

WEST HANTS REGIONAL MUNICIPALITY

Committee of the Whole - Meeting Agenda Amended March 12, 2025

March 11th, 2025 - 6:00 p.m.

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

Virtual via Zoom (also YouTube 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) 2025-02-11 Committee of the Whole Minutes
7. Presentations
 - a) 9 Lives Cat Rescue
 - b) Avon River Days Committee
 - c) ~~Hants Shore Karate Club~~
8. Unfinished Business/Postponed Motions
 - a) Windsor Community Centre Structural Assessment Recommendation Report –Manger Bennett/Director Kehoe
 - b) Sports Complex HRV Recommendation Report – Manager Bennett/ Director Kehoe (moved up on the agenda)
 - c) Supporting AVRIL Board Recommendation Report – Councillor Remme
 - d) Tremain Cresnet Storm Water Culvert Recommendation Report – Director Richard
9. Reports
 - a) CAO Activity Update - Information Report
10. Correspondence
 - a) Information
 1. Correspondence Received Ledger as of March 7th, 2025
 - i. Denise Forand Re Our LUB and MAPS for Municipalities

- ii. Denise Forand Re EverWind Fuels' owner Trent Vichie getting political and financial support from Nova Scotia
 - iii. Karen Wallace Re SOS democracy at stake
 - iv. Todd Miller Re letter to Council Re Taxes
 - v. Amanda Dunfield Re WHRM COMBINED SEWER OVERFLOWS Invitation
 - vi. Pam Mood, NSFM President Re Letter to Elected Officials
 - vii. NS physicians warn of health risks related to fracking and uranium mining
 - viii. DMA Minister Re Letter to Mayors Wardens CAO's Re Setback Regulations
 - ix. The Honourable Harjit Sajjan Response Re Financial Assistance Request
 - x. Barb Gallagher Re Dr. Maxwell Re Uranium
- b. Request(s)
- i. Recreation/Pickleball in West Hants
 - Craig MacPherson
 - Joyce Anne Hines
 - Cynthia DeMont
 - Holly Ross
 - Karen Wallace
 - Monique Wood
 - Gordon Callan, President of the Gordon Hughes Tennis Club
- c. Correspondence Sent Ledger as of March 7th, 2025 - None
11. New Business
- a) Municipal Finance - Spring Debenture Call Recommendation Report - Director Rochon
 - b) Standing Offer Awards Paving Services Recommendation Report – Director Richard
 - c) Video Surveillance Policy Amendments Recommendation Report – Clerk Snair
 - d) Watershed Advisory Committees Landowner Appointments Recommendation Report – Clerk Snair
12. Public Comment Period
13. In-Camera
- a) 2025-02-11 Committee of the Whole In-Camera Minutes
 - b) MGA 22(2)(a) Legal Matter
 - c) MGA 22(2)(a) Personnel Matter
14. Next Meeting Date / Adjournment – March 25th, 2025 Council Meeting at 6 p.m.

**WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Minutes**

March 11, 2024 - 6:00 p.m.

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

Virtual via Zoom (also YouTube Livestream)



1. **Call to Order** – Deputy Mayor Francis called the meeting to order at 6:00 p.m.

2. **Attendance** (6:00 p.m.)

Council

Abraham Zebian, Mayor

Rupert Jannasch, Councillor Dist. 1

Chrystal Remme, Councillor Dist. 3

Paul Wheadon, Councillor Dist. 4

Bob Morton, Councillor Dist. 6

Debbie Francis, Deputy Mayor, Dist. 5

Kayla Leary-Pinch, Councillor Dist. 7

Paul Morton, Councillor, Dist. 8

John Smith, Councillor Dist. 9

Bonnie Smith, Councillor Dist. 10

Jim Ivey, Councillor Dist. 11

Regrets:

Scott McLean, Councillor Dist. 2

Staff

Mark Phillips, CAO

Carlee Rochon, Dir. Financial Services

Todd Richard, Director Public Works

Kevin Bennett, Man. Parks & Recreation

Facilities

Kathy Kehoe, Dir. Community Development

Deanna Snair, Exec. Asst/ Clerk

Regrets:

Shelleena Thornton, Municipal Operations Supervisor

Kari Fougere, Acting Director Planning & Development

Presenters:

Marlen Pemberton and Eileen Boutilier, 9 Lives Cat Rescue

Lisa Bland, Chair of the Avon River Days Committee

Thirty-seven (37) residents in the Gallery

3. **Approval of the Agenda, including additions or deletions** (6:03 p.m.)

The Hants Shore Karate Club sent (7(a)) their regrets, their request will be considered during budget deliberations.

Voting occurred by a show of hands.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR LEARY-PINCH THAT
THE 2025-03-11 COMMITTEE OF THE WHOLE AGENDA BE
APPROVED AS AMENDED. MOTION CARRIED**

a) Dashboard Action Items – Information Log

b) Dashboard – Dangerous or Unsightly Premises – Information log

4. Declaration(s) of Conflict of Interest (6:04 p.m.) - None

5. Announcements (6:04 p.m.)

The Fire Alarm protocol was reviewed.

Deputy Mayor Francis reviewed 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.

Council and I as Chair are committed to ensuring this meeting and its participants conduct themselves in a respectful and professional manner as outlined in the municipality's Municipal Code of Conduct. Meeting presenters, staff and the public are expected to conduct themselves in an equally respectful manner at all times the meeting is being conducted. I thank you all in advance for your commitment to these important meeting principles.

Councillor Wheadon shared news of the recent devastating fire in St Croix at a well-known local farm. The farm was over 200 years old, with some of the buildings dating back to the 1700's. Fortunately there was no loss of life, but other losses were experienced (barns, some livestock, equipment, etc.). Donations were being accepted for the owners through a Go-Fund Me page, or anyone wishing to provide a donation in person could contact Councillor Wheadon. was being set up to assist the owners.

Councillor Remme shared news of the Brooklyn Fire Department Auxiliary Online Auction, noting the auction would run for three (3) weeks.

Mayor Zebian shared a reminder that next weekend the Avon View Girls Hockey Team will host the Nova Scotia Provincials. Games will be held at both the West Hants Sports Complex and the GFL Rink in Brooklyn.

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

a) 2025-02-11 Committee of the Whole Minutes

**MOVED BY COUNCILLORS P. MORTON AND IVEY THAT COUNCIL
APPROVE THE 2025-02-11 COMMITTEE OF THE WHOLE MINUTES.
MOTION CARRIED**

7. Presentations

a) 9 Lives Cat Rescue (6:07 p.m.)

Ms. Pemberton and Ms. Boutilier provided a detailed history on the organization (who they were, what they did and how they were funded). The presentation identified what constituted a feral cat, how they came to be, struggles and barriers faced by these animals on a daily basis, as well as challenges with feral colonies and reproduction within these colonies. A brief explanation was provided on the Trap-Neuter- Return program and how it helps mitigate reproduction and

improves livelihoods. The presentation highlighted costs associated with spaying/neutering services, noting they have an agreement with a vet who provides the service at a reduced cost (\$220) for the group, resulting in the ability to spay/neuter more cats. In 2024, 125 feral cat surgeries (\$27,500) were done. The group was of the understanding that prior to amalgamation, the West Hants Council allocated budget funds for a Feral Cat program through Dr. Sue Walker at Avon Animal Hospital and they were requesting annual funding between \$5,000 - \$10,000 to reinstate this vital program and we would ask that this be reoccurring each year.

Discussion Points:

- A small shelter (with the ability to house up to seven (7) cats) located at a volunteer's property was where cats were able to recover in the winter months after they have been spayed/neutered. The volunteer looks after feeding and caring for them until they are able to be released back to the area they were trapped in.
- Historically, a portion of the money received for dog tags was donated to Dr. Walker, and it was unsure if this was still being done.
- Appreciation was expressed for the presentation and further discussions regarding the request would be discussed during budget deliberations.

b) Avon River Days Committee (6:26 p.m.)

Ms. Bland provided a brief overview of the festival's background, who the committee of volunteers were and some of the 2024 festival key points (larger than expected attendance, well received by the community, positive feedback from the business community and positive comments received about the attention to inclusivity and the addition of events offering sensory time). Ms. Bland highlighted how the committee measured the success of the 2024 festival and the reason for the group's presentation.

The group was requesting consideration be given during the upcoming budget review to expand their grant application request from \$5,000 to \$10,000 to support funding for the 2025 festival. Increasing the total to \$10,000 would help expand the group's capacity, offset increased costs (bouncy castle rentals including inflatables for varying ages and abilities, attendant and generator fees and the addition of costumed performers and/or children's entertainment). With the high poverty rate in West Hants (23%), it was important to have opportunities for fun memory making for all young people. Ms. Bland provided an overview of the festival's plans for 2025 (growing the kid's carnival to a free full 8-hour day event, expand low sensory time for the kid's carnival, added bandstand performers on Saturday and Sunday, encouraging additional West Hants communities to host events in the Avon River Days umbrella, Growing and rebranding the barn dance to Rock the Rink (Joel Plaskett & the Emergency featuring Ced, Mart & Dave).

Council expressed appreciation to the group for all their hard work with the 2024 festival and for the presentation. The request will be considered and discussed during budget deliberations.

c) Hants Shore Karate Club – presentation did not occur.

8. Unfinished Business/Postponed Motions

- a) Windsor Community Centre Structural Assessment Recommendation Report (6:41 p.m.)

Director Kehoe reviewed the report. A Request for Proposal (RFP) for a Structural and Accessibility Assessment was posted on the NS Procurement Site on February 3, 2024. The structural assessment will analyze the interior and exterior of the current condition and stability of the building including the foundation, slabs, beams, columns, walls and roofing systems. The assessment will also inform the ability for the structure to withstand the installation of solar panels. The accessibility assessment of the building will evaluate doors and hallways, washrooms and vertical systems (stairs and ramps).

Discussion Points:

- Staff requested consideration be given to have the work done during the April – June timeframe to limit impacts on services and programs.
- Where this was a structural assessment, most of the work would be completed in the basement area, resulting in very little disruption to programming.

MOVED BY COUNCILLORS B. SMITH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL AWARD THE RFP TO THE LOW COMPLIANT BIDDER, DESIGNPOINT ENGINEERING & SURVEYING LTD. IN THE AMOUNT OF \$22,585.30 TO SUPPORT THE STRUCTURAL AND ACCESSIBILITY ASSESSMENT FOR THE HANTS COUNTY WAR MEMORIAL COMMUNITY CENTRE TO BE TAKEN FROM THE WHRM OPERATING RESERVE. MOTION CARRIED

- b) Sports Complex HRV Recommendation Report (6 :45 p.m.)

Manager Bennett reviewed the report noting \$75,000 was approved in the 2024-25 Capital budget for the West Hants Sports Complex Heat Exchanger project. To support the tender issuance I.B. Storey Ltd. (Engineering firm for WH Sports Complex design) was contracted to create the scope of work and engineering for this project at a cost of \$14,730 plus applicable tax. An RFP was placed on the NS Procurement site (WHRMCD24-12 RFP), resulting in one (1) proponent responding.

Discussion Points:

- The original design for the Sports Complex included this equipment but it was removed during construction as a cost cutting measure.
- Heat recovery ventilation acts as a dehumidifier. Air from the facility is drawn through the ventilation system, where moisture is removed, and that dryer/cooler air is then recirculated into the building.
- Maritime Pressure Works Ltd. was a local company based out of Amherst.
- The 25% contingency was added to accommodate the unknown financial impacts on the project due to the impacts of the United States (USA) tariffs as the equipment component of the project is manufactured in the USA. The duration of the current tariffs was unknown, and it was important to include an allowance so the project could proceed. The 25% contingency also allows the flexibility /capacity to adjust for any changes/increases without having to return to Council requesting additional funds to cover the increase.

- You can only withdrawal the total costs of a project from the Canada Community Building Fund, nothing over that amount.
- Withdrawals from the Canada Community Building Fund require a motion from Council.
- Despite the project being over budget, there were no impacts to the tax rate as funding for the project come for the Canada Community Building Fund.
- Electricity was the primary source of power for the HRV unit. The project would improve efficiency of the refrigeration unit. The current system was inefficient and constantly freezes up in the warmer month (July, August and September) and staff were constantly being called in to thaw the system. The estimated lifespan of the system was 10 -15 years.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES THE AWARD OF TENDER WHRMCD24-12 RFP TO MARITIME PRESSURE WORKS LTD. FOR THE DEHUMIDIFICATION SYSTEM UPGRADE AT THE WEST HANTS SPORTS COMPLEX IN THE AMOUNT OF \$103,587.00 PLUS A 25% CONTINGENCY AND APPLICABLE TAXES TO BE TAKEN FROM THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED. Nays: Ivey

c) Supporting AVRL Board Recommendation Report (6:58 p.m.)

Councillor Remme reviewed the report. The report highlighted challenges libraries were facing due to the lack of appropriate provincial funding which has resulted in reduced programming and reductions in staffing levels to counter act the lack of funding. These reduced services have started to create hardships for many of the residents living in the communities of West Hants.

Discussion Points:

- Concern was expressed that libraries were not being funded at the level they needed to be in order for service levels to remain unchanged and support community needs. It was extremely important to see support and funding for libraries to occur and at a level that meets the needs of the communities and residents.
- Municipalities provide funding for libraries and are responsible for their maintenance and upkeep.

MOVED BY COUNCILLORS LEARY-PINCH AND WHEADON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL ENDORSES THE ATTACHED LETTER REQUESTING A FAIR AND EQUITABLE FUNDING FORMULA FOR THE ANNAPOLIS VALLEY REGIONAL LIBRARY SYSTEM, TO BE SENT TO THE HONOURABLE DAVE RITCEY, MINISTER OF COMMUNITIES, CULTURE, TOURISM AND HERITAGE. MOTION CARRIED

d) Tremain Crescent Storm Water Culvert Recommendation Report (7:05 p.m.)

Director Richard reviewed the report noting that staff were seeking direction from council on next steps on addressing the storm water system located on Tremain Crescent. The report highlighted previous information provided regarding the matter (the motion made to engage a consultant to

complete a stormwater assessment and crossing design to reduce flood risk at the cross-culvert near Civic #335 Tremain Crescent in Windsor, corrective actions/ditching undertaken by municipal public works staff and steps taken to speak with property owners to request their agreement for the municipality to obtain a storm water service easement).

Discussion Points:

- A 1 in 100-year box culvert would likely not fix the flooding issue. The properties in these areas were low lying and border the Tregothic Marsh body, which was influenced by tides. When tides come in, there was no room for water to leave the area via this system. In addition, water enters some properties through basements and some properties have incorrectly connected perimeter drains.
- Upgrading the existing culvert for a 1:100 event box culvert was costly and would require land easements and/or acquisitions. If this option was preferred, once O'Brien Street was upgraded (diverting storm water from Tremaine) the new culvert would be extremely oversized for the area.
- Staff's recommendation would be to continue with the 5-year Capital plan, upgrades to O'Brien Street and King Street were in this plan. Upgrading these streets will take storm water entering Tremain and divert it to another area, which will decrease the total amount of storm water in the area. In addition, there would be no need to obtain easements from property owners.
- A detailed design was needed for upgrading O'Brien Street; likely the tender would be released in the fall and construction for 2026 (if all went as planned). King Street would likely be a year after O'Brien Street.
- Seven (7) or eight (8) property easements would be required. Expropriation could be done to obtain easements but was not the preferred method.
- Upgrading O'Brien Street would also have positive influences/impacts for the former downtown area of Windsor.
- Once upgrades to King Street and O'Brien Street were completed (diverting stormwater from Tremaine), the culvert at Tremain was sufficient as long as the upgrades occurred. At some point in the future the culvert would need to be replaced due to lifespan constraints.
- Questions were raised if there was an alternative hybrid option that would provide a quicker solution vs waiting for the upgrade to occur on O'Brien and King Street (5-year Capital Plan). It was advised that anything less than a 1 in a 100-year designed event (1 in 100-year boxed cross culvert) would result in having the same issues and still be a substantial construction project. Knowing that the box culvert would not alleviate the issues, it was recommended to not proceed with that option and continue with upgrades identified in the 5-year Capital plan.
- Internally some work has been done to assist that area, down stream from that culvert. WHRM has completed some ditching and increased the size of the culvert running under the railway corridor, which have provided some improvements for the area.
- The next step was looking at diverting water from the area by upgrading O'Brien and King Street. Water would go directly to the Tregothic Marsh, just by way of the other side of the rail corridor (it would not go through the Tremaine Crescent properties).

- Staff were unaware of any flooding occurring outside of extreme weather events/heavy rainfalls.

MOVED BY COUNCILLORS LEARY-PINCH AND B. SMITH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO CONTINUE WITH THE IDENTIFIED LONG TERM CAPITAL PLAN AND INCORPORATE ENGINEERING & DESIGN INTO THE KING STREET AND O'BRIEN STREET RECONSTRUCTION PROJECTS TO COLLECT AND RE-DIRECT STORM WATER AWAY FROM THE AREA OF 335-369 TREMAIN CRESCENT. THUS, DEFERRING THE TREMAIN CRESCENT STORMWATER CROSS CULVERT TO ALLOW THE CROSS-CULVERT SIZING TO BE REDUCED BASED ON THE REDUCTION / DIVERSION OF THE CURRENT WATERSHED CATCHMENT AREA AFTER COMPLETION OF THE O'BRIEN AND KING STREET PROJECTS. MOTION CARRIED. Nays: Ivey, Francis and Smith

9. Reports

a) CAO's Report (7:28 p.m.)

CAO Phillips provided some verbal highlights regarding his report.

Participated in the Equity, Anit-Racism and Accessibility Strategy Plan Review, Employee Pension and Benefits Committee Meeting, Operating Budget Overview "Lunch and Learns", Audit Committee Meeting, 2025/26 Departmental Operating and Capital Budget Meetings, Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events, Monthly Inter-Developmental Development Related meetings, Public Information Meeting (PIM) Rezoning of Wentworth Road Lands to accommodate large scale retail (Kent Building Supplies), UARB Hearing Marchand Windsor Back Rd, Economic Development meetings and WTBA Winterthing.

The Warming/Comfort Centre continues to operate at the Aquatic Centre / Pool on Stannus Street until the end off April. Trained volunteers are present to provide supervision and support to 5 -15 members in need each night. Many thanks to those that volunteer and work at the Centre. Sections of the former rail line continue to be restored and upgraded. A section closer to the Stanley Airport and The Little River Bridge is currently being worked on to restore culverts, push back vegetation, ditching where needed and resurfacing. The bridge replacement and 2023 washout restorations were expected to be completed this summer.

Windsor Storm Water meeting was scheduled for March 18th to provide an opportunity for the public to receive the presentation from CBCL representatives and to ask questions regarding the study, the HFPPP and draft Buy Out Program. The meeting will be held at the Super 8 at 6pm.

It was expected that the Human Resources vacancy would be filled soon.

Questions were raised about the weekly update shared last Friday (Payzant Drive extension). At this time (7:32 p.m. Mayor Zebian and Deputy Mayor Francis declared conflict and left the room). Councillor P. Morton assumed the chair. Director Richard advised that staff were currently reviewing the updated plans. It was hoped to be able to go to tender early/late fall of this year. There was ongoing collaboration with Parsons Green, as they have a responsibility to adhere to

as well. Both parties were using the same engineering company, but different engineers were assigned to each party. Things looked positive and were progressing well.

Deputy Mayor returned to the meeting and assumed the chair at 7:34 p.m.

Director Richard provided an explanation of Tregothic Creek, the location and proposed work that was expected to be done to the area.

Director Richard advised the epoxy floor coating had been successfully completed at both the Falmouth and Windsor Treatment plants last week. Hantsport was scheduled to be done next week.

CAO advised the Kent store at the recent Public Information meeting (PIM) was “as of right” and was being reviewed/evaluated through the site plan approval process. The second commercial has yet to be determined, as the square footage has not been determined yet. If the square footage remains under the 50,000 sq ft threshold it will be considered “as-of-right” through a site plan approval process but if the square footage exceeds that threshold, it will be considered through the development agreement process.

11. Correspondence

a) Information

1. Correspondence Received Log as of March 7th, 2025 (7:39 p.m.)

Correspondence was reviewed in groups of three (3).

- i. Denise Forand Re Our LUB and MAPS for Municipalities
- ii. Denise Forand Re EverWind Fuels’ owner Trent Vichie getting political and financial support from Nova Scotia
- iii. Karen Wallace Re SOS democracy at stake

It was encouraging to see residents reach out to other levels of government and express concerns and opinions with them regarding windmills and mining within the region. It was hoped that residents would continue to express their concerns with the varying levels of government.

Ms. Forand’s correspondence and providing the 2009 study from Dr. Danika van Proosdij on flooding from Saint Mary’s University. Ms. Forand’s comments and concerns centered around as-of-right considerations being proposed through the Housing Accelerator Fund report that would be brought back for consideration at the next meeting. Ms. Forand’s comments and resharing this information were appreciated.

- iv. Todd Miller Re letter to Council Re Taxes
- v. Amanda Dunfield Re WHRM COMBINED SEWER OVERFLOWS Invitation
- vi. Pam Mood, NSFM President Re Letter to Elected Officials

Councillor Ivey noted Mr. Miller’s letter made valid points about the tax structure, how it works and functions. Despite the changes made at the municipal level, residents were still feeling squeezed in the middle, based on Property Valuation Services Corporation (PVSC) assessments. Municipalities have the ability to set tax rates and how they were applied based on costs. There may be value in thinking about this a bit more prior to budget discussions (look at other areas from a taxation or costing stance that may alleviate some of the pressure residents were feeling).

It was believed Ms. Dunfield's request was regarding a draft work plan from CBCL that was completed and circulated to staff. It was thought that it was not circulated to Council, nor was it presented to Council at that time. It was thought the report may have been shared at a later date (6 months or so afterwards).

Councillor Wheadon expressed interest in having an opportunity to visit Ms. Dunfield's property and learning more about the property and area.

Councillor Remme noted she had visited Ms. Dunfield's property to better understand the issues and felt it was very beneficial.

- vii. NS physicians warn of health risks related to fracking and uranium mining
- viii. DMA Minister Re Letter to Mayors Wardens CAOs Re Setback Regulations
- ix. The Honourable Harjit Sajjan Response Re Financial Assistance Request
- x. Barb Gallagher Re Dr. Maxwell Re Uranium

b) Requests as of March 7th, 2025

i. Recreation/Pickleball in West Hants

- Craig MacPherson
- Joyce Anne Hines
- Cynthia Demont
- Holly Ross
- Karen Wallace
- Monique Wood
- Gordon Callan, President of the Gordon Hughes Tennis Club

At 7:49 p.m. Mayor Zebian returned to the meeting. Council discussed the increased interest in recreation within West Hants, specifically Pickleball as it was an extremely popular and fast-growing sport for all ages. Councillor Remme shared a conversation she had with Mr. MacPherson and feedback on her visit to the tennis courts. Mr. McPherson advised that Brooklyn Elementary school had received new equipment for pickleball courts (nets, paddles, etc.) but the tennis courts at the school were in a state of disrepair and needed to be resurfaced prior to placing the new nets. It was estimated to cost approximately \$80,000 to resurface the tennis courts.

Council discussed the possibility of potentially spreading recreation opportunities out into the more rural areas. A reminder was shared that there were other areas (Brooklyn Civic Centre, schools, etc.) that would welcome opportunities to expand upon recreational activities.

A request was made to have further information shared and discussions on what a phase 2 expansion for the Sports Complex would look like during budget deliberations. CAO advised there was some informal internal information that Manager Bennett may be able to share at that time. CAO advised the Sports Complex was limited to the 4 acres (asphalt footprint) but that there have been a lot of discussions occurring with many different groups. The item warranted further discussion at a later date.

A request was made to revisit correspondence received from The Honourable Harjit Sajjan Response Re Financial Assistance Request at the next meeting (March 25, 2025). This item will be added to the agenda.

c) Outgoing as of March 7th, 2025 - None

12. New Business

a) Municipal Finance – Spring Debenture 2025 Recommendation Report (7:56 p.m.)

Director Rochon reviewed the report and explained what a Temporary Borrowing Resolution (TBR) was, the requirement for Councils approval for a TBR, and reviewed the capital projects that were approved by Council and funded through long term debt. In addition, Director Rochon noted that in 2010, the former Town of Windsor received a loan from the Municipal Finance Corporation (MFC) to finance the street renewal projects for Wentworth Road, Stannus and Grey. This loan was taken out over a 15-year period and was intended to be refinanced as the debenture matured in 2025. Due to timing of the debenture call, both the temporary borrowing report and the pre resolution reports were being combined and presented for consideration in order to meet the deadline. Director Rochon advised two (2) of the motions needed to be revised from the information included within the report.

Discussion Points:

- Albert Street and College Road were debt serviced as one lump sum (totals for each project were combined).
- BFD 2 and SWH boats were debt serviced as one lump sum (totals for each project were combined).
- The total cost for refinancing was what was identified in the expense, debt servicing were the amounts added together that were debt serviced. The total borrowing was what WHRM was seeking pre-resolutions and temporary borrowing resolutions for.
- One motion captured the total borrowing for the 5 year, 10 year, 15 year, 15 year for water and 20 year for College Road and Albert Street and there was a separate temporary borrowing resolution was for the refinancing (\$804,415).
- There were also separate motions for the pre-approval of the debenture issuance that match each of the 5 years (a five year total for the public works van, a ten year total for Brooklyn Station 2 extrication tools, batteries and chargers, the SWH boat) and there were two (2) pre-resolution requests for the vacuum truck, which was split between roads, sewer and water), a 20 year pre-resolution request for Albert Street and College Road and a 5 year one that covered the refinancing. Refinancing numbers were provided to WHRM from the Department of Municipal Finance Division.
- Based on the updated numbers, a total of approximately \$3.6 million was being requested to approve.

Deputy Francis noted it was past 8 p.m. Consensus was for the meeting to continue, and a break would occur after the Public Comment Period, prior to the meeting moving in-camera.

- There were no other there funding sources available for Fire Departments other that the Fire Reserve. This reserve was projecting a zero balance as of March 31, 2025Debt servicing

was typically done for capital purchase within the fire world, with the exception of Windsor Fire Department, as they has a reserve that carried forward with them through consolidation. A Regional Fire Reserve was created but funds get used as quick as they were deposited.

- Debt servicing all previous Windsor loans borrowed prior to consolidation were part of the Windsor tax rate. Historically, loans incurred prior to consolidation when refinanced stay within the former municipal units general and commercial tax rates.
- The former Town of Hantsport's long term borrowing/debt would be finished first.

MOVED BY COUNCILLORS J. SMITH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 20-YEAR DEBENTURE OF \$1,939,634, FOR THE ROAD RENEWAL OF ALBERT STREET AND COLLEGE ROAD. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES A TEMPORARY BORROWING RESOLUTION IN THE AMOUNT OF \$804,415, TO REFINANCE THE LOAN FOR THE ROAD RENEWAL PROJECTS. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 5-YEAR DEBENTURE OF \$44,216, FOR THE PURCHASE OF A MAINTENANCE VAN FOR COMMUNITY DEVELOPMENT. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 10-YEAR DEBENTURE OF \$98,343, FOR THE PURCHASE OF A BOAT FOR SOUTHWEST HANTS FIRE, AND TOOLS FOR BROOKLYN FIRE STATION 2. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE

MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 15-YEAR DEBENTURE OF \$535,938, FOR THE ROAD AND SEWER PORTION OF THE VACUUM TRUCK/JET RODDER. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS TO COUNCIL THAT THE MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 15-YEAR DEBENTURE OF \$188,889, FOR THE WATER PORTION OF HE VACUUM TRUCK/JET RODDER. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES THE RENEWAL OF A TEMPORARY BORROWING RESOLUTION IN THE AMOUNT OF \$2,807019, AS OUTLINE WITHIN MARCH 11, 2025, TEMPORARY BORROWING RESOLUTION REPORT. MOTION CARRIED. Nays: Ivey

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL THE MAYOR AND MUNICIPAL CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO EXCEED 6.5%, TO ENABLE THE WEST HANTS REGIONAL MUNICIPALITY TO ISSUE A 5-YEAR DEBENTURE OF \$804,415 TO REFINANCE DEBENTURE #30-A-1-G. MOTION CARRIED. Nays: Ivey

b) Standing Offer Awards Paving Services Recommendation Report (8:24 p.m.)

Director Richard reviewed the report. The standing offer services contract WHPW25-04 was for ongoing operational asphalt and pavement patching requirements from April 1, 2025 until March 31, 2026 with an option to extend for an additional 12 months, with agreed incremental pricing in accordance with provincially published cost of living (CPI) increases. Bids were based on unit prices only and the total amount was the sum of all estimated quantities times the applicable unit rates. The total estimated contract amount stated in the tender was not a guaranteed quantity of work being provided to the bidder. The amount of maintenance paving authorized each year will be based on priorities and need within the annual operational budget. A public tender was issued on NS Procurement site for a Standing Offer services contract. This tender closed on February 27, 2025 resulting in two (2) bids being received.

Discussion Points:

- Only two (2) bids were received and some of the former proponents (that previously bid) were no longer in business.
- The scope of work was provided in the RFP, and bidders bid on the project based on the projects scope. Specific work (cutting and patching asphalt, shaving asphalt, etc.) was based on unit pricing and the total of all the estimates were combined and resulted in the total bid by each proponent.
- WHRM staff will continue to work within their allocated budget.

MOVED BY COUNCILLORS LEARY-PINCH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE AWARD OF TENDER WHPW25-04 FOR STANDING OFFER PAVING SERVICES 2025 TO THE LOW COMPLIANT BIDDER, DEXTER CONSTRUCTION COMPANY LTD; FOR UNIT PRICING SERVICES, BASED ON THE TENDERED ESTIMATED COST OF \$565,925, PLUS APPLICABLE TAXES. MOTION CARRIED.

c) Video Surveillance Policy Amendments Recommendation Report (8:30 p.m.)

Clerk Snair provided a brief overview of the report and background information on how the policy came about. As the policy had been in place for a bit now, staff felt there was value in reviewing it and engaging in discussions with RCMP and other municipal staff to evaluate the existing policy for effectiveness, identify challenges and look at removing any barriers identified. Following these discussions, the policy was amended to remove barriers identified by RCMP when they are investigating incidents, provide additional clarity in areas within the policy, add a designate for when the Chief Administrative Officer may not be available and add an increased level of compliance within the policy.

Discussion Points:

- The amendments were completed in collaboration with RCMP. The original policy was reviewed by the solicitor and the proposed changes conform with privacy standards.
- “Blurring” in an effort to protect other individuals’ privacy was not considered within the proposed amendments. The policy states that RCMP would be responsible to “blur” other individuals’ identity in a video recording if a copy of the recording was provided to them for investigation purposes. They (RCMP) are also responsible to ensure the video recording was appropriately destroyed after the record was no longer required for their investigation. Staff will also follow up with the Staff Sergeant for his comments and provide them at the next meeting.
- Privacy Impact Studies (PIAs) are required to be completed on all existing cameras and prior to any new cameras being installed. These assessments are used to determine how the service could/may potentially affect the privacy of an individual or a residential property. These assessments are required to be reviewed for each camera on an annual basis. In addition, the policy outlines why cameras are to be used and when a camera was recording (24 hours), restrictions on who has access and the permitted reasons to access and view video surveillance. A logbook must be kept detailing who has accessed a camera and the reason for the access.

- Section 6.6 should state Impact not risk. This wording will be changed.

MOVED BY COUNCILLORS IVEY AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES THE VIDEO SURVEILLANCE POLICY RCOFN-013.00 AS AMENDED IN A MANNER SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT A OF THE REPORT TO COMMITTEE OF THE WHOLE DATED MARCH 11TH 2025. MOTION CARRIED

Councillor J. Smith was not in the room and did not vote on the matter.

d) Watershed Advisory Committee Landowner Appointments Recommendation Report (8:35 p.m.)

Clerk Snair provided a brief overview of the report. Citizen members appointed to watershed committees must be landowners within the watershed they are appointed too. Historically, these vacancies have been challenging to fill as there are limited landowners within the watersheds. The recommended individuals were previously appointed to these committees and have expressed interest in remaining on the committee(s).

Discussion Points:

- Appointments were until October 31, 2027, at which time members will be encouraged to reapply. The terms could be extended if that was the desire of Council.

MOVED BY COUNCILLORS LEARY-PINCH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES LONNY CURRY, STEPHEN MARSTERS AND JAMIE WIDDEN BE APPOINTED TO THE DAVIDSON LAKE AND FRENCH MILL BROOK WATERSHED COMMITTEE FOR THE TERM MARCH 25, 2025 TO OCTOBER 31, 2027. MOTION CARRIED

MOVED BY COUNCILLORS LEARY-PINCH AND P. MORTON THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES PATRICK SCHOFIELD AND BRUCE ATWELL BE APPOINTED TO THE MILLS LAKE WATERSHED ADVISORY COMMITTEE FOR THE TERM MARCH 25, 2025 TO OCTOBER 31, 2027. MOTION CARRIED.

13. Public Comment Period (8:39 p.m.)

Ms. Amanda Dunfield from Windsor shared Ezra's Invisible Backpack was a good book to read. Ms. Dunfield spoke about the Tremaine Crescent issue, noting the 1-2 year timeline given for that project was the same timeline given to residents in the Windsor Flood zone to have their situation rectified. She expressed this timeline could be 1-2 years or it could be longer, and residents have stated they were at risk of losing their insurance coverage.

Ms. Dunfield spoke on the June 27, 2023 PCAP application and advised there was already a level of awareness of some of the issues occurring (based on Mr. Porter's letter). Ms. Dunfield reread wording from the application, noting the application stated a completed stormwater plan was

done and was needed for the application process and also used the wording within the application to describe the Windsor Sanitary system. Ms. Dunfield noted the application was made two (2) years ago and a reminder that residents were still in their situation without any assistance. Ms. Dunfield shared information from Health Canada regarding concerns with algae and untreated wastewater. In her opinion, she felt there was a May 2023 completed stormwater plan (despite being told one did not exist) and should be available to fulfill her request and provide proof that the plan was shared with Council in 2023 or facts were misrepresented to the Department of Municipal Affairs. Ms. Dunfield expressed hope that a copy of the report would be provided within the next 48 hours. Ms. Dunfield expressed hope that at the March 18TH meeting there would be more information on the plan to move forward. Ms. Dunfield's daughter Willow had expressed interest in speaking. Willow stated her name for the record. Ms. Dunfield stated that Willow lives in the flood zone and followed the election closely and even aspired to be a politician and to be the mayor for West Hants. Ms. Dunfield noted Willow also attended the Mayoral debate. Willow then read from a paper, reciting her encounters at the Mayoral debate and referenced the event occurred a long time ago and that her mom said nothing has changed.

A break occurred at 8:55 p.m. The meeting resumed at 9:10 p.m.

14. In-Camera

- a) 2025-02-11 Committee of the Whole In-Camera Minutes
- b) MGA 22(2)(a) Legal Matter
- c) MGA 22(2)(a) Personnel Matter

**MOVED BY COUNCILLORS P. MORTON AND LEARY-PINCH THAT
THE MEETING MOVE IN-CAMERA AT 9:11 P.M. MOTION CARRIED**

**MOVED BY COUNCILLORS P. MORTON AND J. SMITH THAT THE
MEETING MOVE OUT OF IN-CAMERA AT 9:43 P.M. MOTION
CARRIED**

**MOVED BY COUNCILLORS P. MORTON AND LEARY-PINCH THAT
THE MEETING ADJOURN AT 9:43 P.M. MOTION CARRIED**

15. Next Meeting Date / Adjournment – March 25, 2025 Council meeting.

Deputy Mayor Francis

Deanna Snair, Municipal Clerk