



**MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Special Council Minutes
November 1, 2017 6:00 p.m.
Sanford Council Chambers**

1. Call to Order

The Warden called the meeting to order at 6:00 p.m.

2. Call of Roll

Present:	A. Zebian	Warden
	R. Jannasch	Councillor District 1
	K. Monroe	Councillor District 2
	D. Keith	Councillor District 3
	T. Leopold	Councillor District 4
	D. Francis	Councillor District 5
	R. Hussey	Councillor District 6
	J. Daniels	Councillor District 7
	P. Morton	Deputy Warden
	R. Zwicker	Councillor District 10
	M. Laycock	Acing CAO, Director of Finance
	B. Carrigan	Director of Public Works
	R. Brown	Municipal Clerk
	C. Remme	Executive Assistant

Guests: Capt. Garret Johnston, Capt. Bill Hazel Hantsport Fire Department

There was 1 member of the public in attendance.

3. Announcements

Warden Zebian welcomed everyone. He reviewed the fire evacuation procedures.

Deputy Warden Morton encouraged Councillors to attend one of the Remembrance Day services taking place throughout West Hants to pay their respects.

4. Approval of Agenda, including additions or deletions

MOVED and SECONDED that the agenda be approved as circulated.

Motion Carried.

5. Report(s) of the Committee(s) and Officer(s)

a. William Street & Sidewalk Replacement (Recommendation Report)

The Director of Public Works reviewed the report.

MOVED and SECONDED that Council award a contract for the replacement of William Street and sidewalks to Dexter Construction in the amount of \$351,537 plus applicable taxes.

Councillor Zwicker asked how much more it would cost to add a second sidewalk on William Street as far as the post office to which the Director responded an additional \$45,000-\$50,000. The Councillor asked if the residents had been notified of the work that would be done and the removal of one of the sidewalks. The Director replied that a letter would be sent to residents once the tender was awarded.

The Director of Public Works pointed out that the cost of the project, due to an increase in the cost of concrete, would increase approximately \$6,500 if the project was to begin immediately. He noted that the project could be postponed until spring and remain on budget. Warden Zebian advised that the decision had been made to delay the project until the spring in order to stay on budget.

Motion Carried.

b. Electronic Radio Transmitters, Hantsport Water Utility (Recommendation Report)

The Director of Public Works reviewed the report. He advised Council that having the Electronic Radio Transmitters would speed up the process of reading meters from, currently, seven to ten days to only an hour or two. He went on to say that the transmitters would be installed over the winter months.

Councillor Zwicker stated that the purchase would be looking at a 5-year payback.

The Acting CAO stated that the purchase had been allowed for in the capital budget.

MOVED and SECONDED that Council approve the expenditure of \$52,055.70 plus applicable tax for the purchase of a 510 ea. ITRON 100W+ ERT units and mount plates for the community of Hantsport water customers.

Motion Carried.

c. Hantsport Fire Capital Budget – Self-Contained Breathing Apparatus (SCBA) (Recommendation Report)

The Acting CAO reviewed the report.

MOVED and SECONDED that Council approve the purchase of the 10 SCBA from MIC MAC & SAFETY SOURCE LTD., in the amount of \$102,125.00 CDN plus applicable taxes and any difference in US exchange which might arise between the time of quote and the time of ordering.

Councillor Hussey expressed issue with the process used for the purchase noting he would have like to have seen it as an open tender as opposed to an invitation to bid. The Acting CAO voiced that the Municipality relied on the judgement of the fire department of the vendors available. He then called upon Captain Bill Hazel to respond.

Captain Hazel explained that the invitation was sent to the companies that were affiliated with the products currently being used by the Hantsport Fire Department and recommended by the company. Councillor Hussey advised that Scott Safety had been purchased by 3M which would expand the number of companies that would've been able to supply the product. He went on to say that a public tender should be used for equipment purchases in the future.

Councillor Hussey asked when the Hantsport Fire Department realized they were in need of the apparatus to which the Captain responded that replacing the apparatus now falls in line with the cylinder's lifetime and would be more cost effective.

Councillor Daniels questioned why the Hantsport Fire Department had to wait to for their purchase whereas the items had been approved at budget time. The Director of Finance explained that the Hantsport Fire Department is unique in that it receives its funds directly from the Municipality. He went on to say that all fire departments had been asked to defer their purchases for equipment that was not needed immediately until after the tax bill deadline, for cash flow purposes.

Councillor Monroe brought forward that in the past there had been an issue where a kickback from a sale had benefitted one of the members of a department asking if there were any relationships with the vendor that would put a member in a similar situation. The Director of Finance voiced that he was unaware of the situation the Councillor was speaking of. Captain Hazel stated that there was no relationship to any member and the vendor that would create the situation the Councillor spoke of.

The Director of Finance went on to say that the purchase followed the Procurement Policy.

Deputy Warden Morton asked what would be done with the old equipment to which the Director responded that it would be stored then identified as surplus. The Captain noted that the packets would not be permitted to be used by fire departments as they no longer meet NFPA standards.

Motion Carried.

d. Hantsport Fire Operational Budget – Bunker Gear (Recommendation Report)

The Director of Finance reviewed the report.

MOVED and SECONDED that Council approve the purchase of the 31 sets of bunker gear from Nova Fire Equipment, in the amount of \$53,095.00 CDN plus applicable taxes and any difference in the US exchange which might arise between the time of quote and the time of ordering.

Deputy Warden Morton asked what would be done with the old bunker gear and what the lifetime of the equipment is. Garret Johnston replied that the equipment would not be able to be used as it is past the ten-year lifetime of the equipment. Councillor Zwicker asked if generic sizes would be purchased to which G. Johnston replied there would be custom orders for each firefighter.

Councillor Hussey questioned if there would be an opportunity to place a bulk order in order to save money. The Director of Finance responded that the request could be put forth in the new Fire Service Policy noting that he recalled the CAO stating that the Municipality is too small to take advantage of economies of scale.

Councillor Monroe asked why the Hantsport Fire Department was set up differently than the other fire departments in the Municipality with having to come to the Municipality for their purchasing requests. Warden Zebian advised that where the Department had been owned by the former Town of Hantsport the arrangement was made through the dissolution process. Councillor Daniels added that where the ask is over the amount able to be approved by the CAO the request had to come to Council as per policy.

Motion Carried.

6. Date of Next Meeting – November 14, 2017

The next Regular Council meeting will be held on November 14, 2017.

7. Adjournment

MOVED and SECONDED that the meeting adjourn.

Motion Carried.

The meeting adjourned at 6:28 p.m.

Abraham Zebian, Warden

Rhonda Brown, Municipal Clerk