

**WEST HANTS REGIONAL MUNICIPALITY**  
**Council Meeting Agenda **AMENDED****  
**October 25, 2022 - 5:00 p.m.**  
**Virtual via Zoom (also FB Livestream)**



1. Call to Order
2. Attendance
3. Announcements
4. Approval of the Agenda, including additions or deletions
  - a) Dashboard Action Items – Information Log
  - b) Dashboard Action Items – Dangerous and Unsightly Premises
5. Declaration(s) of Conflict of Interest
6. Approval of Previous Meeting Minutes
  - a) 2022-09-27 Council Meeting Minutes
  - b) 2022-09-27 Public Hearing Meeting Minutes, Community Way, PID 45055167, 45364775, 45421146, Development Agreement
7. Presentations
  - a) Windsor Water Utility Supply - CBCL
  - b) Windsor Stormwater Study Update - CBCL
8. Public Hearings
  - i. 65 Fort Edward Street, Windsor - Municipal Land, WMPS and WLUB Amendments., PID 45059797
  - ii. Property Assessed Clean Energy (PACE) By-law - Coordinator Ogilvie
  - ~~iii. Hantsport Land Use By-law Amendment: Small Options Housing – Director LeMay~~
  - ~~iv. West Hants Land Use By-law Amendment: Small Options Housing – Director LeMay~~
  - ~~v. Windsor Land Use By-law Amendment: Small Options Housing – Director LeMay~~
9. Second Readings
  - i. 65 Fort Edward Street, Windsor - Municipal Land, WMPS and WLUB Amendments, PID 45059797
  - ii. Property Assessed Clean Energy (PACE) By-law – Coordinator Ogilvie
  - ~~iii. Hantsport Land Use By-law Amendment: Small Options Housing – Director LeMay~~
  - ~~iv. West Hants Land Use By-law Amendment: Small Options Housing – Director LeMay~~
  - ~~v. Windsor Land Use By-law Amendment: Small Options Housing – Director LeMay~~

15. **New Business**
  - f) **Diverse and Inclusive Communities Committee Policy Amendment- Coordinator Craik**
  - g) **Diverse and Inclusive Communities Committee Resident Member Appointments – Coordinator Craik**
  
10. Unfinished Business/Postponed Motions (resulting from the 2022-10-11 Committee of the Whole Meeting)
  - a) 2022-09-14 In-Camera Meeting Minutes
  - b) In-Camera Matter, MGA 22(2)(a) Legal Matter
  - c) In-Camera Matter, MGA 22(2)(a) Personnel Matter
  - d) In-Camera Matter, MGA 22(2)(a) Legal Matter
  
11. Mayor’s Report
  
12. Committee(s) of Council Excerpts/Recommendations
  - a) Committee of the Whole Excerpts (October 11, 2022)
    - i. Brooklyn Fire Dept – Battery Powered Extrication Tools Over-budget
    - ii. Brooklyn Fire Dept – Generator Over Budget
    - iii. Grants & Contributions Policy
    - iv. MCCAP Resident Committee Appointments
    - v. Outdoor Fires By-law RO-001
    - vi. PAC/HAC Resident Committee Appointments
    - vii. Police Advisory Board (PAB) Resident Committee Appointments
    - viii. Windsor Flood Risk Assessment – Formal Update Request
  
  - b) Planning and Heritage Recommendations (October 13, 2022)
    - i. 4245 Hwy 14: WHLUB Amendment, PID 45038361 - Planner Dunphy
    - ii. 697 Greenhill Road, Greenhill: WHLUB Amendment, 45026010 - Planner Dunphy
    - iii. Hantsport MPS and LUB Detached Secondary Suites - Planner Poirier
    - iv. West Hants MPS and LUB Detached Secondary Suites - Planner Poirier
    - v. Windsor MPS and LUB Detached Secondary Suites - Planner Poirier
    - vi. Wentworth Road PID 45190386 and Cole Drive PID 45366457, WHLUB Amendments - Planner Poirier
    - vii. 4701 Hwy 1, Three Mile Plains, Development Agreement - Planner Poirier
    - viii. WHLUB Housekeeping Amendments - Director LeMay
  
13. Councillor Municipal Business/Activity Reports
  - ~~a) Councillor Ivey, District 11 Activity Report~~
  
14. Correspondence
  - a) Information
    1. Avon Causeway Activity Log as of October 20, 2022- No new correspondence

2. Correspondence Received Activity Log as of October 20, 2022
  - i. 2022-10-17 Opportunity for Aspiring Entrepreneurs in West Hants – Mashup Lab Program Communication Coordinator Chrystal Remme
  - ii. 2022-10-19 Response from Minister Masland re Potential Mi'kmaq Burial site
  
3. Fort Edward Activity Log as of October 20, 2022
  - i. 2022-10-18 Sandra Barrs, President, Heritage Trust of Nova Scotia re Proposal to rezone 65 Fort Edward Street
  
4. Storm Wastewater Activity Log as of October 20, 2022 - No new correspondence
  
- b) Requests – None
  
- c) Outgoing Correspondence Log as of October 20, 2022
  - i. 2022-10-19 Correspondence to Minister Murray re Pumpkin Regatta sent October 20, 2022
  
15. New Business
  - a) Deputy Mayor Nomination and Appointment (November 1, 2022-October 31, 2024)
  - b) Council Advisory Committee Nominations and Appointments (November 1, 2022-October 31, 2024)
  - c) Committee of the Whole Meetings - Mayor Zebian
  - d) Debt Servicing Recommendation Report - Mayor Zebian
  - e) Accessibility Advisory Resident Committee Member Appointments – Clerk Snair
  - ~~f) Diverse and Inclusive Communities Committee Policy Amendment – Coordinator Craik~~
  - ~~g) Diverse and Inclusive Communities Committee Resident Member Appointments – Coordinator Craik~~
  - h) Watershed Advisory Resident Committee Member Appointments - Clerk Snair
  - i) Windsor Coach House Roof Repairs – Director Kehoe
  
16. In-Camera
  - a) 2022-09-27 In-Camera Council Meeting Minutes
  - b) MGA 22(2)(a) Land Matter
  - c) MGA 22(2)(a) Land Matter
  
17. Next Meeting Date / Adjournment

**WEST HANTS REGIONAL MUNICIPALITY**  
**Council Meeting Minutes**  
**October 25, 2022 - 5:00 p.m.**  
**Sanford Council Chambers, 76 Morison Dr, Windsor, NS**  
And virtually via Zoom (also Facebook Livestreamed)



1. Call to Order - Mayor Zebian called the meeting to order at 5:00 p.m.

2. Attendance

Council:

Abraham Zebian, Mayor

Rupert Jannasch, Councillor, District 1

Scott McLean, Councillor, District 2 (5:01 p.m.)

Mark McLean, Councillor, District 3

Jeff Hartt, Councillor, District 4

Debbie Francis, Councillor, District 5

Paul Morton, Deputy Mayor, District 8

Bob Morton, Councillor, District 6 (5:05 p.m.)

Ed Sherman, Councillor, District 7

John A. Smith, Councillor, District 9

Laurie Murley, Councillor, District 10

Jim Ivey, Councillor, District 11

Staff & Guests:

Mark Phillips, Chief Administrative Officer

Diana Gibson, Acting Dir. Financial Services

Todd Richard, Dir. Public Works

Sara Poirier, Sr. Planner

John Ogilvie, Municipal Climate Change Action Coordinator

Fifteen (15) residents in the Gallery

Madelyn LeMay, Dir. Planning & Development

Alex Dunphy, Planner

Deanna Snair, Municipal Clerk

Andrew Gates, CBCL

Aaron Baillie, CBCL

Regrets:

Shelleena Thornton, Mun. Admin Supervisor

Kathy Kehoe, Dir. Community Development

3. Announcements (6:01 p.m.)

- Mayor Zebian acknowledged that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People and that this land is governed by the treaties of Peace and Friendship signed in 1726. West Hants Regional Municipality also recognizes that we are all treaty people and have responsibilities to this land and each other.
- The Open House at Benjamin Mills Wind Farm will be tomorrow between 4-8 p.m.
- Reminder of the Halloween Hunt at Irishman's Road on Saturday from 10-11 a.m. The first 200 children will receive a package.
- Mayor Zebian reviewed the Fire Safety protocols for all attending in the Gallery.

4. Approval of the Agenda, including additions or deletions (5:02 p.m.)

a) Deletions to the agenda:

Public Hearings items three (3), four (4) and five (5) and Second Readings three (3), four (4) and five (5) will be returning to Council at a later date.

Item 15 (f) and (g) will be moved up on the agenda and be presented before Public Hearings.

Under New Business there were nine (9) items that required notice of motion prior to appearing on the agenda as they required a change in policy in order for the elections to occur in October as noted within the Meeting and Committee Procedural policy. Councillor Ivey referenced Sections 15.1, 15.2, also noting that notice had not been provided through the Planning and Heritage Advisory Committee; all elections and appointments to Committees of Council should be pulled.

Discussion Points:

- It was extremely important for Council to adhere to policy as much as possible.
- Council can choose to not continue with the appointments. The Advisory committees impacted by this decision would be MCCAP (scheduled to meet on November 9<sup>th</sup>) and the Planning Advisory and Heritage Advisory (scheduled to meet on November 10<sup>th</sup>, 2022). The current committee member appointments would expire (as per the motion) on October 31, 2022.
- Should the Advisory Committee appointments be postponed until the month of November, a Special Council meeting would need to be called to ratify any committee member appointment recommendations to enable the current meeting dates to remain unchanged.

MOVED BY COUNCILLOR IVEY AND HARTT THAT COUNCIL REMOVE THE ITEMS INVOLVING THE ELECTIONS OF THE COMMITTEE AND THE APPOINTMENTS INCLUDING THE DEPUTY MAYOR ANNOUNCEMENT. Motion defeated. Nays: Jannasch, S. McLean, Francis, B. Morton, Sherman, Smith, P. Morton and Zebian

b) Dashboard – Action Items (5:16 p.m.)

Discussion Points

- Commissioning of the Panuke Road Booster Station is scheduled for tomorrow. The generator does not hinder operations and was expected to arrive next year.
- Hantsport Fire Station remains delayed. The general contractor had issues with timing of the project and acquiring sub-contractors resulting in the project being pushed into a winter schedule, which also impacted the ability to schedule subcontractors. Despite the delay and several change orders the project remains on budget. Further discussions will occur later in the meeting. There was one project outside the contract that remained relating to the apparatus floor. Change orders would only go before Council if the budget (the base amount plus contingency) was exceeded. Until the allotted budget is exceeded, staff manage these projects.
- Council can expect a report pertaining to the Capped Assessment at the November Committee of the Whole meeting.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED** Nays: Hartt, Ivey, S. McLean and M. McLean

5. Declaration of Conflict of Interest  
There were no declarations made.

6. Approval of Previous Meeting Minutes (5:23 p.m.)

- 2022-09-27 Council Meeting Minutes
- 2022-09-27 Public Hearing Minutes – Community Way, PID 45055167, 45364775, 45421146, Development Agreement

**MOVED BY DEPUTY MAYOR AND COUNCILLOR FRANCIS TO APPROVE THE FOLLOWING MINUTES; 2022-09-27 COUNCIL MEETING MINUTES AND 2022-09-27 PUBLIC HEARING MINUTES – COMMUNITY WAY, PID 45055167, 45364775, 45421146, DEVELOPMENT AGREEMENT. MOTION CARRIED** Nays: S. McLean and Ivey

7. Presentations (5:24 p.m.)

a) CBCL -Windsor Flood Risk Assessment Study Update  
Mr. Andrew Baillie reviewed the report.

Key Points:

- The objectives were to manage the Stormwater runoff in a cost efficient way, minimize impacts to the environment, control stormwater overflows, protect the citizens and environment from flooding, mitigate damage to infrastructure, protect the quality and quantity of groundwater, enhance the quality of surface water in community, provide stormwater information on future development to allow future development in the communities and to provide communications, discussions and options with the MCCAP Committee.
- The project scope was to do an assessment on the current conditions by evaluating capacity and performance of the existing stormwater infrastructure under current climatic and development conditions; an assessment of the future conditions by evaluating the capacity and performance of the existing stormwater infrastructure under projected development and climate change impacts and provide flood mitigation strategies to reduce flooding risk and improve resilience, including costs.
- Next steps were:
  - Finish the calibration.
  - Undertake model design stormwater events (taking various storm events and seeing how the existing conditions perform and then making changes to the system and seeing the impacts of the changes made on flooding and performance).
  - Incorporate future development areas (these take away the capacity to flow stormwater and sanitary flow) to see what the impacts are and how to address them).
  - Identify any system upgrades required

- Develop a roadmap for any proposed upgrades, outlining the priorities and provide class D estimates.
- Compile reports.
- Projected future next steps:
  - Budget for improvements
  - Complete preliminary design and detailed design.
  - Develop tender and select a contractor
  - Construct improvements. The timeline for this work varies based on the scope of the work being done, timeline identified for the work to be done and the budget allocated each year for the work to be completed.

Discussion Points:

- Street renewals have separated stormwater and sanitary as part of each project.
- Policies are in place that all developments are required to maintain pre and post flows from the property for storm events. Developers are required to design a system that will attenuate the stormwater on the property so it discharges at the same rate previous to construction; there should be no impact to the downstream environment than what currently occurs. An important part of this process was to ensure Developers follow through and that water was not directed to a different watershed; it must remain within the current watershed.
- Anticipated the work would be completed by year end, possibly January of 2023. Data has been collected and the models are operating. Now it was about running the models and making the changes needed to be made within the systems.
- Typically, public engagement (information sessions identifying issues found and the plan to fix them) occur once a project was selected to be done.
- An initial area of concern was the large amount of flow in the underground. The underground was an enclosed former brook that runs through the town that was pieced together in sections over the years. It has been covered in different materials with different sized piping along it. It collects a lot of stormwaters; it has capacity, but it was not well constructed.
- Combined stormwater/sewer overflows occur when there is four (4) times the amount of the max day flow resulting in a very dilute water, mostly containing rainwater. It is considered a non-environmental concern for short durations. These events occur during large rain events when there is a lot of flow that was multiple times the normal flow. It is not ideal, but it is part of older systems.
- One stormwater event is generally used to calibrate the models. If the model can be calibrated it is going to functionable over a wide range of scenarios. Photos of other events could be run with the data and used as a check.

b) CBCL Windsor/Falmouth Water System Update (5:44 p.m.)

Mr. Andrew Baillie reviewed the report.

Key Points:

- The five (5) year plan was identified:
  - Upgrade Mill Lake Dam to comply with CDA guidelines (Ongoing)
  - Upgrade WWTP intake screen to comply with DFO requirements (Ongoing)
  - Improve water storage in the distribution system (Ongoing)

- Improve access road to Mill Lake (ongoing)
- Install 3rd treatment train at WWTP (Future)
- Investigate source water improvement options (Future)
- Connect Falmouth and Windsor water systems (Future)
- The recognized growth in Windsor and Falmouth was the driving force for the five (5) year plan, looking at water demand, treatment capacity and available water source.
- Within Windsor the amount of water withdrawal from the river is seasonal. This plant can meet the treatment capacity within Windsor. Within the plant improvements were required to address filtration redundancy to comply with regulations (the third train).
- Windsor's source of water was Mills Lake and has a requirement to leave a base fill in the river after a withdrawal, meaning all the water can't be removed. There were also the variable seasonal limits on withdrawals.
- Falmouth's water source was French Mill Brook. Work previously identified there was potential for the water source to not be sufficient in drought conditions.
- The intake screen being considered will allow a withdrawal permit to meet the treatment plant capacity of 6.8 million liters per day and designed for the future combined demand for Windsor and Falmouth.
- Improvements were needed to raise the level of service of the access road.
- Proposed next steps for the dam include:
  - Review the current dam safety classification.
  - Calculate design water levels to define freeboard as outlined in the 2007 CDA Dam Safety Guidelines.
  - Geotechnical Investigation to assess construction, seepage, soil and foundation conditions.
  - Stability Analysis in accordance with the 2007 CDA Dam Safety Guidelines.
- Site selection, topographic and geotechnical work has been done have been completed for the storage reservoir tank. Presently at the design phase with proposed construction in 2023/24.
- WHRM was not in a deficit. The 2021 study was done to identify when that could happen and what could be done to deal with it. Upgrades are required in both the Windsor and Falmouth system; by connecting the two systems it would delay or eliminate the upgrades required on the Falmouth system. The upgrades on the Windsor system were always required.
- The way the system is currently set up all the storage (with the exception of the Industrial Park Reservoir for Fire Protection) was at the treatment plant. With respects to the terms of the total volume recommended on a system this size, it was less than what was recommended, the location also makes the municipality vulnerable. Having increased storage in the system and a closer proximity to demand improves fire flows, resulting in more security.
- Combining the systems was within the five (5) year plan. Connecting the two systems provides the ability to defer requirements of a third filter in Falmouth and dam upgrades. A connected system provides resilience and along with the third train in Windsor increasing capacity.

- Concerns are not the day-to-day impacts; the concerns were related to climate change and potential drought similar to 2016. Fixing leaks and improving aging infrastructure was very important.
- It was important the two treatment schemes were harmonized when a connection is done.

Mr. Gates and Mr. Baillie left the meeting at 6:09 p.m.

15. f) Diverse and Inclusive Communities Committee Policy Amendment and Citizen member appointment (6:09 p.m.)

Coordinator Craik reviewed the report.

In October of 2020, Council prioritized the theme of Community Diversity and Welcomeness with the objective of establishing a Diversity/Inclusion Plan. In August of 2021, a call for Committee Members to apply for the Diverse & Inclusive Communities Committee was issued resulting in twenty-one (21) applications received.

The selection committee was recommending an amendment of the Appendix M to include two revisions:

1. Adding a seventh voting citizen member to ensure to ensure all perspectives are represented and side in a tie breaking scenario that promotes progression without uncertainty.
2. Adding one non-voting representative from the Supporting & Promoting Equality in our Communities (SPEC) group.

The selection committee further recommended the appointment of the following individuals as voting citizen member to become the first-voice representatives and support of the Diverse and Inclusive Communities Committee:

1. Ripley Brown-Fogarty
2. Jenna Warren-Mayer
3. Sarah Brothers
4. Jamie Patterson
5. Anne Bishop
6. Ian Shaw
7. Domenic Padula

**MOVED BY COUNCILLOR IVEY AND B. MORTON THAT COUNCIL RECOMMEND COUNCIL DIRECT STAFF TO AMEND APPENDIX M IN THE MEETING AND COMMITTEE PROCEDURAL POLICY TO REFLECT THE CHANGES NOTED IN ATTACHMENT B; AND FURTHER, TO APPOINT THE FOLLOWING INDIVIDUALS AS VOTING CITIZEN MEMBERS TO BECOME THE FIRST-VOICE REPRESENTATIVES AND SUPPORT OF THE DIVERSE AND INCLUSIVE COMMUNITIES COMMITTEE: RIPLEY BROWN-FOGARTY, JENNA WARREN-MAYER, SARAH BROTHERS, JAMIE PATTERSON, ANNE BISHOP, IAN SHAW, AND DOMENIC PADULA. MOTION CARRIED**

8. Public Hearings (6:14 p.m.)

- a) 65 Fort Edward Street, Windsor, Municipal Land, WMPS and WLUB Amendment PID 45059797

b) Property Assessed Clean Energy (PACE) By-Law (6:51 p.m.)  
Coordinator Ogilvie reviewed the proposed PACE By-Law for Council to consider.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN TO  
GO IN TO PUBLIC HEARING AT 6:13 P.M. MOTION CARRIED**

The meeting moved into Public Hearing at 6:13 pm. Further information on the Public Hearing is available in the 2022-10-25 Public Hearing Minutes – 65 Fort Edward Street, Windsor, Municipal Land, WMPS and WLUB Amendment PID 45059797 and Property Assessed Clean Energy (PACE) By-Law.

At 6:59 p.m. Mayor Zebian declared the Public Hearing concluded and the regular Council session commenced.

9. Second Readings (related to Item # 8 Public Hearings) (6:59 p.m.)

a) 65 Fort Edward Street, Windsor, Municipal Land, WMPS and WLUB Amendment PID 45059797

Discussion Points:

- With the recent comments provided by the CAO related to Council taking time to reflect it was felt the request (a year) by the West Hants Historical Society to bring a proposal to council be considered.

**MOVED BY COUNCILLORS MURLEY AND SHERMAN THAT COUNCIL  
ADJOURNS THE PUBLIC HEARING UNTIL 6:00 PM ON OCTOBER 24, 2023  
AND POSTPONES THE SECOND READING UNTIL OCTOBER 24, 2023 FOR  
65 FORT EDWARD STREET, WINDSOR (PID 45059797). MOTION CARRIED**

b) Property Assessed Clean Energy (PACE) By-Law (6:51 p.m.)

Discussion Points:

- The By-Law gives Council the capacity to create and implement a PACE program. PACE Atlantic was a privately owned company who may or may not be the service provider going forward when the program is created. MCCAP will determine the who, what, when and where of the program. PACE Atlantic was not referenced in the By-Law.
- Funding sources are still being explored.

**MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COUNCIL GIVES  
SECOND READING AND ADOPTS THE PROPERTY ASSESSED CLEAN  
ENERGY (PACE) BY-LAW IN A MANNER SUBSTANTIVELY THE SAME AS THE  
DRAFT IN ATTACHMENT A OF THE REPORT “PROPERTY ASSESSED CLEAN  
ENERGY (PACE) BY-LAW” TO COUNCIL, DATED SEPTEMBER 27, 2022.  
MOTION CARRIED**

All residents in the Gallery left the meeting at 7:07 p.m.

Planner Dunphy and Coordinator Ogilvie left the meeting at left the meeting at 7:08 p.m.

10. Unfinished Business/Postponed Motions (7:08 p.m.)

- a) 2022-09-14 In-Camera Meeting Minutes
- b) MGA 22 (2)(a) Legal Matter
- c) MGA 22(2)(a) Personnel Matter
- d) MGA 22(2)(a) Legal Matter

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS  
THAT THE MEETING MOVE TO IN-CAMERA AT 7:08 P.M. MOTION  
CARRIED**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN  
THAT THE MEETING MOVE OUT OF IN-CAMERA AT 8:28 P.M. MOTION  
CARRIED**

The regular Council meeting reconvened at 8:28 p.m.

11. Mayor's Report (8:28 p.m.)

Mayor Zebian provided a verbal report on activities attended since the September 13<sup>th</sup>, 2022 meeting.

Events Attended:

- The Volunteer awards and recognition banquet. The Provincial volunteer awards will be held on November 9, 2022.
- General meeting with a representative from Property Valuation Services Corporation (P.V.S.C) and the CAO.
- The Tree Canopy unveiling in Victoria Park. The Victoria Park upgrades continue, staff will provide a breakdown of the renovations/repairs being undertaken.
- Raised the Truth and Reconciliation Flag.
- Attended the Marketing Levy Act meeting, the province was looking at changes to the MGA that would permit Municipalities to charge a marketing levy to Air BNB's, hotels, motels and accommodations. More updates will follow.
- Assisted with the Harvest House Thanksgiving Dinner.
- Attended the Valley Maple Leafs Home Opener Game, Councillor Ivey was in attendance as well taking the pictures.
- Attended the Banner unveiling ceremony at the Legion. Last year 12 banners were unveiled, this year 60 banners were unveiled with increased projections for next year.
- Diverse and Inclusive Community committee selection process has begun. Special thanks to Bekah Craik for all the hard work put into this committee.
- Toured various film industry representatives and Screen Nova Scotia representatives around to the area promoting the region.
- Attended the Community Health Meeting (along with many other Councillors) and many individuals from the community. There was a lot of great questions asked; hopefully resulting in possible solutions. Hants Community Hospital is not on the chopping block, the actual intent is the grow.

- Attended the Staff Appreciation recognizing the hard work, achievements and t[years of service for staff. Many have been with the Municipality for a long time. Fred Barbour celebrated 30 years of service and Peter Johnson celebrated 25 years of service.
- Attended the Lions Club breakfast, all the proceeds went towards the Falmouth Park.
- Met with the Council of Glooscap First Nation to discuss the reconciliation project previously approved by council. It is a mural/puzzle type project that will be at the Sports Complex. Progress is ongoing with their input and assistance.
- Continued conversations with many residents in the community.

12. Committees of Council Recommendations (8:35 p.m.)

a) Committee of the Whole Excerpts (October 13, 2022)

i. Brooklyn Fire Dept – Battery Powered Extrication Tools Over-budget

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMAD22-02 FOR THE SUPPLY OF BATTERY POWERED EXTRICATION TOOLS TO THE COMPLIANT BIDDER, SAFETY SOURCE FIRE, FOR BROOKLYN FIRE DEPARTMENT’S EQUIPMENT LIST, AT THE OVER-BUDGET TENDERED PRICE OF \$62,138.65 PLUS APPLICABLE TAXES. MOTION CARRIED**

ii. Brooklyn Fire Dept – Generator Over Budget (8:36 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE THE AWARD OF TENDER WWHPW22-02 FOR THE SUPPLY AND INSTALLATION OF A GENERATOR FOR BROOKLYN FIRE STATION #2 TO THE LOW COMPLIANT BIDDER, THOMPSON’S ELECTRIC LTD, FOR THE UPDATED TENDERED PRICE OF \$101,200.00 PLUS 15% CONTINGENCY AND APPLICABLE TAXES. MOTION DEFEATED. Nays: Jannasch, S. McLean, M. McLean, Hartt, P. Morton, Ivey and Zebian

Discussion Points:

- The impact of not having a Special Council meeting following Committee of the Whole was that every week of delay resulted in the delivery date being pushed ahead two-three weeks, resulted in an estimated delivery delay of an additional eight-weeks.
- The generator would be used to power the entire building.
- A grant application was submitted, one of the conditions of the grant was that the station be classified as a Comfort Centre. Fire Departments have been independently opening as Comfort Stations prior to the 72-hour mark as identified by EMO.
- The Comfort Centre classification was new information to Council, it was felt that this was not the reasoning behind the original request made.
- It was unclear if the generator could be retendered, significant change would be required from the original tender issued. Staff will explore options to determine the best approach in moving forward (retendering, pursuing an alternative vendor, either from the original quotes, etc,)

- iii. Grants and Contributions Policy (8:43 p.m.)

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR JANNASCH THAT COUNCIL ADOPT THE AMENDED WEST HANTS REGIONAL MUNICIPALITY GRANTS AND CONTRIBUTIONS POLICY RCOFN-012.00. MOTION CARRIED** Nays: Ivey and Hartt

Discussion Points:

- Councillor Ivey voiced discomfort in supporting the policy, it was felt the policy returned with an increase that wasn't warranted and there was uncertainty as to where the \$50,000 indoor/outdoor Recreation component came from. The approved budget provided a significant reduction to not for profits ( supporting property owners doing well in the service they provide), however the financial impacts were unclear with respects to budget allocation and the policy increase.

- iv. MCCAP Resident Committee Appointments Four (8:45 p.m.)

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPOINT MARK WILLIAMSON AND PETER MOORE AS RESIDENT REPRESENTATIVES ON THE MUNICIPAL CLIMATE CHANGE ACTION PLAN COMMITTEE UNTIL OCTOBER 31, 2024. MOTION CARRIED**

- v. Outdoor Fires By-law RO-001 (8:46 p.m.)

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR MURLEY THAT COUNCIL GIVE FIRST READING AND PROCEED TO A PUBLIC HEARING AND SECOND READING FOR THE OUTDOOR FIRES BY-LAW RO-001, WHICH WOULD INCLUDE THE REPEAL OF THE OUTDOOR FIRES BY-LAW #39 FOR THE FORMER TOWN OF WINDSOR DATED DECEMBER 2, 2010; THE FIRE AND BURNING MATERIALS BY-LAW 1-93 FOR THE FORMER TOWN OF HANTSPORT DATED OCTOBER 29, 1993; AND THE FIRE PROTECTION BY-LAW FOR THE FORMER MUNICIPALITY OF WEST HANTS DATED MAY 12, 1994, AS PRESENTED TO COMMITTEE OF THE WHOLE ON OCTOBER 11, 2022. MOTION CARRIED** Nays: S. McLean, M. McLean, Sherman and B. Morton

Discussion Points:

- As written, there were concerns with enforcement and the possibility that the creation may create hardships for some residents in the rural areas.
- The By-law also does not permit open fires (bon fires) within 1000 feet of a wooded area. Natural Resources define a wooded area as “ any place that there was a shrub, bush, a single tree or more”. Councillor Morton could not support the By-Law as written.

- vi. Planning and Heritage Advisory Committee Resident Member Appointment (8:48 p.m.)  
Clerk Snair provided an updated report for Council to consider.

Discussion Points:

- At the COTW meeting, staff presented a report for Council to consider regarding new resident members of the Planning and Heritage Advisory Committee. At that time staff was unaware that Ms. Jamie O’Hanlon had applied to be re-appointed, as a computer error placed her application in a “junk” mail in-box. Staff became aware of her application on Monday October 24.
- COTW has previously recommended the continuation of all other PAC/HAC members who applied, it was viewed that Council may wish to retain Ms. O’Hanlon on PAC/HAC which would result in only one new resident member required to be appointed to PAC/HAC. If agreed; the remaining member would need to be determined either an election / silent ballot (followed by a motion to destroy the ballots) or coin flip could be utilized.
- Director LeMay reviewed both applications for the seventh resident member for Council’s consideration. A silent vote (Mr. Palios and Mr. Bealsey) occurred resulting in Mr. Palios being appointed to the PAC/HAC Committee.

The vote occurred under the title of Police Advisory Committee. The vote was for the Planning and Heritage Advisory Committee Resident Member appointment.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL APPOINT THE FOLLOWING SIX (6) RESIDENTS TO CONTINUE AS RESIDENT MEMBERS OF THE PLANNING AND HERITAGE ADVISORY COMMITTEE FOR THE 2022-2024 TERM: LISA BLAND, TASHA ROGERS, JENNIFER NICHOLLS, BILL PRESTON, JANE DAVIS AND JAMIE O’HANLON. MOTION CARRIED**

**MOVED BY COUNCILLOR SHERMAN AND DEPUTY MAYOR P. MORTON THAT COUNCIL APPOINTS STEFAN PALIOS AS THE SEVENTH (7<sup>TH</sup>) RESIDENT MEMBER OF THE PLANNING AND HERITAGE ADVISORY COMMITTEE FOR THE 2022-2024 TERM. MOTION CARRIED**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL DIRECT STAFF TO DESTROY THE BALLOTS. MOTION CARRIED.**

Council voted by a show of hands.

- i. Police Advisory Board Police Advisory Board (PAB) Resident Committee Appointments (8:56 p.m.)

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN THAT COUNCIL APPROVES GUIDO GUIDE FURLANI BE APPOINTED TO THE POLICE ADVISORY BOARD AS A RESIDENT COMMITTEE MEMBER FOR THE TERM NOVEMBER 01, 2022 TO OCTOBER 31, 2024, PENDING COMPLETION OF A SATISFACTORY CRIMINAL RECORDS CHECK. MOTION CARRIED**

viii. Windsor Flood Risk Assessment (8:59 p.m.)

Discussion Points:

- This item was addressed during the presentation.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL DIRECTS STAFF TO PROVIDE AN UPDATE ON THE FLOOD RISK ASSESSMENT PROJECT TO BE PRESENTED BY CBCL TO COUNCIL AT ITS OCTOBER COUNCIL MEETING WITH A SUMMARY OF THE WORK AND FINDINGS COMPLETED TO DATE, THE WORK STILL REQUIRED TO BE COMPLETED AND THE ESTIMATED TIMEFRAME FOR THE COMPLETION OF THE WORK AND THE ANTICIPATED FINAL REPORT DELIVERY. MOTION CARRIED**

b) Planning / Heritage Advisory Committee – October 13, 2022

i. 4245 Hwy 14; WHLUB Amendment, PID 45038361 First Reading (9:00 p.m.)

Planner Dunphy reviewed the report. A completed application was received by Julien Payne on July 7th, 2022, to change the zoning of 4245 Highway 14, Windsor Forks (PID 45038361) from the Rural Commercial (RC) zone to the General Resource (GR) zone to permit the conversion of the existing building from a commercial use with a residential unit to a two-unit residential building. A Public Information Meeting was held on September 8th, 2022, resulting in no comments received from the public. On October 13th, 2022, the Planning and Heritage Advisory Committee (PAC/HAC) mended in favour of the application.

**MOVED BY COUNCILLORS FRANCIS AND IVEY THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW BY REZONING 4245 HIGHWAY 14, WINDSOR FORKS (PID 45038361) FROM THE RURAL COMMERCIAL (RC) ZONE TO THE GENERAL RESOURCE (GR) ZONE. MOTION CARRIED**

ii. 697 Greenhill Road, Greenhill; WHLUB Amendment, PID 45026010 First Reading (9:06 p.m.)

Planner Dunphy reviewed the report. A completed application was submitted on August 15th, 2022, to change the zoning of a 52-acre property located at 697 Greenhill Road, Greenhill (PID 45026010) from the Agricultural Priority Two (AR-2) zone to the Rural Residential (R-4) zone to permit the construction of a private road and subdivided lots for residential purposes. A Public Information Meeting was held on September 8th, 2022, resulting in two (2) comments received regarding concerns with the drilling of additional wells on the subject lot.

On October 13th, 2022, the Planning and Heritage Advisory Committee (PAC/HAC) reviewed the report and discussed whether a hydrogeological report would be excessive for the scale of the development and would be inconsistent with the owner's existing ability to subdivide 1 lot each year from the site without providing a hydrological assessment. PAC/HAC recommended in favour of the application with no hydrogeological report required.

**MOVED BY COUNCILLORS FRANCIS AND M. MCLEAN THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW BY REZONING 697 GREENHILL ROAD, GREENHILL (PID 45026010) FROM THE AGRICULTURAL PRIORITY TWO (AR-2) ZONE TO THE RURAL RESIDENTIAL (R-4) ZONE. MOTION CARRIED**

iii. Hantsport MPS and LUB Detached Secondary Suites– First Reading (9:13 p.m.)  
Planner Poirier reviewed the report. A completed application was received on July 4, 2022, from the to amend all planning documents in West Hants Regional Municipality to permit detached secondary suites accessory to single and two-unit dwellings. A Public Information Meeting was held on September 6, 2022. At the October 13, 2022, meeting the Planning and Heritage Advisory Committee (PAC/HAC) discussed whether the detached secondary suites would put additional burden on the current water supply in rural areas of the Municipality and on the potential for increased stormwater runoff on smaller lots due to increasing the lot coverage with a detached secondary suite. PAC/HAC recommended in favour of the amendments as drafted on October 13, 2022.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE HANTSPORT MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW TO PERMIT DETACHED SECONDARY SUITES ACCESSORY TO SINGLE AND TWO-UNIT DWELLINGS, IN A MANNER SUBSTANTIVELY THE SAME AS ATTACHMENT A OF THE STAFF REPORT TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE #22-12 DATED OCTOBER 13, 2022. MOTION CARRIED**

iv. West Hants MPS and LUB Detached Secondary Suites – First Reading (9:16 p.m.)  
Planner Poirier reviewed the report. A completed application was received on July 4, 2022, to amend all planning documents in West Hants Regional Municipality to permit detached secondary suites accessory to single and two-unit dwellings. A Public Information Meeting was held on September 6, 2022. At the October 13, 2022, meeting the Planning and Heritage Advisory Committee (PAC/HAC) discussed whether the detached secondary suites would put additional burden on the current water supply in rural areas of the Municipality and on the potential for increased stormwater runoff on smaller lots due to increasing the lot coverage with a detached secondary suite. PAC/HAC recommended in favour of the amendments as drafted on October 13, 2022.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE WEST HANTS MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW TO PERMIT DETACHED SECONDARY SUITES ACCESSORY TO SINGLE AND TWO-UNIT DWELLINGS, IN A MANNER SUBSTANTIVELY THE SAME AS ATTACHMENT A OF THE STAFF**

**REPORT TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE #22-13 DATED OCTOBER 13, 2022. MOTION CARRIED.**

v. Windsor MPS and LUB Detached Secondary Suites – First Reading (9:21 p.m.)  
Planner Poirier reviewed the report. A completed application was received on July 4, 2022, to amend all planning documents in West Hants Regional Municipality to permit detached secondary suites accessory to single and two-unit dwellings. A Public Information Meeting was held on September 6, 2022. At the October 13, 2022, meeting the Planning and Heritage Advisory Committee (PAC/HAC) discussed whether the detached secondary suites would put additional burden on the current water supply in rural areas of the Municipality and on the potential for increased stormwater runoff on smaller lots due to increasing the lot coverage with a detached secondary suite. PAC/HAC recommended in favour of the amendments as drafted on October 13, 2022.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE WINDSOR MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW TO PERMIT DETACHED SECONDARY SUITES ACCESSORY TO SINGLE AND TWO-UNIT DWELLINGS, IN A MANNER SUBSTANTIVELY THE SAME AS ATTACHMENT A OF THE STAFF REPORT TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE #22-14 DATED OCTOBER 13, 2022. MOTION CARRIED**

vi. Wentworth Road, PID 45190386 and Cole Drive PID 45366457, WHLUB Amendments - First Reading (9:22 p.m.)  
Planner Poirier reviewed the report. A completed application was received on August 10, 2022, to consider amending the map of the West Hants Land Use By-law (WHLUB) to rezone a portion of PID 45190386 and a portion of PID 45366457 to permit residential development and amend the text of the WHLUB to allow reduced minimum lot specifications to conform with the Crossing development agreement (2019). PID 45366457 is currently designated Joint Industrial Park. A MPS designation change for the lot was considered through “File 22-05 Windsor/West Hants MPS and LUB Amendments - Cole Drive, Windsor/Garlands Crossing”. A Public Information Meeting was held on September 8, 2022. On October 13, 2022, the Planning and Heritage Advisory Committee (PAC/HAC) discussed the reduced lot specifications proposed in the application, specifically the reduced lot area and reduced side yards, due to the aesthetic appearance of the community, concerns of increased fire spread potential and the decrease of permeable surfaces in the area. PAC/HAC recommended in favour of the amendments as drafted on October 13, 2022.

**MOVED BY COUNCLLIORS SMTH AND FRANCIS THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE ZONING MAP OF THE WEST HANTS LAND USE BY-LAW TO REZONE A PORTION OF THE LOT LOCATED AT PID 45190386, WENTWORTH ROAD, GARLANDS CROSSING FROM THE AGRICULTURAL PRIORITY THREE (AR-3) ZONE TO THE MULTIPLE RESIDENTIAL (R-3) ZONE AND REZONE A**

**PORTION OF THE LOT LOCATED AT PID 45366457, COLE DRIVE, GARLANDS CROSSING FROM THE JOINT INDUSTRIAL TYPE THREE (LI-3) ZONE TO THE MULTIPLE RESIDENTIAL (R-3) ZONE, AS SHOWN ON FIGURE 3, AND AMEND THE TEXT OF THE WEST HANTS LAND USE BY-LAW TO REDUCE THE MINIMUM LOT SPECIFICATION REQUIREMENTS FOR PID 45190386 AND 45366457 OWNED BY J. D. IRVING LIMITED ON WENTWORTH ROAD AND COLE DRIVE, IN A MANNER SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT A OF THE REPORT FILE #22-17 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED OCTOBER 13, 2022. MOTION CARRIED**

- vii. 4701 Hwy 1, Three Mile Plains, PID 45005733 Development Agreement - First Reading (9:38 p.m.)

Planner Poirier reviewed the report. A completed application was received on June 21, 2022, to consider permitting an automotive repair shop at 4701 Highway 1 (PID 45005733) in Three Mile Plains. The property owner would like to convert the existing detached garage on the property to a commercial automotive repair shop to perform vehicle service-related repairs such as tire changes, oil changes, brake changes and fluids/coolant changes. A Public Information Meeting was held on September 8, 2022. On October 13, 2022, the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A). PAC/HAC recommended in favour of the development agreement on October 13, 2022.

Discussion Points:

- Concerns were raised pertaining to garages having Dyno machine (Dynamometers) and their proximity to residential housing. These machines are used to measure a vehicles horsepower and can be very loud.
- West Hants does not have a Noise By-Law to address this.
- Planning was not aware of any concerns; an amendment could be made to the original motion to address this concern.
- The intent is to review each Development Agreements and do site inspections yearly to ensure requirements are met. It has not been possible since consolidation to achieve that goal. The municipality is short a Development Officer. Staff are working towards completing summary sheets for all the Development Agreements. Staff hope to be caught up next year.
- The applicant requested operation hours be from 7 a.m. -5 p.m. It was suggested that the hours be lengthened until 7 p.m. to provide leniency. Should an issue arise regarding the hours of operation, the process was complaint driven.

MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW AN AUTOMOTIVE REPAIR SHOP AT 4701 HIGHWAY 1, THREE MILE PLAINS (PID 45005733) WHICH IS SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT C OF THE REPORT FILE #22-10 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED OCTOBER 13, 2022.

**MOVED BY COUNCILLOR JANNASCH AND DEPUTY MAYOR P. MORTON THAT COUNCIL AMEND THE MOTION TO INCLUDE THE EXCLUSION OF THE USE OF A DYNO MACHINE. MOTION CARRIED**

Full motion as amended:

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW AN AUTOMOTIVE REPAIR SHOP EXCLUDING THE USE OF A DYNO MACHINE AT 4701 HIGHWAY 1, THREE MILE PLAINS (PID 45005733) WHICH IS SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT C OF THE REPORT FILE #22-10 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED OCTOBER 13, 2022. MOTION CARRIED**

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL REQUIRES THAT THE DEVELOPMENT AGREEMENT WITH PHIL MARRYATT FOR 4701 HIGHWAY 1, THREE MILE PLAINS PID 45005733 BE SIGNED WITHIN 120 DAYS FROM THE DATE OF FINAL APPROVAL BY COUNCIL OR THE DATE THAT ANY APPEALS HAVE BEEN DISPOSED OF; OTHERWISE THIS APPROVAL WILL BE VOID AND OBLIGATIONS ARISING HEREUNDER SHALL BE AT AN END. MOTION CARRIED**

viii. WHLUB Housekeeping Amendments (9:52 p.m.)

Director LeMay reviewed the report. Planning and Development staff reviewed the planning documents in order to respond to people inquiring about development potential, errors in the planning documents are occasionally found. Two were recently found in the West Hants Land Use By-law (WHLUB). A Public Information Meeting was held on September 6, 2022. At the September 8, 2022, meeting PAC/HAC recommended in favour of the proposed amendments.

Discussion Point:

- Within the West Hants Planning Strategy there are Hamlets and Resource designations; within these there are separate uses and zones. Particularly within the Hamlets and some in the Commercial zones there are large buildings (possibly with nothing in them) at the time that the Planning Strategy and Land Use By-Law were created. At the same time, Council has chosen to limit the commercial floor area in local Commercial zones and Hamlets in an attempt to ensure that there was no large Commercial Development in these areas. By Development Agreement a larger Commercial use in these buildings that would not normally be considered in these zones.

Councillor Hartt was out of the room and did not participate in the vote.

**MOVED BY COUNCILLOR IVEY AND DEPUTY MAYOR P. MORTON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE TEXT OF THE WEST HANTS LAND USE BY-LAW**

**TO CORRECT ERRORS IN THE METRIC EQUIVALENT OF FRONT YARD REQUIREMENTS IN THE TWO-UNIT RESIDENTIAL (R-2) ZONE AND THE MULTIPLE RESIDENTIAL (R-3) ZONE AND CORRECT THE REFERENCE TO THE WEST HANTS MUNICIPAL PLANNING STRATEGY POLICY FOR USES IN EXISTING NON-RESIDENTIAL BUILDINGS WHICH EXCEED THE COMMERCIAL FLOOR AREA LIMIT IN THE HAMLET AND RESOURCE DESIGNATIONS, ALL AS SHOWN IN APPENDIX D OF THE OCTOBER 13, 2022, REPORT #22-16, WEST HANTS LAND USE BY-LAW HOUSEKEEPING AMENDMENTS. MOTION CARRIED**

At 10:03 p.m. Council was asked if they wished to proceed with the meeting.

**MOVED BY COUNCILLORS FRANCIS AND JANNASCH THAT THE MEETING PROCEED past 10 p.m. MOTION CARRIED** Nays: M. McLean, Ivey

13. Councillor Municipal Activity Reports (10:04 p.m.)

Given the time Councillor Ivey chose to pass on presenting the report to Council. The report will be amended to the report that will be presented in November.

14. Correspondence (10:05 p.m.)

a) Information

1. Avon River Causeway/Hwy 101 Twinning Project Correspondence Log

- i. Current Avon Causeway correspondence received (as of October 20, 2022). No new correspondence was received.

2. All correspondence received (as of October 20, 2022)

- i. Correspondence received October 17, 2022, from MashUp Lab Program Communication Coordinator, Chrystal Remme re Opportunity for Aspiring Entrepreneurs in West Hants.
- ii. Correspondence received October 19, 2022, from Minister Masland re: Potential Mi'kmaq Burial Site.

3. Fort Edward Lands Correspondence Log (as of October 20, 2022)

- i. Correspondence received October 18, 2022, from Sandra Barss, President of the Heritage Trust of Nova Scotia re: Proposal to rezone 65 Fort Edward Street.

4. Storm Wastewater Correspondence Log (as of October 20, 2022). No new correspondence was received.

b) Requests – No requests were received

c) Out-going (as it relates to motions of Council to other Provincial agencies/depts) as of October 20, 2022)

- i. Correspondence sent October 20, 2022 to Minister Murray re: Pumpkin

## Regatta.

### 15. New Business

#### a) Deputy Mayor Nominations and Appointment (10:05 p.m.)

The election process would be completed by secret ballot. CAO Phillips and the clerk were the scrutineers.

Mayor Zebian called for nominations three times for position of Deputy Mayor. Councillor Morton nominated Current Deputy Mayor Paul Morton and Councillor Hartt nominated Councillor Ivey.

After three calls for nominations Mayor Zebian declared nominations cease. Deputy Mayor P. Morton and Councillor Ivey accepted the nomination. The nominees were each given an opportunity to speak as to why they should be Deputy Mayor.

A vote occurred resulting in Deputy Mayor P. Morton elected as the Deputy Mayor until October 31, 2024.

#### b) Council Advisory Committee Nominations and Appointments (10:08 p.m.)

Mayor Zebian called for nominations three times for each committee position then declared the nomination cease.

#### Police Advisory Board (10:09 p.m.)

Councillor Francis nominated Councillor Jannasch and Deputy Mayor P. Morton, Councillor Ivey nominated Councillor M. McLean and Councillor Hartt; all accepted the nominations, and a vote was held. Deputy Mayor P. Morton elected to the Police Advisory Board, the second and third highest vote count resulted in a tie with the lowest vote count was removed. Before a second vote was called Councillor M. McLean declined the nomination resulting in Councillor Jannasch being appointed to the Police Advisory Board.

#### Accessibility Committee (10:14 p.m.)

Deputy Mayor P. Morton nominated Councillor Francis and Councillor Hartt nominated Councillor B. Morton; both accepted the nomination, a vote was held, and Councillor B. Morton was elected to the Accessibility Committee.

#### Fences and Arbitration (10:16 p.m.)

Councillor Jannasch nominated Councillor S. McLean and Councillor B. Morton nominated Councillor Jannasch and Deputy Mayor P. Morton nominated Councillor Hartt. Councillors Hartt and Jannasch both declined their nominations. Councillor S. McLean accepted the nomination and was appointed to the Fences and Arbitration Committee.

#### Mills Lake Watershed Committee (10:18 p.m.)

Councillor B. Morton nominated Councillor Sherman and Deputy Mayor P. Morton nominated Councillor Murley and Councillor Sherman nominated Councillor Smith and Councillor Hartt nominated Deputy Mayor P. Morton. Councillors Sherman and Murley and Deputy Mayor P. Morton declined their nominations; Councillor Smith accepted the nomination and was appointed to the Mills Lake Watershed Committee.

Deputy Mayor P. Morton nominated Councillor Sherman as Alternate. Councillor Sherman accepted the nomination and was appointed Alternate to the Mills Lake Watershed Committee.

French Mill Brook Watershed Committee (10:20 p.m.)

Councillor Ivey nominated Deputy Mayor P. Morton and Deputy Mayor nominated Councillor Ivey and Deputy Mayor P. Morton nominated Councillor Smith. Councillor Ivey and Deputy Mayor P. Morton declined the nomination. Councillor Smith accepted the nomination and was appointed to the French Mill Brook Watershed Committee.

Councillor Smith nominated Deputy Mayor P. Morton as Alternate. Councillor Smith accepted the nomination and was appointed Alternate to French Mill Brook Watershed Committee.

Davidson Lake Watershed Committee (10:22 p.m.)

Councillor B. Morton nominated Councillor Smith and Councillor Smith nominated Deputy Mayor P. Morton. Councillor Smith declined the nomination and Deputy Mayor P. Morton accepted the nomination and was appointed to the Davidson Lake Watershed Committee.

Councillor Sherman nominated Councillor B. Morton as Alternated. Councillor B. Morton accepted the nomination and was appointed to the Davidson Lake Watershed Committee.

Municipal Climate Change Action Plan (MCCAP) Committee (10:23 p.m.)

Councillor Ivey nominated Councillor Francis; Councillor Hartt nominated Councillor Jannasch; Councillor B. Morton nominated Councillor Hartt and Deputy Mayor P. Morton nominated Councillor S. McLean. Councillor Hartt declined the nomination. Councillors Francis, Jannasch and S. McLean accepted their nominations and were appointed to the Municipal Climate Change Action Plan Committee.

Planning Advisory and Heritage Advisory Committee (PAC/HAC) (10:25 p.m.)

Councillor Smith nominated Councillor Ivey; Councillor Francis nominated Mayor Zebian and Councillor Sherman nominated Councillor Murley. All accepted their nominations and were appointed to the Planning Advisory and Heritage Advisory Committee.

Audit Committee (10:26 p.m.)

Councillor Smith nominated Councilor Ivey and Deputy Mayor P. Morton nominated Mayor Zebian. Councillor Ivey called Point of Order at 10:25 p.m.; the Mayor cannot be nominated, as per the Terms of Reference the Mayor must sit on the committee. Deputy Mayor P. Morton nominated Councillor Hartt and Councillor Ivey nominated Councillor Murley. Councillor Ivey declined the nomination. Councillors Hartt and Murley accepted their nominations and were appointed to the Audit Committee.

Avon River (Highway 101 Twinning Community Liaison Committee) (10:27 p.m.)

Deputy Mayor P. Morton nominated Councillor M. McLean and Deputy Mayor P. Morton nominated Councillor B. Morton and Councillor Sherman nominated Councillor S. McLean and Deputy Mayor P. Morton nominated Councillor Ivey. Councillors B. Morton and S. McLean declined their nominations. Councillors M. McLean and Ivey accepted their nominations and were appointed to the Highway 101 Twinning Community Liaison Committee.

Valley Community Fibre Network (VCFN) Committee (10:29 p.m.)

Councillor S. McLean nominated Councillor Ivey and Deputy Mayor P. Morton nominated Councillor S. McLean. Councillor S. McLean declined the nomination. Councillor Ivey accepted the nomination and was appointed to the Valley Community Fibre Network Committee.

Deputy Mayor P. Morton nominated Councillor Sherman as Alternate, and Councillor Ivey nominated Councillor M. McLean as Alternate. Both accepted their nomination; a vote was held; and Councillor M. McLean was elected as Alternate to the Valley Community Fiber Network Committee.

Annapolis Valley Regional Library Boards Committee (10:32 p.m.)

Deputy Mayor P. Morton nominated Councillor Murley. Councillor Murley accepted the nomination and was appointed the Annapolis Valley Library Boards Committee.

Councillor Sherman nominated Councillor B. Morton as Alternate, and Councillor B. Morton nominated Councillor Ivey as Alternate. Councillor B. Morton declined the nomination. Councillor Ivey accepted the nomination and was appointed Alternate to the Annapolis Valley Regional Library Boards Committee.

Hants County Residence for Seniors (10:34 p.m.)

Councillor M. McLean nominated Councillor B. Morton and Councillor Sherman nominated Councillor Francis. Both accepted their nominations; a vote was held, and Councillor B. Morton was elected to the Hants County Residence for Seniors Committee.

Councillor B. Morton nominated Councillor Francia as Alternate, and Councillor Francis nominated Councillor Ivey as Alternate. Councillor Francis declined the nomination, Councillor Ivey accepted the nomination and was appointed to the Hants County Residence for Seniors Committee.

Landfill Liaison Committee (10:37 p.m.)

Councillor Hartt nominated Councillor S. McLean and Councillor B. Morton nominated Councillor Sherman. Both Councillors declined their nominations. Deputy Mayor P. Morton nominated Councillor Hartt. Councillor Hartt accepted the nomination and was appointed to the Landfill Liaison Committee.

Deputy Mayor P. Morton nominated Councillor M. McLean as Alternate, and Councillor Ivey nominated Councillor S. McLean as Alternate. Councillor S. McLean declined the nomination. Councillor M. McLean accepted the nomination and was appointed Alternate on the Landfill Liaison Committee.

Region 6 (10:39 p.m.)

Councillor Hartt nominated Councillor S. McLean and Deputy Mayor P. Morton nominated Councillor Hartt. Councillor Hartt declined the nomination. Councillor S. McLean accepted the nomination and was appointed to Region 6 Committee. Councillor S. McLean nominated Councillor Jannasch as Alternate. Councillor Jannasch accepted the nomination and was appointed Alternate to the Region 6 Committee.

Valley Regional Enterprise Network (VREN) (10:40 p.m.)

Deputy Mayor P. Morton nominated Councillor Sherman and Councillor B. Morton nominated Mayor Zebian. Mayor Zebian declined the nomination; Councillor Sherman accepted the nomination and was appointed to the Valley Regional Network (VREN) Committee.

Deputy Mayor P. Morton nominated Councillor B. Morton as Alternate, and Councillor B. Morton nominated Deputy Mayor P. Morton as Alternate, and Deputy Mayor P. Morton nominated Councillor Ivey. Councillor B. Morton and Deputy Mayor P. Morton declined their nominations, Councillor Ivey accept the nomination and was appointed Alternate to the Valley Regional Network (VREN) Committee.

**MOVED BY COUNCILLOR SHERMAN AND DEPUTY MAYOR P. MORTON TO DESTROY THE BALLOTS. MOTION CARRIED.**

c) Committee of the Whole Meetings (10:43 p.m.)

Mayor Zebian reviewed the report highlighting the increase in the number of late meetings Council have been having. Mayor Zebian had made suggestions with the report. The purpose of the report was to provide predictability on when the next meeting date would be should Council determine to end a meeting at 10 p.m. and there were items that remained on the agenda to discuss. The floor was opened for discussion.

Mayor Zebian stepped down from the chair and Deputy Mayor P. Morton assumed the chair at 10:44 p.m.)

Discussion Points:

- Uncertainty was expressed pertaining to the reason for the report being presented. There was one time when Council voted to end a meeting at 10 p.m.
- There was support for ending meetings at 10 p.m. and meeting the next evening at 6 p.m. A daytime meeting for most Councillors was not an option due to work obligations.
- Daytime meetings would exclude more than just council members; there was potential to excluded citizens who may want to speak at meetings, groups that want to be present to speak.
- It is important to ensure diversity, inclusion and opportunities are available to all who may wish to be a Councillor and not place limitations/restrictions on anyone, such as only being available to meet in the daytime.
- The intent was not to exclude anyone who may want to run for Council or the public,
- There was value in keeping the Wednesday after a meeting open should a meeting run over.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR HARTT THAT COUNCIL MOVES TO DIRECT STAFF TO AMEND SECTION 10.16 OF THE MEETING AND COMMITTEE PROCEDURAL POLICY RCOGE-003.00 TO READ: "A MEETING OF COUNCIL OR COMMITTEE OF COUNCIL WILL ADJOURN AT 10:00 PM UNLESS OTHERWISE DETERMINED BY A MAJORITY VOTE OF THE MEMBERS PRESENT. IF THE MEETING AGENDA IS NOT COMPLETE AS OF 10:00 P.M., THE MEETING WILL RESUME THE NEXT BUSINESS DAY AT 6:00PM TO COMPLETE THE WORK FROM THE PREVIOUS DAY'S APPROVED AGENDA. MOTION CARRIED** Nays: Councillors Francis and M. McLean

d) Debt Servicing Report (10:53 p.m.)

Mayor Zebian reviewed the report noting that there was benefit and value in having a detailed summary report on the Municipality's debt, debt financing, and the amounts (with percentages) each category belongs to in order for Council to be well informed with all its decisions.

Discussion Points:

- The information was available to Council but it may be hard to find.
- There was too much reliance on pie charts, there was value in the information being presented in table form.
- There was value in having more information presented in the form of a balance sheet.
- There was support in seeing where the municipality was in relation to debt. Throughout the year additional Capital projects have been brought forward and are visibly running beyond the scope. There may be a motion in the future to see "a budget to actuals on Capital projects greater than value x" to better understand where the municipality is when a project is completed.
- The idea was that the information would come back per category ( fire, water, sewer, vehicles, RCMP, etc).
- Due to being in the last week of the Audit process the Committee of the Whole deadline was not possible. It was possible to bring the report to the November Council meeting.

MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT COUNCIL DIRECT STAFF TO CREATE A REPORT FOR THE NOVEMBER COMMITTEE OF THE WHOLE MEETING OUTLINING THE TOTAL DEBT FOR WEST HANTS REGIONAL MUNICIPALITY, DEBT FINANCING AMOUNTS, AND THE AMOUNTS PER CATEGORY (IE: FIRE, WATER/SEWER, VEHICLES, ETC.) WITH PERCENTAGES.

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR SHERMAN TO AMEND THE MOTION TO READ THE NOVEMBER COUNCIL MEETING. MOTION CARRIED**

Full motion as amended:

**MOVED BY MAYOR ZEBIAN AND COUNCILLOR FRANCIS THAT COUNCIL DIRECT STAFF TO CREATE A REPORT FOR THE NOVEMBER COUNCIL MEETING OUTLINING THE TOTAL DEBT FOR WEST HANTS REGIONAL MUNICIPALITY, DEBT FINANCING AMOUNTS, AND THE AMOUNTS PER CATEGORY (IE: FIRE, WATER/SEWER, VEHICLES, ETC.) WITH PERCENTAGES. MOTION CARRIED**

Mayor Zebian assumed the chair at 10:45 p.m.

e) Accessibility Advisory Resident Committee Member Appointment (11:00 p.m.)

Clerk Snair reviewed the report highlighting that the current resident committee appointments expire on October 31, 2022. The Accessibility Advisory Committee met on October 20, 2022, at which time Denise Long expressed interest in remaining on the committee. With Councils support there is an amended motion should Council choose to support the request.

**MOVED BY COUNCILLOR IVEY AND DEPUTY MAYOR P. MORTON THAT COUNCIL APPOINT THE FOLLOWING RESIDENT MEMBERS TO THE ACCESSIBILITY COMMITTEE BEGINNING NOVEMBER 1, 2022 AND ENDING OCTOBER 31, 2024; JORDAN STEPHENS, ROSEANNA BOYD, MICHEL BOURGEOIS AND DENSE LONG. MOTION CARRIED**

f) Watershed Advisory Committee Resident Member Appointments (11:03 p.m.)  
Clerk Snair reviewed the report identifying that the Watershed Resident Committee member appointments expire on October 31, 2022. The current members excluding Mr. David Porter expressed interest in reapplying. Mr. Stephen Marsters expressed interest in fulfilling Mr. Porter's vacancy.

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL REAPPOINT PATRICK SCHOFIELD, PAUL TAYLOR AND BRUCE ATWELL AS RESIDENT MEMBERS TO THE MILLS LAKE WATERSHED COMMITTEE BEGINNING NOVEMBER 1, 2022 AND ENDING OCTOBER 31, 2024. MOTION CARRIED**

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT THAT COUNCIL REAPPOINT JAMIE WHIDDEN AND D STEPHEN MARSTERS AS RESIDENT MEMBERS TO THE FRENCH MILL BROOK WATERSHED COMMITTEE BEGINNING NOVEMBER 1, 2022 AND ENDING OCTOBER 31, 2024. MOTION CARRIED**

**MOVED BY COUNCILLOR FRANCIS AND DEPUTY MAYOR P. MORTON THAT COUNCIL REAPPOINT STEPHEN MARSTERS AS THE RESIDENT MEMBER TO THE DAVIDSON LAKE WATERSHED COMMITTEE BEGINNING NOVEMBER 1, 2022 AND ENDING OCTOBER 31, 2024. MOTION CARRIED**

g) Windsor Coach House Roof Repairs (11:06 p.m.)

CAO Phillips reviewed the report in the absence of Director Kehoe. The request was looking for support to provide a roof upgrade to the Couch House. The roof was aging but Hurricane Fiona increased the damages resulting in a sense of urgency. Two vendors are prepared to complete the necessary service and are confident in their abilities to complete the work. Within the Procurement Policy, there is an allowance that permits the request being presented to Council in this format due to timing and the definition of emergency. There was some coverage under insurance which will be determined once an evaluation has been completed. This amount would offset the municipalities costs or withdrawal from the CCBF Reserve.

Discussion Points:

- Patching or securing the roof provides the ability to put the work out to tender to secure a proper view of what to do with the roof to ensure the municipality moves in the right direction and takes advantage of potential possibilities of solar or skylights. There was value in having either solar or skylight as it is dark building even when all

the doors are opened but uncertainty as to if the Coach House was the right fit for a solar project.

- A repair was viewed as very difficult due to the current condition of the roof. There was concern regarding further deterioration of the building. The primary concern was to protect the asset.
- A roof is needed first, a solar install could be a secondary install (on top of the roof).

MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COUNCIL APPROVE THE UPGRADING OF THE WINDSOR COACH HOUSE ROOF AT A COST NOT TO EXCEED \$31,152.12 PLUS 15% CONTINGENCY, PLUS APPLICABLE TAXES TO BE FUNDED THROUGH THE CANADIAN COMMUNITY BUILDING FUND.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS TO AMEND THE MOTION TO USE HALF OF THE CCBF FUNDING FROM FORMER TOWN OF WINDSOR FUNDS AND THE REMAINING CCBF FUNDING FROM THE REGIONAL MUNICIPALITY. MOTION CARRIED** Nays: S. McLean

Full motion as amended:

**MOVED BY COUNCILLORS FRANCIS AND SHERMAN THAT COUNCIL APPROVE THE UPGRADING OF THE WINDSOR COACH HOUSE ROOF AT A COST NOT TO EXCEED \$31,152.12 PLUS 15% CONTINGENCY, PLUS APPLICABLE TAXES TO BE FUNDED HALF FROM FORMER TOWN OF WINDSOR CCBF FUNDS AND THE REMAINING CCBF FUNDING FROM THE REGIONAL MUNICIPALITY. MOTION CARRIED** Nays: Ivey

- a) 2022-07-26 In-Camera Council Meeting Minutes
- b) MGA 22(2)(a) Land Matter
- c) MGA 22(2)(a) Land Matter

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR M. MCLEAN TO MOVE THE MEETING IN-CAMERA AT 11:16 P.M. MOTION CARRIED**

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR B. MORTON TO MOVE THE MEETING OUT OF IN-CAMERA AT 11:23 P.M. MOTION CARRIED**

16. Next Meeting Date / Adjournment – November 8th, 2022, Committee of the Whole.

**MOVED BY COUNCILLOR B. MORTON AND DEPUTY MAYOR P. MORTON THAT AT 11:24 P.M., THE MEETING ADJOURN. MOTION CARRIED.**

Mayor Abraham Zebian (Chair)

Deanna Snair, Municipal Clerk