1. Call to Order
2. Call of Roll
3. Announcements
4. Approval of Agenda, including additions or deletions
5. Presentation (s)
   a. Newport Rink
6. Public Hearings
   a. West Hants Land Use By-law Map Amendment to amend 80 Robert Drive, Hamlet of Ardoise – Cameron Lake (H); PID #45060266 from Rural Residential (R-4) Zone to the Hamlet Industrial (M-2) Zone
   b. Second Reading for: Text Amendment to the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new Commercial Zones; Map Amendment to the Hantsport Municipal Planning Strategy to increase the Commercial Designation; Text Amendment to the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new Commercial Zones and replace the current definitions for Office and Professional Office with a new definition for Office; and Map Amendment to the Hantsport Land Use By-law to add the two new Commercial Zones
7. Approval of the Council Minutes of February 13, 2018, Special Council Minutes of February 13, 2018
8. Business Arising from Minutes and any Related Correspondence
   a. Mayor versus Warden System (Committee of the Whole, February 27, 2018)
10. Reconsideration or Rescission of Resolutions of Which Notice has Been Given on a Previous Day
11. Report(s) of the Committee(s) and Officer(s)
    a. Committee of the Whole
       i. February 27, 2018 Excerpts
    b. Planning Advisory Committee
       i. February 15, 2018 Excerpts
    c. Report of the Chief Administrative Officer
       i. Falmouth Watershed Advisory Committee Landowner Appointment (Recommendation Report)
       ii. Renewal of Temporary Borrowing Resolution (Recommendation Report)
       iii. Construction of Wall in Planning and Development Office (Recommendation Report)
       iv. Clarification of Costs; Change of Road Name (Information Report)
d. REMO Advisory Committee
   e. Police Advisory Committee
   f. MCCAP Committee
   g. Other Committee Reports or Recommendations

12. Correspondence
   a. March 12, 2018 – West Hants Trails Association
   b. March 12, 2018 – UNSM Board Report March 2, 2018

13. Miscellaneous / New Business
   a. The Crossing Residents Petition (Councillor Hussey)
   b. Fusion Letter of Support
   c. Business Development Officer (Councillor Monroe)
   d. Fire Department Long Service Award (Councillor Daniels)
   e. Fire Coordinator (Councillor Daniels)

14. Date of Next Meeting – April 10, 2018

15. Adjournment
GFL Newport Recreation Centre

A Sustainable Recreation Centre
A Key Cornerstone for Residence of West Hants Municipality and surrounding areas
Currently we’re fully operational with ice Operations

- West Hants Minor Hockey Association
- Riverview Figure Skating Club
- West Hants Broomball
- Recreational Hockey League
- Old-timers Hockey League
- West Hants Ladies Hockey Team
- Avon River Rats - Valley Junior hockey team
- Regular public skates and special events for all age groups, Mom’s and tots, seniors etc...
- Brooklyn Elementary and West Hants Middle Schools skating programs, Participating activities and schools intramural hockey programs
- 4 – H Field Days (Planning events)
- Offering Free Ice programs to Families, Seniors and Mom and tots, school groups etc....
- Our state of the art Ice Making Capabilities along with our staff now have many NS’s talking about the super quality of our ice surface at our facility.
- Summer events, Planned Flea markets, 1st annual car show, Ball Hockey, Roller derby matches, Musical concerts to name a few, all bring people to our area
The GFL Newport Recreation Centre located in Brooklyn is centrally located within the West Hants Municipality and a convenient access point for the majority of its residents. It is situated adjacent to two of the largest schools in the area, Brooklyn Elementary and West Hants Middle Schools. Hundreds of thousands of children and adults from the community and beyond and have been using the rink since its opening.

We have also been working with the schools to ensure children are given the opportunity to enjoy our facility
One of our Major Project

- Completion of upper level Utility/Multi-purpose room/s will ensure Financial Stability for the GFL Newport Recreational Center.
- Once completed we will have an exercise room for the community to use and where seniors will have free membership. Giving back to our community by also promoting active living.
- We will operate a self sufficient Community Centre which will become a great focal point for all to enjoy.
The GFL Newport Recreation Center has been rented to capacity since its opening.
The New GFL Newport Recreational Centre is providing a place for all to embrace great Canadian traditions, it provides for important physical activity which is needed and appreciated by all users. Our type of facility if properly manage adds to the community by enhancing the local economies in a meaningful way. The large number of people who come into the community from outside for games, tournaments and special events contribute significantly to local economy by purchasing local goods and services.
Our current staff on site

1 Full time Facility Manager

2 Full-time Seasonal

2 Part-time Seasonal

Also on site skate sharpening and canteen business which also creates Additional local jobs.

We anticipate our staff will increase by two additional FTE as we continue to market all the potential our facility will have to offer once we are 100% completed.
Our main goal is to provide a stainable year round Recreational and Community Centre for all residents of West Hants.

We’re continuing with our fundraising efforts to ensure the completion of our facility while offering more programs to our community.
Our way forward

To continue Ensuring Operational Financial Independence.

Broaden our Horizons to offer events like never before offered in our community.
➢ West Hants Exhibition- showcasing our talents and what we have to offer.
➢ Host NS Wine & Micro-Brewery & Distillery Expo.
➢ Promoting healthy living with FREE programs for West Hants Seniors.
➢ Fitness Centre for our Community
➢ Continue working with partners to ensure every child has the opportunity to participate.
➢ Weekly flea markets in the summer....
➢ Annual Car show with our 1st schedule for Aug. 2018
➢ Developing Innovative ways to continue attracting people to our area.
➢ A place we can share our Heritage and promote our Culture

To be seen as the most successful Recreation Centre in Nova Scotia and beyond. A place we can all be proud of.
The GFL Newport Recreation Centre and Newport & District Rink Commission is seeking on-going support.

We are a self-sustained facility governed by a board of directors whom are all volunteers with a proven history of success.

Our facility and organization have been in existence for 46 years and we are dedicated to the preservation of active living for all ages within West Hants Municipality and surrounding communities.
We are reaching to our Municipality for some assistant in our funding efforts to complete our facility.

We have determined that we will require an additional $838K to fully complete the GFL Newport Recreation Centre.

It is anticipated our project will be carried over the next three years. We maybe required to adjust some projects as we move forward or to adjust for urgent priorities while continuing our fundraising efforts.
## GFL Newport Recreational Centre

### Our three year plan

<table>
<thead>
<tr>
<th>Item</th>
<th>Estimated cost 1000</th>
<th>Priority level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thermopane Windows warm room</td>
<td>40</td>
<td>1</td>
</tr>
<tr>
<td>Heaters in Dressing rooms</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td>Dehumidifier in bldg.</td>
<td>75</td>
<td>1</td>
</tr>
<tr>
<td>Split of Storage room/Transgender D/R</td>
<td>25</td>
<td>1</td>
</tr>
<tr>
<td>Donation Wall</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td>Wi Fi/ Cell coverage</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Compressors Overhaul</td>
<td>17</td>
<td>1</td>
</tr>
<tr>
<td>Tables and chairs</td>
<td>12</td>
<td>1</td>
</tr>
<tr>
<td>Sports equipment for lacross and other sports</td>
<td>30</td>
<td>1</td>
</tr>
<tr>
<td>Heat Pump/AC in warm room and Board room</td>
<td>25</td>
<td>1</td>
</tr>
<tr>
<td>Cement Sealer</td>
<td>8</td>
<td>1</td>
</tr>
<tr>
<td>Upper level backroom/gym</td>
<td>200</td>
<td>2</td>
</tr>
<tr>
<td>Exterior Stairs entry way to back room</td>
<td>50</td>
<td>2</td>
</tr>
<tr>
<td>Road Sign</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>Paint dressing rooms</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Sports equipment for Gym</td>
<td>64</td>
<td>2</td>
</tr>
<tr>
<td>Mezzine level storage</td>
<td>100</td>
<td>3</td>
</tr>
<tr>
<td>Emergency Generator</td>
<td>150</td>
<td>3</td>
</tr>
<tr>
<td>Operational Equipment</td>
<td>12</td>
<td>1,2,3</td>
</tr>
</tbody>
</table>

**Total Cost of Outstanding Items** 838

### Priority Level Cost

<table>
<thead>
<tr>
<th>Priority Level</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>255</td>
</tr>
<tr>
<td>Level 2</td>
<td>321</td>
</tr>
<tr>
<td>Level 3</td>
<td>250</td>
</tr>
<tr>
<td>Level 1,2,3</td>
<td>12</td>
</tr>
</tbody>
</table>

**Total** 838
We hope you consider our request
For the health and the betterment of our community. Let’s show Nova Scotians what we have to offer here in Hants County.
Make the GFL Newport Recreation Centre
You’re Destination

to stay up dated

Follow us on FACEBOOK
Check our Web site
MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Second Reading Report

To:                 Members of West Hants Council

Submitted By:      Councillor Jennifer Daniels, PAC Chair

Date:              March 13, 2018

Subject:           West Hants Land Use By-Law Map Amendment to amend 80 Robert Drive, Hamlet of Ardoise – Cameron Lake (H1); PID # 45060266 from Rural Residential (R-4) Zone to the Hamlet Industrial (M-2) Zone

File #:            H1LUB 17-01

1.0 BACKGROUND
An application was received November 14, 2017 from James (Danny) Poole to permit a vehicle repair and small scale metal fabrication shop at 80 Robert Drive, Ardoise, West Hants. The uses already take place within the garage which is an accessory building on the residential property. Mr. Poole wishes to regularize the existing uses.

On February 13, 2018, West Hants Council approved the application to go to Public Hearing.

Background information can be found in the following reports:
February 13, 2018       Recommendation Report from PAC
January 18, 2018         Report to the Planning Advisory Committee

and minutes of the following Committees:
January 18, 2018       Planning Advisory Committee

2.0 LEGISLATIVE AUTHORITY
Municipal Government Act Part 8; West Hants Municipal Planning Strategy (MPS) and Land Use By-law (LUB).

3.0 RECOMMENDATION
Following the Public Hearing, should Council wish to proceed, the following motion would be in order:

that Council gives Second Reading to and approves the amendment to the Zoning Map of the West Hants Land Use By-law to rezone the lot located at 80 Robert Drive, Hamlet of Ardoise - Cameron Lake; PID # 45060266 from the Rural Residential (R-4) Zone to the Hamlet Industrial (M-2) Zone, as shown in Figure 2, and as outlined in the planning staff report to the Planning Advisory Committee dated January 18, 2018.

4.0 OPTIONS
In response to the application, Council may:

- follow the process to approve the LUB map amendment as drafted or as specifically revised by direction of Council;
- refuse the LUB map amendment, identifying the policy or policies of the Municipal Planning Strategy which have not been met;
- provide alternative direction, such as requesting further information on a specific topic.

5.0 APPENDICES

Figure 1 Existing Zoning Map
Figure 2 Draft Map Amendment

Report Prepared by: ________________________________
Sara Campbell, Planner

Report Approved by: ________________________________
Madelyn LeMay, Director of Planning and Development
MUNICIPALITY OF THE DISTRICT OF WEST HANTS
RECOMMENDATION REPORT TO COUNCIL

To: Members of West Hants Council

Submitted by: Councillor Jennifer Daniels, PAC Chair

Date: 03-13-2018

Subject: Second Reading for:
Text Amendment to the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new commercial zones; Map Amendment to the Hantsport Municipal Planning Strategy to increase the Commercial Designation;
Text Amendment to the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones and replace the current definitions for Office and Professional Office with a new definition for Office; and
Map Amendment to the Hantsport Land Use By-law to add the two new commercial zones.

File # HMPS 17-01

Origin:
In September and October of 2017, staff received several inquiries regarding residential development in the Hantsport Commercial designation. There was no clear policy option to approve these proposed developments. Staff reviewed a power point presentation with the Hantsport Area Advisory Committee (HAAC) regarding the Commercial designation and Commercial Zone in Hantsport.

HAAC requested an information report on the various options for the Commercial designation and Commercial Zone. HAAC recommended option 4 which will create two new commercial zones that will replace the current commercial zone.
On January 18, 2018, the Planning Advisory Committee (PAC) held a Public Information Meeting and chose to forward a positive recommendation to Council.

On February 13, 2018, Council gave First Reading.

On February 14, 2018 HAAC requested that small industries for manufacturing crafts be included as a permitted use in both commercial zones. To accommodate this request, Artisan Workshop uses will be permitted in both commercial zones and the definition for Artisan Workshop will be amended as attached as Appendix A.

Legislative Authority:
Section 205 of the Municipal Government Act.

Recommendation:
Should Council wish to proceed following the Public Hearing, the following motion would be in order:

that Council gives Second Reading to and approves amendments to:
1. the text of the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new commercial zones; and
2. the map of the Hantsport Municipal Planning Strategy to align the Commercial Designation with the existing lot pattern; and
3. the text of the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones and replace the current definitions for Office and Professional Office with a new definition for Office and amend the current definition of Artisan Workshop; and
4. the map of the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones;
all as attached as Appendix A to the report to Council dated March 13, 2018.

Background:
Background information can be found in the following reports

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 15, 2017</td>
<td>Hantsport Commercial Zone and Designation Options</td>
</tr>
<tr>
<td>December 13, 2017</td>
<td>Hantsport Commercial Zone Municipal Planning Strategy and Land Use By-law:</td>
</tr>
<tr>
<td></td>
<td>Text Amendment to the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new commercial zones;</td>
</tr>
<tr>
<td></td>
<td>Map Amendment to the Hantsport Municipal Planning Strategy to increase the Commercial Designation;</td>
</tr>
<tr>
<td></td>
<td>Text Amendment to the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones and replace the current definition for Office and Professional Office with a new definitions for Office; and</td>
</tr>
</tbody>
</table>
Map Amendment to the Hantsport Land Use By-law to add the two new commercial zones.

January 18, 2018
To Recommend First Reading & Public Hearing for:
Text Amendment to the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new commercial zones;
Map Amendment to the Hantsport Municipal Planning Strategy to increase the Commercial Designation;
Text Amendment to the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones and replace the current definition for Office and Professional Office with a new definition for Office; and
Map Amendment to the Hantsport Land Use By-law to add the two new commercial zones.

February 13, 2018
To Recommend Public Hearing & Second Reading for:
Text Amendment to the Hantsport Municipal Planning Strategy to replace the current Commercial (C) Zone with two new commercial zones;
Map Amendment to the Hantsport Municipal Planning Strategy to increase the Commercial Designation;
Text Amendment to the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones and replace the current definitions for Office and Professional Office with a new definition for Office; and
Map Amendment to the Hantsport Land Use By-law to add the two new commercial zones.

and Minutes of the following Committees:
October 11, 2017 Hantsport Area Advisory Committee;
November 16, 2017 Hantsport Area Advisory Committee;
December 13, 2017 Hantsport Area Advisory Committee;
January 18, 2018 Planning Advisory Committee; and
February 13, 2018 West Hants Council

Attachments:

Appendix A Draft Amendment
Figure 1 Existing General Future Land Use Map
Figure 2 Existing Zoning Map
Figure 3 Proposed Generalized Future Land Use Map Amendment
Figure 4 Proposed Zoning Map Amendment
Report Prepared by: Saira Shah, Planner

Report Approved by: Madelyn LeMay, Director of Planning and Development
Appendix A
Draft Amendment

Text Amendments in the Hantsport Municipal Planning Strategy and Hantsport Land Use By-law to replace the current commercial zone with two new commercial zones and update the definition of office to allow for online retailers.

1. Amend Part 5 Commercial Policies of the Hantsport Municipal Planning Strategy by replacing Policy CP-2 and CP-3 so that section 5 reads as follows:

   Policy CP-2
   It shall be the policy of Council to establish a Commercial (C-1) Zone which will allow for an increase in residential density in existing residential dwellings while maintaining the street presence of commercial and office establishments.

   Policy CP-3
   It shall be the policy of Council to establish a Mixed Commercial/ Residential (C-2) Zone which will permit a wide variety of commercial and residential uses.

2. Amend Part 2 Definition of the Hantsport Land Use By-law by replacing the definition for Office and Professional Office by inserting the following definition for "Office" between the definitions of Obnoxious Use and Outdoor Furnace:

   Office means a structure in which business is conducted which may include but is not limited to: consultation services, a bank or other financial institution, a real estate or insurance agency, a data processing establishment, an online retailer, or legal and other personal professional services. This shall not include the manufacturing of any products.

3. Amend Part 2 Definition of the Hantsport Land Use By-law by replacing the definition for Artisan Workshop by inserting the following definition for "Artisan Workshop" between the definitions of Apartment Building and Automobile Service Station or Service Station:

   Artisan Workshop means a building or part of a building used for the production of, or the production and sale of, works of art or crafts made by small custom production processes or by hand:

4. Amend Part 9 Commercial of the Hantsport Land Use By-law by replacing all of Section 9 with a Commercial (C-1) zone and a Mixed Commercial/ Residential (C-2) zone so that Part 9 reads as follows:

   Part 9 Commercial

   9.1 Commercial (C-1)

   9.1.1 Permitted Uses

   The following uses are permitted in this zone:
• all commercial uses
• artisan workshops
• offices
• medical clinic
• museums
• residential uses existing as of date of amendment
• residential uses in accordance with Section 9.1.5

9.1.2 Lot Specification

<table>
<thead>
<tr>
<th>Minimum Lot Area</th>
<th>4004 sq. ft. (372 square metres)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Frontage</td>
<td>39.4 feet (12 metres)</td>
</tr>
<tr>
<td>Required Side Yards</td>
<td>9.8 feet (3 metres)</td>
</tr>
<tr>
<td>Maximum number of units per building</td>
<td>4 for Townhouse Development</td>
</tr>
<tr>
<td></td>
<td>20 for Apartment Buildings and Grouped Homes</td>
</tr>
</tbody>
</table>

9.1.3 Parking and Loading Requirements

a) There are no parking requirements for commercial uses, artisan workshops, offices, museums, or medical clinics

b) Loading space requirements must be followed as established in Section 6.1

9.1.4 Increased Density in Existing Residential Buildings

Single and two-unit dwellings existing as of (approximate date of amendment) may be converted to the maximum number of units permitted in the Two Unit Residential (R-2) or Multiple Unit Residential (R-3) Zone provided all units are contained within the existing residential building.

9.1.5 Requirements for New Residential Uses

New residential uses shall occupy no more than 50% of the gross floor area of the structure and be located above, behind or below a commercial use, artisan workshop, office, museum, or medical clinic. The commercial use, office, museum, or medical clinic must have frontage on the street.

9.2 Mixed Commercial/ Residential (C-2)

9.2.1 Permitted Uses

The following uses are permitted in this zone:

• all commercial uses
• artisan workshops
• offices
• medical clinics
• museums
• residential uses existing as of date of amendment
• single detached dwellings
• two-unit dwellings
• multiple unit dwellings
• residential day care centres
• guest houses
• bed and breakfast homes
• boarding rooms
• institutional uses existing as of date of amendment as follow:

<table>
<thead>
<tr>
<th>Civic Address</th>
<th>Owner</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>58 Main Street</td>
<td>3262992 NOVA SCOTIA LIMITED</td>
<td>Nursing Home</td>
</tr>
<tr>
<td>59 Main Street</td>
<td>Parish of Avon Valley Rector</td>
<td>Place of Worship</td>
</tr>
<tr>
<td>61 Main Street</td>
<td>Wardens and Vestry of Saint Andrews Church</td>
<td></td>
</tr>
<tr>
<td>67 Main Street</td>
<td>Roman Catholic Episcopal Corporation</td>
<td>Place of Worship</td>
</tr>
<tr>
<td>19 Chittick Avenue</td>
<td>Municipality of The District of West Hants</td>
<td>Department of Public Works</td>
</tr>
<tr>
<td>1 Oak Street 3 Oak Street 36 William Street</td>
<td>Municipality of The District of West Hants</td>
<td>Food Bank</td>
</tr>
<tr>
<td>5 Oak Street</td>
<td>Municipality of The District of West Hants</td>
<td>Fire Station</td>
</tr>
</tbody>
</table>

9.2.2 Lot Specification

<table>
<thead>
<tr>
<th>Minimum Lot Area</th>
<th>4004 sq. ft. (372 square metres)</th>
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<tr>
<td>Maximum number of units per building</td>
<td>4 for Townhouse Development 20 for Apartment Buildings and Grouped Homes</td>
</tr>
</tbody>
</table>
9.2.3 Increased Density in Existing Residential Buildings

Single and two-unit dwellings existing as of (approximate date of amendment) may be converted to the maximum number of units permitted in the Two Unit Residential (R-2) or Multiple Unit Residential (R-3) Zone provided all units are contained within the existing residential building.
Figure 1
Existing Generalized Future Land Use Map

Town of Hantsport
Generalized Future Land Use

- Hantsport Boundary
- Commercial (C)
- Industrial (I)
- Open Space (P)
- Residential (R)
- Wetlands (W)
- Parcels
- Roads
- Railway
- Water

Scale 1:3,500

Base data derived from the Nova Scotia Property Records Database (NSPRD).
Copyright His Majesty The Queen in Right of the Province of Nova Scotia.
This map is a graphical representation of property boundaries which approximate size, configuration and location of parcels. This is not a land survey and is not intended for legal descriptions or to calculate exact dimensions or area.
Proposed Generalized Future Land Use Map Amendment

Map Amendment to the Hantsport Generalized Future Land Use Map in the Hantsport Municipal Planning Strategy to increase the Commercial Designation.
Figure 4

Proposed Zoning Map Amendment

Map Amendment to the Hantsport Zoning Map in the Hantsport Land Use By-law to replace the current Commercial (C) Zone with two new commercial zones.
MUNICIPALITY OF THE DISTRICT OF WEST HANTS

INFORMATION REPORT

To: Members West Hants Council

Submitted by: _______________________
Cathie Osborne, CAO

Date: February 22, 2017

Subject: Mayor versus Warden System

________________________________________________________________________

Origin:

At the December 13, 2016 Council meeting, Council requested a report to explore opportunities of moving from a Warden to a Mayor System.

Legislative Authority:

Municipal Government Act, Sections 12 and 15

Background:

The Municipal Government Act allows for the head of council of a municipality to be a warden or mayor. In Nova Scotia, there are 21 rural Municipalities and currently three have a mayor as the head of Council; the Municipality of the County of Colchester, Municipality of the District of Lunenburg and, most recently, the Municipality of the County of Kings. The remaining 18 municipalities have a warden as the head of Council.

Unlike the mayor positions found in the United States and in some cities in other parts of Canada who have powers to make decisions on their own; mayors in Nova Scotia have the same powers and responsibilities as their warden counter parts and cannot over rule Council. A mayor or warden, like all councilors, has one vote. The main difference between a mayor and a warden is that a mayor is elected by all electors while a warden is a councillor chosen from among their fellow councillors. The discussion section outlines other similarities and differences between wardens and mayors.
**Discussion:**

Under the Municipal Government Act, a municipality must make the decision to have a chair elected at large (a mayor) no less than nine months before a regular election. Once, made, the decision to move to a mayoral structure cannot be changed after February 15th of the first year the mayor is to be elected or at any time in the future. It is a binding decision on future Councils.

Adopting a mayoral system automatically increases the size of Council by one person; in the case of West Hants from 10 to 11 elected persons. However, if Council wanted to retain its current 10 districts including a mayor, the Municipality would have to proceed with a UARB Municipal Boundary application to realign to 9 districts.

Below are the similarities, differences, and implications of the two systems for the Municipality.

<table>
<thead>
<tr>
<th></th>
<th>WARDEN</th>
<th>MAYOR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Election method</strong></td>
<td>By fellow Councillors; for a new Council who may not be familiar with their fellow councilors, determination of an appropriate candidate has been described as difficult</td>
<td>By electors during a general election; the Chair of Council is pre-determined by the election process.</td>
</tr>
<tr>
<td><strong>Size of Council</strong></td>
<td>Is part of the total size of Council, for West Hants the Warden is 1 of 10 councillors</td>
<td>Is an addition to the size of Council, for West Hants the Mayor is in addition to the 10 councillors so total council size is 11</td>
</tr>
<tr>
<td><strong>Removal of head of Council</strong></td>
<td>2/3 vote of Council and 20 days’ notice can remove a councillor from the position of warden.</td>
<td>Cannot be removed from position as mayor until next regular election.</td>
</tr>
<tr>
<td><strong>Vote on council</strong></td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Position on Council</strong></td>
<td>Head of Council</td>
<td>Head of Council</td>
</tr>
<tr>
<td><strong>Duties on Council</strong></td>
<td>Acts as chair of council, monitor administration, communicate information and recommendations to Council, act as Council’s spokesperson to the public.</td>
<td>Acts as chair of council, monitor administration, communicate information and recommendations to Council, act as Council’s spokesperson to the public.</td>
</tr>
<tr>
<td><strong>Result of a resignation</strong></td>
<td>An election would be held in the district the Warden was elected to represent if resigning as a councillor. If</td>
<td>An election would be held in the entire municipality. He/she would have no other position on Council.</td>
</tr>
</tbody>
</table>
only resigning from position of Warden, he/she would remain a councillor, Council would choose a new warden, no district election required.

<table>
<thead>
<tr>
<th>Campaigns</th>
<th>Campaigns to one district; elections costs may be lower</th>
<th>Campaigns to all districts; election costs may be greater</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountability</td>
<td>Accountable to their specific district and the whole municipality, so there is a perceived notion the warden could be torn between their district and the municipality</td>
<td>Accountable to the whole municipality, perceived notion the mayor is not torn between allegiances.</td>
</tr>
<tr>
<td>Support</td>
<td>The warden has the support of most of their fellow councillors.</td>
<td>The Mayor has the support of most of the electors.</td>
</tr>
<tr>
<td>Cost</td>
<td>Same as current costs.</td>
<td>Additional cost to the budget.</td>
</tr>
</tbody>
</table>

Financial Implications:

There were only 2 rural municipalities in Nova Scotia with mayors prior to October 2016, the average mayor salary for these municipalities was $46,000.00 in 2014/2015; however, these municipalities have significantly larger populations than West Hants. In the Municipality of West Hants, the current warden salary is $39,379.94 and a deputy warden salary of $21,535.44 both of which includes the fee for his/her district councillor remuneration of $17,946.55. Therefore, under the current warden system the total annual cost paid to elected officials is $204,487.78 plus expenses.

Assuming the salary of a mayor would be the same as the current warden’s salary, there would be an additional cost of $17,946.55 for the 11th elected official or a total annual cost of $232,434.33 plus expenses paid to all elected officials.

A more accurate cost for the position of mayor may be better determined during the planned salary review for elected officials, as would a subsequent boundary review.

Attachments:

1. Municipal Government Act Sections 12 and 15
Municipal Government Act

Selection of mayor for county or district municipalities

12 (1) The warden of a county or district municipality shall be chosen by the council members from among themselves.

(2) The term of office of the warden expires when the term of office of the council expires, unless prior to the selection of a warden, the council adopts a shorter term of office for the warden.

(3) The warden shall be chosen
   (a) at the first meeting of the council in a regular election year after the time for applying for a recount has expired; or
   (b) at the first meeting of the council after the expiration of the term of a warden or when the office of warden otherwise becomes vacant.

(4) The clerk shall preside at the meeting of the council at which the warden is to be elected, until the warden is elected.

(5) If a majority of the council members are unable to agree upon the choice of a warden, the clerk shall determine the warden from the two leading candidates by lot as provided in the Municipal Elections Act.

(6) The council of a county or district municipality may, by policy, adopt rules governing the election of a warden by the council members.

(7) The council of a county or district municipality may
   (a) by a vote of two thirds of the council members; and
   (b) on twenty days notice in writing to the clerk, the warden and the councillors, remove a warden from office as warden and proceed to elect a new warden.

(8) The council of a county or district municipality may, at any time not less than nine months prior to a regular municipal election, decide that the chair of the council be elected at large, in which case
   (a) commencing at the next regular municipal election, a mayor shall be elected at large for the municipality;
   (b) every person eligible to vote for a councillor of the municipality is eligible to vote for the mayor;
   (c) the total number of council members is increased by one unless the municipality has applied to the Board and the Board has determined otherwise;
   (d) subsections (1) to (7) do not apply to the municipality.

(9) A decision made pursuant to subsection (8) may not be reversed after February 15 in the year in which the first mayor is to be elected, or subsequently. 1998, c. 18, s. 12; 2006, c. 40, s. 2.
Mayor or warden

15 (1) The mayor or warden shall preside at all meetings of the council.

(2) During the temporary absence of the mayor or warden, the deputy mayor or deputy warden shall preside and, if neither is present, the council may appoint a person to preside from among the council members present.

(3) The mayor or warden may
   (a) monitor the administration and government of the municipality; and
   (b) communicate such information and recommend such measures to the council as will improve the finances, administration and government of the municipality. 1998, c. 18, s. 15.
MUNICIPALITY OF THE DISTRICT OF WEST HANTS

Wardens Report

To: Members West Hants Council

Submitted by: Warden Zebian

Date: March 15, 2018

During the last month, I attended the grand opening of the second operating room at Hants Community Hospital with Councillor Francis. It’s incredible to see the great service the hospital provides, and they pride it represents for our area.

I’ve had numerous phone calls and meetings with TIR and staff about the Hantsport Aboiteau. It looks like work will begin shortly on upgrading the connector road off exit 8 leading into Hantsport.

Acting CAO Laycock and myself, along with the Mayor and CAO from Windsor, attended a meeting with Minister Mombourquette from Municipal Affairs and senior staff to discuss municipal modernization. It is an exciting time to be involved in municipal politics and I strongly encourage all residents to get involved.

Have had numerous meetings with residents from our Municipality about varying issues such as green bins, noise bylaws, dog complaints, non-conforming uses of properties, etc. It can take up a lot of time, but I promised to maintain an open for policy and that is what I am sticking to for my term as Warden,

Was out to Forest Lakes a few couple of times to see the progress being made on the development. The golf course is coming along nicely, some residents have moved in, a local HRM dentist is nearing completion on his family home that truly needs to be seen.

Also nearing completion of an exhaustive CAO search. I would like to thank Councillors Zwicker and Daniels for being easily involved on the selection committee. Would also like to thank acting CAO Laycock for his tireless dedicated work for the last two months doing two
jobs. Also, a thank you to all staff who have stepped up to make the transition very seamless for all our residents. You all are truly the best of everything.

Would also like to thank our devoted gallery for showing an interest in the Municipality and keeping us honest. We truly do appreciate it. Thank you.
Region 6 Budget 2018-2019

.... that Council approves the 2018-19 budget for Region 6 as presented.

Pembroke Community Center

....that Council accept the property at PID 45173754 and forego the requirements of the Acquisition of Real Property Policy (Council-01-006). Furthermore, Council declared property PID 45173754 as surplus to be sold as an Ordinary Sale under section 5 (d) (3) of Council’s Disposal of Real Property Policy (Council-01-007).

Holmes Hill Road Rehabilitation, Project#TRCAP15-05 (Work outside the scope)

....that the cost of work outside of the Brycon contract for the Holmes Hill Rehabilitation Project in the amount of $49,673.26 plus net HST be funded from Gas Tax Fund reserve.

Gas Tax Funding – Hantsport and Area Historical Society

....that Council approve the use of $5,000 of Gas Tax fund accessibility upgrades to the Hantsport and Area Historical Society building, including the installation of an accessible ramp and bathroom accessibility upgrades.

First Amendment to the Council Remuneration Policy

....that Council approve the amendments to the Council Remuneration Policy COGE-004.00 as outlined in the First Amendment to the Council Remuneration Policy Recommendation Report dated February 27, 2018.

Continuing Operations past March 31, 2018 (Fiscal 2018-19)

....that Council authorize the Municipality, through its CAO and Departments, to continue to operate based on the approved 2017-18 budgets until such time as the 2018-19 budgets are approved and the tax rates set.
Valley Waste Temporary Borrowing Resolution

....that Council approve a temporary borrowing resolution for Valley Waste Resource Management Authority in the amount of $187,335 for a balloon payment related to previous capital purchases and Council guarantees a maximum of $2,491 of the loan.

....that Council approve a temporary borrowing resolution to Valley Waste Resource Management Authority in the amount of $514,000 related to capital purchases in 2017-18 and Council guarantees a maximum of $6,846 of the loan.

Investment Policy

....that Council approves the Investment Policy for the Municipality of the District of West Hants.

Rails with Trails

....to direct to staff to maintain communications with the municipalities along the Windsor and Hantsport rail spur corridor.

...to direct staff to monitor any changes in the ownership and operations of the facility.

....that the Municipality of the District of West Hants write a letter to the Province requesting that they purchase the section of the railway corridor spur, the sections of rail line for sale between Windsor, Windsor Junction, HRM so they can be used for public community use for the benefit of all to prevent foreign ownership.

MOU/Joint Council

....that should the Town of Windsor withdraw from the UARB Amalgamation process that Council agree to work with the Town of Windsor and the Province on a regional governance project.

Live Streaming

....to begin live streaming of all Council and Planning meetings to begin in April of this year.
194 Falmouth Dyke Road, Falmouth

...that Council give First Reading and hold a Public Hearing to consider entering into a development agreement to allow a chiropractic clinic at 194 Falmouth Dyke Road, Falmouth; PID # 45394210, which is substantively the same as the draft set out in Appendix C of the report to the Planning Advisory Committee dated February 15, 2018.
MUNICIPALITY OF THE DISTRICT OF WEST HANTS
RECOMMENDATION REPORT

To: Members West Hants Council

Submitted by: Martin Laycock, Acting Chief Administrator Officer

Date: March 7, 2018

Subject: Falmouth Watershed Advisory Committee Landowner Appointment

Origin:

Community Representative appointment to the Falmouth Watershed Committee, expired in November 2017.

Legislative Authority:

Municipal Government Act
24(3) The council may appoint persons who are not members of the council to a committee and may establish a procedure for doing so.

Recommendation:

It is recommended that:

Background:

The Falmouth Watershed Advisory Committee Policy states that the Committee shall include three (3) Watershed Landowners. On December 12, 2017 Council appointed Richard Neily and David Porter the Committee, leaving a vacancy of one Watershed Landowner on the Committee.
Discussion:

On February 15, 2018 Bernard Curry submitted a letter of interest to be on the Falmouth Watershed Advisory Committee. Mr. Curry is a Watershed Landowner and has served on the Committee since it was initially established in 1992. Mr. Curry has a vast amount of knowledge of the land and history of the Falmouth Watershed.

Financial Implications:

In accordance with the Council Remuneration Policy, Community Representatives are provided a $50.00 per meeting honorarium and travel expenses; these costs are provided for in the annual budget.

Alternatives:

Council could choose not to appoint Bernard Curry to the Falmouth Watershed Advisory Committee.

Attachments:

There are no attachments.

Report Prepared by: Rhonda Brown, Municipal Clerk

Report Reviewed by: Martin Laycock, Director of Finance
THE MUNICIPALITY OF THE DISTRICT OF WEST HANTS

RECOMMENDATION REPORT

To: Warden Zebian and Members West Hants Council

Submitted by: ____________________________
Martin Laycock, Acting CAO

Date: March 13, 2018

Subject: Renewal of Temporary Borrowing Resolution

Origin:
Upcoming expiry of approved Temporary Borrowing Resolution

Legislative Authority:
Municipal Government Act, Part VI, Power to Spend Money 65(g) & Power to borrow money 66

Recommendation:
It is recommended that:

Council reapproves a temporary borrowing resolution in the amount of $1,477,790 for the construction of the fire substation in Garlands Crossing.

Background:
A Temporary Borrowing Resolution (TBR) is a required step in the process to secure the necessary borrowing to support the purchase of items of significant cost required by the
Municipality. A TBR requires Council’s approval to move forward and they expire after one-year.

In February 2017, Council approved the construction of a fire substation in Garlands Crossing and approved the initial TBR on March 14, 2017.

Discussion:

The construction of the sub-station is now complete. The renewal of the TBR is required to allow the Municipality to take part in the Spring 2018 MFC debenture. The loan for the fire substation is currently with RBC.

Financial Implications:

The financing costs for the fire substation already make up the current budget and there are no anticipated financial implications of reapproving the TBR.

Alternatives:

1. Council could reject the proposed TBR, but in doing so would have to direct staff as to how the station is to be funded.

Attachments:

- Fire TBR (16/17-03)

Report Prepared by: ________________________________

Martin Laycock, Acting CAO/Director of Finance, 902-798-6926
WHEREAS Section 66 of the Municipal Government Act provides that the Municipality of the District of West Hants, subject to the approval of the Minister of Municipal Affairs, may borrow to expend funds for a capital purpose authorized by statute;

AND WHEREAS clause 65(g) of the Municipal Government Act authorizes the Municipality of the District of West Hants to borrow funds for the purpose of equipping and maintaining fire departments or emergency services providers;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Municipality borrow a sum or sums not exceeding One Million, Four Hundred and Seventy-Seven Thousand, Seven Hundred and Ninety Dollars ($1,477,790) in total for the purpose set out above, subject to the approval of the Minister of Municipal Affairs;

THAT the sum be borrowed by the issue and sale of debentures of the Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the Municipality borrow from time to time a sum or sums not exceeding One Million, Four Hundred and Seventy-Seven Thousand, Seven Hundred and Ninety Dollars ($1,477,790) in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the Minister of Municipal Affairs of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the Municipality of the District of West Hants held on the 14th day of March 2017.

GIVEN under the hands of the Warden and the Clerk and under the seal of the Municipality this day of April 2017.
MUNICIPALITY OF THE DISTRICT OF WEST HANTS
RECOMMENDATION REPORT

To: Members West Hants Council

Submitted by: Martin Laycock, Acting Chief Administrative Officer

Date: March 13, 2018

Subject: Construction of Wall in Planning and Development Office

Origin:

An additional wall within Planning and Development has been in discussion since at least 2015.

Legislative Authority:

Municipal Government Act, Part VI, Power to Spend Money 65(2)

Recommendation:

It is recommended that:

Council approve the transfer of $4,450 plus net HST from the Building Reserve for the construction of a wall in the Planning Department.

Background:

The additional wall was not constructed when renovations were carried out to the remainder of the building in 2016, as there were several staffing issues in Planning and Development and it was felt that the construction would be too intrusive.
Discussion:

The intention is to separate the area now used by the Geographic Information Systems (GIS) Technician from the reception desk and public waiting area. Anyone requesting a permit sits with the Administrative Assistant to provide information to complete their application. During building seasons there are sometimes several people in this area waiting for someone or to complete an application. As a result, the GIS work space is noisy.

Part of the GIS Technician’s job is to provide support to the Administrative Assistant. The wall would include a large window so that the GIS technician could still see the reception desk. At present there is a divider which helps to reduce noise but blocks the view to the desk and front counter area.

A door would be included towards each end of the wall to provide access to the plotter area at one end and the GIS Technician’s space at the other.

Financial Implications:

Written quotes were requested and received; following receipt each company was asked to provide a price for removal of one electrical outlet. Each did so verbally and quotes are included below:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Initial Quote</th>
<th>Outlet removal</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fox &amp; Phillips Const.</td>
<td>$4,390.00 + HST</td>
<td>$50-$60 + HST</td>
<td>$4,450.00 + HST</td>
</tr>
<tr>
<td>Terry Todd Const. and Renovation</td>
<td>$5,235.10 + HST</td>
<td>$85.00 + HST</td>
<td>$5,320.01 + HST</td>
</tr>
<tr>
<td>Chandler Const. Ltd.</td>
<td>$7,405.00 + HST</td>
<td>No additional</td>
<td>$7,405.00 + HST</td>
</tr>
</tbody>
</table>

The cost of the project is being proposed to come from the Building Reserve. It is anticipated that by the end of the 2017-18 fiscal year there will be $297,658 in the reserve. Taking the lowest bid would reduce this total to $293,017. The request for the build amounts to 1.5% of the total reserve available.

Alternatives:

- Council could refuse the construction of the wall
- Council could direct staff to build the wall and use funds from a different source

Attachments:

- Sketch of proposed wall
MUNICIPALITY OF THE DISTRICT OF WEST HANTS
INFORMATION REPORT

To: Members West Hants Council

Submitted by: Martin Laycock, Acting Chief Administrative Officer

Date: March 13, 2018

Subject: Clarification of Costs; Change of Road Name

Origin:
An application for a “Change of Road” name was considered at Committee of the Whole (COTW) January 26, 2018.

Legislative Authority:
Municipality of the District of West Hants Policy for Naming Roads

Background:
The applicant for the Change of Road Name has asked if he is responsible for paying for the sign.

Discussion:
During discussion at COTW Ms. LeMay was asked what a change of road name would cost West Hants. The COTW minutes accurately reflect her response “that the only cost would be for the road sign”. What she intended was that if there is any cost to the Municipality the maximum cost would be the cost of a road sign. It was not meant to imply that West Hants would pay for the sign.

Financial Implications:
None

Attachments:
None

Report Prepared by: Madelyn LeMay, Director of Planning and Development
12 March 2018

Warden Abraham Zebian
West Hants Municipal Council

Re: Rails to Trails Initiative of the Uniacke Trails Association

I am writing today to express the support of West Hants Trails Association for the Uniacke Trails Association initiative to develop the un-used rail bed from Windsor Junction to Grand Pre into a multi-use trail.

This initiative is complicated by the fact that the un-used rail line runs through four municipalities (East Hants, West Hants, Windsor and HRM) and portions of it are owned by CN and leased to private companies while ownership of other portions may have been transferred to private companies.

We understand the portion of the rail line running through West Hants is owned by Canadian National Railway and has been leased to an individual or company for the past eight (8) years with the provision that an operational railway be established. It appears this requirement has not been met since the rail line has seemingly been abandoned and has fallen into disrepair.

We believe a trail would be of great benefit to the people of West Hants by providing a unique transportation and recreational opportunity in a natural setting. The trail would improve the health and well-being of the community and link our communities to the Trans Canada Trail. The trail would also provide business opportunities, attracting tourists and recreationalists to the area with associated economic benefits.

We request the municipality inquire into the feasibility of transferring ownership of this land into the public domain for trail development. This will require communication directly with CN and the Canadian Transportation Agency (CTA). We note that the HRM has submitted such a letter to CN and CTA on March 5, 2018, a copy of which was sent to your office and to the Mayor of Windsor. We would urge the municipality to send a supporting letter to both the CN and to the CTA with the objective of transferring ownership of the un-used rail line lands within the municipality to the Municipality of West Hants for the benefit of the public good.

Since the trail runs through many municipalities, it may be preferable for the province to take a similar initiative under the Department of Transportation and Infrastructure and we also urge our MLA to pursue this objective.
Also since the federal government has control over the CTA, we are sending a copy of this letter to our MP requesting he pursue this matter on behalf of the citizens of Kings-Hants.

We request if the municipality could respond to the following:

- determine the terms of the existing lease,
- advise CN that there is no train operating on this rail line, there has been no operational train on this line for almost a decade and the rail line is in disrepair,
- determine CN’s plan(s) for this right of way
- begin negotiations with CN to secure the right of way in the public domain for development of a multi-use trail.

There is significant opportunity now for actions that will greatly improve the well-being of the people of the municipality and also leave a lasting legacy for those who follow. We understand the current lease holder is pursuing ownership of this corridor even though the terms of the lease may not have been met. We urge our community leaders at all three levels of government to get up to speed on those terms of the lease and to take the necessary action to gain control of this corridor for the benefit of Nova Scotians.

Please keep us apprised of developments in this regard.

Sincerely

[Signature]

Devan Archibald
West Hants Trails Association

CC
Chuck Porter MLA
Scott Brison MP
Kathy Munroe
A/CAO Martin Laycock.
March 12, 2018

TO: Mayors, Wardens, Clerks, All Units

CC: UNSM Membership

FR: Geoff Stewart, President, Union of Nova Scotia Municipalities

RE: UNSM BOARD REPORT—MARCH 2, 2018

I am pleased to send you the UNSM Board Report from our March 2, 2018, meeting. We ask that you include this report on your Council Agenda. We would be pleased to answer any questions that may arise, or hear any comments and/or suggestions.

Also attached is the update on our initiatives report.

1. **Municipal Modernization:** The Board endorsed a Letter or Understanding with the AMANS, Department of Municipal Affairs and UNSM to enter into a partnership to complete the first (development) phase of the Municipal Modernization project. This phase will develop a framework for the project, identifying the approach, timelines, and possible actions leading to better understanding of how municipal modernization might best be achieved. It will also identify the issues that would not be included in the project. A decision to continue to Phase 11, or implementation, would need to be made following discussion of the framework developed.

2. **Rebranding:** The Rebranding Committee met with the Executive to choose colours for the logo and the tagline. The Board agreed that the UNSM would go forward with the launch at the Spring Workshop. The new website will also go live at that time.

3. **PVSC Memorandum of Understanding:** The governance changes to the PVSC Legislation are expected to be tables in the spring sitting of the Legislation. One of the elements of the governance changes supported by UNSM included a Memorandum of Understanding (MOU) between the two organizations. The Board discussed a proposed MOU, but will wait until the actual legislation is tabled before signing off on the MOU.

4. **211 Nova Scotia Board Appointment:** Councillor Tina Connors, District of Chester, was appointed to the 211 Nova Scotia Board.

5. **Resolutions Process:** The Board discussed feedback from last year’s resolution. Ideally, the resolutions developed would align with UNSM priorities. The Board agreed to seek Council feedback on the priorities the UNSM should address this year. To this end, a request will be sent to every council, asking them to discuss their top priorities. The priorities identified by councils will be presented at the UNSM spring conference. Further discussion at that meeting will provide input to the development of the 2018 resolutions.

6. **Advocacy Strategy Workshop:** The Board agreed to participate in workshop to review current advocacy strategies, to receive information on best practices, and to develop an advocacy framework.
The Board also agreed to hold Advocacy Days in the Fall.

7. **Fire Services**: A few changes to the Fire Services Phase I, Terms of Reference were needed. The Board approved these changes.
UNSM Initiatives Report – March 2, 2018

UNSM Vision: Effective local government and strong, sustainable communities

UNSM Mission: To enable effective local government for Nova Scotia’s communities by facilitating strategic advocacy, education and collaboration

Initiatives

1. Partnership Framework

Description/Update
The Ministers Roundtable approved three documents, which are being distributed to UNSM membership:

- the terms of reference for the Roundtable were revised, integrating the UNSM resolutions process into the schedule of meetings and establishing the Roundtable as the forum to monitor progress under the Partnership Framework.
- A consultation guide for the development of new legislation and regulations impacting municipalities was agreed to with Municipal Affairs,
- A progress report of the Partnership Framework.

2. Resolutions and Statements of Municipal Concern

Description/Update
Five resolutions were sent to the Province as approved at the UNSM Fall Conference and focus on CAP; Connectivity; Doctor Shortages; Municipal Funding; and Roads. In addition, resolutions on affordable housing and the governance of PVSC were approved. The Ministers Roundtable meeting discussed the resolutions and a formal reply will be forthcoming. The upcoming spring legislature is expected to introduce PVSC governance changes, and work is underway on a draft MOU between PVSC and UNSM.

UNSM is currently planning workshops on physician recruitment for the spring, and one on connectivity in the fall.

Statements of Municipal Concern have been sent to the ministers responsible for housing, agriculture, deer, regional enterprise networks and regional planning. A response to the deer issue was received from the Minister of Natural Resources, and is available on the UNSM Website.
Discussions are underway to establish joint provincial/municipal committees on roads. UNSM President has written the Minister of Transportation and Infrastructural Renewal to request his department present at the UNSM Spring Workshop.

Work to develop a joint committee on housing is underway.

UNSM is participating in an agricultural land use committee under the Federation of Agriculture.

Other topics were identified through the resolutions process last year, and UNSM is monitoring a number of these.

- **Libraries:*** The Province is providing extra funding for libraries this coming year. A letter from the Minister of to Warden Jimmy MacAlpine confirming the funding is available on the UNSM website/
- **Seniors:*** Work continues on the development of a memorandum of understanding with the Department of Seniors.
- **Forestry:*** The Department of Natural Resources had allowed an extension to the work by Professor William Lahey. The report is not expected for another two months, the end of April.

### 3. Cannabis Legalization

**Description/Update**

The Joint Municipal Provincial Committee on Cannabis met in February, and discussed the costing to municipalities from the legalization of cannabis. The province confirmed they will undertake education and communications around provincial laws. Decisions on public consumption are needed to better determine municipal implications.

In the meantime, the UNSM/AMA Municipal Cannabis Working Group has been meeting. UNSM has supported FCM financially in the development of a guide for municipalities, and this guide should be released in mid to late March. It deals with planning and other issues, but not directly with policing. It is anticipated the province will table legislation in the spring sitting, and more will be known at that time.

### 4. Fire Services Review

**Description/Update**

The Board approved appointments to the NS Joint Municipal Fire Services Committee Phase I. Those appointed to represent UNSM are: Councillor Jennifer Daniels, District of West Hants, and Councillor Wayne Thorburne, Bridgewater. All committee members have now been appointed, and the first meeting is scheduled for February 28th, 2018.

### 5. Accessibility Act

**Description/Update**
Municipalities will need to implement the requirements under the new Act. A Joint Provincial/Municipal Committee is being formed to assist municipalities in fulfilling their requirements under the Act. The UNSM Board appointed Councillor Laurie Cranton, County of Inverness, Mayor Jeff Cantwell, Town of Wolfville, and Councillor George MacDonald, CBRM, to the committee. The first meeting of the committee was held February 15, 2018, and work is underway to develop tools for municipalities in developing their advisory committees and action plans. For now, municipalities are encouraged to begin documenting their existing assets for accessibility.

6. Parental Accommodations Committee
The Parental Accommodations Committee submitted their report to the Deputy Minister of Municipal Affairs, and the report is under consideration, and is available on the UNSM website. The report makes three recommendations:

- Amend legislation to allow exemptions to new parents and pregnant women to the “three meeting” rule. This would mean that for a minimum period of 17 weeks, a new parent or pregnant woman does not have to obtain council approval to miss three consecutive meetings of council.
- Required municipalities and villages to adopt a parental accommodation policy, with regulated minimum content, including a plan to ensure continued representation for constituents, and the number of weeks notice required to give notice of leave.
- Develop a model “parental leave accommodations policy for elected officials.

The report contains information on the principles used in reviewing options, describes the current situation in NS and elsewhere, summarizes the consultation undertaken, including with experts.

7. Asset Management
UNSM continues to support municipalities with asset management planning, as a requirement of the 2014-24 Gas Tax Fund Agreement. UNSM recently submitted its Progress Report for the funding it received from FCM from the Municipal Asset Management Program to provide basic training and skill development resources to Nova Scotia municipalities. The Progress Report was approved by FCM and it will disburse $33,480.77 to UNSM for the work completed to date, which represent approximately 40% of the total funding. UNSM completed its 6 training courses at the later part of 2017 and is currently developing an online course for elected officials on the basics of asset management. The final initiative UNSM will produce with the FCM funding is an online module based on the Province of Nova’s asset management pilot project “how to” guide for collecting data and completing condition assessments for linear assets.
8. Upcoming Events

- UNSM Spring Workshop - May 10–12, 2018, Mariners Centre, Yarmouth, NS
- **The Atlantic Active Transportation Summit** - May 23-24, 2018, Halifax Central Library, Halifax, NS
- **FCM Conference** - May 31 - June 3, 2018, Halifax Convention Centre, Halifax, NS

We encourage you to take advantage of the Halifax location and attend the Conference. It is a wonderful learning opportunity. Also watch for an e-mail regarding the opportunity to showcase your community and successes to the over 3,000 delegates, companions and exhibitors expected to attend.
Letter of Support for Fusion Annapolis Valley

Attention Canada Service Corps:

I am writing this letter on behalf of the ________.
(Insert bio of organization)

Our organization has been approached to provide a letter of support for Fusion Annapolis Valley’s Civic Youth Alliance Network (CYAN) Project proposal. Fusion Annapolis Valley provides support and opportunities for connectivity to youth and young professionals in the Annapolis Valley. We also support the engagement our youth and in supporting them to become leaders in our communities.

We support Fusion Annapolis Valley in their efforts and will look to collaborate with them in the development of this project, as well as to provide ongoing support and encouragement to the youth that will benefit from this project.

We feel that by Fusion Annapolis Valley accessing this program to receive financial support, this project will create a long lasting impact on our community and provide true civic engagement and valuable opportunities for youth

We at the _____ are committed to partnering and collaborating with the Fusion Annapolis Valley on supporting our young people and we will look for new opportunities to increase opportunities in our community.

If you have any questions or require any more information, please feel to contact me directly.

Sincerely,
Project Concept for Fusion Annapolis Valley’s Civic Youth Alliance Network (CYAN) Project

Background:
Fusion Annapolis Valley (Fusion AV) is a community engagement and networking organization that supports opportunities for Young Professionals in the Annapolis Valley, NS. Fusion is a registered Not for Profit organization served by a volunteer board of directors.

Fusion AV’s purpose is to engage with, promote, and connect youth age 15 – 39. We started over 3 years ago as a response to the perception that in order for young people to be successful, they need to move away from the Annapolis Valley, even Nova Scotia. There has been a prevailing perception for some time that opportunities don’t exist for young people seeking to build a career or business in rural Nova Scotia. Fusion Annapolis Valley seeks to mitigate that perspective by supporting youth and young professionals to build connections in the community and develop their personal and professional network.

Rationale:
“Now or Never: An Urgent Call to Action for Nova Scotians” has been a wake-up call for many in the community and in government. The Now or Never report released in 2014 continues to shape government priorities. As the report aptly states: “It is a simple fact: unless Nova Scotia first stabilizes [its] population base and then begins to increase the population of working age people, it will not be possible to sustain current levels of economic well-being across the province, let alone improve them”.

Nova Scotia loses 1300 more youth every year than arrive in the province. An important factor in addressing these challenges is to work with youth early to get them actively engaged in the community. Fusion Annapolis Valley is seeking to develop a program that will connect youth to meaningful opportunities, both employment and volunteer, and get them integrated into the community early.

Concept:
Fusion AV is developing a Youth Civic Engagement Leadership program that will work with youth and young professionals, age 15-29, to connect to meaningful service opportunities while also providing education and workshops to improve their leadership confidence and skills. Fusion AV will provide development support for training and workshop creation that can be delivered through partners based on their areas of expertise. The certification would work on a passport system where each participant will be required to complete a minimum of 120h of combined training and volunteer service in order to qualify for certification. Also, the service opportunities provided must have a leadership component whether that is serving on a board of a community organization or not for profit or a volunteer position that has a clearly articulated plan for progressive leadership responsibilities.

The type of workshops and training that will be available to the participants include: Leadership; Effective Communication; Assertiveness; Conflict Resolution; Personal and Professional Branding; Diversity of Perspective; Roberts Rules of Order; Community Research and Development; Facilitation Training; Public Speaking; Critical Thinking; Fundraising for NGOs; Grant and Proposal writing;
Professional Relationship Management; Entrepreneurship/Intrapreneurship. Fusion AV’s Education Committee has curriculum developed for many of these topics which will allow a quicker implementation of this project.

The day to day operations and bi-weekly check-ins with the participants of this program will be handled by a dedicate program coordinator, staffed by Fusion AV.

**Outcomes:**

1. Create meaningful service opportunities for Youth in the Annapolis Valley
2. Provide training and skill development to Youth that is certified by Fusion Annapolis Valley
3. Support our municipalities in providing youth leadership opportunities within their current structure.
4. Support our community and not-for-profit sector by connecting them with youth and young professionals to get involved in the Board of Director and Committee level volunteer leadership opportunities.

**Request:**

Fusion AV will be applying for a Federal grant to cover the cost of development and implementation. What we are asking from our potential partners is a letter of support indicating the value to their organization and/or community; and a desire to work with us to create, promote and potentially facilitate workshops in areas where you have experience and/or expertise. To be successful this should not be a Fusion AV initiative, rather a community supported initiative. We need advocates, partners, passionate stakeholders, mentors, facilitators, and civic leaders to work together to properly engage our Annapolis Valley youth, and to educate them to the opportunities that come from investing in your community.

We will also be looking to you once this project is approved, to help identify and/or create meaningful service opportunities within your sphere of influence. Fusion Annapolis Valley is excited about the impact a supported initiative like this will have on our region and we hope you’ll be excited too!

For questions or additional information please contact either:

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Sincerely,  

Fusion Annapolis Valley