

WEST HANTS REGIONAL MUNICIPALITY
Council Meeting Agenda
December 13, 2022 - 6:00 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 or Unsightly Premises
5. Declaration(s) of Conflict of Interest
6. Approval of Previous Meeting Minutes
 - a) 2022-11-22 Council Meeting Minutes
 - b) 2022-11-23 Special Council Meeting Minutes
 - c) 2022-11-22 Public Hearing Meeting Minutes, Secondary Suites – Hantsport, West Hants and Windsor
 - d) 2022-11-22 Public Hearing Meeting Minutes, Wentworth Road PID 45190386 and Cole Drive PID 45366457 WHLUB Amendments
 - e) 2022-11-22 Public Hearing Meeting Minutes, 697 Greenhill Road, Greenhill, PID 45026010, WHLUB Map Amendments
 - f) 2022-11-22 Public Hearing Meeting Minutes, 4245 Hwy 14, PID 45038361, WHLUB Amendment
 - g) 2022-11-22 Public Hearing Meeting Minutes, 4701 Hwy 1, Three Mile Plains, Development Agreement
 - h) 2022-11-22 Public Hearing Meeting Minutes, Small Options Housing - Hantsport, West Hants, Windsor MPS and LUB Amendments
7. Presentations
 - a) Resident Graham Sanford Regarding Violations/Inconsistencies at Bog Road, Hants Border
 - b) 2022 West Hants Electoral Boundary Review Boundaries Report - John Heseltine, Stantec Consulting Ltd
8. Public Hearings – There are no Public Hearings
9. Second Readings – There are no Second Readings

10. Unfinished Business/Postponed Motions
 - a) Valley Regional Network (VREN) Request for Decision
11. Mayor's Report
12. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (December 6, 2022)
 - i. 2022 MCCAP Requests
 - ii. Correspondence regarding the lack of action by the province related to the H. Morash File
 - iii. J Class Roads Request
 - iv. Nova Scotia Sustainable Communities Challenge Fund Application
 - v. Property Assessed Clean Energy Funding Request
 - vi. Updating the 2022-23 Tax Resolution
 - vii. Request to meet with Federal MP and MLA regarding an update with the highway 101 twinning project
 - c) Audit Committee Excerpts (December 9, 2022)
13. Councillor Municipal Business/Activity Reports
 - a) Councillor Ivey, District 11 Activity Report
14. Correspondence
 - a) Information
 1. Avon Causeway Activity Log as of December 9, 2022- No new correspondence
 2. Correspondence Received Activity Log as of December 9, 2022
 - i. 2022-12-06 Lawrencetown Education Centre re Big Chill Donation request
 - ii. 2022-12-06 Kate Sircom, Secretary, St. Andrew's Church Council re: Community Comfort Centre Designation
 3. Fort Edward Activity Log as of December 9, 2022 – No new correspondence
 4. Storm Wastewater Activity Log as of December 9, 2022 - No new correspondence
 - b) Requests – None
 - c) Outgoing Correspondence Log as of December 9, 2022
15. New Business
 - a) Planning and Heritage Advisory Committee Member Appointment

16. In-Camera
17. Next Meeting Date / Adjournment – January 10, 2022 Committee of the Whole 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY
Council Meeting Minutes
December 13, 2022 - 6:00 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 6:00 p.m.

2. Attendance

Council:

Abraham Zebian, Mayor
Rupert Jannasch, Councillor, District 1
Scott McLean, Councillor, District 2
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
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
Shelleena Thornton, Mun. Admin Supervisor
Diana Gibson, Acting Dir. Financial Services
Todd Richard, Dir. Public Works
John Heseltine, Stantec Consultant

Deanna Snair, Municipal Clerk
Madelyn LeMay, Dir. Planning &
Development (ZOOM)
Sara Poirier, Sr. Planner (ZOOM)
Graham Sandford, Resident/Presenter

Regrets:

Kathy Kehoe, Dir. Community Development

3. Announcements (6:00 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.
- Safe and Joyous holiday wishes were extended to all. A reminder to remember the local food banks and to reach out to those in need during the season who may need some reassurance.
- Councillor Ivey acknowledged and congratulated the Christmas Angels in supporting those less fortunate and on another successful year. Appreciation and thanks were extended to all involved in making the event a success. Pledges can still be made for this worthy cause.

4. Approval of the Agenda, including additions or deletions (6:02 p.m.)

Discussion Points:

- The Brooklyn Civic Centre roof remains on schedule. Due to the desire to have detailed specifications an experienced project manager was being explored to hire. Once the project manager has been acquired, they will review the specifications prior to the tender being issued. Anticipating an early spring start date for the project.
- When an item date was moved up or changed it would be beneficial to highlight this on the Dashboard to alert Council of the change.

**MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR MURLEY
THAT THE 2022-12-13 COUNCIL AGENDA BE APPROVED. MOTION
CARRIED**

5. Declaration of Conflict of Interest (6:06 pm)

There were no declarations made.

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

- 2022-11-22 Council Meeting Minutes
- 2022-11-22 Public Hearing Minutes – Hantsport, West Hants and Windsor MPS and LUB Amendments: Secondary Suites in Accessory Buildings
- 2022-11-22 Public Hearing Meeting Minutes; WHLUB Amendments: Wentworth Road PID 45190386 and Cole Drive PID 45366457
- 2022-11-22 Public Hearing Meeting Minutes; 697 Greenhill Road, Greenhill, PID 45026010, WHLUB Map Amendment
- 2022-11-22 Public Hearing Meeting Minutes; 4245 HWY 14, PID 45038361, WHLUB Amendment
- 2022-11-22 Public Hearing Meeting Minutes; 4701 Hwy 1, Three Mile Plains, Development Agreement
- 2022-11-22 Public Hearing Meeting Minutes; Hantsport, West Hants, Windsor MPS and LUB Amendments: Small Options Housing
- 2022-11-23 Special Council Meeting Minutes

**MOVED BY COUNCILLOR MURLEY AND DEPUTY MAYOR P. MORTON
THAT THE FOLLOWING MINUTES; 2022-11-22 COUNCIL MEETING
MINUTES, 2022-11-22 PUBLIC HEARING MINUTES – HANTSPORT, WEST
HANTS AND WINDSOR MPS AND LUB AMENDMENTS: SECONDARY
SUITES IN ACCESSORY BUILDINGS, WHLUB AMENDMENTS: WENTWORTH
ROAD PID 45190386 AND COLE DRIVE PID 45366457, 697 GREENHILL
ROAD, GREENHILL, PID 45026010, WHLUB MAP AMENDMENT, 4245 HWY
14, PID 45038361, WHLUB AMENDMENT, 4701 HWY 1, THREE MILE
PLAINS, DEVELOPMENT AGREEMENT , HANTSPORT, WEST HANTS,
WINDSOR MPS AND LUB AMENDMENTS: SMALL OPTIONS HOUSING AND
THE 2022-11-23 SPECIAL COUNCIL MEETING MINUTES BE APPROVED.
MOTION CARRIED**

7. Presentations

a) Graham Sanford re: Violations/Inconsistencies at Bog Road, Hants Border (6:07pm)

Mr. Sandford resided on Bog Road and addressed Council with concerns pertaining to issues occurring around his property. Mr. Sandford spoke of his origins and the formation of the “Don’t be the Dirt Advocacy” in 2022. One of the concerns was the public process for dealing with a complaint outside of a file (prior to coming to Council for consideration) was problematic.

Mr. Sandford acknowledged that several opportunities have been provided to speak regarding his concerns. The effort was appreciated but there was still a need for resolution and answers to his concerns voiced.

Mr. Sandford identified fourteen (14) examples of areas that appeared to be red flags to him. Some concerns related to :

- The landowner representative making a statement that the Agrologist from Prince Edward Island (P.E.I.) could tell just by looking at the land that it was not suitable for agriculture.
- The landowner representative comment that “they just wanted to be on the same playing field as other developers in West Hants”.
- The landowner representative was advised to not waste their money on an out of province agrologist as it was not within the process. Following this the municipality contacted the Nova Scotia Institute of Agrologists to have a P.E.I. Agrologist (the one that was in the field) registered in Nova Scotia.
- Excavation was going to begin without locating the underground water pipelines that ran through the field to CKF.
- Video evidence of topsoil removal from agricultural protected land and trucked to the front yard of 49 Cole Drive.
- Mr. Sanford commented that on several occasions that he could hear workers raise their voice, hear his name and also hear comments. Mr. Sandford commented that he felt that he was subjected to harassment from a distance.
- A complaint was made to the municipality with respects to the removal of topsoil from the agricultural protected land, in a site visit was completed which resulted in no violations found.
- Contamination of the water course, no sediment dam. Noted that this was not within municipal scope, although it can be as per the MGA.
- Bogus sediment dam erected; comments made by the workers were to “just make it look pretty”.
- Received four differing answers as to how PID 4504631 became residential.
- Requests for documentation supporting this went unanswered.

Mr. Sandford requested attention to the following matters:

- Investigate the material misrepresentation of the fact by the municipal employee regarding the complaint of topsoil removal from the agricultural protected land.
- Advise the outcome of this violation with respect to the landowner.
- Provide the requested documentation that indicates the appropriate process followed supporting the current zone R-2 for that PID of 26 acres within the town lines.

Looking at 2023 and beyond the requests made were:

- Explore a policy or by-law that would block any application from such an entity with formal complaints against it, possibly a Developer Code of Conduct.

- Explore the basics of vetting a Developer.
- Explore a policy to determine what cannot be done on property outside of a Development Agreement.
- Consider oversight of those investigating any potential violation.

The presentation concluded at 6:21 p.m. Mr. Sandford agreed to provide a copy of the presentation to Council and left the meeting at 6:23 p.m.

b) 2022 West Hants Electoral Boundary Review Report (6:23 pm)

Mr. Heseltine reviewed the final presentation on the Electoral Boundary review. The presentation was an expansion of the presentation provided during the public consultations. To provide insight into the changes made the 2019 process and results were reviewed.

Summary Points:

- Six public consultation sessions were held across the municipality. Attendance was minimal; with thirty-four (34) community members attending.
- Two hundred and seventy-six (276) survey responses were received. Seventy-one (71) from the on-line survey and two hundred and five (205) from the written survey.
- Two (2) boundary options (current eleven (11) districts or the adjusted eleven(11) districts were provided resulting in seventy-four (74) responses in favour of the current boundary, seventy-five (75) responses in favour of the adjusted boundary and eighty-seven (87) responses not in favour of either proposal. Most of the responses received that were not in favour of either boundary preferred a smaller Council size, some were not in favour of specific adjustments and one or two were in favour of a larger Council size.
- With respects to the number of districts, the conclusion reached was an even split between being in favour of the current number of districts and a decrease in the number of districts.
- As of a result of the comments (critics) received at the public consultations a revised boundary map was recommended (as presented at the current meeting).
- Mill section and Mosherville were identified as areas of concern. Moving Mosherville required moving Upper Burlington to District 1, which resulted in a sequence of adjustments to Districts 1, 2,3 and 4 to remain within parody. In total, ten (10) changes were made.
- The latest boundary results in no issues with voter parody.
- Three options were presenter for Council to consider:
 - Confirmation of its current eleven-member Council with the current electoral districts illustrated in **Figure 2-4**.
 - Confirmation of its current eleven-member Council with the revised adjusted electoral districts illustrated in **Figure 3-4**.
 - Confirmation of its current eleven-member Council with alternative adjusted electoral districts including the arrangement illustrated in **Figure 2-5** or an alternative arrangement such as a modified version of the boundaries illustrated in **Figure 3-4**.
 - Stantec recommended the second listed option. It was believed the boundary arrangement presented in in **Figure 3-4** was balanced and takes as full an account as possible of stakeholder views concerning electoral boundaries. As all districts

meet the $\pm 10\%$ parity criterion and, in our opinion, community integrity has been respected to the degree possible, we do not anticipate any serious difficulty obtaining NSUARB approval.

Discussion Points:

- There was slightly more rural representation in both the mailed-out survey and online survey.
- Districts 3 and 4 are divided by a road which leads to confusion for both residents and Councillors. Concern was raised that when comfort levels are changed (change where people vote), they tend not to vote.
- It appears that Newport Station, Ellershouse, and St. Croix are now split. These were small communities, and it is never a good idea to split small communities.
- Balanced numbers do not always make sense when communities are divided, or Councillors drive through or past areas to get to where they need to campaign. If the voters (122) were removed, it would result in that area falling below the voter parody.
- The districts seeing the most change did not have a public consultation, and some have yet to receive a survey.
- There was concern noted where district 2 would vote with the proposed changes.
- Bog Road has been added to District 8.
- As a result of the extension granted by the UARB (January 31, 2022) there was value in Council having extended maps of each district that outlines the details (the numbers and Highway 1) for consideration. Stantec will provide this information electronically.
- There was thought/support that if a municipality has one (1) district within the $\pm 12\%$, there was usually not a lot that the UARB took issue with.

The presentation and question period concluded at 7:12 p.m. Mr. Heseltine left the meeting at 7:12 p.m.

8. Public Hearings (7:12 p.m.)

No Public Hearings held at this meeting

9. Second Readings (related to Item # 8 Public Hearings) (7:12 p.m.)

No Second Readings were held at this meeting

10. Unfinished Business/Postponed Motions (7:12 p.m.)

a) Valley Regional Enterprise Network (VREN) Request for Decision

CAO Phillips reviewed the report highlighting the discussions that occurred at Committee of the Whole meeting in December resulting in the motions presented for consideration at this meeting.

Summary Points:

- The first motion reflects the current IMSA and what WHRM thought and should the choice be to remain within the VREN.
- The second motion spoke to the draft IMSA composed by the working group and what was understood to be the one item that caused the greatest concern for Council.

Discussion Points:

- There were some concerns from other partners that WHRM did not see the intent of the three (3) year notice to withdrawal. Within IMSA discussions, it was identified the main reason for the three (3) year notice to withdrawal was to instill a degree of financial stability for the VREN.
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- Although there were great changes seen in the last year and, there were still concerns. The current commitment is not just a year it turns into two (2) years and the requested commitment would be a four (4) year commitment. There are many operations that don't have assurances and rely on their performance to ensure they continue year after year. Council was seeking their own sense of comfort/security.
- Consensus was to remain with the twelve(12) year commitment.
- WHRM remains under a motion to withdrawal as of March 31, 2023. There was value in having a presentation from the VREN in January.

**MOVED BY COUNCILLORS FRANCIS AND DEPUTY MAYOR P. MORTON THAT THE WEST HANTS REGIONAL MUNICIPALITY ACCEPT AND APPROVE ALL PROPOSED CHANGES SUBSTANTIVELY THE SAME AS PROPOSED BY THE INTERMUNICIPAL SERVICE AGREEMENT (IMSA) WORKING GROUP TO THE VALLEY REGIONAL ENTERPRISE NETWORK (VREN) IMSA, EXCEPT FOR THE PROPOSED CHANGES TO ARTICLE 38 IN THE DRAFT REQUIRING A MINIMUM OF THIRTY-SIX (36) MONTHS' NOTICE TO THE VREN AND OTHER PARTIES SHOULD A PARTICIPATING PARTY WISH TO WITHDRAW AND FURTHER;
THE WEST HANTS REGIONAL MUNICIPALITY WISHES THAT THE CURRENT NOTICE OF WITHDRAW PERIOD OF TWELVE (12) MONTHS REMAIN IN EFFECT AND BE RECOGNIZED IN THE NEW DRAFT IMSA. MOTION CARRIED**

11. Mayor's Report (7:24 p.m.)

Mayor Zebian reviewed the report highlighting the events and activities from the past two months.

Summary points:

- Attended the NSFM Conference and Regional Caucus meetings in Halifax. Topics discussed were the CAP, 1995 Service Exchange Agreement, poor relations between the Province and Municipalities, Fire department funding and the treatment of employees, among many other topics.
- Attended the boundary review meetings in Brooklyn and Summerville. The sessions were lightly attended, but the level of conversation was exceptional which has resulted in many conversations with residents throughout the entire Municipality on the topic of boundaries and council size.
- Attended the Windsor Fire Department annual banquet. It was a fun filled evening with many laughs and good company. So many deserving volunteer members received service awards. Congratulations also extended to Brooklyn Fire Department on celebrating their 60th anniversary.

- Accompanied our Regions Provincial Volunteer of the Year, Wheet Wilcox. At 95 years young, Wheet was called upon to receive her award to a standing ovation of approximately 300 individuals.
- Represented the Municipality at the rededication ceremony for the William Hall Cairn in Hantsport. The history, honour, and pride within the community was second to none.
- Officially signed off on all documents to finalize the GFL Land file.
- Attended the Remembrance Day ceremony at Avon View High School.
- The Birthplace of Hockey Tournament was another successful event for the Boys Avon View Hockey Team. The Avon View Girls hosted their tournament recently as well at the Newport/ GFL arena.
- Met with representatives of the Windsor Township group to discuss their organization, funding requests, their goals, the future of the downtown core, and many other topics.
- Attended the Hantsport Refugee Sponsorship event in Hantsport. It was a well-attended raising over \$2000 towards their goal for sponsoring a Syrian Family of 4 to the community.
- Represented the Municipality at the Santa Parade of Lights. It was estimated that approximately 2000 residents were in attendance along the entire parade route culminating with hot chocolate, games, pictures with Santa, and the official tree lighting at Victoria Park.
- Attended the West Hants Housing Engagement session hosted by the municipality. A very well attended event, incredible conversations, and a good start to a housing strategy for the region.
- Attended the EV Chargers event at the West Hants Sports Complex. It was a great opportunity to test drive an EV vehicle, bike, look over user stats for the Regions EV Charging stations, and discuss other green alternatives.
- Attended Festoon in Hantsport once again. It was a fun evening with many great conversations.
- Participated in the Christmas Angels Webathon. The volunteer group reached a total of over \$68,800 in pledges with more coming in daily. A huge thank you to all the volunteers, donors, and pledgers for your support.
- Had the pleasure of gifting Glooscap First Nation with a Christmas Tree and decorations on behalf of Council, staff, and our residents. In return, Glooscap gifted the Municipality with keepsakes. The opening of the gift was done live during the meeting before Council and residents.
- In return Glooscap First Nation gifted residents and Council items from one nation to another. It was a wonderful gesture and much appreciated.
- Attended the Regional Economic Task Force meeting to discuss updates for each partner within the VREN. Good discussion and it's always interesting to hear what other municipal partners are doing.
- Attended the Audit committee meeting where the Auditors report for the Region was presented. Overall, the Regional Municipality is in great health with a strong outlook for the future.
- Continue to have daily discussions with multiple residents on varying topics. Our residents are very engaged whether vocally or silently.

- Overall, 2022 has been a year of change, progress, development, and INSPIRATION for West a Hants Regional. I couldn't be more pleased with the positioning of the Region and the growth it is experiencing. I look forward to an even better 2023 with surprises to come. **HAVE A MERRY CHRISTMAS EVERYONE AND A BLESSED, SAFE, AND HAPPY NEW YEAR!**

12. Committees of Council Recommendations

- a) Committee of the Whole Excerpts (December 6, 2022)
- i. 2022 MCCAP Requests (7:36 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL PLACE ON FILE THE MCCAP 2023 WORK PLAN IN A MANNER SUBSTANTIVELY THE SAME AS APPENDIX A ATTACHED TO THE PLANNING STAFF REPORT ENTITLED "MCCAP 2023 WORK PLAN" DATED NOVEMBER 9, 2022. MOTION CARRIED

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR JANNASCH THAT COUNCIL PREAPPROVE \$7,000 OF FUNDING IN THE 2023-24 BUDGET TO COMPLETE THE ONE-YEAR TERM FOR THE CLIMATE ACTION COORDINATOR. MOTION CARRIED

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE FUNDING FOR A PERMANENT FULL-TIME CLIMATE ACTION COORDINATOR POSITION BEGINNING IN JULY 2023 IN THE 2023-24 BUDGET DELIBERATIONS.

Discussion Points:

- Concerns were voiced with approving funding for a permanent full-time position prior to budget deliberations and overriding the process or was the intent of the motion to be subject to approval during budget deliberations. The motion as written may lack clarity.
- A number/range was indicated but not set at the MCCAP level, but an amendment could be made to the motion to add clarity.

MOVED BY COUNCILLORS JANNASCH AND MURLEY TO AMEND THE MOTION TO INCLUDE SUBJECT TO BUDGET DELIBERATIONS.

Discussion Points:

- It was felt that this was the first time in six (6) years that headway had been made. Historically the planning department has had a share in the role for MCCAP, but with the increased demands on the planning department there was value in having a dedicated person for the position. It was important to create a position for this role.
- Council has approved items in the past that have been part of the budget, a motion has been made to include the item in the budget. Nothing is concrete until a budget is passed.

The MOVER and SECONDER agreed to withdraw the amendment at 7:43 p.m.

MOVED BY COUNCILLORS IVEY AND SMITH TO AMEND THE MOTION TO INCLUDE SUBJECT TO BUDGET DELIBERATIONS. MOTION CARRIED Nays: Jannasch, Francis, P. Morton and Zebian

Full motion as amended:

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE FUNDING FOR A PERMANENT FULL-TIME CLIMATE ACTION COORDINATOR POSITION BEGINNING IN JULY 2023 SUBJECT TO THE 2023-24 BUDGET DELIBERATIONS. MOTION CARRIED.

- ii. Correspondence re: the lack of action by the province related to the H. Morash file (7:45 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL DIRECT STAFF TO DRAFT A LETTER TO ALL THE PROPER INDIVIDUALS WITHIN THE PROVINCIAL JURISDICTION EXPRESSING COUNCILS' DISAPPOINTMENT IN THEIR LACK OF ACTION ON THEIR ORDER CAUSING THE MUNICIPALITY TO INCUR SUBSTANTIAL COSTS WHICH WE WOULD EXPECT TO BE REIMBURSED FOR. MOTION CARRIED

- iii. J Class Roads (6:46 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR M. MCLEAN THAT COUNCIL REFER THE J CLASS ROADS TOPIC TO BUDGET DELIBERATIONS IN SPRING 2023 WITH STAFF HIGHLIGHTING WHAT A J-CLASS FUNDING PROGRAM COULD LOOK LIKE WITHIN THE 2023 BUDGET AND SUBSEQUENT YEARS GOING FORWARD WITH THE INTENT TO ADDRESS J- CLASS ROADS FOR A LARGE NUMBER OF RESIDENTS WITHIN WEST HANTS REGIONAL MUNICIPALITY.

Discussion Points:

- Council would be better informed if a report was available in advance of budget discussions.
- A report was written and can be brought to the January Committee of the Whole meeting. Essentially Council has seen the bulk of the report previously, staff could add to it for discussions.

The MOVER and SECONDER agreed to withdraw the motion at 7:48 p.m.

- iv. Nova Scotia Sustainable Communities Challenge Fund Application (7:48 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE IN PRINCIPLE FUNDING 30% AS THE MUNICIPAL CONTRIBUTION OF THE APPLICATION TO THE SUSTAINABLE COMMUNITIES CHALLENGE FUND IN THE 2023/24 BUDGET TO SUPPORT A SOLAR PROJECT, UP TO A MAXIMUM COUNCIL CONTRIBUTION OF \$150,000. MOTION CARRIED

- v. Property Assessed Clean Energy (PACE) Funding Request (7:49 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL ALLOCATE UP TO \$300,000 FROM MUNICIPAL OPERATING RESERVES TO FUND A MUNICIPAL PACE PROGRAM, AND TO USE THIS FUNDING TO LEVERAGE OTHER SOURCES OF NON-MUNICIPAL FUNDING INCLUDING EITHER PRIVATE CAPITAL, THE CANADA GREENER HOMES INITIATIVE, OR THE FEDERATION OF CANADIAN MUNICIPALITIES' COMMUNITY EFFICIENCY FINANCING PROGRAM. MOTION CARRIED

Nays: Ivey

Discussion Points:

- There was a concern that no credit checks were done for individuals who are utilizing their home as collateral

- vi. Updating the 2022-23 Tax Resolution (7:50 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR FRANCIS THAT COUNCIL APPROVE THE UPDATED 2022-2023 TAXING RESOLUTION AS PRESENTED TO COMMITTEE OF THE WHOLE ON DECEMBER 6, 2022. MOTION CARRIED

- vii. Request to meet with the Federal MP and MLA re: for an update related to the Highway 101 twinning project. (7:52 p.m.)

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR MURLEY THAT COUNCIL REQUESTS CORRESPONDENCE BE SENT TO OUR FEDERAL MEMBER OF PARLIAMENT AND OUR PROVINCIAL MLA REQUESTING TO MEET WITH THEM BOTH TO RECEIVE AN UPDATE WHERE EACH OF THEIR RESPECTIVE GOVERNMENTS ARE ON THIS PROJECT AND FURTHER TO TRY TO BRIDGE THE GAP AND HELP US MOVE FORWARD AS A COMMUNITY.

Discussion Points:

- The intent would be for the meeting to be an open meeting with Council. A request could be put forward for both parties to meet openly with Council.
- Concern was noted that there be an opportunity provides should the discussions need to occur In-Camera. All In-Camera discussions are guided by the Municipal Government Act (MGA).

- There may be benefit in having this meeting at a Special meeting due to the length of the discussions that could occur.

This vote occurred by a show of hands.

MOVED BY COUNCILLORS IVEY AND SHERMAN TO AMEND THE MOTION TO READ AS “ THAT COUNCIL REQUESTS AN INVITATION BE SENT TO OUR FEDERAL MEMBER OF PARLIAMENT AND OUR PROVINCIAL MLA REQUESTING TO MEET WITH THEM BOTH IN COUNCIL TO RECEIVE AN UPDATE WHERE EACH OF THEIR RESPECTIVE GOVERNMENTS ARE ON THIS PROJECT AND FURTHER TO TRY TO BRIDGE THE GAP AND HELP US MOVE FORWARD AS A COMMUNITY. MOTION CARRIED Nays: Zebian, P. Morton, Jannasch and Francis

Full motion as amended:

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR MURLEY THAT COUNCIL REQUESTS AN INVITATION BE SENT TO OUR FEDERAL MEMBER OF PARLIAMENT AND OUR PROVINCIAL MLA REQUESTING TO MEET WITH THEM BOTH IN COUNCIL TO RECEIVE AN UPDATE WHERE EACH OF THEIR RESPECTIVE GOVERNMENTS ARE ON THIS PROJECT AND FURTHER TO TRY TO BRIDGE THE GAP AND HELP US MOVE FORWARD AS A COMMUNITY. MOTION CARRIED Nays: Zebian

b) Audit Committee Excerpts (December 9, 2022) (7:57 p.m.)

Acting Director Gibson reviewed the report noting that on Friday, December 9, 2022, the Audit Committee met to review the 2021-22 audited financial statements from the auditors at Kent and Duffett and joined by Andy Force via ZOOM who assisted in presenting the firms findings. Within the management letter a higher volume of unintentional misstatement was identified which required corrections in the financial services department. During the audit process, additional tests were completed in this area to be able to conclude that they were unintentional and that no fraudulent or misappropriation of assets were detected. The key reason for the increased number of corrections was that key financial staff members were missing and there were difficulties finding suitable short-term replacements. The auditors recommended investing additional resources in temporary staff when key members are away and additional training and mentoring for new staff or advancement positions. Increased internal reviews in some financial areas (typically reviewed on an annual basis) were also recommended. Since this meeting staff have initiated implementing an additional resource to assist with training, mentoring and creating the structure for the recommended additional reviews.

Summary Points:

- Complete audited statements were received with an unqualified opinion in the audit world, meaning there were no material misstatements within the audit that gave them concerns.
- Evidence was tested manually through computer generated analysis and budget to actual review. Internal controls were also tested which indicated that the municipalities controls work properly.

- The current year results show that the municipality was in a healthy position with an increased cash, increased tangible assets and a decrease in an overall debt.
- There was a consolidated operating surplus of \$3.6 million resulting from a surplus in the Deed transfer tax, some unbudgeted grants that were received, a doubling of the equalization payment from the province and proceeds stemming from the sale of two (2) parcels of land.
- Both Water Utilities had a surplus for the 2021-22 year. It would be beneficial to know the details resulting the Water Utility.
- Kevin Matheson will be providing the overview, oversight and corrective plan. Mr. Matheson was a former Director of Finance and more recently has worked with Glooscap and currently working with Annapolis County. He comes highly recommended.

MOVED BY COUNCILLOR MURLEY AND DEPUTY MAYOR P. MORTON THAT THAT COUNCIL APPROVE THE WEST HANTS REGIONAL MUNICIPALITY'S AUDITED CONSOLIDATED FINANCIAL STATEMENTS ENDING MARCH 31, 2022, AS PRESENTED TO THE AUDIT COMMITTEE. MOTION CARRIED.

13. Councillor Municipal Activity Reports (8:05 p.m.)

Councillor Ivey reviewed the activity report for the period from the end of November through December. Involvement continued in numerous local community and Municipal events, as well as resident interests and contributions to municipal files of the West Hants Municipality, the NSFM, the Valley REN Municipal sessions as an alternate and the local strategy session in November and December.

Summary Highlights:

- Participated in the November 25, Valley Regional Enterprise Network - Municipal / Partner Update Session for the Annapolis Valley STAR Project via Zoom. This session marked the beginning of phase 6 of the STAR process. During the session consultant Richard Innes discussed active partnerships during the roll out of the completed strategy and for implementation of the 5-year plan. Mr. Innes will also present the strategy through a series of presentations in the region in late January 2023.
- Participated in the December 9 Valley REN Welcome Meeting. Discussion was focused on the updates coming forward as part of the IMSA review as well as concerns with regards to annual notices of member termination from WHRM along with future plans to increase the notice periods to three years. It was good to meet and discuss the issues, all subject to future discussions and decision of WHRM Council.
- Attended the CLC update session on November 30th to review updates regarding the 101 Highway construction between exits 5, 5 A, 6 and 7. Complete details can be found by viewing the video recording of the meeting which is located at this address: https://www.youtube.com/watch?v=RoGxL-_MPvE

14. Correspondence (8:08 p.m.)

a) Information

1. Avon River Causeway/Hwy 101 Twinning Project Correspondence Log
No new correspondence was received.
2. All correspondence received (as of December 9, 2022)
 - i. Correspondence received December 6, 2022, from the Lawrencetown Education Centre requesting donations for an on-line auction fundraiser.
 - ii. Correspondence received December 6, 2022, from Kate Sircom, St. Andrew's Church secretary regarding Comfort Centre Proposal.
3. Fort Edward Lands Correspondence Log (as of December 9, 2022)
No new correspondence was received
4. Storm Wastewater Correspondence Log (as of December 9, 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 December 9, 2022)
No new correspondence was sent.

15. New Business

a) Planning and Heritage Advisory Committee Member Appointment (8:10 p.m.)
Clerk Snair reviewed the report highlighting the need to fill the vacancy on the Planning and Heritage Advisory Committee with a representative from Hantsport.

MOVED BY COUNCILLOR IVEY AND DEPUTY MAYOR P. MORTON THAT COUNCIL APPOINTS GREG PACE TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE FOR THE 2022-2024 TERM WHICH WILL FULFIL THE HANTSPORT AREA COMMITTEE MEMBER VACANCY. MOTION CARRIED

16. Next Meeting Date / Adjournment – January 10th, 2022, Committee of the Whole Meeting.

MOVED BY DEPUTY MAYOR P. MORTON AND COUNCILLOR SHERMAN THAT AT 8:12 P.M., THE MEETING ADJOURN. MOTION CARRIED.

Mayor Abraham Zebian (Chair)

Deanna Snair, Municipal Clerk