsport would be presented; however, it was not a large piece of equipment.
- High rise buildings require additional research, training and different gear to provide appropriate fire fighting protection. Work is already being done to explore policies and practices around this and creating a regional policy with respect to high rise buildings.
- During budget presentations, a 9.2% debt servicing ratio was presented. With the increased costs of both apparatus, variance difference would add 0.3% resulting in the new estimated debt servicing ratio being 9.5%.
- Payment was issued upon receipt of the apparatus.

MOVED BY COUNCILLOR FRANCIS AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVES THE AWARD OF RFP WHRMPS24-01 TO TECHNO-FEU FOR THE PURCHASE OF A RESCUE ENGINE FIRE APPARATUS FOR WINDSOR FIRE DEPARTMENT FOR A PRICE OF \$2,164,950.00 PLUS 10% CONTINGENCY, TOTALING \$2,381,445.00, PLUS APPLICABLE TAXES. MOTION CARRIED

MOVED BY COUNCILLOR FRANCIS AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS THAT COUNCIL APPROVES THE AWARD OF RFP WHRMPS24-01 TO TECHNO-FEU FOR THE PURCHASE OF AN ENGINE FIRE APPARATUS FOR WINDSOR FIRE DEPARTMENT FOR A PRICE OF \$2,074,390.00 PLUS 10% CONTINGENCY, TOTALING \$2,281,829.00, PLUS APPLICABLE TAXES. MOTION CARRIED

8. Unfinished Business/Postponed Motions

a) Sainte-Famille Cemetery Transfer of Ownership (7:20 p.m.)

Councillor Smith reviewed the report highlighting the request from Sally Ross for the municipality to take over ownership of the cemetery. The report outlined the history, activity of the cemetery, which was located on a residential lot in Falmouth and the heritage values of the cemetery. It also noted the cemetery was currently being maintained by volunteers who were aging and had concerns about the ongoing maintenance of the site.

Discussion Points:

- Concern was raised that additional cemeteries would request for the municipality to take them over. In total WHRM has eight-six (86) cemeteries across the region, four (4) of which were owned by the Municipality.
- There was value in knowing what would be required and having a plan for moving forward as there were costs associated with maintenance, staffing, etc. if ownership was assumed. Financing needs to be determined (General or Area Rated). There was value in knowing what the provincial standards would be.
- It was presumed the Sainte-Famille Cemetery would have specific requirements for it to be maintained at due to being of historical significance. The current cemeteries owned and maintained by the municipality would not meet this standard.
- It was believed cemeteries warranted a bigger conversation. There was more than just this property to consider. It was a huge undertaking; if the municipality assumed ownership of one, there may be more and there would be costs associated with that. It was important to know this information.
- The budget for Maplewood cemetery was \$78,000 and for Riverbank cemetery it was \$33,000. The key thing for any cemetery was the staffing component needed to support the ongoing maintenance.
- A Fees Policy (referencing cemeteries) was previously presented; however, there was no direction provided to move forward with any changes. There was value in revisiting the report and having the previous report shared again.
- It was estimated it would cost between \$4-5,000 in staff wages just to maintain the cemetery.
- Consensus was the was ask was supported, the question was how to best support ithe request. It was felt a partnership with the Historical Society for maintaining the site and provide a grant to fund this may be the better solution vs assuming ownership of a cemetery, maintenance costs increase when municipalities assume ownership.

Consensus was to provide direction to the CAO to contact the West Hants Historical Society to determine their interest in assuming maintenance of the cemetery if a grant was provided to cover the costs. The item will return for further discussion in September.

A break occurred at 7:57 p.m. The regular meeting resumed at 8:13 p.m.

- b) CSO Sewer Charge Credit – For CSO Events on and into Private Properties (8:13 p.m.)
- Councillor Ivey reviewed the report highlighting the correspondence received that identified and requested a credit for sewer base and consumption charges incurred over the course of the last 3 years. It was noted properties on Stannus Street have experienced combined sewer overflows onto or into their properties, and the request was to consider providing a credit to the homeowners on the sewer billed to them during the three years they have experienced CSO's and until the issue was resolved.

Discussion Points:

- A report was supported, as it was more information. It was noted the Municipality has a sewer rebate available, along with the Home Flood Protection program and enhanced it further for those affected by CSO's.
- It was noted the rebate in effect was based on income. The report was more about performance issues within the infrastructure.
- A receipt could be provided as proof of remediation of sewage within the property during the time period as proof for supporting documentation. Criteria would be included in the report that would identify what was required from a homeowner.
- The sewer rebate program that was approved was based on the previous year's sewer consumption. Depending on the rollout of this potential program, individuals would not be eligible for the rebate.
- If a credit program was supported, changes would need to be made within the sewer by-law and time would be required before this credit would be able to be implemented. The credit would impact sewer revenues, a broader discussion needs to occur on how this would be funded. Typically, anything sewer related was funded through the Sewer Utility.
- Rebates were based on previous years consumption and get applied to accounts. They are funded like any other grant (General Operating). A credit would be recommended to be funded through the Sewer Utility resulting in the reduction in sewer utility revenues and impact the ending sewer results.
- There was value in having a legal interpretation of the proposed rebate/credit.
- It was important to not lose sight of the work done over the past three years in seeking a solution and the results of the Phase 2 study. There were many questions around why the issue was never raised or addressed during consolidation, how long it has been going on, etc.
- It was a larger project than what was expected, and a lot of money has been expended to date to find a solution. It was noted that a decision was made to be responsive and purchase a pump that had no effect on the issue, there was a desire not to go down the road of spending money on potential solutions that would not be of any help.
- It was noted the area being discussed has not been designated by Property Valuation Services Corporation (PVSC) as an area subject to Climate Change. There may be value in having this area and other areas (portions of Victoria, Wiley, Munroe, etc.) as areas they should consider for adjustments on their property evaluations.

MOVED BY COUNCILLORS IVEY AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO PREPARE A REPORT OUTLINING THE CRITERIA AND PROCESS FOR THE ISSUANCE OF A NO-FAULT CREDIT, EQUAL TO BUT NOT TO EXCEED THE ANNUAL SEWER CHARGES FOR EACH YEAR AN AFFECTED PROPERTY HAS BEEN IMPACTED BY A CSO EVENT (OVER-THE-CURB /ONTO THE PROPERTY), FROM JULY 2021 TO DATE AND FOR FUTURE CSO EVENTS THAT MAY OCCUR. MOTION CARRIED

c) Flood Study CSO discussion chronology Information Report – item was removed from the agenda.

d) Tender Award WHRMCD24-05 Commercial High Back Cargo Van Recommendation Report (8:35 p.m.)

Director Kehoe reviewed the report. During the 2024-25 WHRM Capital Budget, \$75,000 was approved (funded through MFC/Loan) to purchase one (1) Parks & Grounds Maintenance Van. One proponent responded to the public tender resulted in the recommendation being presented. The van was \$2,208.88 over the approved budget.

Discussion Points:

- The van was readily available and on the lot for purchase.

MOVED BY COUNCILLORS FRANCIS AND HARTT THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF TENDER WWHCD24-05 TO POTHIER CHRYSLER DODGE JEEP RAM TO PURCHASE ONE (1) COMMERCIAL HIGH BACK CARGO VAN AT A PURCHASE PRICE OF \$74,030 PLUS APPLICABLE TAXES. MOTION CARRIED.

e) Standing Offer for Engineering Services Recommendation Report – item was removed from the agenda.

f) College Road Emergency Access Recommendation Report (8:37 p.m.)

Manager Amirault reviewed the report noting that currently there is no designated emergency access off College Road, besides through Kings Edgehill Property. This has been a concern for a long time, however with the construction of the new Dykeland Lodge starting in spring 2024, along with all the existing houses and The Manning Seniors Apartments, the need for a secondary road has become a priority.

On May 31, 2024, an RFP was issued for Engineering services for the Emergency or Secondary Access Road off College Road. The objective of the RFP was to retain a consultant to explore options outlined in the RFP document (road locations in areas with land that could be developed for potential building lots and built to municipal road specifications, a connection to Redden Road, a connection to Chester Road near or through the section of Sheep Farm Road, or a connection to Haliburton or Clifton along the south property line of The Manning).

The RFP closed on June 27, 2024 resulting in three (3) proposals submitted (Design Point, EXP and WSP). The project would be funded through the Regional Operating Reserve.

Discussion Points:

- A traffic study was not part of the project; however, there have been previous studies done for the area. The scope of the project was to only look at and provide a preliminary design with potential options for a connection.

MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF RFP WHRMPW24-07 FOR ENGINEERING SERVICES FOR AN EMERGENCY OR SECONDARY ACCESS ROAD OFF COLLEGE ROAD CONTRACT TO EXP FOR THE PRICE OF \$28,685.00 PLUS

APPLICABLE TAXES, TO BE FUNDED THROUGH THE REGIONAL OPERATING RESERVE. MOTION CARRIED.

g) Right To Know Week Proclamation Recommendation Report (8:44 p.m.)

Clerk Snair reviewed the report noting that International Right to Know Day was first introduced in 2002 in Sofia, Bulgaria to bring awareness among citizens of their right to access government information, while promoting freedom of information as essential to both democracy and good governance. Right to Know Week recognizes the importance of the right of access to information held by government and other public bodies. Access to information is essential to both democracy and good governance, and it provides individuals with the knowledge to address public issues, hold government accountable, and become active participants in the democratic process.

Discussion Points:

- The \$5.00 fee attached to a Freedom of Information and Protection of Privacy Request was established under the Freedom of Information and Protection of Privacy (FOIPOP) Act. This fee included the first two (2) hours associated to searching for the information requested. The Act establishes public sector bodies are permitted to charge additional fees if a large number of records is required to be searched or requested or if the department or public sector body needs to consult with third parties. Individuals are advised of any additional charges and can choose to pay the fee and continue with the search or not proceed.

MOVED BY COUNCILLOR FRANCIS AND MAYOR ZEBIAN THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DECLARE SEPTEMBER 23 TO SEPTEMBER 29, 2024 AS RIGHT TO KNOW WEEK IN A MANNER SUBSTANTIVELY THE SAME AS IN ATTACHMENT A OF THE REPORT TITLED “RIGHT TO KNOW WEEK” TO COMMITTEE OF THE WHOLE DATED JULY 9TH, 2024. MOTION CARRIED

h) Municipal Complex Information Report (verbal) (8:50 p.m.)

CAO Phillips provided an update on the progress of the file done from an in-house perspective. The report considered new build, alternative, current, rental or leased options leaseholds and interior and exterior assessments of buildings. As information was received, the table would be updated to reflect the most current values. (tax calculations, operating costs associated with each of the current buildings, the size and sale of the building needed, available lands both municipal and private, parking, and other info).

Discussion Points:

- Accessibility committee has done a high-level walk through at 100 King Street. A more in-depth assessment was being planned.
- It was felt that WHRM was satisfied with the structural assessment completed by HATCH and a second firm.
- It was felt the report was more in line with the direction of Council and provided the information that was needed for comparative purposes.

i) Residential Property Buyout Information Report (9:05 p.m.)

CAO reviewed the report. The report noted property buyout programs were rare, but they did exist. These programs were usually initiated at the provincial or federal levels; however, municipalities could purchase properties for municipal uses if deemed appropriate.

The report noted examples from other areas in Canada where existing programs occur and the factors used to influence the creation of these programs, such as geographic location, homeowner eligibility, associated costs, etc.

Additional costs would need to be considered such as appraisals for each property, hazard assessments, realtor fees, legal fees, demolition costs and remediation costs. The report requested direction from Council on how to proceed around some of the costs and impacts associated with a property buyout program.

Discussion Points:

- Outside of DFA funding, there were no known funding sources that support a property buyout program. The province has talked about mitigation measures (replacing existing infrastructure with bigger and better infrastructure).
- Appraisals (value of the home) were estimated to cost between \$4-6,000 per home. This cost was in alignment with past appraisals conducted by the Municipality.
- The cost of a hazardous assessment would be an additional cost outside of the appraisal.
- There has to be a reason to purchase property and for the benefit of the region as a whole and it has to make sense for both parties. A high-level response was there may be benefits to acquiring additional property along Stannus to allow for a large underground storage, along with a pump station to potentially help lessen the severity of an event and possibly the size of the diameter of the stormwater main that could potentially go through Stannus Street, which was being explored through the Phase 2 study. Acquiring property and doing nothing would not add capacity.
- With respect to appraisals, it was important for both parties to feel the value of the property was present and measured appropriately. After that decisions need to be made about other variables such as purchasing properties above market value and how far Council wanted to go, relocation costs, making the property owner “whole”, etc. These things can also occur with expropriation. There were many variables to consider, which was why direction was being requested.
- A buyout program would have to make sense for both the homeowner and the Municipality. The Municipality has a responsibility to the public when buying and selling property.
- It was important to be mindful the region contained a lot of other flood prone areas; Brooklyn was used as an example where residents felt they were vulnerable and at risk to future flood events because no efforts were being made by the province with changes in the water courses that were putting their homes at risk. It was suggested that if a property buyout discussion was occurring, that it needed to include properties in outlying districts as well the flood prone areas in Windsor.
- Residents wanted to see what the option might look like; it was suggested that it may be beneficial to have a conversation with the residents impacted and get their feedback on the initial report and questions posed in the report to better define the potential program.

- A buyout program would not solve the problem, the problem would still exist until a short- or long-term fix was found. There would be the cost associated with a potential buyout program and also the cost associated with the fix.
- It was noted each Councillor may be looking at the potential program through different lenses (intent to purchase property as part of the solution (capacity building) when the Phase 2 study is received).
- It was highlighted the issue was where properties were affected due to infrastructure not able to keep up/ meet the demands of the current weather events.
- It was noted that residents had previously voiced at a meeting (May 19th) they did not want to sell if there was a solution with no more CSO's in eight (8) months time, they could wait but if they did choose to sell, it would be at fair market value had the home never been impacted by CSO's.
- It was noted that fair market value did not necessarily equate to what PVSC places as an amount on a property. Appraisals and assessments were two different things and values.
- It was questioned how the program would be funded (area rated or general rated)? It was felt there were many areas (businesses downtown) affected by the events on Stannus Street.
- Consensus was there was a desire to have more information.

9. Reports

a) CAO's Report (9:40 p.m.)

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

Governance: COTW (June 11th) and Council Meeting (June 25th). A Council Remuneration report will be presented in September for review and consideration. by Council. Council remuneration is to be revisited prior to the municipal election in the fall.

Administration: Attended the Dykeland Lodge Sod Turning Ceremony (June 11th), Homelessness Meeting (June 13th), Pride Parade (June 15th), Tom Lavers UARB Appeal Preparation Meeting (June 17th), the Valley Regional Enterprise Network AGM (June 19th), Unhoused in WHRM Stakeholder Meeting (June 19th), Employee Assistance Program Workshop (June 24th), CUPE Labour Management Meeting (June 24th), NSPI and NSFMI Information Session (June 26th) and the Joint Regional Transportation Agency (JRTA) Meeting (July 4th).

Finance: July 2023 Flash Flood – Repairs and Restoration Disaster (Financial Assistance (DFA) and Insurance) meeting. The former Mantua rail line remains the largest area damaged due to the flash floods. The trail washout repairs were being funded by DFA and being done by DesignPoint Engineering Services. Design, permits, contractor coordination, inspections and sign-off will be carried out by their team and estimated to have the work completed within the construction year. Repairs to the Community Center are nearing completion with additional improvements (improved perimeter drains, roofing drains and improved backflow prevention chambers are needed to help mitigate flooding from rainwater and sewer back-up) are scheduled to be carried out as noted in the 2024/25 capital budget. Repairs to the Windsor Canoe Club are also being carried out. Occupancy of the space has been approved and programming is being carried out of the facility.

Community Development: Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events. Ongoing meetings with POSSE / WH Caremongers / WHRM about comfort and out of the cold support and planning for the 2024/25 fall and winter. A dedicated a dedicated space, human resources and other resources are being reviewed and an update will be provided to ensure all parties are better resourced and supported for a successful project.

Planning and Development: Bi-weekly Inter-Developmental Development Related Meetings, Meetings and Events. Met with CEO Peck to get an update on their plan, their pending application for federal funding to support transportation.

Economic Development: Commercial / Industrial Lands: Staff have a meeting tomorrow to continue the review of vacant commercial and industrial lands; more specifically around the portion of unused lands behind the BFD Station 2 in Three Mile Plains.

Protective Services: meetings to discuss the RCMP MPSA impacts related to Collective Bargaining update – June 27th.

Build Nova Scotia: No new updates to report on the project moving forward. Build NS continues to negotiate with the primary service cell providers in the province to negotiate the RFP that closed in November 2023. Once these details get ironed out and an agreement was in place, it was anticipated there would be equal to or better than website than what was experienced with rural internets, with maps, priority areas, etc. so their progress can be easily followed by the public.

Discussion Points:

- Shared Tower was an independent firm looking at a cell tower in Union Corner. They contact service providers to advise them that they have secured a piece of land and tower and inquire if the service provider would like to hang their repeater on it. CAO to confirm where the notice provided to residents was coming from and who was hosting it.
- Questions were raised around what else could be done to support those unhoused and living in tents. There was value in looking at potential alternatives to using tents and having a space with a door that would be used as a way to transition from one space to another permanent space for an individual. It was noted all supports were dependent on human resources to support the warming centre individuals using the space and staff. All of the conversations to date with supporting groups have identified they were trying to stay away from grouped shelter or tenting sites for various reasons (predatory behaviour, fighting, safety concerns). The ultimate solution was housing and having health related supports within the housing component. A request will be forthcoming for additional support to support the project
- WHRM took the insurance settlement for damage that occurred at the Community Centre and Canoe Club due to the July floods. The repairs associated with the Canoe Club were specific to the space being used more for dry storage. It was felt the less drywall and insulation would result in having less issues with future damage, moisture and entrapment. The approach has been to fix the basics by using some in-house staff to make sure it is a usable space and can be used for programming.
- The Community Centre work (perimeter drains) has a permit and will be inspected. It will be confirmed that drainage will be compliant.

- The draft report for the traffic impact study has been received, it was hoped that after comments the final draft would be available by the end of the week.

10. Correspondence (9:56 p.m.)

a) Information

1. Avon Causeway Activity Log received as of June 11th, 2024 – None
2. Everwind Bear Lake Correspondence Received – None
3. Current Correspondence Received Log as of July 9, 2024 (
 - i. June 27, 2024 from Denise Forand Re Flooding risk increases for downtown Windsor for the sake of fake lake levels

b) Requests – None

c) Out-going as of July 9th, 2024

- i. July 4, 2024 WHRM letter to Premier Houston and Minister Lohr Re Homes impacted by Combined Sewer Over flooding

Discussion Points:

- Any correspondence received on the day of the meeting (today) has been added to the July Council meeting agenda.
- Any Councillor can request that any piece of correspondence or a report be added to an agenda.
- A report will be forthcoming to determine Councils direction on how to proceed with correspondence as it relates to agendas. There was value in having a policy to determine how to address correspondence.
- Correspondence received on the same day as the meeting were not able to be read by all members of Council and lead to confusion for some.
- There was support to see the request from Mr. Porter added to the agenda.

MOVED BY COUNCILLORS S. MCLEAN AND IVEY THAT THE CORRESPONDENCE FROM RESIDENT DARREN PORTER DATED AT THE JULY 9, 2024 AT 7:54 AM BE ADDED TO THE AGENDA. MOTION DEFEATED. Nays: Jannasch, M. McLean, Francis, B. Morton, Smith and Murley

11. New Business

- a) WFD Rescue Engine and Engine RFP Award (WHRMPS24-01) Recommendation Report – item was discussed earlier on the agenda.

12. Public Participation (10:01 p.m.)

Mr. M. Bourgeois spoke of the 100 King Street Accessibility study. A very general walk-through was completed on the facility. He planned on connecting with WHRM’s Active Living Coordinator to set up a specific scope detailing what the study would look at.

A show of hands was done to determine if Council wished for the meeting to continue past 10 p.m. Consensus was for the meeting to continue.

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

- a) 2024-06-11 Committee of the Whole In-Camera Minutes
- b) MGA 22(2)(a) Legal Matter
- c) MGA 22(2)(a) Personnel Matter
- d) MGA 22(2)(a) Personnel Matter

MOVED BY COUNCILLORS M. MCLEAN AND SMITH THAT THE MEETING MOVE IN-CAMERA AT 10:02 P.M. MOTION CARRIED

MOVED BY COUNCILLORS FRANCIS AND MURLEY THAT THE MEETING MOVE OUT OF IN-CAMERA AT 10:54 P.M. MOTION CARRIED

MOVED BY COUNCILLOR FRANCIS AND MAYOR ZEBIAN THAT THE MEETING ADJOURN AT 10:54 P.M. MOTION CARRIED

14. Next Meeting Date / Adjournment – Next regular meeting will be July 23, 2024 Council meeting at 6 p.m.

Deputy Mayor Paul Morton

Deanna Snair, Municipal Clerk