

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

February 8, 2022 - 6:00 p.m.

(also held via virtual via Zoom and Facebook livestreamed)

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
Dashboard Action Items – Dangerous/Unsightly
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
 - a) 2022-01-11 Committee of the Whole minutes
7. Presentations
 - a) Valley REN – Information – Jennifer Tufts
 - b) Newport Rink and District Commission - Information – Robert Wainman
8. Unfinished Business/Postponed Motions
9.
 - a) **EV Charger Recommendation Report - Planner Poirier**
 - b) **2022-23 Region 6 Budget - Recommendation Report – Manager Gibson**
10. Reports
 - a) CAO Activity Update – Information Report
 - b) Financial Updates – Information Report - Dir. Rochon
11. Correspondence
 - a) Information
 1. Avon Causeway Activity Log
 - i. 2022-02-01 Darren Porter re: Proposed operating scenarios for the gated structure at the aboiteau
 2. Current Correspondence as of February 2, 2022
 - i. 2022-01-26 Gary Nelson re Fort Edward
 - ii. 2022-01-27 Minister Johns, Minister of Justice re: Accessibility Act
 - iii. 2022-02-01 Hon. John Lohr re: Investing in Canada Infrastructure Program
 - iv. 2022-02-02 Hon. Joyce Murray response to correspondence sent 2022-02-02 re:

Pisiquid Canoe Club

b. Requests - None

c. Out-going

1. Correspondence sent as of February 2, 2022
 - i. 2022-01-26 Hon. Kim Masland re clarification on date on correspondence sent 2022-01-20
 - ii. 2022-02-02 Hon Joyce Murray re: Support of Pisiquid Canoe Club
 - iii. 2022-02-04 Hon. Greg Morrow re: Avon River and Addition of Tidal Water

12. New Business

- ~~a) EV Charger Recommendation Report – Planner Poirier~~
- b) Provincial Cost Share Program - Centennial Drive Stormwater Culvert Renewal RFA Recommendation Report – Dir. Richard
- c) Bog Road Rehab – Cost share agreement- Decision Request - Dir. Richard
- d) Innes Lane Road Association Agreement Approval - Recommendation Report - Dir. Rochon
- ~~e) 2022-23 Region 6 Budget – Recommendation Report – Manager Gibson~~
- f) Police Advisory Board Resident member appointment - Recommendation Report - Supervisor Thornton
- g) PACE program - CAO Phillips
- h) Etter Road - Provincial J Class paving program - Decision Request - Councillor M. McLean
- i) Snow clearing – Deputy Mayor P. Morton
- j) Valley REN Discussion – Mayor Zebian

13. Public Participation Period

14. In-Camera

- a) 2022-01-11 Committee of the Whole In-camera Meeting Minutes
 - a) Personnel Matter MGA 22 (2)(a)

15. Next Meeting Date / Adjournment

M - Motion
D - Direction/Discussion

**West Hants Regional Municipality
Dashboard (Action List)**

July 23, 2021

Green - Complete
Yellow - In-progress
Red - Not started

<u>Matter</u>	<u>Meeting</u>	<u>M/D</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status</u>	<u>Resp.</u>
Sewer Billing Review - Staff explore what the sewer rates would be if sewer util. fees were put back on the taxes. (Tabled until after budget) (Also at 2020-04-14 COTW mtg)	COTW	M	2020-05-12			CAO/Fin
Asset Mgmt (Strategic Sustainability) - Strategic Sustainability Plan is needed	COTW	D	2020-05-12	On-going until approx. Oct. 2022		PW
Pedestrian Signage and Barriers - Have consistent and align with Branding outcomes. Staff prepare report for 2021/22 Capital & Operating budgets. (These items should be incorporated into our growth centres). Staff report back.	Council	M	2020-09-22	Align with Branding outcomes 2021-07, On-going		PW/Comm. Dev
Diversity & Inclusion Committee (from Meeting & Committee Procedural Policy Amendments) - Advertise for Committee members and mobilize the committee	COTW	M	2020-10-13	2021-05 (also with Rad Consulting Engagement Sessions)		Comm Dev
W. B Stephens Building Design Project Management Tender Award - Defer award until staff obtain additional operational costing information of the other municipal buildings. (100 King Street)	Council	M	2020-10-27	2022-on going		CAO
Panuke Rd Event - Event to be arranged by Mayor	COTW	D	2021-03-09	2021-06		Mayor
Noise By-law - Staff revise by-law (Peace and Good Order)	Council	M	2021-03-23	2022-on going		Planning/ CAO
Cheverie Land Exchange - Agree	Council	M	2021-03-23	2022 on going		CAO
WHRM Land Dispute Policy - CAO Office to establish a practice to keep council informed	Council	M	2021-04-27	2022-01		CAO
Dog Park - Staff review historical information related to dog park feasibility	COTW	D	2021-06-08	2022-01		Comm. Dev

M - Motion
D - Direction/Discussion

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Glooscap First Nation & WHRM Council Meeting - Send formal invite for a meeting to discuss many topics including reconciliation	Council	M	2021-06-22			Mayor
Request to Meet with Avon Causeway Gate Stakeholders - Send letter to Glooscap First Nation requesting immediate joint council mtg. to discuss Avon River Causeway/Aboiteau Gate System and Ministerial Order	Council	M	2021-06-22			Mayor/CAO
Opening of Edward and Underwood - staff return with a report detailing the broader road network overview, along with time frames for when the new road structure will be open and to include pedestrian concerns, infrastructure upgrades.	Council	M	2021-09-28	2022		PW
Review former By-Laws RV-001 - Review former By-Laws and create a new all encompassing By-Law with public input.	Council	M	2021-09-28	2022-01		CAO
Outdoor Fires By-Law - Staff review existing Fire-related by-laws and have an all encompassing Regional By-Law	Council	M	2021-09-28	2022-03		CAO
Traffic Calming - Staff develop a WHRM Traffic Calming Policy and Program that includes public participation to address traffic concerns relating to speed and noise complaints on residential streets.	Council	M	2021-09-28	2022-01		PW
Capped Assessment - Staff provide a new aggregated report that will coincide with PVSC's presentation in January/February.	Council	M	2021-09-28	2022		Finance
Financial Update- Transfer of the second provincial payment of equalization of \$562,708 to the Regional Operating Reserve.	COTW	M	2022-01-11	2022-01-25		Finance

M - Motion
 D - Direction/Discussion

**West Hants Regional Municipality
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July 23, 2021

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<u>Matter</u>	<u>Meeting</u>	<u>M/D</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status</u>	<u>Resp.</u>
Demolition Costs - Staff to produce an average cost incurred by the Municipality re: Demolitions	COTW	M	2022-01-11	2022-02-08		CAO
Pisiquid Canoe Club - Staff to write a letter in support of Pisiquid Canoe Club re: receiving support in relocating.	Council	M	2022-01-25	2022-02-08		CAO
Avon River and Addition of Tidal Water - Staff to write a follow up letter re: the Avon River and addition of tidal water that can be added to give a lake like appearance and end the dust storms experienced and ensure a response is received.	Council	M	2022-01-25	2022-02-08		CAO
Christmas Trees - Staff to arrange pick up of remaining trees and write this service into the agreement with GFL.	Council	M	2022-01-25	2022		PW



Valley Regional Enterprise Network

Jennifer Tufts and Paul Dixon

February 8, 2022

Role of ALL RENs within the Province.

CONNECT. RETAIN. EXPAND.

RENs support local businesses and rural economic development. We do this by:

- ✓ Connecting local businesses, universities, First Nations and community leaders
- ✓ Supporting new business/industry and investments
- ✓ Attracting and retaining skilled newcomers
- ✓ Delivering leadership in regional economic development

Regional Enterprise Networks of NS

RENs act as a central spoke of a wheel: as navigators and connectors within their regions with varying levels of engagement; sometimes as leaders, partners, supporters and sometimes simply as an information source.



RENs are a network of networks linked not only to the ecosystem of supports within regions, but also linked provincially through the other NS RENs and the Province of Nova Scotia and its crown corporations and federally through entities such as ACOA.

Why RENs?

- ✓ Deliver **leadership** in regional economic development
- ✓ **Economic development outside of the HRM** is an enormous mandate and the success of the province depends on it
- ✓ **Boots on the ground** – teams working with businesses and sector groups
- ✓ Strong regional collaboration - within our zones (Chambers, NSCC, non-profits) and among RENs
- ✓ **Strong communication with municipal partners** - we are a shared service within communities

Strategic Plan Overview and Highlights

VISION STATEMENT

A thriving, regional economy, delivering the highest quality of life in Canada.

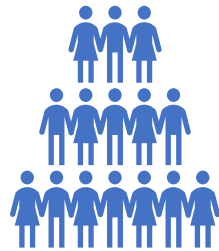
MISSION STATEMENT

The Valley REN is the catalyst for a thriving, sustainable and inclusive regional economy in the Annapolis Valley.

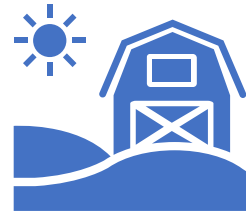
STRATEGIC PRIORITIES



Business
Development



Workforce
Development



Sector
Development



Regional
Development



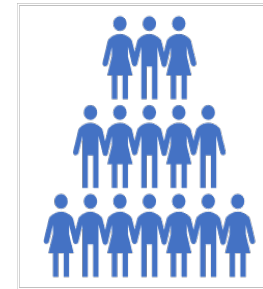
Business Development

Provide support for new, emerging and existing businesses, and the enhancement of an entrepreneurial culture



Sector Development

Support the strengthening, diversification and interconnectedness of the economic sectors



Workforce Development

Attract and retain employees/workers while identifying and helping to fill current and future needs/gaps for local employers



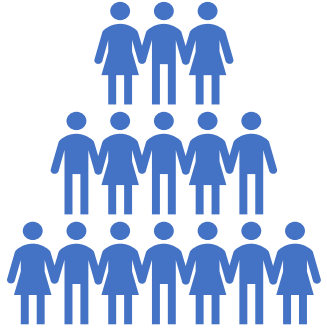
Regional Development

Enhance our collective and collaborative environment for greater efficiency and effectiveness, strengthen relationships and leverage opportunities



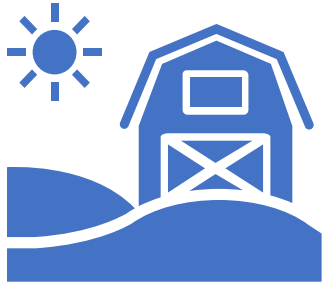
Business Development

- ✓ **Supports for Business**
 - ✓ Customized supports to business
- ✓ **Investment Readiness**
 - ✓ Regional economic profile
 - ✓ Sector profiles
- ✓ **NS MIT Regional Entrepreneurship Acceleration Program (REAP)**
 - ✓ Project manager for Valley Team
 - ✓ Promotion of the region as an agricultural technology testing bed and demonstration site
 - ✓ Agricultural technology accelerator



Workforce Development

- ✓ **Regional Workforce Development Strategy**
 - ✓ Develop and implement strategy
 - ✓ Workforce Alliance
- ✓ **Population Readiness – Housing**
 - ✓ Needs assessment
 - ✓ Facilitate meetings with regional partners
- ✓ **Promote the Annapolis Valley**
 - ✓ Regional Marketing
 - ✓ www.haveitallav.ca
- ✓ **Welcoming Region**
 - ✓ Connector Program



Sector Development

- ✓ **STAR (Strategic Tourism for Areas and Regions) Program**
 - ✓ First region in Nova Scotia to complete program
 - ✓ Working Group
 - ✓ Regional strategic plan for tourism development
- ✓ **Manufacturing Taskforce**
 - ✓ Contemporary Leadership Training
 - ✓ Continuous Improvement Initiative
 - ✓ Supply Chain study
- ✓ **NS MIT Regional Entrepreneurship Acceleration Program (REAP)**
 - ✓ Agricultural technology focus



Regional Development

- ✓ **Communications**
 - ✓ Sharing information to stakeholders
- ✓ **COVID Recovery**
 - ✓ Regional Economic Recovery Taskforce
 - ✓ Over 100 meetings to date
 - ✓ 50 organizations part of Taskforce
 - ✓ Continue as mechanism to keep regional stakeholders and partners informed and updated

Leveraged Funding for Projects:

Project	Leveraged \$	In Kind	Valley REN
1. Contemporary Leadership in Manufacturing Training	ACOA - \$18,000	NSCC - \$5,400	\$5,000
2. Continuous Improvement Program (2 years)	ACOA - \$52,225 WIPSI - \$105,825	SMEs - \$20,000	\$20,000
3. Connector Program	NS - \$90,651		
4. STAR Program	ACOA - \$117,250		\$50,250
5. Winter Tourism Opportunities Study	ACOA - \$25,000		\$4,500
6. Supply Chain Analysis	ACOA - \$95,000	Manu - \$7,850	\$18,150
7. NS MIT REAP – Valley Team	ONLINE - \$25,000 ONLINE - \$100,000		\$30,000
8. Virtual Advisor Program (All REN initiative)	ACOA - \$45,000		
9. Regional Economic Recovery Taskforce	ACOA - \$69,250		
TOTAL	\$743,201	\$33,250	\$127,900
Additional Project: Taking Care of the Valley (Pier Labs)	WAGE - \$350,000		
TOTAL	\$1,093,201		



Thank You

GFL

NEWPORT RECREATION CENTER

A Sustainable Modern Arena

A Key Cornerstone for residents of our Municipality



Where were at today





- The Newport & District Rink Commission is seeking your support.

We are a not- for- profit charity with a facility located in Brooklyn.

We are self- sustained and governed by a volunteer board of directors.

Our organization has been in existence for 50 years and we are dedicated to providing a safe and affordable place for recreation and active living for all ages.

Our way forward

It is becoming increasingly difficult for rural independent recreation facilities to recover operating costs.

We think that it is important to keep recreational activity affordable in order to encourage participation

We are asking for financial support from the West Hants Regional Municipality to assist us with annual operating costs to run the arena.

We are asking for a \$50,000.00 annual contribution to assist with operating costs and for WHRM to set aside \$100,000.00 in the budget for major repairs and capital improvements should they be required.

Thank you





WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councilor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Sara Poirier, Senior Planner

Date: February 8, 2022

Subject: MCCAP: Electric Vehicle Chargers

LEGISLATIVE AUTHORITY

MGA Section 65A (1) The municipality may only spend money for municipal purposes if (a) the expenditure is included in the municipality’s operating budget or capital budget or is otherwise authorized by the municipality;

RECOMMENDATION

Should Council wish to approve the funding of electric vehicle charging stations to be installed in 2022 prior to overall budget considerations, the following motion would be in order:

...that Council approves the 2022-2023 MCCAP budget request of \$24,000 to ensure the Municipality can apply to the Clean Foundation Electric Vehicle Boost Program and implement at least two (2) Level 2 electric vehicle charging stations within WHRM in 2022.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councilor Activity <input type="checkbox"/>
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The Clean Foundation announced a new funding program for Level 2 electric vehicle chargers called the Electric Vehicle (EV) Boost program. The Clean Foundation is requesting proposals to be submitted between February 7 – March 18, 2022. Due to the deadline for funding requests being required prior to Council budget deliberations and decision, staff require direction from

Council on the number of electric vehicle charging stations staff should include in the funding request to the Clean Foundation.

DISCUSSION

On January 5, 2022 the Clean Foundation announced in a press release that “*Natural Resources Canada (NRCan) is helping bring more electric vehicle chargers to Nova Scotia through its Zero-Emission Vehicle Infrastructure Program (ZEVIP) by providing Clean Foundation with over \$1.2 million to help support the deployment and installation of up to 250 Level-2 EV chargers.*” The full press release can be found here <https://cleanfoundation.ca/wp-content/uploads/2022/01/CLEAN-FOUNDATION-TO-ADMINISTER-EV-CHARGING-FUNDS-IN-NOVA-SCOTIA.pdf>

The Details

The Clean Foundation has highlighted that this funding process will most likely be highly competitive however they are looking to fund applications in locations that are currently underserved. The funding program is specific to the installation of Level 2 chargers which are new, permanent, and available for use by the general public. The chargers must be capable of communicating to other stations through cellular/wireless signals and at least 25% of the chargers installed must be Universal Charging Connectors (J1772 chargers).

Municipalities are one of the groups eligible to apply for the funding and can install chargers at workplaces, public places, or on-street. The funding program will provide up to 50% of project costs, to a maximum of \$5,000 per charger. Eligible expenses for an approved project include professional services (i.e., engineering, construction, installation, testing and commissioning of equipment, data collection, maintenance, etc.), capital expenses (i.e., upgrading an electrical panel), license fees and permits, and GST, PST and HST net of any tax rebate to which the recipient is entitled.

There is no maximum number of charging stations that may be proposed to be installed as part of a project, however the total funding requested has to be less than the maximum federal contribution of \$99,999. Clean Foundation staff noted that this would be approximately 20 Level 2 chargers.

If successful in this funding application the Municipality will need to pay all up-front costs of the charger installs, plus a \$250 administrative fee per charger to Clean Foundation. Upon confirmation of the chargers being installed and operational, the Clean Foundation will then release the funding for the chargers.

Depending on the type of chargers purchased there may be on-going licensing and maintenance fees, and since the chargers would be installed on Municipal property, the Municipality would be required to cover the cost of the power being used per charger.

Timeline

The Clean Foundation has provided the following timeline for any successful application of the EV Boost program:

- Request for proposals opens - February 7
- Submission deadline - March 18
- Decisions made and virtual kick-off meeting – April
- Signing of the participation agreement; payment of administrative fees – May
- Charger install complete; deadline to submit documentation – July
- Federal funding provided - September

West Hants Regional Municipality

The WHRM Greenhouse Gas Emissions Local Action plan was developed to meet Milestone 3 of the Partners for Climate Protection (PCP) program. This action plan was accepted by Council on September 28, 2021. Action 6.2. of the Local Action Plan is to “explore funding for EV charging stations on Municipal Property”. This request directly aligns with this action.

The Municipal Climate Change Action Plan (MCCAP) Committee workplan for 2022 was placed on file by Council on December 16, 2021. One of the workplan items is to “implement an electric vehicle charging station”. This request directly aligns with this workplan item.

Staff estimate that a Level 2 charger will cost approximately \$6,000 depending on electrical and site requirements. It is anticipated that with the requested budget of \$24,000 the Municipality could install four (4) single port EV chargers or two (2) double port chargers. If successful in the EV Boost program application, 50% of the total project costs for those chargers would be eligible to be covered by the grant.

NEXT STEPS

Following Council's recommendation, staff will prepare and submit an application to the Clean Foundations EV Boost funding program.

FINANCIAL IMPLICATIONS

There are financial implications in association with this request.

Pre-approval of a capital budget of \$24,000 is being requested to allow staff to apply and install Level 2 chargers as part of the EV Boost funding program. If successful in this application, the Municipality will be required to pay a one-time \$250 administrative fee per charger to Clean Foundation and will receive 50% of total project costs, to a maximum of \$5,000, per charger back after installation.

It is important to note that this funding program does not cover on-going licensing fees that may be associated with the chargers, the Nova Scotia Power Inc. rates for electricity and maintenance of the chargers after installation.

Additionally, non-free charging stations are subject to the Electricity and Gas Inspection Act. Electric vehicle charging stations must pass a federal inspection before making the station available to the public, and periodically throughout the years to ensure a proper amount of electricity is sold to customers.

The Municipality would have to cover these on-going operational costs through user fees or its annual operating budget. Charging stations are not regulated under the Utility and Review Board (UARB), which means the fees charged do not need to go through UARB for approval.

ALTERNATIVES

In response to this budget request, COTW may:

- recommend Council approve the request, as written or as revised by COTW;
- provide alternative direction such as requesting further information on a specific topic.

ATTACHMENTS

2021-09-28 Supplementary Report to Council: PCP Milestone 3 Local Action Plan

CHIEF ADMINISTRATIVE OFFICER REVIEW

The contents of the report and the recommendation are in alignment with the MCCAP Workplan for 2022, as noted. If approved the ideal site selection will have to be further explored and finalized. Proximity to municipal lands and electrical infrastructure should be balanced with a convenient location for the user with good parking, security, near other services and other conditions.

I support the recommendation.

Report Prepared by: _____
Sara Poirier, Senior Planner

Report Reviewed by: _____
Madelyn LeMay, Director of Planning and Development

Report Reviewed by: _____
Carlee Rochon, Director of Financial Services

Report Approved by:  _____
Mark Phillips, CAO



Attachment A

WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input checked="" type="checkbox"/>	Recommendation <input type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Sara Poirier, Senior Planner

Date: September 28, 2021

Subject: Supplementary Report to Council: PCP Milestone 3 Local Action Plan

LEGISLATIVE AUTHORITY

Council resolution to join the FCM-ICLEI (Local Governments for Sustainability) Partners for Climate Protection (PCP) Program on September 11, 2018.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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Staff presented the recommendation from the Municipal Climate Change Action Plan (MCCAP) Committee to Committee of the Whole (COTW) on September 14, 2021. The recommendation related to the local action plan that was developed to meet Milestone 3 of the PCP program.

At the meeting Councillors discussed the specific actions outlined in the action plan related to electric vehicle charging stations and asked staff to investigate the capacity of the Nova Scotia power grid to accommodate electric vehicle charging stations in West Hants Regional Municipality (WHRM), prior to Council approving the submission of the local action plan.

DISCUSSION

Planner Poirier reached out to Nova Scotia Power Incorporated (NSPI) to discuss the potential for electric vehicle charging stations in WHRM. Two staff members from the NSPI team contacted Planner Poirier with information. Both staff members confirmed that there would be no issue in terms of capacity from a NSPI standpoint with installing

electric vehicle charging stations in WHRM, especially with the limited number that are proposed in our local action plan.

The NSPI representatives explained the three types of chargers available:

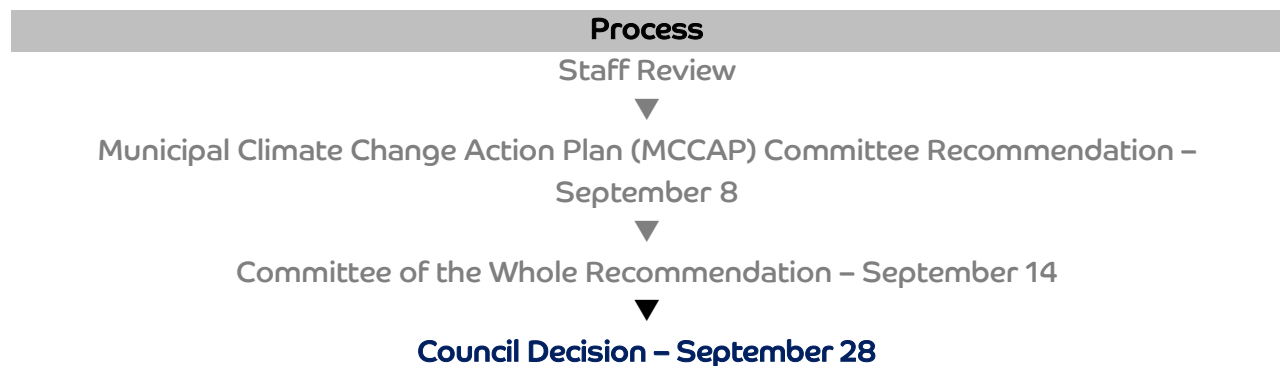
- Level 1 chargers are 120V house outlet trickle chargers that an individual with an electric vehicle would install at home. These chargers can take a full day or longer to give a full charge to an electric vehicle.
- Level 2 chargers are most common. They take about 4-6 hours for a full charge and cost approximately \$3,500-\$5000 each.
- Level 3 chargers are fast chargers. They take approximately 30-45 minutes for an 80% charge and cost approximately \$50,000 each to purchase. They require to be installed in proximity to 3-phase power.

Level 1 and 2 chargers have minimal impact on the power grid. Level 3 chargers are a little more significant in terms of cost and requirements from the NSPI grid, and should only be considered for highly visible locations close to existing servicing.

The NSPI representatives stated that for any project the Municipality should engage NSPI early as they have the corporate knowledge of these systems and will be able to help guide the Municipality with vendor selection considerations (i.e., warranty, on-going/network fees, etc.), site suitability, and other items for consideration such as snow removal, security, lighting, site signage, etc. Overall, NSPI said they would be able to provide support and further information for any potential energy project we are considering (i.e., EV fleet, EV charging stations, solar, wind turbines, etc.) and could present at a future MCCAP or COTW meeting if there are specific questions.

There are currently three (3) electric vehicle charging stations in WHRM as shown on www.plugshare.com These are located at Pothiers Motors in Falmouth (Level 2), CKF in Hantsport (Level 2) and Glooscap Landing gas station in Hantsport (Level 3).

NEXT STEPS



FINANCIAL IMPLICATIONS

There are no financial implications with the filing of this report.

The purchasing of electric vehicle charging stations would need to be budgeted for.

ALTERNATIVES

Council could request further information on a specific topic.

ATTACHMENTS

Attachment A 2021-09-14 MCCAP Recommendation to COTW

Attachment B 2021-09-08 Staff Report to MCCAP: Local Action Plan

CHIEF ADMINISTRATIVE OFFICER REVIEW

I continue to support the recommendation. Further discussions and review will be carried out to determine the resources required to support the plan. Specifically reviewing the need to hire an employee or for utilizing existing staff resources. This review will be carried out leading up to budget deliberations for the 2022 Operating Budget.

Report Prepared by: _____
Sara Poirier, Senior Planner

Report Reviewed by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer



West Hants
something inspiring awaits

Electric Vehicle Chargers

Committee of the Whole

February 8, 2022

something inspiring awaits



Background

- Action 6.2. of the WHRM Greenhouse Gas Emissions Local Action Plan is to *“explore funding for EV charging stations on Municipal Property”*
- A workplan item for the Municipal Climate Change Action Plan (MCCAP) Committee for 2022 is to *“implement an electric vehicle charging station”*
- This request directly aligns with the action and the MCCAP workplan



EV Boost Program

- On January 5, 2022 the Clean Foundation announced the Electric Vehicle Boost (EV Boost) Program
- The Federal Government has allocated over \$1.2 M to support the deployment and installation of up to 250 Level 2 electric vehicle chargers in Nova Scotia
- Provides up to 50% of project costs, to a maximum of \$5,000 per charger / connector



EV Boost Program

Details

- Funding applications in locations that are currently underserved
- Specific to the installation of Level 2 chargers which are new, permanent, and available for use by the general public
- Municipalities are one of the groups eligible to apply for the funding and can install chargers at workplaces, public places, or on-street



EV Boost Program

Funding

- Provides up to 50% of project costs, to a maximum of \$5,000 per charger / connector
- If successful, the Municipality will need to pay all up-front costs of the charger installs, plus a \$250 administrative fee per charger / connector to Clean Foundation
- Upon confirmation of the chargers being installed and operational, the Clean Foundation will then release the funding for the chargers / connectors

EV Boost Program

Other Fees

- Depending on the type of chargers purchased there may be on-going licensing and maintenance fees, and since the chargers would be installed on Municipal property, the Municipality would be required to cover the cost of the power being used per charger
- The Municipality would have to cover these costs through user fees or its annual operating budget

EV Boost Program

Timeline

- Request for proposals opens - February 7
- Submission deadline - March 18
- Decisions made and virtual kick-off meeting – April
- Signing of the participation agreement; payment of administrative fees – May
- Charger install complete; deadline to submit documentation – ~~July~~
October 31, 2022
- Federal funding provided – ~~September~~ **December**



Estimated Costs

- Staff estimate that a Level 2 charger will cost approximately \$6,000 per connector depending on electrical and site requirements
- It is anticipated that with the requested budget of \$24,000 the Municipality could install four (4) single port EV chargers or two (2) double port chargers
- If successful in the EV Boost program application, 50% of the total project costs for those chargers / connectors would be eligible to be covered by the grant



Recommendation

- Should Council wish to approve the funding of electric vehicle charging stations to be installed in 2022 prior to overall budget considerations, the following motion would be in order:

...that Council approves the 2022-2023 MCCAP budget request of \$24,000 to ensure the Municipality can apply to the Clean Foundation Electric Vehicle Boost Program and implement at least two (2) Level 2 electric vehicle charging stations within WHRM in 2022.



West Hants
something inspiring awaits

westhants.ca



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: WHRM Committee of the Whole

Submitted by: *Diana Gibson*
 Diana Gibson, Manager Accounting & Financial Reporting

Date: February 8, 2022

Subject: Region 6 2022-2023 Budget

LEGISLATIVE AUTHORITY

Municipal Government Act, Part IV Finance, Section 65
 Region 6 Solid Waste Management Services Inter-Municipal Agreement, items 34-39

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that
 Council approves the 2022-23 budget for Region 6 as presented in the February 8, 2022 report.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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Region 6 Solid Waste Management is a liaison group for 12 Municipalities, including those located along the South Shore and West Hants in Nova Scotia. It is dedicated to reducing waste in homes, businesses, and communities. Through programs and educational outreach, they promote proper waste sorting and waste diversion.

As outlined in the Inter-Municipal Agreement, section 35 indicates that each participating Council must approve the proposed budget, or refuse, by March 14th the year the budget applies.

DISCUSSION

After the audit was completed for the 2020-21 fiscal, Region 6, has an operational deficit of \$20,753. This amount will be added to the total municipal contributions in 2022-23, paid by each participating Municipality.

Region 6 prepares their annual budget for review by their Technical Committee, and Inter-Municipal Board. Each participating Municipality elects an official to sit on the Inter-Municipal Board. The Region's representative is Councillor M. McLean.

Once presented to the Inter-Municipal Board, Region 6 request each participating Council to approve the annual budget in the amount of \$788,025.

NEXT STEPS

Notify Region 6 Solid Waste Management once ratified by Council.

FINANCIAL IMPLICATIONS

For 2022-23 fiscal year, West Hants Regional Municipality contribution will be \$27,364.96. This amount will be paid by money in the diversion credit reserve, so there will be no impact on the general tax rate.

ALTERNATIVES

- Council could refuse to approve the Region 6 budget and ask that changes be made.

ATTACHMENTS

- Budget Approval Request, Region 6 dated January 24th, 2022.

CHIEF ADMINISTRATIVE OFFICER REVIEW

The Director has displayed the affordability of the this request in relation to the Municipality's contribution. With respect to the overall performance of Region 6 and support for the overall budget I would look to Councillor Scott McLean's comments as the WHRM representative on the Board.

Pending feedback from Councilor Scott McLean, I support the recommendation

Report Prepared by: _____

Diana Gibson, Manager Accounting & Financial Reporting

Report Reviewed by:  _____

Carlee Rochon, Director of Financial Services

Report Reviewed by:



Mark Phillips, Chief Administrative Officer



PO Box 639 / 45 School St , Suite 304

Region 6 Solid Waste-Resource Management

Phone: 902-624-1339

Mahone Bay, NS B0J 2E0

E-mail: Valda.Walsh@Region6SWM.ca

Mark Phillips
West Hants Regional Municipality
PO Box 3000
76 Morison Dr
Windsor NS B0N 2T0

January 24, 2022

RE: Budget Approval 2022-23

Dear Mr. Phillips,

On Friday, December 3, 2021, the Region 6 Inter-Municipal Committee met regarding the budget for the upcoming fiscal April 1, 2022 – March 31, 2023.

The following motion was passed:

MOTION: to recommend approval of the 2022-23 Region 6 Inter-Municipal Committee Budget in the amount of \$788,025 to member councils as presented. **M/C**

Pursuant to FINANCES of the Region 6 Inter-Municipal Agreement; items 34 – 39

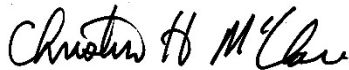
- “34. The proposed Committee budget shall be submitted to the Councils of each of the Parties prior to 4:30 p.m. on December 31st of each year.
35. The Councils of each of the Parties shall approve said budget, or refuse to do so, by 4:30 p.m. on March 14th of the year to which said budget applies.
36. Should the Council of any of the Parties fail to approve or refuse to approve the proposed Committee budget and so notify in writing the Committee by the stated deadline, then the said budget is deemed to have been approved by that Council.
37. The proposed Committee budget shall be binding on all of the Parties if approved by the Councils of 75% or more of the Parties, so long as the Parties whose Councils have approved represent a minimum of 50% of the total population represented by the Parties to this agreement – said figures to be taken from the most recent available Census of Canada statistics.
38. In the event that motions of refusal to approve result in a proposed Committee budget not receiving approval of the necessary majority of Councils, the Committee shall revise the proposed budget taking into account any comments that may have been provided and submit a revised budget to the Councils of the Parties.
39. Should the Council of any of the Parties fail to approve or refuse to approve a revised proposed Committee budget within 45 days after receipt of same then the said budget is deemed to have been approved by that Council.”

Respecting the enclosed budget, please review with your council and respond to Region 6 before 4:30 pm, March 14, 2022 on your approval or refusal.

Should you have any questions on either document please feel free to contact myself at 902-624-1339 or Chair, Wayne Thorburne at 902-543-7771.

If you require my attendance at the council meeting when the budget is up for discussion, feel free to contact me by phone or email.

Regards,

A handwritten signature in black ink that reads "Christine H. McClare". The signature is written in a cursive style with a large initial 'C'.

Christine H. McClare BA Psych
Regional Coordinator

encl

Region 6 Solid Waste Management

INCOME	2021-22 Actuals as of September 30	2021-22 Projection	2021-22 Budget	2022-23 ESTIMATE
Contracts/Service Agreements				
Education Contract	25,732	80,392	80,392	80,392
Coordinator Agreement	21,643	43,286	43,286	43,286
Enforcement Contract	26,793	89,425	89,425	89,425
Services	450	450	0	0
Sub-total	\$ 74,618	\$ 213,553	\$ 213,103	\$ 213,103
Stewardship/Incentives				
Dairy Stewardship	76,664	76,664	87,000	75,000
Diversion ¹	322,400	460,000	440,000	310,000
Municipal Approved Programs	61,600	80,500	80,500	80,500
Interest	883	883		
Sub-total	\$ 461,547	\$ 618,047	\$ 607,500	\$ 465,500
Municipal Contribution				
Municipal Billing ²	36,146	93,227	93,227	109,422
Sub-total	\$36,146	\$93,227	\$93,227	\$109,422
TOTAL	\$ 572,310	\$ 924,827	\$ 913,830	\$ 788,025

Inter-Municipal Reserves Schedule	Previous Years Expenses	F2021-22 Projection	Approved Expense	Program Amount Remaining
Inter-Municipal program ³	5,775	16,794	30,000	7,431

EXPENSES	2021-22 Actuals as of September 30	2021-22 Projection	2021-22 Budget	2022-23 ESTIMATE
OPERATING EXPENSE				
Coordinator Salary	26,422	52,845	65,000	77,077
Coordinator Benefits	6,219	12,437	10,327	12,856
Travel (Coordinator)	50	1,000	5,500	4,500
Training and conference	261	521	2,040	2,000
Office Rental & Cleaning ⁴	5,367	10,734	9,978	10,000
Cell phones	498	995	1,100	1,100
Internet/Phone/Fax	686	1,372	1,300	1,300
Office supplies and services	1,036	2,073	3,500	3,500
Advertising	-	-	500	-
Computer/materials	508	1,015	3,000	1,500
Insurance	2,436	3,426	3,400	3,500
Administration	-	9,390	9,390	9,390
Legal & Auditor ⁵	9,173	9,866	9,866	10,000
Sub-total	\$ 52,655	\$ 105,675	\$ 124,901	\$ 136,723
EDUCATION				
Education salary	25,719	51,437	53,330	59,459
Educator Benefits	5,432	10,864	9,474	9,918
Travel (education)	4,527	9,054	10,500	10,500
Advertising	-	-	2,500	1,500
R6RECYCLES	9,727	12,000	12,000	11,000
Program materials ⁶	606	1,211	4,200	4,000
Sub-total	\$ 46,010	\$ 84,566	\$ 92,004	\$ 96,377
PAYMENTS TO UNITS				
Enforcement Contract	-	89,425	89,425	89,425
Dairy Stewardship	76,664	87,000	87,000	75,000
Diversion ¹	-	440,000	440,000	310,000
Municipal Approved Programs	-	80,500	80,500	80,500



Region 6 Solid Waste Management

	Sub-total	\$ 76,664	\$ 696,925	\$ 696,925	\$ 554,925
TOTAL		\$ 175,329	\$ 887,166	\$ 913,830	\$ 788,025
Revenue/Expenditure		\$ 396,981	\$ 37,661	-\$ 0	\$ -

Notes to BUDGET:

1. Diversion Credits - \$4,314,000 available Provincial, down from 5.5 million previously. Region 6 is estimated to receive 7.25% of this based on waste diverted from landfill.

2. Municipal Billing (details below) - this line pays for the operations that are not covered through grant and contracted services. \$ estimate will be increased by the \$20,753 2020-21 deficit.

Actual to be billed to municipal members will be **\$130,174.95**

3. Inter-Municipal Program (transfer) – June 15, 2020 Region 6 approved a public bins program from the Future Projects Reserves. The value approved was \$30,000 or any part thereof. Although the program was approved in F2021, there were still funds available, and were carried forward an additional year. The remaining funds will return to reserves without a motion to extend the deadline.

4. Office Rental and Cleaning have been combined into one line on the budget, this amount includes \$9,500 for the office rental and \$500 for cleaning.

5. Legal and Audit Fees have been combined into one line for the budget, this amount includes \$500 for legal and \$9,500 for audit. For the coming year, we will need to go to tender for a new audit contract and the budgeted value has been increased for the probable cost increase to come with a new contract.

6. Program materials - it is no longer a requirement to track individual event costs. All event line items (Environment Week, Waste Reduction Week, etc) are now collapsed into one line 'Program Materials'.

<i>Municipal area serviced:</i>	<i>Pop'n</i>	<i>Pop'n</i>	<i>% of Region</i>	<i>2022-23</i>
Shelburne Shared Services	6,562	6,562	7.25%	\$ 9,443.04
Town of Bridgewater	8,532	8,532	9.43%	\$ 12,277.97
Town of Mahone Bay	1,036	1,036	1.15%	\$ 1,490.85
Municipality of Lunenburg	24,863	24,863	27.49%	\$ 35,779.08
Municipality of Barrington	6,646	6,646	7.35%	\$ 9,563.92
Town of Clark's Harbour	758	758	0.84%	\$ 1,090.80
Municipality of Chester	10,432	10,432	11.53%	\$ 15,012.16
Town of Lunenburg	2,263	2,263	2.50%	\$ 3,256.57
Region of Queens Municipality	10,351	10,351	11.44%	\$ 14,895.60
West Hants Regional Municipality	19,016	19,016	21.02%	\$ 27,364.96
Total	90,459	90,459	100.00%	\$ 130,174.95



REVENUE	2021-22 Projection	2021-22 Budget	2022-23 Estimates
Contracts/Service Agreements			
Education Contract	80,392	80,392	80,392
Coordinator Agreement	43,286	43,286	43,286
Enforcement Contract	89,425	89,425	89,425
Services	450	0	0
Sub-total	\$ 213,553	\$ 213,103	\$ 213,103
Stewardship/Incentives			
Dairy Stewardship	76,664	87,000	75,000
Diversion ¹	460,000	440,000	310,000
Municipal Approved Programs	80,500	80,500	80,500
Interest	883	0	0
Sub-total	\$ 618,047	\$ 607,500	\$ 465,500
Municipal Contribution			
Municipal Billing ²	93,227	93,227	109,422
Sub-total	\$93,227	\$93,227	\$109,422
TOTAL	\$ 924,827	\$ 913,830	\$ 788,025

EXPENSES	2021-22 Projection	2021-22 Budget	2022-23 Estimates
OPERATING EXPENSE			
Admin Salaries and Benefits	65,282	75,327	89,933
Administration (host)	9,390	9,390	9,390
Travel	1,000	5,500	4,500
Training and conference	521	2,040	2,000
Office Rental	10,734	9,978	10,000
Office supplies/computer	5,456	8,900	7,400
Advertising	0	500	0
Insurance	3,426	3,400	3,500
Legal & Auditor	9,866	9,866	10,000
Sub-total	\$ 105,675	\$ 124,901	\$ 136,723
EDUCATION			
Education salaries and benefits	62,301	62,804	69,377
Education travel	9,054	10,500	10,500
Program materials ⁴	1,211	4,200	4,000
Advertising	0	2,500	1,500
R6 Recycles	12,000	12,000	11,000
Inter-Municipal program expenses ³	16,794	30,000	7,431
Sub-total	\$ 101,360	\$ 122,004	\$ 103,808

PAYMENTS TO UNITS

Enforcement Contract	89,425	89,425	89,425
Dairy Agreement	87,000	87,000	75,000
Diversion ¹	440,000	440,000	310,000
Municipal Approved Program	80,500	80,500	80,500
Sub-total	\$ 696,925	\$ 696,925	\$ 554,925
TOTAL	\$ 903,960	\$ 943,830	\$ 795,456

West Hants Regional Municipality
February 8, 2022
Chief Administrative Officer Report



The following report captures activities and events between the January COTW and the date of the report.

Governance

- The Council meeting environment will continue to adjust pending changes from the Province as it relates to in-person meetings.

Administration

- Martock Fresh Water Project – Work on the site has wrapped up for the season. Adjustments to the mechanical components are being carried out to remedy ice related problems. An extension of the program is anticipated and will be forwarded to ACOA once the remaining work schedule is confirmed. All work to-date and projected work to complete the project are within the budget and grant allocation.
- Human Rights Training – The first session of training by the Human Rights Commission has been carried out. Thank you to those 25 + staff members who attended the first sessions. A second session for twenty-five people is scheduled. The session helped to promote respect for diversity and to combat discriminatory practices, thereby ultimately creating healthier work environments and communities.
- CUPE Labour Management Meeting – A meeting was held to discuss common topics such as: safety, staff scheduling, equipment and technology, health and wellness, and other matters. Staff and union relations are very positive thanks to a clear understanding of the collective agreement and open communication between management and the union members.
- Accessibility Committee – A community Accessibility Workshop was held on January 26th. The consultant and committee are seeking public feedback for this valuable report.
- Municipal Complex Meeting – a second meeting of the group was held on February 7th. Topics discussed were parking, structural assessment, energy benchmarking, market value of space and 2022 budget impacts. A report for Council's consideration is expected in March.
- Public correspondence – Staff enquired with the Province as to whether email addresses and/or contact information of the public should be removed from submitted correspondence to council for the public record. Staff was advised there is no correct/incorrect way; however, should council prefer one method over another, it be incorporated into the Municipality's Meeting and Committee Procedural Policy.

Finance

- 2022/23 Budget Deliberations –Departments are well into preparing for the 2022/23 Operating and Capital Budgets. Budgets are being forwarded to Director Rochon and I for review.
- Audit Committee – The committee met on February 2nd to review the fiscal year to date.

Community Development

- Fort Edward Grounds – Staff and the Mayor met with Parks Canada officials to discuss the maintenance and usage of the grounds primarily for recreation and community use. Officials were very receptive to the municipality exploring use of the hill for community events, music concerts, sledding, fire works, etc. The space is an amazing asset for recreational purposes. We look forward to working with Parks Canada to leverage each others' resources and maximizing the open space.
- Newport and District Arena – A meeting was held with arena representatives, Kathy Kehoe and I to discuss how the group might approach Council for financial support for both operating and capital budgets. The group is presenting to Council at COTW. Their financial ask is detailed in their presentation.

Planning and Development

- Planning Advisory Committee / Heritage Advisory Committee (PAC/HAC) Meeting – The committee met on January 10th.
- Dangerous and Unightly / Demolition Cost Averaging – Council requested the average cost of building demolition be provided for their awareness. The following demolition costs represent those that were completed by the municipality resulting in an invoice to the property owner. In some cases, an order to demolish was approved by Council but the property owner elected to carry out the order themselves. Those demolitions are not noted.
 - 2021/22
 - Property #1 \$10,605.40
 - Property #2 \$60,816.52
 - \$71,421.92 / 2 = \$35,710.96
 - 2020/21
 - Property #1 \$12,145.14
- Regional MPS / LUB Review and Amendments – The process of reviewing and updating the MPS and LUB for the regional municipality has been underway since consolidation. This review process takes dedicated time and staff effort to facilitate due to the process of public consultation and committee review. This is work currently being carried out by internal staff and the PAC /HAC committee members. Their efforts to-date should be commended however an acceleration of this process may be advantageous. At this point I have scheduled a meeting with our planners to discuss the inclusion of a

consulting firm to help carry out this review. A recommendation to Council will be considered to utilize post-consolidation operating funding, currently in reserves, to carry out this process. An RFP will have to be prepared for this work if this direction is supported. A report is expected in March detailing next steps.

- 36 and 65 Fort Edward Street Lands – The rezoning and public hearing process has been postponed until the March 22nd Council meeting.
- PACE Program Application (refer to report provided in meeting package) – MP Kody Blois facilitated a meeting with PACE Atlantic and neighboring municipalities to gauge the interest in a joint application by the parties the FCM to find a PACE Program. There is an attached report highlighting my recommendation to participate in this application phase.
- Benjamins Mill Wind Project – A virtual open house was held on February 3, 2022 by Natural Forces as part of their ongoing preparation for an application to develop the project. The environmental assessment has been registered with the Province and available online. The project has not progressed to a point where approvals have been applied for at either the provincial or municipal levels.
- Wentworth Road Development – FH Developments – A pre-application meeting was held with the current owner of the former WRHS site. Site layout and development plans were reviewed with staff from all departments. We look forward to the planning process required to accommodate the development.

Economic Development

- Valley Regional Enterprise Network - A meeting of the Liaison and Oversight Committee (LOC) was held on January 19th to discuss the current workplan and recruitment strategies for the Board. The VREN is presenting to COTW on February 8th. Council is reminded that notice was served to withdraw from the VREN. Council may reflect on its current decision up to March 31st.

Public Works and Infrastructure

- Hantsport Fire Station – Avondale Construction is being impacted by the recent weather conditions. Most of the roof sheathing is up and they are working on exterior masonry and interior framing. Once the roof is tight, they will encourage extra hours on weekends in an attempt to get caught up.
- 101 Twinning Project / Water Control Structure – Mayor Zebian and I met with DFO a representative to discuss the status of the current ongoing order and the overall project. An update was provided from the DFO perspective regarding the status of the Provincial Twinning new structure application. DFO is waiting for additional information from the Province regarding the structures application for consideration by DFO. There is an expectation that water levels and fish passage will remain as they are currently directed by the order into the foreseeable future.
- Front End Loaders – The front-end loaders are expected next week as reported by the Public Works Department. A report was provided on February 7, 2022.
- Water Bills – Staff have dedicated considerable time in the month of January reviewing the water meter reading, billing and repair process by all utilities. Catch-up water bills

due to zero-meter reads have been the cause for this review. Staff are satisfied all policies are being followed. Catch up bills are regrettable, and customers are awarded as much discretion as provided in the policy for repayment or potential write-offs. Staff are working through not only historic water billing issues but customer concerns as they arise.

Protective Services

- RCMP Budget Review – Director Rochon and I met with RCMP representatives to review the 2021/22 Operating Budget. The challenges of the retroactive costs will be mitigated by a RCMP operating reserve and cost savings with the current budget.
- Police Advisory Board – the Police Advisory Board met on January 17, 2022. The group did not have a quorum so the meeting was cancelled. Staff have since renewed the public notice requesting PAB citizen members. Additionally, we have reminded the DOJ of the appointment they have not provided in over two (2) years.
- REMO – COVID meetings occur monthly with the following stakeholders and representatives; Incident Commander, REMO Coordinator, Nova Scotia EMO, Finance, Community Development, Planning, Public Works, NSTIR, Fire, RCMP, IT, Department of Community Services, Hants Community Hospital, Glooscap 1st Nations, Communications, Safety and Logistics.
- COVID – The municipality continues to adapt in response to changing COVID protocols. As reported through emails, operations have been modified to respond to COVID impacts. Masks will continue to be required as well as social distancing as added measures.

Sincerely,

Mark Phillips

Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality

**2021-22 WEST HANTS REGIONAL OPERATING BUDGET UPDATE
NINTH MONTH ENDING DECEMBER 31, 2021**

REVENUE	2021-22 BUDGET	% OF THE BUDGET	FORECAST MARCH 31, 2022	% OF FORECAST VARIANCE	VARIANCE (Budget Vs. Forecast)	Actuals		% OF BUDGET REMAINING
						December 31, 2021		
TAXES	\$ 19,447,857	71%	\$ 19,308,286	-0.7%	\$ (139,571.00)	\$ 19,308,286		0.7%
SEWER	\$ 2,123,977	8%	\$ 2,149,775	1.2%	\$ 25,797.67	\$ 1,612,331		24.1%
BUSINESS PROPERTY / DEED TRANSFER TAX	\$ 1,823,157	7%	\$ 2,691,160	47.6%	\$ 868,003.00	\$ 2,309,347		-26.7%
GRANTS	\$ 85,521	0%	\$ 85,521	0.0%	\$ -	\$ 27,826		67.5%
¹ SERVICES PROVIDED TO OTHER GOVERNMENTS	\$ 1,289,847	5%	\$ 1,234,494	-4.3%	\$ (55,353.14)	\$ 412,187		68.0%
SALES OF SERVICES	\$ 892,617	3%	\$ 450,508	-49.5%	\$ (442,109.00)	\$ 381,045		57.3%
² OTHER REVENUE	\$ 662,484	2%	\$ 875,873	32.2%	\$ 213,388.61	\$ 490,570		25.9%
UNCONDITIONAL TRANSFERS	\$ 558,915	2%	\$ 1,220,855	118.4%	\$ 661,940.00	\$ 1,073,878		-92.1%
TRANSFERS FROM FED OR PROV GOVT.	\$ 156,502	1%	\$ 170,089	8.7%	\$ 13,587.00	\$ 170,089		-8.7%
TRANSFERS FROM OTHER LOCAL GOVERNMENTS	\$ 180,036	1%	\$ 131,091	-27.2%	\$ (48,945.00)	\$ 20,596		88.6%
TOTAL	\$ 27,220,913	100%	\$ 28,317,651	4.0%	\$ 1,096,738.14	\$ 25,806,155		5.2%
EXPENSES								
³ GENERAL GOVERNMENT SERVICES	\$ 3,443,035	13%	\$ 3,564,025	3.5%	\$ 120,989.76	\$ 2,485,442		27.8%
⁴ PROTECTIVE SERVICES	\$ 8,423,017	31%	\$ 9,179,407	9.0%	\$ 756,389.70	\$ 5,108,366		39.4%
TRANSPORTATION	\$ 1,803,835	7%	\$ 1,803,835	0.0%	\$ -	\$ 957,903		46.9%
⁵ ENVIRONMENTAL HEALTH SERVICES	\$ 3,647,580	13%	\$ 3,359,559	-7.9%	\$ (288,020.82)	\$ 2,046,223		43.9%
⁶ PUBLIC HEALTH SERVICES	\$ 214,993	1%	\$ 226,081	5.2%	\$ 11,088.00	\$ 128,139		40.4%
PLANNING	\$ 799,375	3%	\$ 672,964	-15.8%	\$ (126,411.00)	\$ 473,369		40.8%
RECREATION	\$ 2,739,956	10%	\$ 2,761,706	0.8%	\$ 21,750.00	\$ 1,853,993		32.3%
EDUCATION	\$ 4,855,570	18%	\$ 4,623,046	-4.8%	\$ (232,524.00)	\$ 3,467,286		28.6%
PRINCIPAL INSTALLMENTS	\$ 1,673,452	6%	\$ 1,688,117	0.9%	\$ 14,665.00	\$ 660,621		60.5%
NET TRANSFERS*	-\$ 381,434	-1%	\$ (464,164)	21.7%	\$ (82,730.00)	\$ -		100.0%
TOTAL	\$ 27,219,379	100%	\$ 27,414,576	0.7%	\$ 195,196.64	\$ 17,181,342		36.9%
SURPLUS / DEFICIT	\$ 1,534		\$ 903,075			\$ 8,624,813		

Please note that if revenue and expenditures were incurred evenly over the year approximately 75% of the budget would be used. This percentage provides a guideline when reviewing the attached. However, it is important to keep in mind that account variances (up or down) will occur throughout the fiscal year. For example, seasonal activities such as summer programs and facility maintenance as well as winter snow removal will influence the budget in a non-uniform manner throughout the year. Items such as transfers from reserves, will also impact budget to actuals throughout the year as they occur at fiscal year end.

The overall projected surplus based on the variance analysis for the general fund is \$903,075. These remaining funds will be moved to the Operating Reserve as per the Reserves policy.

LEGEND:

- ¹ SERVICES PROVIDED TO OTHER GOVERNMENTS INCLUDES: RECYCLING/ENFORCMENT, HOST COMMUNITY FEES, ADMINISTRATION FEES, COURTHOUSE
- ² OTHER REVENUE INCLUDES: INTEREST & PENALTIES, RETURN ON INVESTMENTS, ADMINISTRATIVE RENTALS AND LEASES, FINES, LICENSES & PERMITS
- ³ GENERAL GOVERNMENT SERVICE INCLUDES: LEGISLATIVE, ADMINISTRATION, FINANCIAL SERVICES, FACILITIES, LIBRARIES
- ⁴ PROTECTIVE SERVICES INCLUDES: RCMP, FIRE, REMO, BY-LAW, COURTHOUSE, BUILDING INSPECTION
- ⁵ ENVIRONMENTAL HEALTH SERVICES INCLUDES: SEWER, WASTE COLLECTION, WASTE DIVERSION, LANDFILL
- ⁶ PUBLIC HEALTH SERVICES INCLUDES: CEMENTERIES, PUBLIC HOUSING

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Danny	Dill	2020-06-30	2020-07-14 COTW
Quentin	Davison	2020-07-06	2020-07-14 COTW
Alyson	Bremner	2020-07-07	2020-07-14 COTW
Cecil	Rolfe	2020-07-13	2020-07-14 COTW
Pat	Porter	2020-07-13	2020-07-14 COTW
Nikki-Marie	Lloyd	2020-08-02	2020-09-08 COTW
Heather	Boylan (Martock)	2020-09-01	2020-09-08 COTW
Greg	O'Leary	2020-09-03	2020-09-08 COTW
Dr. Abby	Kirumira	2020-09-02	2020-09-08 COTW
Dean	Manning	2020-09-08	2020-09-08 COTW
David & Michelle	Rideout	2020-09-08	2020-09-08 COTW
Colleen	Walsh-Bouman	2020-09-08	2020-09-08 COTW
Nicholas & Alyson	Juurlink/Bremner (Linked Farms)	2020-09-08	2020-09-22 Council
Tasha	Rogers	2020-09-08	2020-09-22 Council
Brad	Carrigan	2020-09-23	2020-10-13 COTW
Karen	Carrigan	2020-09-23	2020-10-13 COTW
Elaine	Morehouse	2020-09-24	2020-10-13 COTW
Gary	Morehouse	2020-09-24	2020-10-13 COTW
Dr. A	Kirumira	2020-09-24	2020-10-13 COTW
Blake	Sarsfield	undated	2020-10-13 COTW
Greg	Webster	2020-10-01	2020-10-13 COTW
Bobby	Kidston	2020-10-02	2020-10-13 COTW
NSTIR	(Province of NS)	2021-01-13	2021-01-26 Council
Darren	Porter	2021-03-19	2021-03-23 Council
Rylan	Carrigan	2021-03-29	2021-04-13 COTW
Robin	Bremner-Popma (Hants Co Fed of Agri)	2021-03-29	2021-04-13 COTW
Roslyn	MacDuff	2021-03-29	2021-04-13 COTW
Darlene	Taylor	2021-03-23	2021-04-13 COTW
Daniel	Oulton	2021-03-26	2021-04-13 COTW
Karen	Carrigan	2021-03-26	2021-04-13 COTW
Marie & Andrew	Connolly	2021-03-26	2021-04-13 COTW
Robin	Thomson (Atlantic Division Canoe Kayak Canada)	2021-03-30	2021-04-13 COTW
Barbara	Hughes	2021-03-29	2021-04-13 COTW
Laura	Fisher	2021-04-01	2021-04-13 COTW

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Nikki-Marie	Lloyd	2021-04-06	2021-04-13 COTW
Ken	Donnelly (Hwy 101 Twinning CLC)	2021-04-01	2021-04-13 COTW
Darren	Porter	2021-04-06	2021-04-13 COTW
Karen	Lynch	2021-04-09	2021-04-13 COTW
Carilee	Eddy	2021-04-15	2021-04-27 Council
Nikki-Marie	Lloyd	2021-04-19	2021-04-27 Council
Sheldon	Hope	2021-04-19	2021-04-27 Council
Adrienne	Wood	2021-04-22	2021-04-27 Council
Magda	Montgomery	2021-04-22	2021-04-27 Council
Sheldon	Hope	2021-04-26	2021-04-27 Council
Andrew	Smiley	2021-05-02	2021-05-11 COTW
Carrilee	Eddy	2021-05-03	2021-05-11 COTW
Denise	Forand	2021-04-27	2021-05-11 COTW
Erin	Naugler	2021-05-02	2021-05-11 COTW
Janet	Comeau	2021-05-02	2021-05-11 COTW
Kristyn	Anderson	2021-05-02	2021-05-11 COTW
Laura	Fisher	2021-04-01	2021-05-11 COTW
Nick	Rafuse	2021-05-03	2021-05-11 COTW
Nicole	McLeod	2021-05-02	2021-05-11 COTW
Robyn	Cook	2021-05-02	2021-05-11 COTW
Sheldon	Hope	2021-05-02	2021-05-11 COTW
Tammy	Hilden	2021-05-02	2021-05-11 COTW
Tracey	Sexton	2021-05-03	2021-05-11 COTW
Ginette	Pitcher	2021-05-03	2021-05-11 COTW
Greg	Miller	2021-05-05	2021-05-11 COTW
David & Michelle	Rideout	2021-05-05	2021-05-11 COTW
Sylvia & Vince	Burgess	2021-05-05	2021-05-11 COTW
Scott (Adrienne)	Miniou (Wood)	2021-05-03	2021-05-11 COTW
Barbara	Sullivan	2021-05-06	2021-05-11 COTW
Sandra & Skip	Hogan	2021-05-06	2021-05-11 COTW
Marie & Andrew	Connolly	2021-05-06	2021-05-11 COTW
Karen	Carrigan	2021-05-07	2021-05-11 COTW
Adrienne	Wood (Petition)	2021-05-07	2021-05-11 COTW
Lisa	Hines	2021-05-07	2021-05-11 COTW

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Cam	Hartley	2021-05-07	2021-05-11 COTW
Troy & Vicki	Harvie	2021-05-07	2021-05-11 COTW
Jenn	McDermott	2021-05-08	2021-05-11 COTW
Jennifer	Daniels	2021-05-09	2021-05-11 COTW
Krista & Colin	Duncan	2021-05-09	2021-05-11 COTW
Robin	Bremner-Popma	2021-05-07	2021-05-11 COTW
Roslyn (Darlene) [Barb]	MacDuff (Taylor) [Hughes]	2021-05-08	2021-05-11 COTW
Wayne & Dianne	Hines	2021-05-09	2021-05-11 COTW
Bob & Sandra	Langdon	2021-05-10	2021-05-11 COTW
Brad	Hood	2021-05-10	2021-05-11 COTW
Ed & Cathy	Kerr	2021-05-10	2021-05-11 COTW
Ann	MacArthur	2021-05-10	2021-05-11 COTW
Carole Anne	Casey	2021-05-10	2021-05-11 COTW
Sarah	MacDonald	2021-05-10	2021-05-11 COTW
Andre & Donna	Arsenault	2021-05-11	2021-05-11 COTW
Aaron	Leblanc	2021-05-12	2021-05-25 Council
Adrian	Rooney	2021-05-19	2021-05-25 Council
Adrienne	Wood	2021-05-12	2021-05-25 Council
Barb	Sullivan	2021-05-16	2021-05-25 Council
Barbara	Beck	2021-05-15	2021-05-25 Council
Bethany	Rozee	2021-05-12	2021-05-25 Council
Carl	Siler	2021-05-12	2021-05-25 Council
Carol	Bradley	2021-05-16	2021-05-25 Council
Carol	McKinley	2021-05-12	2021-05-25 Council
Chad	Pothier	2021-05-18	2021-05-25 Council
Chris	Cann	2021-05-21	2021-05-25 Council
Connie	Shay	2021-05-15	2021-05-25 Council
Conrad	Mullins	2021-05-18	2021-05-25 Council
Darlene	Taylor	2021-05-15	2021-05-25 Council
Darren	Porter	2021-05-12	2021-05-25 Council
Darren	Woods	2021-05-13	2021-05-25 Council
Dawson	Sheehy	2021-05-16	2021-05-25 Council
Deanna	Hamilton	2021-05-15	2021-05-25 Council
Debbie	Porter-Wood	2021-05-13	2021-05-25 Council
Debbie	Siler	2021-05-15	2021-05-25 Council
Denise	Forand	2021-05-13	2021-05-25 Council

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Devan	Archibald	2021-05-18	2021-05-25 Council
Diane	Ogilvie	2021-05-13	2021-05-25 Council
Erin	Naugler	2021-05-13	2021-05-25 Council
Ernest	Eddy	2021-05-15	2021-05-25 Council
Gerry	Young	2021-05-15	2021-05-25 Council
Gina	Cochrane	2021-05-12	2021-05-25 Council
Harry	Ullock	2021-05-15	2021-05-25 Council
Hope	Moon	2021-05-12	2021-05-25 Council
Ian	Shaw	2021-05-16	2021-05-25 Council
J	Davis (and J Griffith)	2021-05-17	2021-05-25 Council
Jacqueline	Farvacque	2021-05-12	2021-05-25 Council
Jayne	Murray	2021-05-16	2021-05-25 Council
Jeff	Redden	2021-05-17	2021-05-25 Council
Jennifer	Shaw	2021-05-16	2021-05-25 Council
Jocelyne	Marchand	2021-05-12	2021-05-25 Council
John & Sarah	Monette	2021-05-19	2021-05-25 Council
Jordan	Macumber	2021-05-12	2021-05-25 Council
Josette	Dugue	2021-05-12	2021-05-25 Council
Judy	Lynch	2021-05-13	2021-05-25 Council
June	Pedersen-LaPierre	2021-05-15	2021-05-25 Council
Justin	Cochrane	2021-05-12	2021-05-25 Council
Karen	Lynch	2021-05-18	2021-05-25 Council
Kathryn	Bergeron	2021-05-16	2021-05-25 Council
Kathy	Veinot	2021-05-15	2021-05-25 Council
Kyle	Pellegrini	2021-05-12	2021-05-25 Council
Lachlan	Riehl	2021-05-12	2021-05-25 Council
Laura	Stewart	2021-05-19	2021-05-25 Council
Lee	Billington	2021-05-12	2021-05-25 Council
Lee	Millett	2021-05-12	2021-05-25 Council
Lexie	Barkhouse	2021-05-12	2021-05-25 Council
Linda	Card	2021-05-11	2021-05-25 Council
Monique	Wood	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-18	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-12	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-17	2021-05-25 Council

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

First Name	Last Name	Correspondence Date	Meeting / logged
Olena	Kharytonova	2021-05-15	2021-05-25 Council
Pat	Porter	2021-05-12	2021-05-25 Council
Paula	Lake	2021-05-12	2021-05-25 Council
Robert	Bowkett	2021-05-18	2021-05-25 Council
Roslyn	MacDuff	2021-05-15	2021-05-25 Council
Ruth	Angevine	2021-05-13	2021-05-25 Council
Scotch Village	Farm	2021-05-19	2021-05-25 Council
Shirley	Pineo	2021-05-12	2021-05-25 Council
Stephen	Brooks	2021-05-12	2021-05-25 Council
Trudy	Sheehy	2021-05-17	2021-05-25 Council
Steven	Bouman	2021-05-17	2021-05-25 Council
Sue	Sheehy	2021-05-14	2021-05-25 Council
Susie	Smith	2021-05-12	2021-05-25 Council
Tasha	Rogers	2021-05-12	2021-05-25 Council
Tera	Brommit	2021-05-17	2021-05-25 Council
Toni-Lee	Burns	2021-05-12	2021-05-25 Council
Tony	Wood	2021-05-18	2021-05-25 Council
Tracey	Sexton	2021-05-16	2021-05-25 Council
Trevor	Levy	2021-05-12	2021-05-25 Council
Tricia	Brommit	2021-05-17	2021-05-25 Council
Vince & Sylvia	Burgess	2021-05-16	2021-05-25 Council
Loretta	MacEachern	2021-05-20	2021-05-25 Council
Tim & Jennifer	Bayers	2021-05-21	2021-05-25 Council
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darren	Porter (forwarded email from/to another source)	2021-05-27	2021-06-08 COTW
Dawn	Allen	2021-05-25	2021-06-08 COTW
John	Monette	2021-05-25	2021-06-08 COTW
Richard	Dunham	2021-05-25	2021-06-08 COTW
Carrilee	Eddy	2021-06-06	2021-06-22 Council
Darlene	Taylor	2021-06-09	2021-06-22 Council
Darren	Porter	2021-06-06	2021-06-22 Council
Lisa	Bland	2021-06-08	2021-06-22 Council
Krista & Scott	Lloy	2021-06-07	2021-06-22 Council
Nancy	Sheehy	2021-06-06	2021-06-22 Council
Karen	Beazley	2021-07-06	2021-07-13 COTW

During the last council meeting on Jan 25, 2022, council was made aware that the province has now propose two operating scenarios for the gated structure for DFO to assess, both of which are salt water options.

Given that only salt water options are being submitted, high value salt water habitat will be established above the causeway in some form.

The mayor has also put forward a timeline suggesting a final decision on these two options (the structure) could be made in the near future.

I know council has many issues before them, and as this is the area I specialize in, I'd like to take a moment to inform and/or remind council of a few potential opportunities associated with the proposed connectivity of these high value habitats above and below the causeway.

As each counsellor is aware, the Avon River estuary and its tributaries connect almost all of the municipality of West Hants. It is my understanding that this confluence theme was recommended to be used as a promotional strategy in a study commissioned not long ago by the previous council.

Our salt marshes are located in an internationally recognized RAMSAR site as well as within the Evangeline, Blomidon, Minas Basin Ecological and Biologically Significant Area (<https://search.open.canada.ca/openmap/d2d6057f-d7c4-45d9-9fd9-0a58370577e0>).

Without a doubt the Windsor area is strategically located to maximise current and future tourism benefits and funding from this imminent connectivity, having two Trans-Canada highway exits on either side of this Fish way and habitat rehabilitation gated project.

From my understanding, the salt marsh area that was infilled outside of the causeway by the province for the construction of the new 101 highway project was granted the highest offsetting rate in the maritime region (5:1), which means for every 1 hectare destroyed the province was required to replace 5 hectares elsewhere.

The reestablishment of new salt marsh habitat inside the causeway, especially in the Windsor area below the Falmouth bridge, has already begun and is likely considered extremely valuable salt marsh habitat. (High value habitat) with local, provincial, national and global significance.

For example, the newly established salt marsh in the downtown Windsor area below the Falmouth bridge is approximately 5-hectares, if that were destroyed it likely it would be calculated at a 5:1 ratio, so in essence its value is equivalent to 25-hactares of salt marsh credits elsewhere as it currently stands. To add more information to this valued approach, Ducks Unlimited (DU), from my understanding is the standard most companies go by for pricing salt marsh habitat restorations. DU has put a dollar value on the reestablishment of salt marsh at around \$32,000 per hectare. Therefore, the offset value of just the small downtown core of 5 ha at a minimum value of 2:1 offset ratio this area could have an estimated value of about

\$320,000, or if it was valued at the 5:1 (offset established outside the causeway) its value could be around \$800,000.00, not including carbon absorption value, or tourism value....

The gated fishway option is a joint federal and provincial project and it is in their best interest to make this palatable moving forward as was done with the Martock fish way and habitat betterment project that mitigated Martock's water withdrawal needs.

It's logical to request the Federal and Provincial governments continue the fishway and habitat betterment projects downstream from Martock and upstream from the new proposed fish way gated structure project to also incorporate the 35-hectare section of sand bar just above the Falmouth bridge to eliminate dust issues arising in this area and relieve citizens of this burden.

Simple math suggests a possible added value of this dust bar potential salt marsh area at $\$32,000 \times 5 = \$160,000$ per hectare $\times 35\text{ha} = \$5,600,000.00$, not including carbon credit value or tourism value or the excavated material (sand bar) value of approximately (~450,000 cubic meters) of material....

It may be of interest for the West Hants Climate Change Committee to calculate the total carbon absorption potential of the 130 +/- 30 ha of potential salt marsh habitat located between Windsor and Martock that is likely to be created under the provinces proposed operating scenarios. This carbon absorption would certainly be of value in relation to the Municipality's climate goals.

Council could get creative and ask our premier to allow municipality to use the newly created saltmarsh habitat as carbon credits or carbon offsets creating an income tool.

This total area of potential salt marsh rehabilitation of 130 ha could be calculated at 5:1, if so, its value just in salt marsh gain could be valued at \$20,800,000.00, once again not including tourism value, or carbon absorption value or storm surge buffer value.

This increased connectivity between the area above and below the causeway falls directly in line with the desires of the Mi'kmaq as well as numerous NGO's (see attached letters).

There is an achievable opportunity here for our Municipal representatives to support the interests of the Mi'kmaq and some of the most influential NGOs in Canada and even internationally.

There is an opportunity before you to potentially establish an interpretive centre, promotional fish habitat improvement opportunity's, Mi'kmaq partnerships, boardwalks, boating access, bird and other wildlife viewing platforms, parking lots, marsh and water front development and whatever else council and citizens can envision, including mitigations to affected parties, all of which would increase tourism and work towards reconciliation.

The reach of these organisations is massive and could greatly benefit our area in promotion, publicity and potential partnerships and could be available to us if our regions representatives were to align our goals with the objectives of these NGOs and the Mi'kmaq leadership.

With only salt water options on the table this transformation is going to happen and the question is, with the boat at the dock, are we getting on or letting leave without us.

The mayor has also indicated that there may be only a short time before consultation ends and construction begins. If this is indeed the case, council may want to act soon before plans are finalized and approvals are issued, leaving less room to leverage benefits for our region. Timely action can ensure the Municipality has a voice within this decision-making process to maximize the potential benefits that could be gained through the federal government, and provincial, Mi'kmaq and NGO partnerships.

As always, my skill set is available to all council if wanted.

Sincerely

Darren Porter.

To: The Mayor, Deputy Mayor and Councillors
of the Regional Municipality of West Hants

From: Gary Nelson, Vice-President, West Hants Historical Society

Re: Former Swimming Pool Lands adjacent to Fort Edward

Dear Mayor, Deputy Mayor & Councillors:

I, again, thank you on behalf of the West Hants Historical Society for the attentive hearing the President and I received when we made our presentation to you on the above matter at your meeting of January 11th, 2021. I do, however, feel that my portion of that presentation was quite technical and somewhat complicated. Therefore, I wish to place before you for your further consideration, a point by point summary of our concerns:

- the lands in question are of great historical significance - they are the original site of North America's Oldest Agricultural Fair and remained the site of that Fair for nearly 200 years (1765 - the early 1950's)
- these are the only lands in North America that can make that claim and are unique in that regard
- since that date of the first Fair, and certainly since the Royal Charter of 1766, these lands have always been designated and used for public purposes - first for markets and fairs and then as a community swimming pool
- these lands were a part of a larger property that was of importance to the indigenous people as a gathering site, later as a trading post, a religious site for the Acadians, one of the first English fortifications in Nova Scotia, roles of varying significance (some more important than others) during the "Le Grand Derangement" (Expulsion of the Acadians), the U.S. Revolutionary War, the War of 1812, the American Civil War, home of the 84th Regiment of Foot which for a winter (c. 1778) included the Scottish heroine Flora MacDonald, training and encampment of soldiers during World War I including the Jewish Legion and the Newfoundland (then a separate dominion) regiment and thus has untapped appeal for interprovincial and international tourism, historians and visitors
- the construction of up to 22 residential units in 3 storey buildings on about an acre of land would mean one of the highest population densities in the Municipality next to a National Historic Site - Fort Edward, the oldest surviving Blockhouse in Canada
- such residential unit buildings would not be in keeping with or complimentary to that National Historic Site and would undoubtedly have a negative impact on that Site
- any such diminishing of this National Historic Site would make it less attractive to tourists and visitors thus also lessening the chances of it being improved

- access to these lands is by a narrow and underdeveloped street (Cobbett Street) that at present would have difficulty handling the additional traffic resulting from such a development, and/or a right-of-way negotiated from Parks Canada, neither of which would be ideal or desirable, either by the public or the developer, for such a development
- neighbouring properties would be negatively impacted by such traffic and parking requirements as well as during any construction period
- from the correspondence that we have received and/or had access to, as well posts on the "Stop the Rezoning on Fort Edward Street" Facebook page (which I would recommend that any of you who have not viewed that page, do so - social media today is the public's voice), it appears the majority of the general public that are aware of this proposed re-zoning, sale and development are very much against it, and there have been recent examples of governing bodies that go against the will of the people, do so at their peril
- every step in the process of re-zoning and subsequent sale of these lands makes it more difficult and less likely that the process will be halted at any point
- by re-zoning at this time, it would appear to the general public, as well as to the prospective purchaser, that the proposed sale is a *fait accompli* and thus inevitable, without the input from the public and other interested parties like the West Hants Historical Society being considered
- the re-zoning is not necessary if the stakeholders in these lands (the indigenous people, Acadian organizations, the African Nova Scotian community, WHHS, Parks Canada, Provincial Heritage Department and other heritage groups) are able to propose an alternative purpose acceptable to Municipal Council and the public
- such alternative use would compliment the National Historic Site and its historical significance to these stakeholders, enhance the appeal of West Hants Regional Municipality for tourists, scholars and visitors as well as be in keeping with what the general public wishes for these lands
- there are presently other developments in progress and lands available for residential housing in the area without sacrificing these historically important lands

As Vice-President of the West Hants Historical Society and a resident of West Hants, I urge you to vote against the proposed re-zoning and subsequent sale of these lands until the stakeholders have had an opportunity to propose a responsible and historically sensitive alternative.

Respectfully submitted,

Gary Nelson, Vice-President,
West Hants Historical Society

Dear Prescribed Public Sector Bodies,

As a public sector organization, you are a valuable partner in meeting our goal of an accessible province by 2030. A great amount of work has been done across the province by many prescribed public sector bodies to advance accessibility.

The deadline for meeting obligations under the Accessibility Act is coming soon. For some, including municipalities and villages, libraries and post secondary institutions it is April 1, 2022, and for others it is April 1, 2023.

We know that work is well underway across the province, with accessibility advisory committees established in most public sector bodies and many organizations developing their accessibility plans. We are hearing that most organizations are on track to meet their obligations, but that some of you may require some additional supports. While there is no extension to these timelines, government has no plans to issue penalties to prescribed public sector bodies for not meeting the April 2022 deadline, in the foreseeable future. Instead, the Directorate will continue to provide education, guidance and resources to organizations developing accessibility plans.

The Accessibility Directorate is supporting the work of all prescribed public sector bodies, which is a key part of our commitment to create an accessible province by 2030.

There are several resources available to assist prescribed public sector bodies in meeting their obligations under the Accessibility Act, including the Accessibility Planning Toolkit for Prescribed Public Sector Bodies, and the Interim Accessibility Guidelines for Indoor and Outdoor Spaces. These resources along with a number of webinars to guide your efforts are all available online at <https://www.novascotia.ca/accessibility>

We look forward to continuing to advance this important work together. If you have any questions, please contact Dawn Stegen, Interim Executive Director, Accessibility Directorate at dawn.stegen@novascotia.ca.

Thank you for your continued support and commitment to building an inclusive province for all Nova Scotians.

Sincerely,

Bradley Johns
Minister of Justice and Attorney General

Office of the Attorney General and Minister of Justice
Department of Justice | 1690 Hollis Street, PO Box 7, Halifax, NS, B3J 2L6

Phone: 902-424-4030 | Fax: 902-424-0510 | Email: JustMin@novascotia.ca



**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

February 1, 2022

Dear Mayors, Wardens and Commission Chairs:

Re: Call for Applications - Investing in Canada Infrastructure Program (ICIP)

I am pleased to let you know that the Province will soon be accepting applications under the Green – Environmental Quality Stream of the Investing in Canada Infrastructure Program.

When you are preparing to apply for funding, please remember that only projects under the wastewater, drinking water or solid waste categories will be eligible. These projects must meet provincial and/or federal regulations where applicable.

Applications will be accepted between February 4, 2022, and April 1, 2022. I hope you and your councils or commissions will consider potential projects and submit them for consideration.

Further details regarding the application process will be sent to your CAO or Clerk in the coming days.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Lohr".

Honourable John A. Lohr
Minister

c CAOs, Clerks/Treasurers

Deanna Snair

From: Murray, Joyce - M.P.
Sent: Wednesday, February 2, 2022 4:20 PM
To: Deanna Snair
Subject: FW: Pisiquid Canoe Club
Attachments: 2022-02-02 Hon. Joyce Murray re Pisiquid Canoe Club.pdf

Thank you for your email to the Honourable Joyce Murray's Constituency Office. By copy of this reply I am forwarding your message to the Minister's Office at DFO as the Constituency Office does not deal with Ministry matters.

Yours truly,



Catherine Evans

Constituency Manager

Office of the Hon. Joyce Murray | Bureau de l'hon. Joyce Murray

Member of Parliament, Vancouver Quadra | Deputee, Vancouver Quadra

Office Telephone:

Email:

Deanna Snair

From: Deanna Snair
Sent: Wednesday, January 26, 2022 11:17 AM
To: Public Works Minister

Good morning,

Attached please find correspondence from the West Hants Regional Municipality as a follow up letter in response to the 2021-12-09 received re: the removal of the old bridge remnants from the Hon. Kim Masland noting a change in the date to accurately reflect the original and recorded date of the motion made by Council.

Please note the clarification in the date regarding the Motion. The original correspondence sent on 2022-01-24 stated that Council made a motion on 2021-10-28, this date is not accurate. The actual date of the Motion made by Council was 2021-09-28.

Apologies for any confusion caused by this oversight.

Thank you,
Deanna



West Hants
something inspiring awaits

Hon. Joyce Murray
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent St.
Station 15N100
Ottawa, ON
K1A 0A6

Delivered Electronically to Joyce.Murray@parl.gc.ca

February 02, 2022

Dear Minister Murray,

Please accept this letter on behalf of the West Hants Regional Municipality Council in support of the letter written by the Hon. Kody Blois, MP Kings-Hants dated January 13, 2022, in relation to the Pisiquid Canoe Club and the Ministerial Order regarding the Avon River that separate the communities of Windsor and Falmouth in Hants County, Nova Scotia.

At the 2022-01-25 Council meeting a motion was made *“to write a letter to the Hon. Joyce Murray to address the plight of the Pisiquid Canoe Club and offer them mitigation measures to ensure their continued operations for the current season and many seasons thereafter.”*

The Pisiquid Canoe Club has been a fixture within the West Hants Regional Municipality since 1975 offering canoe and kayaking programs that have produced high performance athletes and Olympians over the years and is crucial for the region’s youth development. They offer summer day camps, year-round competitive training, and recreational adult programs.

We trust that your attention to this matter will be diligent and the same duty of care that was issued to Ski Martock will also be extended to the Pisiquid Canoe Club to aid in their relocation and give a level of certainty to the stakeholders, families and residents within the communities affected. The economic loss to this community would have dire effects on the local business sector already experiencing financial losses created from the COVID 19 pandemic. The accommodations made last year to address their home base and ensure the services they provided was not interrupted are no longer available and the 2022 season is fast approaching.

We implore you to ensure that an acceptable solution will be found for the Pisiquid Canoe Club to ensure there will be no negative impacts for this organization, the citizens that utilize the programs offered, the

West Hants Regional Municipality

PO Box 3000, 76 Morison Drive, Windsor, NS, B0N 2T0
902-798-8391 • www.westhants.ca

businesses and communities within the West Hants Regional Municipality and the business community that rely heavily on the financial spin offs from this service.

Sincerely,



Abraham Zebian

Mayor

AZebian@westhants.ca

ds/az

Cc: Hon. Tim Houston, Premier of Nova Scotia
Hon. Kody Blois, MP for Kings-Hants
Hon. Greg Morrow, MLA, Minister of Agriculture
Hon. Steve Craig, MLA, Minister of Fisheries and Aquaculture
Hon. Kim Masland, Minister of Public Works
Hon. Melissa Sheehy-Richard, MLA Hants West
WHRM Council and Mark Phillips, Chief Administrative Officer
Shelleena Thornton, Municipal Operations Supervisor



Honourable Greg Morrow
Minister of Agriculture
Department of Agriculture
6th Floor (Suite 605), WTCC
1800 Argyle Street
P.O Box 2223
Halifax, NS
B3J 3C4

Delivered Electronically to MIN_DAG@novascotia.ca

February 4, 2022

Dear Honourable Greg Morrow,

RE: Avon River and Addition of Tidal Water

Please accept the following letter on behalf of the West Hants Regional Municipality Council as a follow up letter to the original correspondence sent on November 16, 2021.

Our original correspondence to you arose from the 2021-09-28 motion of Council, ***“to direct the CAO to inquire with the Department of Agriculture and its staff who manage the gate operations at the Windsor Causeway on the Avon River, to determine the volume of additional tidal water that can be safely added to the former lake bed without affecting the fresh water users further up the river and this would be for the purpose of creating the appearance of a tidal lake-like condition as well as serving to bring an end to the continual dust storms which continue to wreak havoc upon the lives of citizens and livelihood of the businesses in Falmouth and Windsor in West Hants area.”***

Our hope is to provide information pertaining to the matter below and seek a response to alleviate the burden that this issue has created in the past and continues to this day (dust storms that occurred during the summer and fall of 2021, and most recently over the Christmas holidays to the dry lakebed in what is known as Lake Pisiquid).

Health, safety and financial impacts are being felt by the residents within both the communities of Windsor and Falmouth who live along the area of the lakebed. Specifically, these impacts are felt by the

local business owners in the downtown core of Windsor and on the outskirts of Falmouth, as well as the passing public who work, shop and use this area as recreation. The combination of both the dry lakebed and increased windstorms result in the areas being covered in a layer of dust. With this recent development come other health and safety concerns related to lower visibility and respiratory concerns for the residents, business owners and visitors to our area.

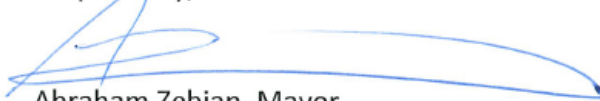
At the January 25, 2022 Council meeting a motion was made ***“Staff be directed to write a follow up letter to the Honorable Greg Morrow, Minister of Agriculture regarding the direction of the West Hants Regional Council on September 28, 2021 and communicated through the Mayor in writing to the Minister on Nov 16 2021 to ascertain the status of the original request to determine the potential volume of additional tidal water that could be safely added to the former lake bed for creating the appearance of a tidal lake-like condition as well as serving to bring an end to the dust storms which negatively impact citizens and businesses in the immediate Falmouth and Windsor, West Hants area.”***

The dust issue is currently contained with snow and ice on the sand bar. In March / April with the spring thaw, the probability of dust events returning will occur. An immediate short-term review of this issue is the best opportunity to determine the capacity for adding tidal water into the former lake.

West Hants Regional Municipality is seeking a solution to address this matter and ensure the safety and wellbeing of the residents and business communities of both Falmouth and Windsor are paramount. We have also sent this letter to Premier Tim Houston, Hon. Steve Craig and Hon. Joyce Murray to allow for a collaborative approach in achieving this goal.

West Hants Regional Municipality thanks you for your attention to this matter.

Respectfully,



Abraham Zebian, Mayor

as/az

CC: Hon. Kody Blois, MP for Kings-Hants
Hon. Melissa Sheehy-Richard, MLA Hants West
Hon. Tim Halman, MLA, Minister of Environment and Climate Change
WHRM Council and Mark Philips, Chief Administrative Officer



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: West Hants Council

Submitted by: *T. Richard*
Todd Richard

Date: February 8, 2022

Subject: Resolution of Council – Provincial PCAP Funding

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

Council support an amendment to the 2021/22 Provincial Capital Assistance Program (PCAP) to fund a portion of the Sanitary/Stormwater Separation Project for Highland Avenue and Churchill Street, instead of the Centennial Drive Stormwater Culvert Replacement Project.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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On May 21, 2021 applications for the Provincial Capital Assistance Program (PCAP) and Flood Risk Infrastructure Investment Program (FRIIP) were made available for Municipal application. This same PCAP source funding has been used in the past for the Falmouth Stormwater Study (2015), Hantsport Stormwater Study (2017) and Three Mile Plains Stormwater Study (2018).

A Resolution of Council supporting the applications is required to be submitted at the time of application.

Provincial Capital Assistance Program (PCAP):

The Provincial Capital Assistance Program supports investment in high priority municipal infrastructure projects. Municipalities can apply for funding from the Provincial Capital Assistance Program to help reduce the cost of infrastructure projects. You can apply until 29 June 2021.

You need to use the funding for municipally owned infrastructure projects like:

- water supply
- sewage disposal
- solid waste management

Projects that reduce or eliminate actual and potential environmental and health problems in the municipality are given priority. Priority is also given to projects that include collaborating with multiple municipalities or have beneficial impacts for larger populations.

Projects that open up land for new residential, commercial or industrial development are not eligible for funding.

Eligible project costs include:

- engineering work, including preliminary engineering studies, cost for preparing design drawings and specifications, and costs of construction inspection and administration
- costs of construction and equipment according to the plans and specifications
- costs of acquiring land
- costs of acquiring property easements where the land remains with the land owner, but the municipality is given the right to use the land

Ineligible project costs include:

- interim financing costs
- employment costs
- equipment and furniture purchases

DISCUSSION

On June 1, 2021, environmental approval Permit # 020-2724145-00 was received by the Municipality to proceed with the stormwater project on Centennial Drive. On July 9, design was completed and a Public Request for Quotation (WWHPW21-10) was released for the replacement of the engineered culvert on Centennial Drive in Windsor. At the time of RFQ

release, Council had approved a construction budget of \$100,000 in the 2021/22 fiscal capital budget.

With the public tender closing on July 22, a total of two bids were received, as follows:

- Dexter Construction Company Ltd. \$ 544,000.
- Atlantic Road Construction & Paving Ltd. \$ 1,348,185.

As both bids exceeded the Council approved capital budget, the project was deferred to a future date.

Public Works have discussed the possibility of reducing the scope of the project with the design engineer from DesignPoint. Although some design changes are possible, it was deemed that sufficient changes to the scope were not possible to reduce the scope to within the budget allocated by Council.

As this approved PCAP funding is approved only for this 2021/22 fiscal period, it was determined that the Municipality would request an amendment be made to the project, to utilize this same approved funding of \$57,360 towards the separation of sanitary and stormwater infrastructure on Highland Avenue and Churchill Street in Windsor.

NEXT STEPS

Pending resolution of Council; municipality staff will proceed with the request for amendment process for this provincial funding grant.

FINANCIAL IMPLICATIONS

The following costs have been identified to fund this amended project.

Project Name	Type of Costs	Sanitary/Storm Separation Cost	Provincial Share	Municipal Sources
PCAP	Construction Fees	\$612,068	\$57,350	\$554,718

ALTERNATIVES

1. Council may choose not to support PCAP shared funding of this project.

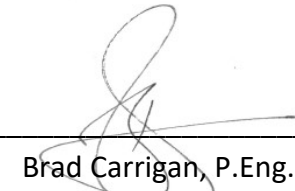
ATTACHMENTS


PCAP - 01-21-0010 - Centennial Drive Stormwater Culvert Renewal Request For Amendment

CHIEF ADMINISTRATIVE OFFICER REVIEW

The recommendation is suggesting we retain the external funding for a project that's been carried out vs. a project that was quoted significantly over cost estimates and will be deferred to future years. Retaining the funding will benefit the municipality by the same approved value of \$57,350. Recent consultation with the Province indicates they would look favorably towards this switch in projects.

I support the recommendation.

Report Prepared by: 
Brad Carrigan, P.Eng.

Report Reviewed by: 
(Name and Title)

Report Approved by: 
Mark Phillips, Chief Administrative Officer

Please complete fields shaded in grey.

Recipient:	Region of Windsor and West Hants Municipality		
Project Name:	Centennial Drive Stormwater Culvert Renewal		
Project No.:	01-21-0010	Amendment No.:	1
Program:	PCAP	Project Approval Date:	October 7, 2021
Final Claim Due Date:	March 31, 2022	Current End Date:	March 31, 2022

1. Project Description

Centennial Drive Stormwater Culvert Renewal

2. Number of previous extensions/amendments & rationale

No previous extensions/amendments have been requested.

3. Current extension/amendment request rationale. Please include reason for the delay/amendment

Public tender construction costs exceeded Council approved budget.

4. Is there a construction Schedule for this Project? If yes, please include with submission of this form

Yes No

5. Have the project scope and/or outcomes been impacted? If yes, please explain.

Yes No

Funding is requested to support an alternative stormwater separation project which was performed in 2021/22 fiscal by West Hants Regional Municipality. New project description requested:
Separation of Combined Sanitary/Stormwater on Highland Avenue & Churchill Street

6. Please list any risks that may impact the new forecasted completion date as well as mitigation measures in place

No risks are identified with this alternative project. Date of substantial completion for the 2021/22 construction project was August 9, 2021.

7. Updated project cash flow schedule and key updates

Total Eligible Project Cost (Provincial/Municipal)	\$114,720.
Provincial Share	\$57,360.
Total Forecasted Project Cost	\$733,273.
% Completion	100%
Forecasted Completion Date (M/Y)	August 9, 2021

	Fiscal Year	Last Forecast	Current Forecast
Cashflow Forecast (Total F/P/M)	19/20		
	20/21		
	21/22	\$733,273	\$733,273.
	22/23		
	23/24		

Project Contact Person: Brad Carrigan, P.Eng.
(Please Print)

Phone No.: 902-790-6665

E-mail: bcarrigan@westhants.ca

Signature: _____
(Official Responsible for Project Management)

Date: January 18, 2022



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Committee of the Whole

Submitted by: *T. Richard*
 Todd Richard, Director of Public Works

Date: February 8, 2022

Subject: Bog Road, Hantsport Rehabilitation

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act, Section 65 authorizes Council to expend funds for municipal purposes.

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that

Council approve in advance of the 2022-23 Capital Budget, the amount of \$189,765 for the services and street renewal of the 200m section of Bog Road located within the community of Hantsport, owned by the West Hants Regional Municipality

Further

Council direct West Hants Public Works to proceed with a cost-share agreement with the Province for this section as the Nova Scotia Department of Public Works will be carrying out the noted work on behalf of the West Hants Regional Municipality.

BACKGROUND

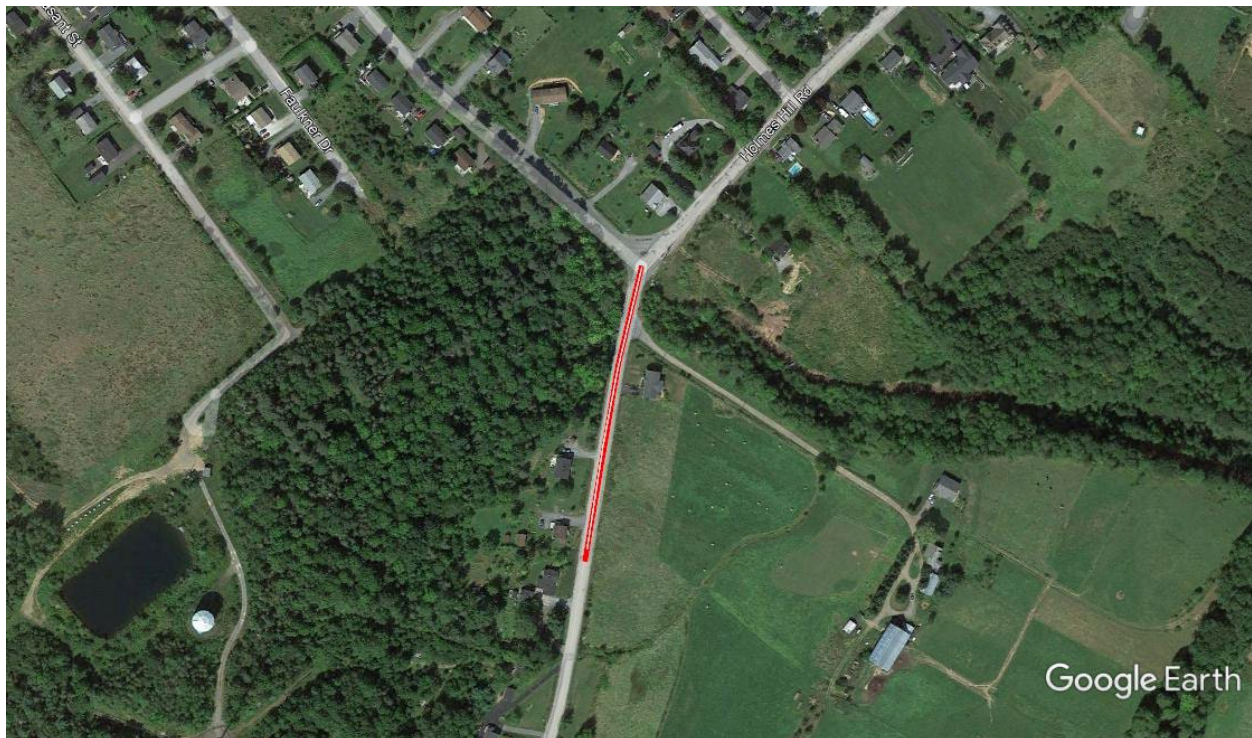
Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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The province will be tendering the remaining section Bog Road for rehabilitation this upcoming fiscal (2022-23). NSDPW estimates a cost of \$60,000 to rehabilitate the approx. 200 metres of Bog Road owned by West Hants Regional Municipality, which includes:

- Ditching
- Driveway Pipe Culvert Replacements
- Road Surface Rehabilitation – Pulverize in place the existing surface, followed by 2 thin lifts of D-HF mix asphalt
- Gravel Shouldering
- Sign Replacement
- Brush Cutting

If West Hants is interested, NSDPW has a standard cost sharing agreement that can be drawn up. NSDPW is looking for a commitment by March 14th to move the process along and meet their planned tender date.

DISCUSSION



It is Public Works' intention to cost-share with work with NSDPW to extend the project scope, to include the Municipal-owned final 200m of this road rehabilitation to the Rand Street intersection. This complete project includes the following infrastructure improvements:

- replacement of existing water service laterals to occupied and empty lots,

- replacement of existing sanitary laterals to occupied and empty lots,
- street reconstruction with new asphalt roadway (per above), and
- ditching, shoulders, brush cutting, signage (per above).

This project plan does not currently include replacement of water or sewer mains, installation of new curbs, new sidewalks or any hard storm water piping. Storm water management in this location is provided through open-ditch infrastructure, which would be renewed as part of the successful contractor’s scope of work.

It is Public Works’ intention for replacement of the limited number of water and sewer services to be completed by WH Public Works operational staff, prior to NSDPW completing their work. Below is an estimate being prepared for 2022-2023 Capital Budget.

Bog Road - Services & Street Renewal

	Initial Cost Estimates	Revised Cost Estimates
Engineering / Design	\$ -	\$ -
Water	\$ 49,571	\$ 49,571
Sanitary Sewer / Storm Sewer	\$ 42,241	\$ 42,241
Road Renewal	\$ 96,354	\$ 60,000
Curb / Sidewalk Renewal	\$ -	\$ -
25% Contingency	\$ 47,042	\$ 37,953
	\$ 235,208	\$ 189,765

NEXT STEPS

Pending endorsement of Council; West Hants will enter into a cost-share agreement with the Province to tender and perform this work.

FINANCIAL IMPLICATIONS

Estimated cost for the West Hants for the road renewal portion of the project would be reduced to approximately \$60,000 (vs forecast budget of \$96,354+). This is due to the larger contracted scope by the province for 1.9+ km of repaving work, and not simply based on 200m of repaving.

Funding for \$60,000 road renewal will be budgeted from the Hantsport Infrastructure Reserve. The remaining project funding will be reviewed during 2022-23 Budget deliberations.

ALTERNATIVES

1. Council may choose to also perform rehabilitation of both the water and sanitary mains on Bog Road in Hantsport
2. Council may choose not to perform rehabilitation of the dated water and sanitary service laterals to the properties
3. Council may choose not to participate with the province on this project

ATTACHMENTS


None

CHIEF ADMINISTRATIVE OFFICER REVIEW

As noted in the report, the 200m section is owned by the municipality. With the support of Council this is an opportunity to take advantage of a “bulk” approach improving the cost of road renewal, resulting in an overall lower cost to upgrade this section and all of its components.

I support the recommendation.

Report Prepared by: 
Brad Carrigan, Manager Capital Projects & Engineering

Report Reviewed by: 
Todd Richard, Director of Public Works

Report Approved by: 
Mark Philips, CAO



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Committee of the Whole

Submitted by: Carlee Rochon
Carlee Rochon, Director of Financial Services

Date: February 8, 2022

Subject: Innes Lane Road Association Agreement

LEGISLATIVE AUTHORITY

Municipal Government Act, Part IV, Finance 81 (da)
R-002 Private Roads By-Law

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that:

Council enter into an agreement with the Innes Lane Road Association for the levying and collection of fees for the purpose of private road maintenance beginning in the 2022-23 fiscal year.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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The Municipality, under the authority of the Municipal Government Act, collects road maintenance fees for various associations within West Hants. In doing so, the Municipality adds the Association fees on to applicable residents' property tax bills and remits lot fees bi-annually to the Association, less an administrative fee.

With the Private Roads By-Law, new associations looking to have the Municipality collect fees for them must provide the following:

1. Signed petition
2. Budget
3. Approved resolution by the Association authorizing the Municipality to collect the fees
4. Proof of Registry of Joint Stocks
5. A copy of the Association By-Laws
6. A map of the Charge Area

Annually, the Association must provide the Municipality with documentation such as an annual budget, proof of registrations, etc.. This documentation must be provided before the Municipality will collect the fees on their behalf.

DISCUSSION

On January 21, 2022, the Municipality received a formal request from the Innes Lane Road Association (ILRA) to collect road maintenance fees on the Association's behalf. The ILRA included the necessary documents and are in line with the By-Law.

NEXT STEPS

Upon the approval of Council, the Municipality and the Association would sign an agreement to collect fees.

FINANCIAL IMPLICATIONS

It is anticipated that the Municipality will collect \$115 in service fees from the ILRA in 2022-23, pending Council's approval of the annual service fee per lot.

ALTERNATIVES

- Council could reject the recommendation and leave ILRA to collect the fees themselves, but this would be contrary to the by-law.

ATTACHMENTS

- ILRA Petition Application and Requirements

CHIEF ADMINISTRATIVE OFFICER REVIEW

It is noted in the report that the Innes Lane Road Association has approached the Municipality for the services detailed under the Private Roads By-Law and therefore understand the terms and conditions of the service.

I support the recommendation.

Report Prepared by: 
Carlee Rochon, Director of Financial Services

Report Approved by: 
Mark Phillips, Chief Administrative Officer



By-Law

R-002

SCHEDULE "A"

Petition for Private Road Maintenance and Improvement Charge

To the Council of the Municipality of the District of West Hants,

From the (Innes Lane Road Association) the "Association"
Name of the Association as per Society Act

Address: 68 Innes Lane, Upper Vaughan, B0N 2T0

Representing the "Owners" for the purpose of the Private Roads Maintenance and Improvement By-Law, in the "Charge Area" as shown on the attached map.

The Association hereby requests the Municipality to collect road maintenance and improvements fees on behalf of the Association in accordance with the provisions of the Private Roads Maintenance and Improvement By-Law.

The Association requests the properties in the "Charge Area" be levied a charge in respect of the road maintenance, road improvement or both. Further the charge shall be levied on the basis of (Choose only one by placing an "X" beside the option chosen):

- a) Rate per \$100.00 of assessed value of the property within the Charge Area;
- b) A charge per property within the Charge Area;
- c) A charge per Dwelling unit within the Charge Area;

For this purpose the Association is willing to enter into an agreement with the Municipality as outlined in the Private Road Maintenance and Improvement By-Law

NAME AND SIGNATURE OF ASSOCIATION EXECUTIVES

Stephen McIlvott
Name

[Signature]
Signature

68 Innes Lane
Civic Address, PID and AAN - Please Print

Deborah Innes
Name

[Signature]
Signature

49 Innes Lane
Civic Address, PID and AAN - Please Print

B
SM
Innes



By-Law

R-002

Barry Maxner Barry Maxner 151 Innes Lane
 Name Signature Civic Address, PID and AAN - Please Print

Mike Casey Mike Casey 139 Innes Lane
 Name Signature Civic Address, PID and AAN - Please Print

Doug Christie Doug Christie 83 Innes Lane
 Name Signature Civic Address, PID and AAN - Please Print

Name Signature Civic Address, PID and AAN - Please Print

Name Signature Civic Address, PID and AAN - Please Print

Name Signature Civic Address, PID and AAN - Please Print

Name Signature Civic Address, PID and AAN - Please Print

This petition must be accompanied by:

- a) An estimated yearly maintenance and improvement budget for the year which was passed by a Special Resolution at a duly called meeting of the Association;
- b) A copy of the Special Resolution approved by the Association requesting the Municipality to collect a charge for the maintenance and /or improvement of roads;
- c) Proof of the Association's good standing with the Registry of Joint Stocks;
- d) A copy of the Association's Memorandum of Understanding and By-Laws which clearly states that a primary objective or purpose of the Association is to carry out specified items under the MGA Section 81 (da);
- e) A Plan clearly showing the Charge Area, the lots affected, the road(s), the frontage of the lots and the Property Identification (PID) and Assessment Account Number (AAN) of each lot affected in the Charge Area.



Electronically signed by:
Office of the Registrar of Joint Stock Companies
Date: 29 October 2021 07:49 ADT
Location: Nova Scotia, Canada
Contact: rjsc@novascotia.ca

Certificate of Incorporation

Societies Act

Registry ID

4365976

Name of Society

INNES LANE ROAD ASSOCIATION

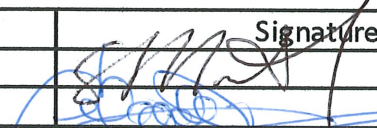
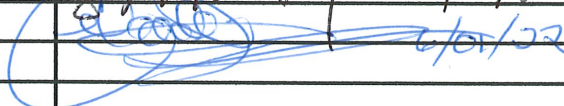
I hereby certify that INNES LANE ROAD ASSOCIATION was incorporated under the Societies Act and that the liability of the members is limited.

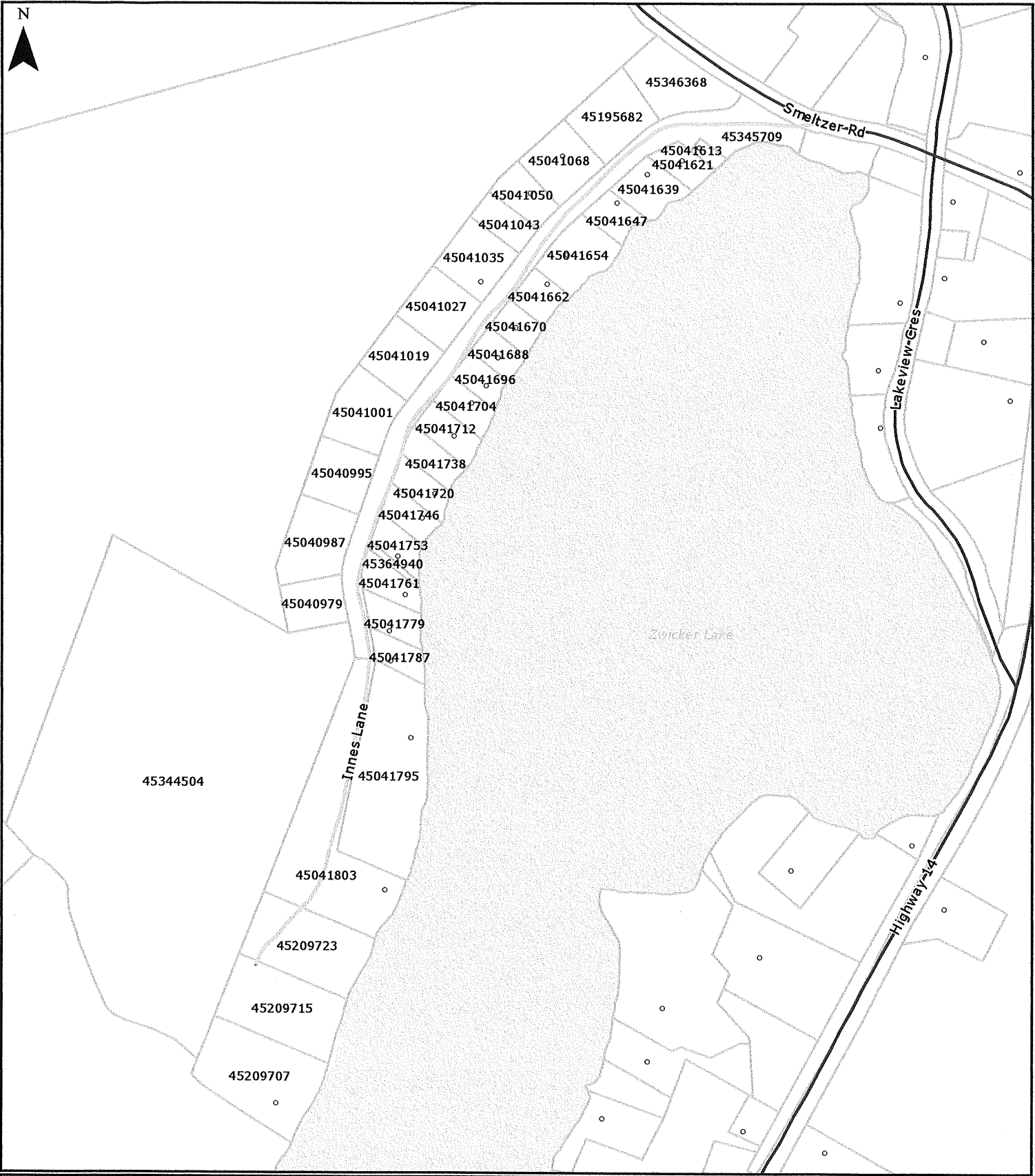
Registrar of Joint Stock Companies

October 27, 2021

Date of Incorporation

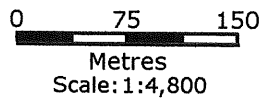
Innes Lane Road Association		
Projected Budget		
2022-2023		
Revenue		
Annual Road Dues	\$ 5,750.00	
(23 properties @ \$250/Property)		
Total Revenue		\$ 5,750.00
Expenses		
Snow Plowing (2022/23)	\$ 2,000.00	
Annual Road Maintenance:	\$ 3,000.00	
(Gravel/Ditching/Culvert, etc.)		
General Association Expenses:	\$ 250.00	
(Municipality Fees, Bank Fees, Association fees, etc.)		
Total Expenses		\$ 5,250.00
Reserve /Emergency Fund	\$ 500.00	
Total Expenses & Reserve Fund		\$ 5,750.00

Approved By:	Signature
Seamus Marriott	 6/01/22
Debbie Innes	 6/01/22
Ada Smith	
Barry Maxner	
Mike Casey	
Doug Christie	



Base data derived from the Nova Scotia Property Records Database (NSPRD) and the Nova Scotia, Geomatics Centre (NSGC), Copyright Her Majesty The Queen in Right of the Province of Nova Scotia. This map is a graphical representation only. It is not a land survey and is not intended for used for legal descriptions or to calculate exact dimensions or area. Prepared by: West Hants Regional Planning and Development Department January, 2022

Innes Lane, Upper Vaughan




- Innes Lane
- Civics
- Parcels
- Roads
- Water



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Committee of the Whole

Submitted by: 
Shelleena Thornton, Municipal Operations Supervisor

Date: February 8, 2022

Subject: Police Advisory Board Resident Member Appointment

LEGISLATIVE AUTHORITY

Nova Scotia Municipal Government Act (MGA) – Sections 24-27, Standing, special and advisory committees; Vacancy on Boards, Commissions and Committees; Citizen Advisory Committees; and Community Committees.

Police Act of NS – Section 57 - Establishment and composition of Police Advisory Boards, and Section 68(1) – Function of Advisory Board

Police Regulations of NS – Part 3

RECOMMENDATION

That Committee of the Whole recommends,
that Council approves Mandy Singleton be appointed to the Police Advisory Board for the term March 01, 2022 to October 31, 2024.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input checked="" type="checkbox"/>	Environment <input type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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Police Regulations, Part 3 outlines Board member qualifications, selection process, Code of Conduct of Board members, and the role of the Chair.

The Police Act of NS outlines the composition and functions of the Police Advisory Board.

The Meeting and Committees Procedural Policy RCOGE-003.00 (as amended) was approved by Council at the October 27, 2020 Council meeting and outlines procedures while conducting Committees of Council meetings.

DISCUSSION

Police Advisory Board (as per Sections 57 and 68(1) of the Police Act of NS)

The function of the advisory board is to provide advice to the council in relation to the enforcement of law, the maintenance of law and order and the prevention of crime in the municipality, but the advisory board shall not exercise jurisdiction relating to complaints, discipline, personnel conduct or the internal management of the Royal Canadian Mounted Police.

A five-member advisory board consists of:

- (a) two members of council appointed by resolution of the council;
- (b) two members appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
- (c) one member appointed by the Minister.

Current appointments include:

- Deputy Mayor Paul Morton (2-year term; exp. Oct. 31, 2022)
- Councillor Mark McLean (2-year term; exp. Oct. 31, 2022)
- Resident-member Ken Swan (2-year term; exp. Oct. 31, 2022)
- Vacancy due to a resignation

The vacancy was advertised until Noon, February 2, 2022, in which three applications were received. Staff reviewed the applications and sent copies to the Chair of the Police Advisory Board. The recommended resident appointment would fulfil the resident-member requirement and comply with the Police Act of NS.

It should be noted that although appointments are for a two-year term, and due to this Board meeting quarterly, it seems appropriate that:

- this term not conclude October 31, 2022 as the newly appointed resident would only attend one scheduled meeting (possibly two); and,
- that it not expire the end of March 2024 (after two years), as 2024 is a regularly scheduled Municipal election year and having to fill the vacancy then would put the Board in the same position it is now (where a newly appointed member would only attend a meeting or two). Therefore, the recommended term of March 1, 2022 to October 31, 2024 is preferred.

Should the recommendation be supported, one vacancy would remain, that of the Ministerial appointed member. Staff understands that two residents applied online with the Department of Justice; however, the appointment has yet to be made by the Province. Staff have followed up with the Dept of Justice; however, unsure as to the delay in appointment.

At the time of writing this report, the Regional Police Advisory Board is scheduled to meet on Monday, April 18, 2022.

NEXT STEPS

The newly appointed resident-member will be contacted and notified of their appointment.

FINANCIAL IMPLICATIONS

Resident members appointed to Committees of Council receive remuneration in accordance with the West Hants Regional Municipality's Council Remuneration Policy, which is identified in the annual Operating Budget.

ALTERNATIVES

Council could choose to not support this recommendation.

ATTACHMENTS

None.

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: 

Shelleena Thornton, Municipal Operations Supervisor

Report Approved by: 

Mark Phillips, Chief Administrative Officer



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Committee of the Whole

Submitted by: _____
Mark Phillips, Chief Administrative Office

Date: February 8, 2022

Subject: PACE (Property Assessed Clean Energy) Program

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 81(A)

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that:

Council allocate \$10,000.00 in the 2022 / 23 operating budget to support the joint costs to submit an application with neighboring municipalities and PACE Atlantic, to the FCM (Federation of Canadian Municipalities), under the Community Efficiency Financing Program, for funding to develop and carry out a PACE (Property Assessed Clean Energy) Program

Further

It is understood by Council that the PACE Program submitted under the application will be reviewed by Council prior to it being submitted to the FCM for Councils' approval.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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Kody Blois, MP for Kings-Hants facilitated a meeting on January 14, 2022 with Mayors and staff from neighboring municipalities, including Kings County, Kentville, East Hants, and PACE

Atlantic to discuss the potential of a joint application to the FCM under the Community Efficiency Financing Program to assist with funding a PACE Program. The existing program contains funding to support programs such as this and has a current allocation of \$300 million (minus approved projects). A joint application would benefit us all independently as well as jointly as joint applications are looked upon more favorably. Julian Boyle and Bruce Cameron from PACE Atlantic lead the meeting and will facilitate the application pending the interest from municipal units. Confirmation from participating municipalities was requested by the end of February so that enough time can be taken to draft the application to FCM.

DISCUSSION

The MCCAP Committee has identified the following action item in the Action Plan which has been adopted by Council:

Action 5.6 of the WHRM Greenhouse Gas Emissions Local Action Plan (2021) is to “*explore options on PACE programming*”.

The following website extension provides a link to Nova Scotia PACE sharing other community PACE programs.

<https://novascotiapace.ca/pace-programs/>

The purpose of this report is to provide capability for the municipality to participate in the application and potentially to offer a PACE program in our region. If the funding is approved for the application the MCCAP committee or assigned staff will participate in the preparation of the application and draft program and not through the CAO’s Office.

NEXT STEPS

1. Council direction regarding participation in the application (requested by the end of February)
2. Confirmation by PACE Atlantic of the participating partners.
3. The creation of the application and PACE Program (estimated 3 month process / submission in June or July)
4. Approval of the PACE Program / Application by Council.
5. Application submitted to FCM (June or July)
6. FCM review of application (estimated 6 to 8 month review and evaluation period)
 - a. Establish a Municipal by-law as per the MGA Section 81(A)
7. Spring 2023 – WHRM PACE Program Launch

FINANCIAL IMPLICATIONS

The FCM Community Efficiency Financing Program has an allocation of \$300,000,000.00. A portion of the program is delivered in both loans and grants.

PACE Program Loan Component

- Up to twenty (20) year loan
- 0% interest on loan
- Four (4) year holiday on principle re-payment

Application Budget

Expenditures

Creating the Application / PACE Program \$100,000

Funding

*PACE Atlantic \$50,000

Provincial Sources \$25,000

Municipal Contribution (combined) \$25,000

\$100,000

*Note : PACE Atlantic will adjust their allocation upward if needed pending the response from the Province and other municipal partners. The contribution from the WHRM would adjust pending other sources but will not exceed \$10,000.

Pending the final draft of the PACE Program the direct costs to the WHRM for program administration could be off-set by built-in admin fees or by off-setting grants. It is premature at this point provide those details.

ALTERNATIVES

1. The WHRM submit an independent application and not participate in the joint application.
2. The WHRM not participate in an application and consider funding the PACE Program from in-house sources or other funding sources.
3. The WHRM not participate in a PACE Program.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

N/A

Report Prepared by:



Mark Phillips, Chief Administrative Officer

Report Reviewed by: _____
Sara Poirier, Senior Planner Supervisor

Report Reviewed by: _____
Shelleena Thornton, Municipal Operations

Report Approved by: _____
(Name and Title)