

**WEST HANTS REGIONAL MUNICIPALITY**  
**Committee of the Whole - Meeting Agenda - AMENDED**  
**July 12, 2022 - 6:00 p.m.**  
**(also held via virtual via Zoom and Facebook livestreamed)**



1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions  
**Add email correspondence re: RCMP Electric Vehicle information**  
**Costs incurred re: 65 Fort Edward (Municipal Lands)**
  - a) Dashboard Action Items – Information Log  
Dashboard Action Items – Dangerous/Unsightly
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
  - a) 2022-06-14 Committee of the Whole minutes
7. Presentations - None
8. Unfinished Business/Postponed Motions
  - a) 65 Fort Edward, Municipal Lands Information Report - CAO Phillips
  - b) Boundary Information Report Verbal Update – Supervisor Thornton
  - c) Bowman Road Information Report – **Manager Leslie** CAO Phillips
  - d) Cheverie Land Exchange – **Director Kehoe** CAO Phillips
  - e) Preliminary Report: Shelter for People Experiencing Homelessness – Director LeMay
9. Reports
  - a) CAO Activity Update – Information Report
10. Correspondence
  - a) Information
    1. Avon Causeway Activity Log
      - i. Current correspondence received as of July 12, 2022 – No new additions
    2. Correspondence Received Ledger as of July 12, 2022
      - i. Current Correspondence Received as of July 12, 2022
    3. Fort Edward Activity Log
      - i. Current correspondence received as of July 12, 2022

4. Storm Wastewater Activity Log
  - i. Current Correspondence received as of July 12, 2022- No new additions

b. Requests - None

c. Out-going Correspondence Ledger

1. Correspondence sent as of July 12, 2022

11. New Business

- a) Appointment of Building and Fire Official – Director LeMay
- b) Council Nomination and Appointment to the Diverse and Inclusive Communities Committee – Coordinator Craik
- c) Electric Vehicle Charging Station Fees Information Report – Planner Poirier
- d) Meeting Minutes Information and Request for Decision Report – Clerk Snair
- e) Meeting and Committee Procedural Policy, Meeting Submission Deadlines Discussion- Councillor Ivey
- f) Piziquid Canoe Club (funding letter sent to DFO December 12, 2021 but not provided to West Hants Council) Recommendation Report – Councillor Ivey
- g) Vacant Municipal Land Discussion – Councillor Morton
- h) Windsor Agricultural Society Request for Decision - Mayor Zebian

12. Public Participation Period

13. In-Camera

- a) MGA 22(2)(a) Land Matter
- b) MGA 22(2)(a) Land Matter
- c) MGA 22(2)(a) Land Matter
- d) MGA 22(2)(a) Land Matter
- e) MGA 22(2)(a) Land Matter
- f) MGA 22(2)(a) Legal Matter
- g) MGA 22(2)(a) Personnel Matter

14. Next Meeting Date / Adjournment

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>Sewer Billing Review</b> - Staff explore what the sewer rates would be if sewer util. fees were put back on the taxes. <b>(Tabled until after budget) (Also at 2020-04-14 COTW mtg)</b>	2020-05-12		In progress	CAO/Fin
<b>Asset Mgmt (Strategic Sustainability)</b> - Strategic Sustainability Plan is needed	2020-05-12	On-going until approx. Oct. 2022	Training workshops follow up every two(2) weeks	PW
<b>Pedestrian Signage and Barriers</b> - Have consistent and align with Branding outcomes. Staff prepare report for 2021/22 Capital & Operating budgets. (These items should be incorporated into our growth centres). Staff report back.	2020-09-22	Align with Branding outcomes 2021-07, On-going	Pending Beautification Strategy. Street and Community sign options currently being explored	PW/Comm. Dev
<b>Diversity &amp; Inclusion Committee (from Meeting &amp; Committee Procedural Policy Amendments)</b> - Amend Appendix M, advertise for Committee members and mobilize the committee	2020-10-13	June 28, 2022	Approved, Appendix amended and advertising for committee members.	Comm Dev
<b>W. B Stephens Building Design Project Management Tender Award</b> - Defer award until staff obtain additional operational costing information of the other municipal buildings. (100 King Street)	2020-10-27	2022-on going	Meeting set for early July	CAO
<b>Panuke Rd Event</b> - Event to be arranged by Mayor	2021-03-09	2021-06	Unknown	Mayor
<b>Noise By-law</b> - Staff revise by-law (Peace and Good Order)	2021-03-23	2022-on going	Ongoing review	Planning/ CAO
<b>Cheverie Land Exchange</b> - Agree	2021-03-23	2022 on going	Coming to Council in July	CAO
<b>WHRM Land Dispute Policy</b> - CAO Office to establish a practice to keep council informed	2021-04-27	2022-04	Currently reviewing. Policy to follow	CAO
<b>Dog Park</b> - Staff review historical information related to dog park feasibility	2021-06-08	2022-04	Outstanding. Information gathered	Comm. Dev

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>Glooscap First Nation &amp; WHRM Council Meeting</b> - Send formal invite for a meeting to discuss many topics including reconciliation	2021-06-22		Met on March 15, 2022	Mayor
<b>Request to Meet with Avon Causeway Gate Stakeholders</b> - Send letter to Glooscap First Nation requesting immediate joint council mtg. to discuss Avon River Causeway/Aboiteau Gate System and Ministerial Order	2021-06-22		Ongoing informal communication continues through the Mayor	Mayor/CAO
<b>Outdoor Fires By-Law</b> - Staff review existing Fire-related by-laws and have an all encompassing Regional By-Law	2021-09-28	2022-06	Coming to Council in July/August	CAO
<b>Capped Assessment</b> - Staff provide a new aggregated report that will coincide with PVSC's presentation in January/February.	2021-09-28	2022	Outstanding	Finance
<b>Panuke Road Booster Station</b> - Provide ongoing updates to Council	2022-02-22	ongoing	Awaiting generator and NSP for the Booster Station, anticipate the end of the month.	PW
<b>Hantsport Fire Station</b> - Provide ongoing progress updates to Council	2022-02-22	ongoing	Drywall installation completed. Equipment being installed. Projecting an early September completion date	PW
<b>Fort Edward</b> - Return to the March 22, 2022 with details re: Phase 2 to Archaeological Assessment on 36 and 65 Fort Edward Lands	2022-03-16	2022-03-22	Postponed until October 25, 2022 to allow for the Phase 2 ARIA to be completed	CAO
<b>Status Update (Bowman Road)</b> - Provide Council with correspondence from the Dept. of the Environment authorizing the straight knock-down of the building	2022-05-10	July 2022	Returning to July COTW. Follow up discussion for June 2022 COTW	CAO/Planning
<b>Boundary Review</b> - Staff to collect updated information on numbers and return to Council with the info. Consensus is that there is a need to review further at a later date.	2022-05-10	December 2022	Returning to June Council with updated information on projected costs	CAO

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>2022-23 Grants and Contributions</b> - Defer the 2022-23 Grants and Contributions recommendation report until after the budget has been approved.	2022-05-10	June 28, 2022	Approved	Comm. Dev.
<b>Water and Sewer Laterals</b> - Staff to return at a later date with a report highlighting the historical information pertaining to the water and sewer laterals.	2022-05-10	June 2022	Report at June Council	PW
<b>RFP and Municipal Roads</b> - Staff to provide a report showing the 2019/2020 snow removal cost comparison of actuals to budgeted costs reflecting all- inclusive costs including staff, salt and snow clearing contract costs for West Hants.	2022-05-24	June 28, 2022	Report at June Council	Fin/PW
<b>Masonic Society Grants and Contributions</b> - adopt the grant as outlined in the Grants and Contributions Recommendation report.	2022-06-14	June 28, 2022	Approved	Fin/CD
<b>Heritage Beef Classic Show Grants and Contributions</b> - Approve the grant request for the at 50% of the original ask to be funded through the Opertaing Reserve.	2022-06-14	June 28, 2022	Approved	Fin/CD
<b>High School Bursaries</b> - staff to bring back a report advising on policy changes with respects to the bursaries to reflect an equal opportunity for all students within West Hants regardless of the high school of their chosing.	2022-06-14	February 2023	Awaiting Report	CAO
<b>Nova Scotia Partnership Development Opportunity</b> - the development of a public street near the Elementary school near Tremain Crescent be left to the developer.	2022-06-14	June 28, 2022	Motion was withdrawn.	CAO/PLAN

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>Ball Park</b> - Staff to review the site location to identify potential solutions.	2022-06-14	September 2022		CD
<b>RCOFN-012.00 Grants and Contributions Policy</b> - Staff to prepare a report amending the RCOFN-012.00 Grants and Contributions Policy adding a section for recreational facilities defining yearly capital and operational funding limits.	2022-06-28	September, 2022	In progress	CAO/CD
<b>CAO'S Review</b> - Annual review to be completed by Council.	2022-06-28	July 2022	Will be done in July when CAO returns from vacation	Council
<b>Newport and District Rink Commission</b> - approve \$100,000.00 to purchase an ice resurfacer and the funding to come from CCBF.	2022-06-28	2022-06-28	Approved	FIN
<b>WHSC</b> - approve \$20,000.00 funding for upgrades to come from CCBF and approve \$52,000.00 to gravel the front to increase parking and the funds come from the Capital Reserve.	2022-06-28	2022-06-28	Approved	FIN/CD/CAO
<b>Tender Award – Community Development - Parks &amp; Grounds ½ Ton Truck</b> - approve the award of tender WWHCD22-01 to Pothier Motors Ltd. to supply 1 (one) new ½ ton 4x4 truck at a net cost of \$57,676 plus applicable taxes.	2022-06-28	2022-06-28	Approved. Truck has been ordered.	CD/FIN
<b>Trackless Sidewalk Machine</b> - purchase a replacement Trackless Sidewalk Machine and attachments at a cost of \$216,600 plus tax and a 5% contingency from Saunders Equipment Limited.	2022-06-28	2022-06-28	Approved	PW
<b>West Hants RCMP Multi Year Financial Plan</b> - Council approve the plan as presented at the June 28, 2022 meeting.	2022-06-28	2022-06-28	Approved	Fin

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>Salt Box Replacement-</b> purchase a replacement salt/dump body for truck #51 at a cost of \$49,542.70 plus tax plus a 10% contingency, for the supply and installation of a Laroche salt dump body from XL Truck & Equipment Services as quoted.	2022-06-28	2022-06-28	Approved	PW
<b>Hants Community Hospital Emergency Room Closures-</b> council send an emergency letter to the NS Premier, The Honourable Tim Houston, the NS Minister of Health and Wellness, The Honourable Michelle Thompson, and the Minister of Seniors and Long Term Care, The Honourable Barbara Adams and Meliss Sheehy-Richard, MLA Hants West to express concerns with the planned ER closures at HCH and to immediately consider the emergency solutions to prevent the planned closures from occurring.	2022-06-28	June 2022	Approved, letter drafted and sent June 30, 2022	CAO/Mayor
<b>Pothier Motors Crosswalk</b> - Have the area assessed by Public Works local area manager Robyn Homans to determine if a crosswalk is needed. Have them review the stop signage as well.	2022-06-08	2022-06-28	Approved	Mayor
<b>Report on By-Laws re: shelters</b> - staff provide a preliminary report on any By-Laws that may impact developing safe spaces to permit tenting for those who require housing options but are unable to find any.	2022-06-28	July 2022	Report coming to July COTW	Planning
<b>RCMP MYFP-</b> Staff provide follow up information pertaining to potential introduction of hybrid vehicles.	2022-06-28	July 2022	Information sent out via email	RCMP/Finance

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<b>65 Fort Edward Street (Municipal Lands)</b> - the Public Hearing be adjourned until 6:00 pm on October 25 and postpones the Second Reading until October 25th, 2022	2022-06-28	2022-10-25	Awaiting the completion of a Phase 2 Archaeological Resource Impact Assessment and consider the result prior to a decision being made.	CAO/Planning
<b>65 Fort Edward</b> - provide the costs incurred by the municipality for the work undertaken to date.	2022-06-28	July 2022	Sent via email	Finance
<b>Boundary Review</b> - Staff provide information pertaining to if/when a Boundary review can be completed between the years 2022-2030	2022-06-28	July 2022	Staff will provide an update at COTW	CAO
<b>Wentworth Road Gateway District</b> - first reading and hold a Public Hearing to consider amending the text of the WMPS and the WLUB	2022-06-28	2022-06-28	Approved	Planning
<b>Meeting and Committee Procedural Policy, RCOGE-03.00</b> - amend Section 8.1 to reflect that the Chair of Committee of the Whole will be the Deputy Mayor as per the report at the June 28, 2022 meeting.	2022-06-28	July 2022	Approved and Policy being amended	CAO
<b>Meeting and Committee Procedural Policy RCOGE-03.00</b> - Amend Appendix K, Section 3.1 to change the composition of the committee and add the addition of immediate family members of both council and staff not being on the committee, Amend the Meeting and Committee Procedural Policy RCOGE-003.00 Appendix K to remove section 3.1b to automatically make the term 2 years, and Amend the Meeting and Committee Procedural policy RCOGE-003.00, section 4.4 policy to read that resident members may be reappointed for a maximum of three terms.	2022-06-28	July 2022	Approved and Policy being amended	CAO





## WEST HANTS REGIONAL MUNICIPALITY REPORT

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

**Submitted by:** \_\_\_\_\_  
Madelyn LeMay, Director, Planning and Development

**Date:** July 12, 2022

**Subject:** Preliminary Report: Shelter for People Experiencing Homelessness

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### 1.0 LEGISLATIVE AUTHORITY

Municipal Government Act (MGA) Part 8  
Statement of Provincial Interest: Housing (Appendix A)

### 2.0 DECISION REQUESTS

COTW is asked to consider and recommend to Council on the following actions as initial steps in supporting people who are experiencing homelessness:

- 2.1 Should COTW wish to recommend that Council request staff to explore Provincial or Federal funding for a person to help support those experiencing homelessness, the following motion would be in order:

...that COTW recommends that Council request the WHRM Community Development Department examine the opportunity for Provincial or Federal Funding to hire a person to support people experiencing homelessness and advocate for sustainable funding for an existing outreach group which serves people without homes.

- 2.2 Should COTW wish to recommend that Council support the physical needs for a shelter area, such as washrooms, the following motion would be in order:

...that COTW recommends that Council ask WHRM Public Works staff to determine the monthly cost for purchasing or leasing one portable washroom/shower building and ask WHRM Finance staff to provide options for how this facility could be funded.

- 2.3 Should COTW wish to recommend that Council participate in an independent working group intended to develop a housing strategy and find solutions to the issues surrounding homelessness in the Region, the following motions would be in order:

... that COTW recommends that Council ask the Planning and Development Department and Communications staff to determine through public notice which groups or individuals would like to collaborate with WHRM, the Family Resource Centre and the POSSE Project in a working group focused on solutions to homelessness and developing a housing strategy based on a continuum of needs.

... that COTW recommends that Council provide staff time for all departments as needed, to participate in a working group trying find solutions to the issues surrounding homelessness.

- 2.4 Should COTW wish to recommend that Council allow tents to be located without being removed in the former communities of Windsor and West Hants, due to the increase in people without shelter the following motion would be in order:

...that COTW recommends that Council declare that the apparent degree of homelessness being experienced in the Region be declared a “special occasion” in accordance with clause 5.44 of the West Hants Land Use By-law, clause 5.36 of the Windsor Land Use By-law.

### 3.0 BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <b>X</b>	Economic <b>x</b>	Councillor Activity <input type="checkbox"/>
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At the June 28, 2022 Council meeting members of the West Hants housing Coalition made a presentation regarding the number of residents of the Region who are living in a homeless or nearly homeless situation and the need for both a short-term, immediate solution and a longer-term solution which could shelter people during the winter months until such time as more affordable housing is available in the Region.

The following motion initiated this report:

*“that Council direct staff to provide a preliminary staff report for the July 12, 2022 Committee of the Whole meeting identifying ways to address the homelessness crisis, and further-explore ways in which tents may be utilized and identify longer term accommodations and solutions.”*

It was the consensus of Council that when WHRM staff notice or are advised that someone is sheltering in a tent that the first step will be giving the individual contact information for Kayla Todd at the Family Resource Centre and Kimm Kent at the POSSE project. Planning staff have been in contact with Ms. Todd and Ms. Kent and have received cards which can now be distributed as needed.

## **4.0 DISCUSSION**

### **4.1 Summary of June 28, 2022 Discussion**

During the discussion at the June 28, 2022 Council meeting, the following points were mentioned:

- any solution for people experiencing homelessness must be humane with access to basic amenities;
- partners in any working group or provision of shelter would be the Housing Coalition, individuals who are/have been homeless and WHRM;
- some individuals may be able to pay a small amount for shelter; most will not
- needs to be a 24-hour safe space; need to look at long term – winter is coming;
- may be 6-8 tents but could also be many more;
- many volunteers have come forward and are available for staffing an out-of-the-cold shelter, but the Housing Coalition could not find a location willing to host the shelter;
- insulated mobile units would be excellent but may prove very costly;
- the report should address locations such as parks which may be available;
- review and/or amendment of Land Use By-laws may be required to ensure tents that are put up are allowed to remain.

### **4.2 Considerations**

Support for individuals experiencing homelessness is needed throughout Nova Scotia. The increasing housing crisis and lack of affordable units or adequate shelter mean the number of individuals living in insecure housing such as tents will only increase.

When someone needs shelter, they also need the things each of thinks of as an ordinary part of “home” – a washroom, food (the Monday free market, excellent as it is, is not enough), a place to prepare the food, to eat and to wash our dishes and perhaps even a place to wash our clothes. In addition, people experiencing homelessness also need specific supports to help them move to from shelter to permanent housing.

At present, neither the Family Support Centre nor the POSSE Project have sufficient resources to provide this support. The Family Resource Centre has one Housing Support Worker with a current caseload of 39 families, and this can change from day-to-day. Recent figures on income and rent appear in Attachment A. The one part-time POSSE staff person is funded by grants they apply for annually, and the project is intended primarily for youth between 15 and 30 years of age. Despite this, POSSE supports homeless people of all ages. The POSSE worker is currently working in three communities so they are not always in WHRM at present. Additional funding could support a designated West Hants support worker.

“Wrap-around” support for people in need of shelter could be provided through a peer support worker who is not already working in the field. Those already working in the field are not able to accept an increased workload. A sustainable funding source rather

than year-to-year Provincial or Federal funding should be explored for these positions, and WHRM may wish to contribute to the funds.

A question arose at Council as to whether individuals could pay any “rent”; consideration needs to be given as to whether “rent” can or should be paid for sheltering in either summer or winter locations. In either case, rent must be based on income assistance rent allocations.

When considering locations for shelter for people without other homes, the following points must be taken into consideration and become part of the criteria against which potential sites are measured:

- some individuals in need of shelter have mental health issues; some with PTSD cannot live in traditional dwellings or too close to other people;
- needs differ: some people need short term or temporary accommodations; others require longer term or permanent homes and possibly ongoing support;
- facilities are required for both individuals and family groups;
- people living in shelters need a safe and dry location for storing personal goods.

#### **4.3 Physical Requirements**

In any location chosen, funding and/or support will be required for:

- potable water
- washroom facilities, with consideration of the design, lighting, cleaning and maintenance
- garbage collection
- storage areas

As noted above, people without homes need both short and longer-term shelter. This can be broken down into three timeframes or types of shelter, with criteria specific to each in addition to the basic physical requirements outlined above:

##### **4.3.1 Short-term, Warm Weather**

The ideal short-term location during summer weather would include:

- shade;
- privacy; and
- a site large enough to have different “areas” for people to locate in.

##### **4.3.2 Longer-term, Cold Weather**

The ideal out-of-the-cold shelter would have space for and include:

- a kitchen;
- space for offices such as the Family Services Housing Support Worker and/or POSSE in order to have staff on premises as much as possible;
- showers;
- lockers; and

- a place to do laundry.

#### 4.3.3 Longer Term Transitional Housing

Transitional Housing could include small, independent dwelling units in the form of either apartments or modular units, developed in partnership with local or provincial organizations. Any location for this type of housing should be in a primarily residential area within walking distance of schools, shops and community facilities.

#### 4.4 **Potential locations**

Due to the limited time available to complete this report, WHRM staff, POSSE and Family and Children's Services were asked to identify possible sites, and these are included. More detailed investigation of possible sites is needed.

##### 4.4.1 Existing

Harvest House is an excellent but limited resource for those in need of food or shelter. For example, females are not allowed to shelter there if any males are making use of the facility and as a faith-based resource everyone may not wish to make use of the facility. It has been trying to find its own permanent location as the space at its location on Stannus Street is limited

##### 4.4.2 Short-term Warm Weather Potential Sites

- the former tourism park by the pond near Highway 103. It is so close to the highway that it could be dangerous for people in tents. Although this was suggested by one individual, there are no services available, and the minimum requirements would be for potable water and portable washroom facilities.
- the Falmouth mini park on the Falmouth side of the river. This location has a bathroom, but potable water would be required.
- Fort Edward Street (former pool site). This site would require a privacy fence. Although washroom facilities are available when the POSSE office is open, the office is not open 24/7.
- Lands owned by the Province on Tremain Crescent are very close to the school and is very open. This location would need privacy fencing, potable water and washroom facilities.
- Municipal land along the Windsor side of the River is not a bad location; shade and privacy are available. However, there are no washroom facilities or potable water available, but it is close to the POSSE office which could be used during the open hours.
- WHRM could be asked to offer access to the lower-floor area of the community center. This floor has washroom facilities and a room with a kitchen. If other rooms were available, this could be a potential location for POSSE. That would require youth input as well.
- the Windsor Agricultural Society lands, particularly the back section, with access from Centennial Drive were mentioned by several people. The area is close to the hospital, police, grocery and pharmacies, New Boundaries, etc. and is not in an area

liable to generate complaints from nearby residents. There is access to water and sewer, but a portable washroom facility would be required. This location has some trees, which create a pleasant space and provide both some shade and privacy. It was noted that there may even be some employment opportunities with the park businesses.

#### 4.4.3 Longer term “Out of the Cold” Facility

The first specific building brought forward so far is the small building located on the site of what was known as the “Blenkhorn” building located at 1469 King Street Windsor. The building is owned by the Province, and in an area which can be reached on foot from “downtown” services and supports. The conditions and services within the building are so far unknown; the building, which apparently was once used as offices for Family and Children’s Services, may need major renovation or rebuilding. It is zoned General Commercial (GC).

A second possibility suggested is the former Baptist Church, located at 411 King Street in the community of Windsor. The property privately owned and is vacant. It is zoned General Commercial (GC).

The former Farmer’s Market (Coach house Building) and the Pesaquid Canoe Club buildings were also mentioned as buildings which might be investigated.

There may be other buildings with potential; staff resources and time are required to investigate.

#### 4.4.4 Longer Term Transitional Housing

Some opportunities such as modular family units are being discussed in other areas of Nova Scotia, and land for these has been discussed in the community of Windsor; no results have yet been reported. POSSE supports this idea.

### 4.5 **Land Use By-laws**

There is one immediate opportunity under each of the Region’s Land Use By-laws. Temporary accommodations such as tents would be considered accessory to any institutional use such as a church, which might ordinarily provide temporary accommodations to those without housing. No action is required by Council to allow tents to remain in association with any institutional use with the permission of the property owner.

A second opportunity exists in the Windsor and West Hants Land Use By-laws. Council could declare the present situation of homelessness a “special occasion” until a time determined by a motion of Council in the future. This would allow tents to remain in any location where the owner has agreed until such time as Council declares the emergency or special event at an end. Council could then permit tents to be located on any Municipally

owned land (Attachment C).

Dwelling units rented as Airbnb's are seen as an increasing housing issue in the Region.

#### **4.6 Working Group**

A working group is needed to further explore warm and cold weather options and particularly options for transitional housing.

The first step would be to determine, through public notice, what groups or individuals would like to be part of an independent collaborative group working towards solutions and developing a housing strategy based on a continuum of needs.

#### **5.0 NEXT STEPS**

The next steps will be determined by Council as noted in the "Decision Request" section.

#### **6.0 FINANCIAL IMPLICATIONS**

There are no financial implications for the Region associated with the filing of this report. There are financial implications for many of the potential actions, but direction is needed from Council in order to determine costs and funding sources.

#### **7.0 ALTERNATIVES**

- COTW may provide alternative direction, such as requesting further information on a specific topic.

#### **8.0 Attachments**

Attachment A Statement of Provincial Interest: Housing

Attachment B Income and Rent Statistics

Attachment C West Hants and Windsor Land Use By-law Extract

#### **9.0 CHIEF ADMINISTRATIVE OFFICER REVIEW**

Comments written on July 8, 2022.

I concur with the points made by the Director in her report. There are many layers to the discussion and multiple jurisdictions that have responsibilities as well as engagement regarding the matter of homelessness. As a municipality, public housing and health related matters do not fall within our core responsibilities but we should be continually engaging and exploring ways we can support this critical situation in our community.

A meeting was held on July 8<sup>th</sup> at the staff and community level with the following representatives present.

WHRM – Mark Phillips CAO), Shelleena Thornton (EMO), Deanna Snair, Kathy Kehoe (CD), Sara Poirier (Planning), Shawn Levy (By-Law), RCMP, Troy Burgess (PW), Adrienne Wood (Windsor Business District), Kim Kent (POSSEE Project), Windsor Fire and others. The purpose of the meeting was to discuss individuals currently experiencing homelessness in our community. Pending additional comments from Council, operationally and with feedback from the others, the following principles were discussed to ensure municipal staff and others have a unified response to concerns and coordinated level of support.

#### Short-term Principles of Response to Homeless Individuals Tenting on Public Lands

1. Show compassion and understanding.
  - a. Our immediate response will not be to remove homeless individuals from public spaces.
2. Establish and monitor general behavioral expectations.
  - a. We will work with representatives of the POSSE Project (Kim Kent) and Family Resource Centre of West Hants (Kayla Todd) to establish behavioral expectations for individuals tenting in public areas. Existing and alternative locations will be discussed.
  - b. Priorities: Safety of persons and place, self-care and harm reduction, care of public spaces and interactions with other members of the public in public spaces.

Pending feedback from Council we will continue a routine meeting cycle with this established group to monitor and engage in immediate and short-term solution-based actions. Medium and long-term solutions will require the participation of the province and other agencies. Those solutions are unknown currently and require further discussion and resources.

Report prepared by: \_\_\_\_\_

Madelyn LeMay, Director, Planning and Development in consultation with and with material contributed by staff of the POSSE Project, West Hants Family Resource Centre, WHRM Planning and Community Development Departments

Report Reviewed by:  \_\_\_\_\_

Mark Phillips, Chief Administrative Officer

## **Attachment A**

### **Statement of Provincial Interest Regarding Housing**

#### **Goal**

To provide housing opportunities to meet the needs of all Nova Scotians.

#### **Basis**

Adequate shelter is a fundamental requirement for all Nova Scotians.

A wide range of housing types is necessary to meet the needs of Nova Scotians.

#### **Application**

All communities of the Province.

#### **Provisions**

1. Planning documents must include housing policies addressing affordable housing, special-needs housing and rental accommodation. This includes assessing the need and supply of these housing types and developing solutions appropriate to the planning area. The definition of the terms affordable housing, special-needs housing and rental housing is left to the individual municipality to define in the context of its individual situation.
2. Depending upon the community and the housing supply and need, the measures that should be considered in planning documents include: enabling higher densities, smaller lot sizes and reduced yard requirements that encourage a range of housing types.
3. There are different types of group homes. Some are essentially single detached homes and planning documents must treat these homes consistent with their residential nature. Other group homes providing specialized services may require more specific locational criteria.
4. Municipal planning documents must provide for manufactured housing.

#### **Implementation**

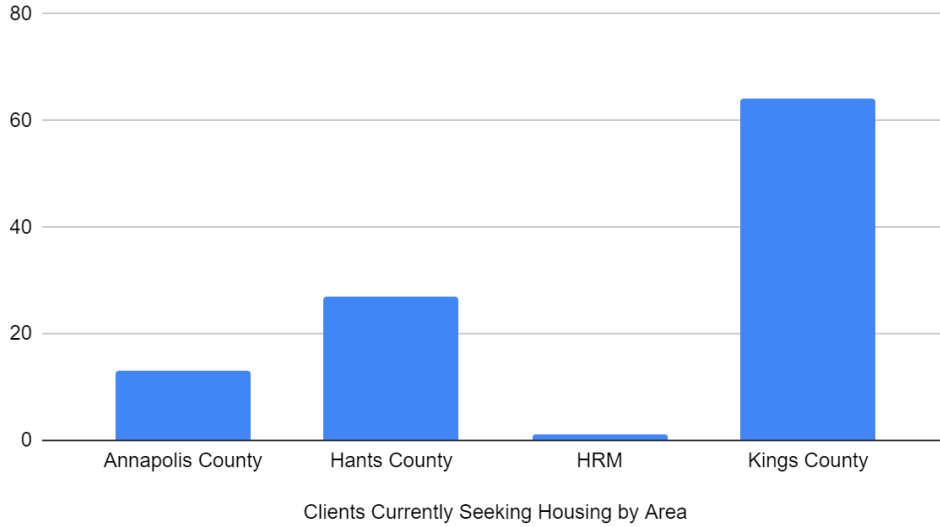
1. These statements of provincial interest are issued under the *Municipal Government Act*. The Minister of Housing and Municipal Affairs, in cooperation with other provincial departments, is responsible for their interpretation.
2. Provincial Government departments must carry out their activities in a way that is reasonably consistent with these statements.

3. New municipal planning documents as well as amendments made after these statements come into effect must be reasonably consistent with them.
4. Councils are encouraged to amend existing planning documents to be reasonably consistent with the statements. Where appropriate, the preparation of intermunicipal planning strategies is encouraged.
5. Reasonably consistent is defined as taking reasonable steps to apply applicable statements to a local situation. Not all statements will apply equally to all situations. In some cases, it will be impractical because of physical conditions, existing development, economic factors or other reasons to fully apply a statement. It is also recognized that complete information is not always available to decision makers. These factors mean that common sense will dictate the application of the statements. Thoughtful innovation and creativity in their application is encouraged.
6. Conflicts among the statements must be considered and resolved in the context of the planning area and the needs of its citizens.
7. The Department of Housing and Municipal Affairs, with other Provincial departments, may prepare guidelines and other information to help municipalities in implementing the statements. Provincial staff are available for consultation on the reasonable application of the statements.

## ATTACHMENT B

Graph 1: \*Location of clients being helped

Clients Seeking Housing by Area as of June 28th 2022



Here is a breakdown of what clients can afford in Hants County:

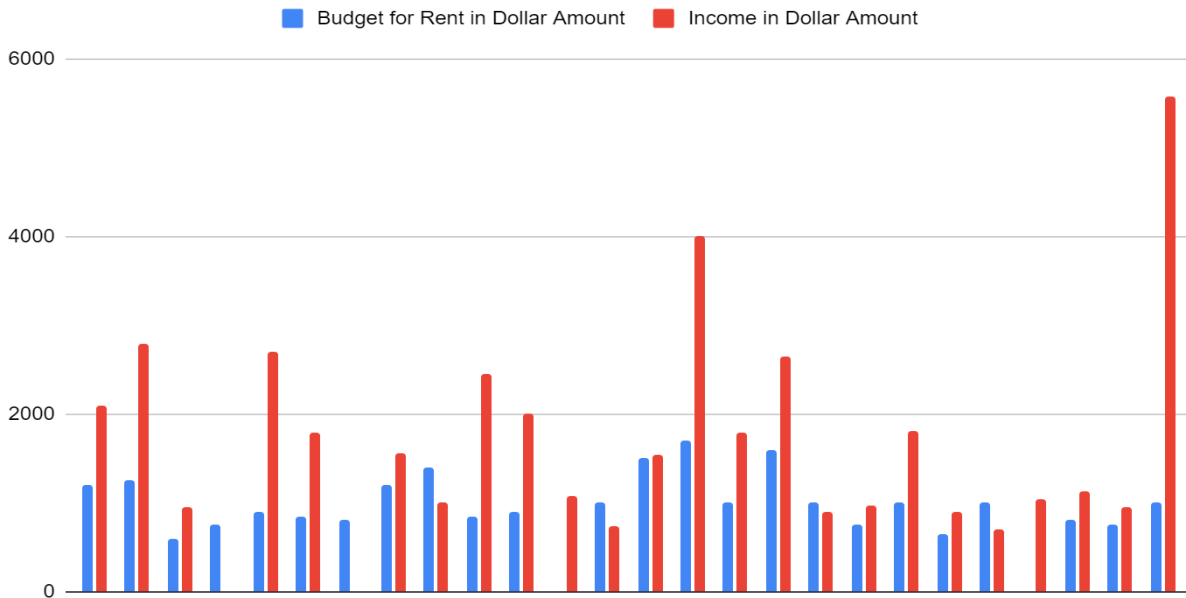
Graph 2: Client budgets for rent including utilities

Histogram of Maximum client can pay per month for rent including utilities



Here is an average of how much these clients are offering for rent, out of their income:

Chart 3: Income vs Housing Budget



\*This list does not include those who are unable to access the Housing Locator List because they do not have access to a Housing Support Worker due to HSW caseload capacity.

- Out of the 27 Hants County households, 10 of these are families.
- All but two of these clients are prepared to pay more than 40% of their income toward housing despite the rising cost of gas, hydro and groceries.
- Many clients are caught in the catch-22 of only being able to receive funding when they are housed, and only being able to be housed when they have income. We CANNOT house individuals with no income, even if it is forthcoming.

## **ATTACHMENT C**

Taken from the Windsor Land Use By-law July 5, 2022

### **Temporary Uses, Buildings and Structures Permitted**

5.36

- (a) Nothing in this By-law shall prevent the temporary use of land, buildings or structures incidental to a construction project provided that a development permit has been issued for the construction project and the temporary use is discontinued and removed within 30 days of the completion of the construction project.
- (b) A building or structure may be erected, or an area of land used, for a special occasion or holiday provided that no such building or structure shall remain in place for more than 14 consecutive days after the close of the event.
- (c) No development permit shall be required for a temporary use, except as specified in Section 15.2 (temporary retail sales and food service kiosks in the Pesaquid Comprehensive Development District).

Taken from the West Hants Land Use By-law July 5, 2022

### **Temporary Uses, Building and Structures Permitted**

5.44

- (a) Nothing in this By-law shall prevent the temporary use of land, buildings or structures incidental to a construction project provided that a development permit has been issued for the main construction project and the temporary use is discontinued and removed within 30 days of the completion of the main construction project.
- (b) A building or structure may be erected, or an area of land used, for a special occasion or holiday provided that no such building or structure shall be erected more than 10 days prior to the event or remain in place for more than 14 consecutive days after the close of the event.
- (c) Nothing in this By-law shall prevent the use of a lot containing a dwelling for a yard sale, auction or other temporary sale of personal possessions belonging to the occupant, provided the use does not continue for more than five days per month.
- (d) No development permit shall be required for a temporary use.

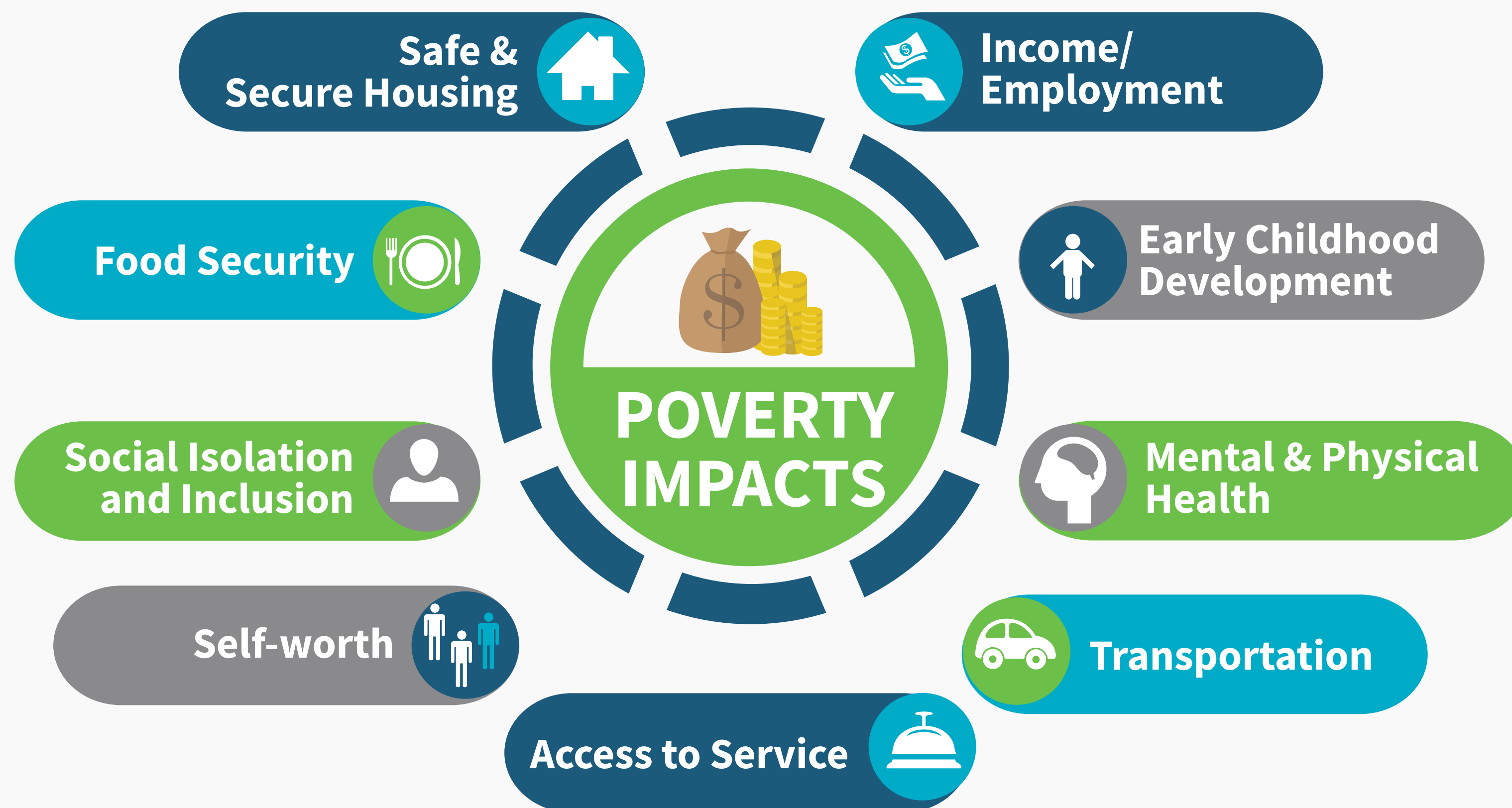
# CONNECTING THE DOTS

The Connection between Poverty and Housing - July 2022

## THE HOUSING CONTINUUM



Source: CMHC - Canada Mortgage and Housing Corporation



A collaboration between Eastern Zone Community Health Boards and Mental Health and Addictions Health Promotion team.

## Did You Know?

Housing is a social determinant of health, which can improve individual lives and lead to positive health outcomes.

Poverty is the underlying cause of most housing affordability challenges.

Living in unsafe, unstable and crowded living conditions equals poor mental health outcomes.

Women are almost 70% of public housing tenants and 60% of rent supplement clients in Nova Scotia.

Housing is unaffordable when housing costs are 30% or more of a household's income and when there is no affordable housing available to purchase and rent in the community where people choose to live.

Individuals who experience housing insecurity or homelessness are at greater risk for substance abuse, suicide and social isolation and lower life expectancy.

"The housing crisis is real, and Nova Scotians expect us to act," said Premier Tim Houston. "We'll do what needs to be done to make sure Nova Scotians can afford a place to call home. We will not wait."

Almost a quarter of Nova Scotia residents (22%) spent between 30-50% of their annual household incomes on housing.

Many parts of Nova Scotia are facing a housing crisis, with low vacancy rates, high and increasing rental rates, increasing housing insecurity and homelessness.

## Why should we care about Housing?

Affordable housing is a basic human need, essential infrastructure for our province, and a strategic sector for our society and economy.

Affordable, safe housing is crucial for a healthy society, quality of life, attracting new residents, social equity and growing the economy.



## What is the cost of Housing Insecurity?

Poverty is costing Nova Scotia \$2 billion per year in economic loss, \$279 million in excess public services cost, and \$231 million in foregone revenue.

Housing interventions can both improve health and make better use of expenditures on public healthcare.

Housing insecurity and homelessness results in higher need for emergency and in-patient hospital care, which is substantially higher than the cost to rent an apartment.

## Who is most at risk?

- Seniors
- Racialized Groups
- Persons with disabilities
- People experiencing family/gender violence
- Members of the 2SLGBTQIA+ Community

- Children and youth experiencing neglect, physical, sexual, and emotional abuse.
- Persons with severe and persistent mental illness, addictions, substance use and/or behavioural issues.
- Persons facing eviction due to present housing market.
- People with precarious employment or sudden unemployment
- Division of Households due to separation and divorce.

## What Can be Done?

Increase income assistance payments regularly according to the cost of living, taking into account housing/rental increases and food inflation.

Develop responsive policy to ensure that access is universal. Targeted measures are needed for people who have been systematically marginalized.

Make significant investments to maintain and build public housing as well as other non-market housing (non-profit and cooperative) and invest in housing supports and services.

### Sources:

Keys to a Housing Secure Future for all Nova Scotians: Canadian Centre for Policy Alternatives | Nova Scotia, May 2021

CMHA, Housing and Mental Health

Homeless Hub 2014. The State of Homelessness in Canada

Maqbool et al., 2015. The Impacts of Affordable Housing on Health: A Research Summary

Nova Scotia Government Media Release: <https://novascotia.ca/news/release/?id=20211020001>

**West Hants Regional Municipality**  
**July 11, 2022**  
**Chief Administrative Officer Report**



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

**Governance**

- The Council meeting environment will continue to adjust pending changes from the Province as it relates to in-person meetings. There are currently no restrictions as relates to the meetings of Council.

**Administration**

- Vacation – I was on vacation for two weeks in June (13<sup>th</sup> through to the 24<sup>th</sup>).
- Piziquid Canoe Club and Zwicker Lake Property Owners – A meeting was facilitated by the Mayor and I on Saturday July 9<sup>th</sup> to help bridge communications between the Piziquid Canoe Club and the Zwicker Lake property owners. This was an informal meeting with all parties and individuals expressing their views on the new presence of the Piziquid Canoe Club on Zwicker lake.
- Homelessness – This is not a new reality for members of our community in West Hants but an issue that has been compounded due to the housing shortages in West Hants and across parts of the province. A working group including individuals from the POSSE Project, Family Resource Center, The Windsor Township Business Association, The RCMP and municipal staff from various departments met on Friday to discuss a group response and supports.

Short-term Operational Principles of Response to Homeless Residents Tenting on Public Lands

1. Show **compassion and understanding**.
  - a. Our initial response will not be to remove homeless individuals from public spaces.
2. Establish and monitor **general behavioral expectations**.
  - a. We will work with representatives from the POSSE Project (Kim Kent), Family Resource Centre of West Hants (Kayla Todd) and others to establish behavioral expectations for all parties.
  - b. Priorities: Safety of persons and place, self-care and harm reduction, care of public spaces and interactions with other members of the public in public spaces.

Public facilities and self-care packages have immediately been made available to support those in need.

### **Finance**

- Director Rochon is now on parental leave. Diana Gibson is now Acting Director of Finance and fulfilling the duties of Director.
- Tax Bills and Water Bills – Both bills are currently being processed and will go out next week.

### **Community Development**

- Hantsport Canada Days – A successful Canada Day Event was held in Hantsport this year.
- Recreation/Community Facilities – The facilities are in full swing for the first time since consolidation due to the impacts of COVID over the last two years. Outdoor sports fields, parks and the pool are busy and require additional care and maintenance now that organized play is back in full swing.
- Recreation Programs – Programs are now operating.
- Hants County Exhibition – The planning preparation for the Hants County Exhibition is underway.

### **Planning and Development**

- Municipal Lands on Fort Edward Street – Vendors for the Phase 2 or Category “C” ARIA (Archeological Resource Impact Assessment) are being invited to submit proposals. Second (2<sup>nd</sup>) Reading for the rezoning of the land has been postponed until the October 25<sup>th</sup> Council meeting to provide enough time to carry out this assessment.
- Planning Advisory Committee/Heritage Advisory Committee (PAC/HAC) Meeting – The committee is scheduled to meet on Thursday, July 14<sup>th</sup>.
- Surplus Municipal Lands in Hantsport / Holmes Hill – Two of the five parcels had been placed on the market for sale. One of the two parcels have received offers and will be reviewed by Council. The second parcel along with three additional lots will be listed with a deadline for submissions in early September for Council’s review pending offers. An appraisal was completed on one of the five lots as a reference for list prices.

### **Economic Development**

- Beautification – Streetscapes in the growth centers are being improved with flower baskets, planters and banners.

- Community Signage – Consultations with Prime Creative (designers for the community brand) are taking place to provide community signage options to align with the existing West Hants Brand.
- Community Security – A request for an additional community security camera is being discussed with the Windsor Township Business Association and individual businesses. It is expected a request may be forthcoming to Council for consideration.

### **Public Works and Infrastructure**

- Hantsport Fire Station – Avondale Construction has provided a revised schedule for construction with a substantially completed by September of 2022.
- CLC Meeting - 101 Twinning Project – A meeting of the Community Liaison Committee (CLC) is currently being scheduled. The last meeting was recorded and available for viewing at the following extension: [https://www.youtube.com/watch?v=codG\\_abYRdM](https://www.youtube.com/watch?v=codG_abYRdM)

### **Protective Services**

- Fire Chiefs Meetings - Monthly meetings of the Fire Chiefs continue with the support of Operations Supervisor and EMO Coordinator. Efforts continue with standardizing, apparatus , equipment, and training standards.

|

Sincerely,

*Mark Phillips*

Mark Phillips  
Chief Administrative Officer  
West Hants Regional Municipality

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

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

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

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

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

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

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

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

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

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



### Correspondence Received

<b>First Name</b>	<b>Last Name</b>	<b>Correspondence Date</b>	<b>Meeting / logged</b>
Katherine	Mcleod, P.Eng, Dept. Environment and climate change	2021-10-28 (Received)	2022-01-11 COTW
Hants County Legion		2021-11-25	2021-12-07 COTW
Hon. Melissa	Sheehy-Richard	2021-11-30	2021-12-07 COTW
Hon. John	Lohr	2021-11-30	2021-12-07 COTW
Hon. Kim	Masland	2021-12-01	2021-12-16 Council
NSUARB		2021-12-10	2021-12-16 Council
Bennet	Mary Lou	2021-12-13	2021-12-16 Council
Hon. Kim	Masland	2021-12-17	2022-01-11 COTW
Bland	Lisa	2021-01-17	2022-01-11-COTW
Wilson	John	2021-12-21	2022-01-11 COTW
Pineo	Shirley	2021-12-17	2022-01-11 COTW
Nelson	Gary	2022-01-11	2022-01-25 Council
Hon. Kody	Blois	2022-01-13	2022-01-25 Council
Denise	Forrand	2022-01-19	2022-01-25 Council
Dawn	Allen	2022-01-18	2022-01-25 Council
Sarah	Brothers	2022-01-19	2022-01-25 Council
Roland	Newcombe	2022-01-20	2022-01-25 Council
Valerie	Newcombe	2022-01-20	2022-01-25 Council
Andrea	Moore	2022-01-21	2022-01-25 Council
Gary	Nelson	2022-01-26	2022-02-08 COTW
Hon. Minister	Johns	2022-01-27	2022-02-08 COTW
Hon. John	Lohr	2022-02-01	2022-02-08 COTW
Hon. Joyce	Murray	2022-02-02	2022-02-08 COTW
Kim	MacQuarrie	2022-02-06	2022-02-22 Council
Sheldon	Hope	2022-02-08	2022-02-22 Council
Brad	Carrigan	2022-01-24	2022-03-08 COTW
Dr. Gordon	Haliburton	2022-02-14	2022-03-08 COTW
Hon. Kim	Masland	2022-03-01	2022-03-08 COTW
East Hants		2022-03-01	2022-03-08 COTW
Hon. John	Lohr	2022-03-22	2022-04-12 COTW
Andrea	Parker	2022-03-28	2022-04-12 COTW
Bulk Water Haulers		2022-03-30	2022-04-12 COTW
Mark	Wainman	2022-04-04	2022-04-12 COTW
Jeff	Houser	2022-03-23	2022-04-12 COTW
Kathrin	Winkler	2022-04-05	2022-04-12 COTW
Joseph, PVSC	Feeney	2022-04-14	2022-04-26 Council





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

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PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • [novascotia.ca](http://novascotia.ca)

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June 30, 2022

Abraham Zebian  
Mayor – West Hants Regional Municipality  
[azebian@westhants.ca](mailto:azebian@westhants.ca)

Dear Mayor Zebian and the Council of the West Hants Regional Municipality:

It's hard to believe that it's been almost a year since I had the honour of being named Minister of Municipal Affairs and Housing in Premier Houston's cabinet. As this first anniversary approaches, I can't help but reflect on my time at the Department, my meetings with councils and councillors across the province, and the kindness, support, and patience that you have shown me in my brief time as Minister.

These last few years have been difficult for all Nova Scotians, but we have weathered the storm and I believe that the province is well-positioned for success. We would not be in such a position if not for the hard work, dedication, and compassion that you demonstrate each and every day. On behalf of the Government of Nova Scotia, I want to thank you so very much for the work you do to improve the quality of life of our residents.

As you know, I have been undertaking a "virtual tour" in recent months in an effort to meet with each municipal council in the province. To those municipalities that I have already met with, thank you. I very much appreciate your time and your willingness to share your thoughts about how we can work together to make Nova Scotia a better place to live. To those municipalities who I haven't yet had the opportunity to meet with, I will see you soon. You can expect an invite from me in the coming weeks and months.

As the summer of 2022 gets into full swing, I hope that you are able to take some well-deserved time off to relax with family and to enjoy all of the wonderful activities, events, and festivals that communities across Nova Scotia have to offer at this time of year.

Sincerely,

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

Honourable John A. Lohr  
Minister

corr124-nb

## Deanna Snair

---

**From:** Domenic Padula  
**Sent:** Thursday, July 7, 2022 10:02 PM  
**To:** PublicOnlyCouncilEmail  
**Subject:** Homelessness Crisis in Windsor

### Caution

This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Good evening, I am writing you as a concern citizen with the ever growing homelessness crisis happening in our community. Over the last few years, we have seen rental property becoming less and less affordable for the community. We have seen affordable housing being turn as "executive suite" in Windsor. All of this has push people to now having to live in tents in our community. This is unacceptable in this day and age. I know that some people will be complaining and trying to have the homeless move out of the town. We all saw how well this worked out last year in Halifax. As an elected official, I am expecting you to look at this problem with compassionate eyes and works toward creating solution to this crisis. What we need in Windsor is first, a safe space where people living in tents can be without the threat of police enforcement. Second, we need emergency shelter for this winter where people suffering with homelessness can be. Third, we need REAL affordable housing, based on the rental amount given for people on social assistance (\$380/ month) and not affordable housing based on the current rental market.

Now, here is a little bit about me. I am a business owner, I own Food Fantastique and Dining on the Ocean Floor, who got name 1 of the 13 most spectacular dining experience in the world in June 2022. But here is the thing, I was not always a successful business owner. From the age of 17 until the age of 23, I was an homeless youth, living in the street in Montreal, Toronto and Vancouver. For those 6 years, I did what I had to do to survive. Let me tell you that it was not a fun time, it was a very hard time that left me to this day, scare and suffering from PTSD. I was spit on, I was attacked, I was told that I was a good for nothing, a drain on society, to go get get a jobs, that I was there by choice. The fact is, I was a young person, suffering with a drug problem at time and unable to have stable housing.

What change in me? A community of care. By this I mean, drop in centre that did not judge me, shelter that understood and let me be without judgement. Mental health workers and support workers that believed in me and saw me for who I am and treated me with Dignity. With this whole support, I was able to enroll in school in Vancouver to become a chef. For the first 3 months of school, I was homeless. I had requested from the local community police officer to wake me up every morning at my Squat, to make sure that I could get to school. It works and now, I am where I am, owning my home, with a family, volunteering in our community and owning a business that employ people.

My story is not a rare one. Many people that I was in the street with are now out of the street, owning there home, working full time and raising children. All we needed was a chance, people having/ restoring faith in us, and treating us with dignity.

I am imploring you to keep my story and the story of 100 of others ex street people in mind and worked towards a dignified solution to this current crisis. You do not know how or where a person is going to be in 5 or even 10 years from now, but trust me, I, like every street person, will always remember how society treated us when we where down on the ground.

Sincerely

Domenic Padula – Owner Food Fantastique/ Dining on the Ocean Floor

Sent from [Mail](#) for Windows

## Fort Edward Lands Correspondence

First Name	Last Name	Correspondence	Meeting/Logged
Theresa	Newcombe	11/23/2021	2022-03-22 Council
Gary	Nelson	12/17/2021	2022-01-11 COTW
Lisa	Bland	12/17/2021	2022-01-11 COTW
John	Wilson	12/21/2021	2022-01-11 COTW
Gary	Nelson	1/11/2022	2022-01-25 Council
Andrea	Moore	1/21/2022	2022-01-25 Council
Valerie	Newcombe	1/21/2022	2022-03-22 Council
Gary	Nelson	1/26/2022	2022-02-08 COTW
Sara	Brothers	1/19/2022	2022-01-25 Council
Dawn	Allen	1/17/2022	2022-01-25 Council
Marty	Fougarty	2/5/2022	2022-03-22 Council
Dr. Gordon	Haliburton	2/14/2022	2022-03-08 COTW
Theresa	Newcombe	3/11/2022	2022-03-22 Council
Marie	Claude-Roiux	3/9/2022	2022-03-22 Council
Barbara	Gallagher	No Date	2022-03-22 Council
Roland	Newcombe	1/20/2022	2022-01-25 Council
Liz	Galbraith	12/16/2021	2021-12-16 COTW
Mary Lou	Bennet	12/13/2021	2021-12-16 COTW
Jean	Scotney	2/25/2022	2022-03-22 Council
Denise	Forand	3/16/2022	2022-03-22 Council
Jonathan Fowler	Fowler	3/13/2022	2022-03-22 Council
Heather	Pick	3/17/2022	2022-03-22 Council
Wanda	Donelle	2/22/2022	2022-04-12 COTW
Teresa	Newcombe	3/22/2022	2022-04-12 COTW
Patti	Quinn	3/22/2022	2022-4-12 COTW
Martin	Theberge	4/6/2022	2022-04-12 COTW
Rene	Cormier	4/12/2022	2022-04-26 Council
Daphnee	de Lamirande	4/29/2022	2022-05-12 COTW
Carol	Bradley	6/23/2022	2022-06-28 Council
Ruth	Angevine	6/24/2022	2022-06-28 Council
Denise	Forand	6/28/2022	2022-06-26 Council
Marie	Claude-Roiux	6/28/2022	2022-07-12 COTW



## *Position paper*

Concerning the potential sale of PID 45049797 and PID 45049805  
adjacent to Fort Edward National Historic Site

Presented to West Hants Regional Municipality

June 28, 2022

1. Founded in 1968, the Fédération acadienne de la Nouvelle-Écosse (Fédération acadienne) is a non-profit organization with a mission to promote the growth and overall development of the Acadian and Francophone community of Nova Scotia.
2. As the official spokesperson of the Acadian and Francophone population of Nova Scotia, the Fédération acadienne is comprised 29 regional, provincial and institutional organizations.
3. Part of the Fédération acadienne's mandate is to safeguard and promote the cultural heritage of our ancestors.

### **Backgrounder**

4. The first permanent European colony in North America was established in Nova Scotia, where, after enduring a harsh winter, French settlers founded Port-Royal in 1605. Despite an ongoing state of war between France and England and the Treaty of Utrecht of 1713 that ultimately ceded the territory to Britain, the colony developed progressively along the shores of French Bay (now Bay of Fundy) and the Minas Basin through 1755, giving birth to a proud, resilient and courageous people: the Acadians.
5. By 1722, several Acadian villages stood in the area of Pisiguit (now Windsor) and the parish church of Notre-Dame-de-l'Assomption was built that same year on a rise that overlooked those villages. In 1750, major Charles Lawrence forced Acadians to destroy their church so that Fort Edward could be built in its place in order to better monitor the activities of the local Mi'kmaq and French Inhabitants.
6. In 1755, British authorities, in collusion with the Governors of New England, ordered the deportation of the Acadian people, in the interest of seizing ownership of these very desirable lands. From 1755 to 1763 - the entire duration of the Seven Years' War - thousands of Acadians were captured during what is known as the Deportation, with homes, farms and belongings destroyed, families separated, and the Acadian people transported to far flung corners of the globe.
7. Acadians that managed to avoid the Deportation subsequently surrendered or were captured and held prisoner at Fort Edward. It is estimated that 1,200 Acadians were held in the prison and deportation centre. Acadian prisoners held at Fort Edward were ordered to instruct the New England Planters on how to farm and maintain the dykelands they had built. They were also used as a labor force to build the road between Windsor and Halifax and various defense structures.

8. In an article titled *A Brief History of Fort Edward*, published in the Hants Journal in 2008, Rev. David Curry describe the relation between the Acadians and Fort Edward in these words:

*It was the site, too, of some of the more somber moments in the history of displaced persons that comprises so much of the Canadian story. The Acadians, who had settled here in the late 17<sup>th</sup> century and built the dykes that contribute so significantly to the landscape even to this day, became the casualties of political loyalty in the 1750s.*

*A threat to the English colonial enterprises, then bent on securing land for those loyal to the English crown, Acadian neutrality was deemed insufficient and they were subject to a programme of relocation, “the Expulsion of the Acadians,” romanticized and immortalized in the great American poet Henry Wadsworth Longfellow’s poem “Evangeline.” While we usually associate that story with Grand Pré, it has its Fort Edward moment, too. Over a thousand Acadians were deported from the area by way of Fort Edward beginning in 1755.*

*As such, the Fort played a defining role in the re-settlement of the area by the New England Planters whose 250<sup>th</sup> anniversary was marked in 2010. Fort Edward was the symbol and sentinel to the English control and governance of the area.*

9. After the Treaty of Paris of 1763, Acadian prisoners as well as Acadians that had been deported were given permission to resettle. However, a series of repressive measures were adopted in order to discourage Acadians to settle in the province. For example, only unfertile and widely separated lands were granted; Acadians could only settle in groups of 10 people or less; their goods were confiscated and all property title deeds were nullified.
10. For the sake of peace and quiet, Acadians agreed to these conditions and resettle on the lands chosen by the authorities: Chéticamp, Richmond, Clare, Argyle as well as, to a lesser extent, Minudie, Nappan and Maccan as well as Pomquet, Tracadie, Havre-Boucher and Chezzetcook. This forced relocation to the four corners of the province made Acadians even more vulnerable. Furthermore, because their lands had been given to the New England Planters, Acadians had no choice but to turn to fishing for subsistence.
11. Other acts and policies were adopted to slow or even halt the development of Acadian communities: Acadians could not vote before 1789; from 1864, French education was forbidden and Acadians only gained access to French-only education in French-only schools in 2000.
12. It took years, even centuries, for Acadians to reach a proper understanding and knowledge of their history. Indeed, history is written by the victors and Acadians

were told the Expulsion happened because their ancestors had refused to sign the oath of allegiance. Additionally, Acadian communities, far and between, were not able to share their common history; Acadians were told to keep a low profile for fear of further repression; Acadian history was not taught in schools.

### **Acadians in the present-day**

13. For the Fédération acadienne, Fort Edward and the adjacent lots PID 45049797 and PID 45049805 are very much part of the tragic Acadian history and are important to help Acadians better understand the true scope of the Deportation.
14. As the archeologist Jonathan Fowler indicated in his presentation to West Hants Regional Municipality Council on March 8<sup>th</sup>, 2022, Fort Edward is located on the site of the parish church of Notre-Dame-de-l'Assomption and remains of this church were located under the actual blockhouse. Further archeological studies could help locate the priest's house, an Acadian cemetery and precious artefacts that would be irreparably lost should lots PID 45049797 and PID 45049805 be sold and the presence of our people on these lands simply erased.
15. Furthermore, the Windsor-Digby area of the province has a network of historic sites that tell the story of the Acadian people, from their initial settlement through the Deportation and beyond. As part of this chain of heritage locations, the unobstructed view plains, the fertile lands that once harbored Acadian homes and farms can still be imagined from Fort Edward. The sales of PID 45049797 and PID 45049805 would considerably impede this emotional experience and the ability to stitch together the traces of our past.
16. In 2024, the World Acadian Congress will be held in the southwestern part of Nova Scotia. Tens of thousands of visitors of Acadian origin will want to travel and visit the sites that have special meaning — like Grand Pré, Port Royal, Fort Anne, George's Island and Fort Edward. The economic impact of such an event has been estimated to more than 20 millions dollars.
17. As it stands right now, Fort Edward lacks the proper infrastructure to welcome the thousands of visitors that visit annually Grand-Pré, a World Heritage Site. It has no public washrooms, no boutique, no coffee shop, no museum or other facility to attract and keep the visitors in the area.
18. For the Fédération acadienne, Fort Edward, including the lots potentially for sale, represent a wonderful occasion for West Hants Regional Municipality to provide the proper amenities and mobilize heritage resources around the experience of the Acadian people and other communities.

19. We urge you to seize this opportunity to consider a community approach that would further highlight that heritage and we would be delighted to collaborate in this regard.

## Combined Overflow System Correspondence

First Name	Last Name	Date Received	Meeting/Logged
Katherine	MacLeod	10/27/2021	2022-01-11 COTW
Katherine	MacLeod	10/28/2021	2022-01-11 COTW
Carrilee	Eddy	3/13/2022	2022-03-22 Council
Anna	DeNicola	3/12/2022	2022-03-22 Council
Darren	Porter	3/13/2022	2022-03-22 Council
Ellen	Hart	3/13/2022	2022-03-22 Council
Jennifer	Davidson	3/13/2022	2022-03-22 Council
Felicia	McNeil	3/14/2022	2022-03-22 Council
Darren	Porter	3/15/2022	2022-03-22 Council
Susie	Smith	3/15/2022	2022-03-22 Council
Carol	Bradley	3/17/2022	2022-03-22 Council
Felicia	McNeil	3/21/2022	2022-04-12 COTW
Felicia	McNeil	4/11/2022	2022-04-26 Council





June 27, 2022

The Honourable Tim Houston  
Office of the Premier  
7th Floor, One Government Place  
1700 Granville Street  
Halifax, NS  
B3J 1X5

[PREMIER@novascotia.ca](mailto:PREMIER@novascotia.ca)

Dear Premier Houston,

RE: Provincial Non-Residential Deed Transfer Tax

Please accept the following letter on behalf of the council of the West Hants Regional Municipality with respect to the Provincial Non-Residential Deed Transfer Tax that was announced as part of the Province of Nova Scotia's 2022/23 budget.

The lack of housing, including affordable housing has been a long-standing issue within Nova Scotia that has been exacerbated by the recent COVID-19 pandemic. As the Council for our region, we struggle to understand how this tax initiative will directly address the current housing crisis.

The Municipality supports initiatives and problem-solving solutions that will make housing more affordable for our residents. The proposed solution however has too many unanswered questions and was undertaken without any consultation with municipalities. We fail to see how this initiative will be a positive step in addressing the housing needs within our community. We also have genuine concerns about the consequences that this tax initiative will have on non-residents that want to own property in our region.

Council wishes to identify that it sees this initiative as an infringement on municipal tax powers. Nova Scotia municipalities have very few tools at their disposal to call their own that generate revenue for their communities. Two of those tools are the deed transfer tax and property taxes. These revenue streams support the critical services and infrastructure provided to our residents. With this initiative, the Provincial Government is stepping into the municipal world and utilizing resources specific to municipalities in order to fund Provincial needs. The West Hants Regional Municipal Council cannot

support this tax initiative.

To formally express the current position of the Council who met on May 24, 2022, to discuss this matter the following motion was ratified. *"COUNCIL DIRECTS STAFF TO COMPOSE A LETTER WITH REGARDS TO THE PROVINCE'S ENTRY INTO THE DEED TRANSFER TAX ARENA DISCOURAGING THEM FROM CONTINUING WITH THAT INITIATIVE.*

*AND FURTHER THAT THE LETTER BE FORWARDED TO ALL 48 MUNICIPAL UNITS, MLA MELISSA SHEEHY-RICHARD AND THE NOVA SCOTIA FEDERATION OF MUNICIPALITIES (NSFM).*

Our Council represents more that 19,507 people within our region and this number grows each day. We need a permanent action plan that develops affordable housing options for those who cannot afford to buy or rent a home. If the overall goal is making housing more affordable for Nova Scotians through this taxation, West Hants Regional Municipality asks that you bring all the stakeholders to the table to discuss an approach and develop a plan that allows for a collaborative approach that will highlight a realistic, sustainable plan to address these concerns.

Please take the necessary time to listen, collaborate with municipalities and develop a solution to the housing crisis that all of Nova Scotia is experiencing. West Hants Regional Municipality thanks you for your attention to this matter and we look forward to hearing from you.

Respectfully,



Abraham Zebian, Mayor

ds/az

CC: Ms. Amanda McDougall, President, Nova Scotia Federation of Municipalities  
Melissa Sheehy-Richard, MLA Hants West  
NSFM Municipalities  
WHRM Council and Mark Philips, Chief Administrative Officer



June 30, 2022

The Honourable Tim Houston  
Office of the Premier  
7<sup>th</sup> Floor, One Government Place  
1700 Granville Street  
Halifax, NS  
B3J 1X5

[PREMIER@novascotia.ca](mailto:PREMIER@novascotia.ca)

Dear Premier Houston,

RE: Hants Community Hospital Emergency Room Closures

Please accept the following correspondence on behalf of the council of the West Hants Regional Municipality with respect to the recent announced planned closures of the Emergency room Department at Hants Community Hospital in Windsor, Nova Scotia.

The health care crisis (including physician, nurse and other health care professional shortages, lack of available hospital and long-term care options and available supportive resources for individuals to remain in their own home) has been a concern within Nova Scotia that has been exacerbated by the recent COVID-19 pandemic.

To formally express the current position of the Council who met June 28, 2022, to discuss this matter the following motion was ratified. "THAT COUNCIL SEND AN EMERGENCY LETTER TO THE NOVA SCOTIA PREMIER, THE HONOURABLE TIM HOUSTON, THE NOVA SCOTIA MINISTER OF HEALTH AND WELLNESS, THE HONOURABLE MICHELLE THOMPSON, AND THE MINISTER OF SENIORS AND LONG TERM CARE, THE HONOURABLE BARBARA ADAMS AND MELISSA SHEEHY-RICHARD MLA HANTS WEST EXPRESSING WEST HANTS REGIONAL MUNICIPALITY'S CONCERNS WITH THE PLANNED CLOSURES AT THE HANTS COMMUNITY HOSPITALS EMERGENCY ROOM DEPARTMENT AND TO IMMEDIATELY CONSIDER THE EMERGENCY SOLUTIONS TO PREVENT PLANNED CLOSURES AT THE HANTS COMMUNITY HOSPITAL EMERGENCY ROOM DEPARTMENT."

Our Council represents more that 19,507 people within our region that will be impacted with the

planned Emergency Room closures in July (3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 10<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>) and August (1<sup>st</sup>, 3<sup>rd</sup>, 8<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 24<sup>th</sup>, 25<sup>th</sup>, 28<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup>). These closures are alarming to all and will have grave effects for our residents who rely on the ability to access care within their communities when needed.

Residents who live in rural communities tend to bear the brunt of emergency department closures primarily because of a lack of doctors, nurses or paramedics. Smaller communities impacted by these closures face unique staffing challenges. Rural physicians have many roles to fill in the communities they serve, they may be running an office, looking after inpatients and covering shifts, which limits how many hours a day one physician can provide coverage.

If Health care for Nova Scotians is a priority of the Nova Scotia government, West Hants Regional Municipality asks that you listen to what health care professionals are offering as solutions. At a discussion with previous and present health care providers, the following options were presented to reflect upon:

1. Increase incentives to work at the Hants Community Hospital Emergency Room Department. It has been suggested that Nova Scotia Health offers a \$300.00 bonus per shift to any local emergency physicians who will pick up additional shifts at the Hants Community Hospital (and physicians who work in the Halifax region are paid at a higher rate). We welcome a dialogue that provides confirmation of this detail and better understand the rationale behind this process. Increasing financial bonus amounts for physicians may incentivize other local physicians to take on extra shifts and potentially avoid these types of closures.
2. Provide an experienced nurse and an advanced care paramedic to cover the department (as is done in other Emergency Room Departments across the province) and was suggested at a recent meeting with the Health Authority. The response given to this request was that the care needed at Hants Community Emergency Department exceeded what could be provided by a nurse and a paramedic. Our question to you would be "If the level of care needed at the emergency room is exceeded by what a nurse and an advanced paramedic are able to provide then how would a closure help to address the situation?  
Nova Scotians recognize the need to deliver care in a different way. This approach shows a commitment to listening and working with front-line health-care workers and communities to create local clinical services plans that ensure people will have access to the care they need, when they need it.
3. Provide an educational platform so the public can be versed on various triage levels, what is appropriate for an emergency room visit, what require ambulance level care vs a walk-in clinic or a family physician appointment. Education will be a key component when determining what level of service is required.
4. Establish a walk-in clinic that could be staffed by regular family physicians, with an educational piece that creates public awareness on usage, hours, etc.
5. The Emergency Room should always be open when hosting large community events in case of unforeseen events or emergencies.

Please take the time to review and reflect on the recommendations that have been presented to you. A

need to create a vision for primary care across the province, especially in these smaller communities, where each one has its unique needs is critical in addressing the current state of the health care system.

The West Hants Regional Municipality thanks you for your attention to this matter and we look forward to hearing from you.

Respectfully,



Abraham Zebian, Mayor

ds/az

CC: The Honourable Michelle Thompson, Nova Scotia Minister of Health and Wellness  
The Honourable Barbara Adams, Minister of Seniors and Long-Term Care  
Melissa Sheehy-Richard, MLA Hants West  
WHRM Council and Mark Phillips, Chief Administrative Officer



## West Hants

### WEST HANTS REGIONAL MUNICIPALITY REPORT

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

**Submitted by:** \_\_\_\_\_  
Madelyn LeMay, Director, Planning and Development

**Date:** July 12, 2022

**Subject:** Appointment of Building and Fire Official

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#### LEGISLATIVE AUTHORITY

Nova Scotia Building Code Act  
Nova Scotia Fire Safety Act

#### RECOMMENDATION

...that COTW recommends that Council appoint Donald Burns effective July 18, 2022 as Building Official in accordance with Section 5(2) of the Nova Scotia Building Code Act and as Fire Official in accordance with Section 19(1)(b) of the Nova Scotia Fire Code.

#### BACKGROUND

Donald Burns begins employment with West Hants Regional Municipality on July 18, 2022 as a Building and Fire Official. In order for Mr. Burns to carry out his duties, appointment by Council is required.

#### DISCUSSION

Mr. Burns has worked for more than 16 years as a Building Official and Fire Inspector. He is a Level II Qualified Building Official and Level 1 Certified Fire Official.

The appointments are needed for Mr. Burns to carry out his duties. His appointment will improve the Municipality's ability to carry out responsibilities under the Building Code Act and

Fire Safety Act. His employment replaces a current vacancy of a building / fire official employee currently within the department.

**NEXT STEPS**

Appointment by Council

**FINANCIAL IMPLICATIONS**

There are no financial implications related to the appointment as the salary is established within the budget and replaces a current vacancy.

**ALTERNATIVES**

COTW could recommend that Council not appoint Mr. Burns as Building and Fire Official, which would mean Mr. Burns could not fully carry out his duties.

**ATTACHMENTS**

None

**CHIEF ADMINISTRATIVE OFFICER REVIEW**

We look forward to Don joining our team.

Report Prepared by: \_\_\_\_\_  
Madelyn LeMay, Director of Planning and Development

Report Approved by:  \_\_\_\_\_  
Mark Phillips, Chief Administrative Officer



**WEST HANTS REGIONAL MUNICIPALITY REPORT**

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

**Submitted by:** \_\_\_\_\_  
Bekah Craik, Active Living Coordinator

**Date:** July 12, 2022

**Subject:** Diverse and Inclusive Communities Committee Council Nomination

**LEGISLATIVE AUTHORITY**

Municipal Government Act – Section 24 Standing, Special and Advisory committees

**RECOMMENDATION or DECISION REQUEST**

... that Committee of the Whole recommends that Council appoints (2) Council representatives to act as a member and an alternate member on the Diverse and Inclusive Communities Committee until July 31, 2024.

**BACKGROUND**

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input checked="" type="checkbox"/>
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At the June 28, 2022, Committee of the Whole meeting Council passed a motion to amend Appendix M of the Meeting and Committee Procedural Policy which identified the structure of the newly formed committee.

## **DISCUSSION**

The purpose of the Diverse and Inclusive Communities Committee is to serve in an advisory capacity and make recommendations to Council which will formulate strategic action plans to achieve the following:

1. Advocate, educate, celebrate, address, and advise on issues concerning social marginalization, equity, racism, and discrimination within the Municipality and its workplaces.
2. Break down barriers and implement programs, policies, and practices that promote diversity and inclusion and create opportunities which are inclusive and welcoming to all.

It is important that we bring this committee to fruition and begin on this journey of listening, learning, reflecting, and becoming allies to ensure real change occurs.

## **NEXT STEPS**

Following a recommendation by Committee of the Whole, Council will complete the appointments of two representatives to act as a member and an alternate member on the Diverse and Inclusive Communities Committee until July 31, 2024.

## **FINANCIAL IMPLICATIONS**

N/A

## **ALTERNATIVES**

Committee of the Whole could decide to defer decision making to another meeting.

## **ATTACHMENTS**

Meeting and Committee Procedural Policy Appendix M

## **CHIEF ADMINISTRATIVE OFFICER REVIEW**

I support the recommendation.

Report Prepared by: \_\_\_\_\_  
Bekah Craik, Active Living Coordinator

Report Approved by:  \_\_\_\_\_  
Mark Phillips, Chief Administrative Officer

## APPENDIX M

### Diverse and Inclusive Communities Committee

#### 1. MANDATE

- 1.1. Through the establishment of this committee, we are committed to strengthening existing partnerships while collaborating with individuals, groups, and organizations to reduce systemic racism and discrimination while strengthening the ability of individuals and community to address issues of diversity, justice, and inequality while providing opportunities for inclusiveness and belonging to improve the lives of all.

#### 2. PURPOSE

- 2.1. The purpose of the Diverse and Inclusive Communities Committee is to serve in an advisory capacity and make recommendations to Council which will formulate strategic action plans achieve the following:
- a) Advocate, educate, celebrate, address, and advise on issues concerning social marginalization, equity, racism, and discrimination within the Municipality and its workplaces.
  - b) Break down barriers and implement programs, policies, and practices that promote diversity and inclusion and create opportunities which are inclusive and welcoming to all.

#### 3. DEFINITIONS

- 3.1. In Appendix M,
- a) “Municipality” means the West Hants Regional Municipality.

#### 4. COMPOSITION

- 4.1. The Committee will consist of six (6) voting citizen members and nine (9) non-voting supporting members as follows:
- Six (6) citizen members with a range of diverse identity factors (may include, but not limited to, those from the African Nova Scotian, Acadian, Indigenous, 2SLGBTQIA+, Senior, Youth, Persons with Disabilities and Newcomers’ communities)(voting)
  - One (1) RCMP Representative (non-voting)
  - One (1) Community Health Board Representative (non-voting)
  - Six (6) non-voting staff members appointed by the Chief Administrative Officer
  - One (1) Councillor and one (1) Alternate (non-voting)

#### 5. ADMINISTRATION

- 5.1. A Chair and Vice-Chair will be elected bi-annually based upon the date of committee establishment.
- 5.2. Citizen committee members will serve a two-year term
- 5.3. Citizen committee members will be provided remuneration in accordance with the Council Remuneration Policy.
- 5.4. Administrative services for the Committee will be provided by the Municipality.
- 5.5. All members must abide by the Administrative Terms of Reference set out by the Committee and reviewed the by Chief Administrative Officer.



**WEST HANTS REGIONAL MUNICIPALITY REPORT**

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

**Submitted by:** \_\_\_\_\_  
Sara Poirier, Senior Planner

**Date:** July 12, 2022

**Subject:** Information Report: Electric Vehicle Charging Station User Fees

**LEGISLATIVE AUTHORITY**

*Municipal Government Act Section 48(3)*

**INFORMATION REPORT**

Staff are providing an update to Committee of the Whole on the anticipated fees to users of the electric vehicle charging stations soon to be installed at facilities operated by West Hants Regional Municipality.

**BACKGROUND**

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councilor Activity <input type="checkbox"/>
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On February 22, 2022 Council approved the motion for “the 2022-2023 MCCAP budget request of \$48,000 to ensure the Municipality can apply to the Clean Foundation Electric Vehicle Boost Program and implement at least four (4) Level 2 electric vehicle charging stations within WHRM in 2022.”

On March 17, 2022 staff applied for funding of two (2) dual port chargers through the Clean Foundation Electric Vehicle (EV) Boost program which was funded by the Government of Canada and Government of Nova Scotia. Staff received correspondence from Clean Foundation

on April 29, 2022 confirming that the application from WHRM had been successful in receiving funding. The chargers have been ordered and will be installed at the Windsor Community Centre and West Hants Sports Complex in the fall of 2022.

This report provides information on the anticipated fees to users of the electric vehicle charging stations once the stations are operational.

**DISCUSSION**

On January 5, 2022 the Clean Foundation announced in a press release that “*Natural Resources Canada (NRCan) is helping bring more electric vehicle chargers to Nova Scotia through its Zero-Emission Vehicle Infrastructure Program (ZEVIP) by providing Clean Foundation with over \$1.2 million to help support the deployment and installation of up to 250 Level-2 EV chargers.*” The Clean Foundation opened a request for proposals (RFP) on February 7, 2022 to receive applications for Level 2 EV chargers in locations that are currently underserved. The funding program provides up to 50% of project costs, to a maximum of \$5,000 per charger port. As the WHRM application was for two (2) dual port chargers, we will receive a maximum of \$20,000 from the ZEVIP funding. Eligible expenses for this project include professional services (i.e., engineering, construction, installation, testing and commissioning of equipment, data collection, maintenance, etc.), capital expenses (i.e., upgrading an electrical panel), license fees and permits, and GST, PST and HST not including any tax rebate WHRM is entitled.

**Table 1:** The anticipated project costs for the procurement and installation of two dual port electric vehicle charging stations

Item	Description	Quoted cost
Administrative Fee	A mandatory administrative fee payable to Clean Foundation on confirmation of successful application - \$250 / charger port.	\$1,000.00
Two (2) dual port EV Chargers	<p>Each dual port charger allows two vehicles to charge at the same time.</p> <p>The chargers selected include:</p> <ul style="list-style-type: none"> <li>• a cord management system to prolong the charging cord lifespan;</li> <li>• cloud plan subscription for 5 years which includes access to pricing information, payment collection, energy usage, and reporting;</li> <li>• warranty for 5 years (parts and labour warranty, remote technical support, on-</li> </ul>	\$35,114.43

	site repairs when needed, unlimited configuration changes and reporting); <ul style="list-style-type: none"> <li>• user payment via app and credit card at the machine; and</li> <li>• 90% of revenue sent to the Municipality once per month.</li> </ul>	
Electrical installation	Electrician installation at the West Hants Sports Complex and Windsor Community Centre	\$8,280.00
Site work	Site work required at the West Hants Sports Complex and Windsor Community Centre	\$11,465.50
EV Charging Signage	Two (2) “Electric Vehicle Charging” signs including posts and mounting base for the West Hants Sports Complex and Windsor Community Centre	\$229.67
<b>Total cost</b>		<b>\$56,089.60</b>

The Clean Foundation has provided the following timeline for any successful project in the EV Boost program:

- Request for proposals opens - February 7
- Submission deadline - March 18
- Decisions made and virtual kick-off meeting – April 29
- Signing of the participation agreement - June 2
- Payment of administrative fees – June 30
- Charger installs complete – October 31
- Deadline to submit documentation – November 18
- Federal funding provided – December 16

Upon confirmation of the chargers being installed and operational, the Clean Foundation will then release the Government of Canada and Government of Nova Scotia’s portion of funding for the chargers.

**User Fees**

A Level 2 electric vehicle (EV) charger will take about 4-6 hours to provide a vehicle a full charge. The maximum output of the Level 2 chargers the Municipality is procuring is 7.2 kW. Each Level 2 charger purchased as part of this project has two charging ports, meaning a maximum of 14.4 kW may be used at each location at one time. The electric vehicle charging stations will have the ability to accept payment via an app or credit card at the machine.

To determine the user fees for charging an electric vehicle at a Municipal station, staff reviewed the amount of power used and the price of power at each location, considered the cost of the project that could be included in the fee, and compared what other businesses or municipalities charge elsewhere.

West Hants Sports Complex

Table 2 shows the Nova Scotia Power Incorporated (NSPI) billing information from January 28-May 3, 2022 for the West Hants Sports Complex. The West Hants Sports Complex is billed for demand and for overall kWh used in the billing period. This table was used to provide information on the maximum additional impact that a dual port EV charger would have on the power bill for this facility.

**Table 2:** Power Usage and Price at the West Hants Sports Complex

NSPI billing period	Total power used (kWh) during billing period	Demand (kW) during billing period	Demand Charge (\$)*	Energy Charge (\$)*
Jan 28 – Mar 1, 2022 (32 days)	129,211	392.2	\$10.497	\$0.1282 per kWh for the first 200 kWh per month per kW of maximum demand
Mar 1 – Apr 1, 2022 (31 days)	145,061	409.4		
Apr 1 – May 3, 2022 (32 days)	148,637	409.0		

\*Demand charge and energy charge rates found at NSPI website <https://www.nspower.ca/about-us/electricity/rates-tariffs/general>

Table 3 shows the total estimated capital and operating costs of a dual port Level 2 public use charging station at the West Hants Sports Complex per hour. These calculations are based on the cost of electricity, fees for subscription plan, the amount required to recoup the capital costs of the project over 10-years, and fees to replace the chargers at the end of life.

**Table 3:** Estimated costs that could be incorporated into the user fee for the West Hants Sports Complex EV charger

	Per port (7.2 kW)
Energy charge (\$0.09541)	\$0.687 / hour
Demand charge (\$10.497)*	\$0.102 / hour

<i>Operating Fee (10% of revenue charge)</i>	\$0.135 / hour
<i>Annual subscription fee at \$562 / year (cloud services and warranty)</i> <ul style="list-style-type: none"> <li>Cloud services provide the opportunity to review power and charger usage, revenue received, and set the user fee</li> </ul>	\$0.064 / hour
<i>Other maintenance fees at \$500 / year</i> <ul style="list-style-type: none"> <li>repair / replacement of cords, damage due to weather or vandalism</li> </ul>	\$0.057 / hour
<b>Subtotal, operating costs</b>	<b>\$1.045 / hour</b>
<i>EV charging station and parts (\$9,347.16)</i>	\$0.062 / hour
<i>Electrician installation and parts (\$4,899.00)</i>	\$0.056 / hour
<i>Site work for installation (\$5,732.75)</i>	\$0.065 / hour
Replacement Cost of Charging Stations (10 years) (\$11,394.14)	\$0.130 / hour
<b>Subtotal, capital costs</b>	<b>\$0.313 / hour</b>
<b>Total, operating and capital costs</b>	<b>\$1.36 / hour</b>

\*Demand charge was calculated by dividing the base rate of \$10.497 by 31 days in an average billing cycle and dividing that by 24 hours per day. Please note that the demand charge for the facility may not increase depending on the time of day the chargers are being used.

Windsor Community Centre

Table 4 shows the Nova Scotia Power Incorporated (NSPI) billing information from November 17-May 17, 2022 for the Windsor Community Centre. The Windsor Community Centre is billed a monthly base charge and for overall kWh used in the billing period. This table was used to provide information on the maximum additional impact that a dual port EV charger would have on the power bill for this facility.

**Table 4:** Power Usage and Price at the Windsor Community Centre

NSPI billing period	Total power used (kWh) during billing period	Base Charge (\$/month)*	Energy Charge (\$)*
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Jan 28 – Mar 1, 2022 (32 days)	129,211	\$10.83 / month	\$0.16215 per kWh
Mar 1 – Apr 1, 2022 (31 days)	145,061		
Apr 1 – May 3, 2022 (32 days)	148,637		

\*Demand charge and energy charge rates found at NSPI website <https://www.nspower.ca/about-us/electricity/rates-tariffs/charitable>

Table 5 shows the total estimated capital and operating costs of a dual port Level 2 public use charging station at the West Hants Sports Complex per hour. These calculations are based on the cost of electricity, fees for subscription plan, the amount required to recoup the capital costs of the project over 10-years, and fees to replace the chargers at the end of life.

**Table 5:** Estimated costs that could be incorporated into the user fee for the Windsor Community Centre EV charger

	Per port (7.2 kW)
<i>Energy charge (\$0.16215)</i>	\$1.167 / hour
<i>Operating Fee (10% of revenue charge)</i>	\$0.175 / hour
Annual subscription fee at \$562 / year (cloud services and warranty)	\$0.064 / hour
Other maintenance fees at \$500 / year	\$0.057 / hour
<b>Subtotal, operating costs</b>	<b>\$1.463 / hour</b>
EV charging station and parts (\$9,347.16)	\$0.062 / hour
Electrician installation and parts (\$3,381.00)	\$0.039 / hour
Site work for installation (\$5,732.75)	\$0.065 / hour
Replacement Cost of Charging Stations (10 years) (\$11,394.14)	\$0.130 / hour
<b>Subtotal, capital costs</b>	<b>\$0.296 / hour</b>
<b>Total, operating and capital costs</b>	<b>\$1.76 / hour</b>

Staff also reviewed the cost of charging at a Level 2 charger at other businesses or municipalities (Table 6).

**Table 6:** Location and User Fees of EV chargers elsewhere

Location	Cost to User
Glooscap Landing, Hantsport	\$2.00 / hour
CKF, Hantsport	\$1.50 / hour
Pothier Motors, Falmouth	Free or \$10 for non-Pothier customers (Only available during business hours)
Ellershouse Community Hall, Ellershouse	\$1.50 / hour
Just Us! Coffee and Tea House, Wolfville	Free
Grand Pré National Historic Site, Grand Pré	Free (Only available during hours of operation)
Fast Fuel, Coldbrook	\$1.50 / hour for Level 2 charger
Halifax Stanfield International Airport	Free to charge but \$6 / hour for parking fees
Tim Hortons, Elmsdale	\$1.50 / hour for Level 2 charger
Atlantic Superstore, Halifax	\$5.00 / hour
Halifax Central Library	Free to charge but \$2 / hour for parking fees
Municipality of the District of Lunenburg	\$1.07 / hour
Flo recommends <a href="https://www.flo.com/en-CA/resources/faq/">https://www.flo.com/en-CA/resources/faq/</a>	\$1.25 / hour for Level 2 chargers or \$2.50 per session

Based on the staff review, staff have determined that the user fee for the Municipally owned charging stations should be set at \$1.50 / hour. This fee will cover the operational costs of the charging stations and provide some additional funds towards capital costs. This price is also comparable to Level 2 charging stations in our area.

Staff will review these fees after the first full year of operation once there is data on charger and power usage, and more information on revenue received to determine if there should be any changes to these user fees.

## FINANCIAL IMPLICATIONS

Council has budgeted \$48,000 for this project and has received approval through the EV Boost program to receive 50% of total project costs, to a maximum of \$5,000, per charger back after installation of the chargers from the Government of Canada and Government of Nova Scotia. The Municipality will be required to pay a one-time \$250 administrative fee per charger to Clean Foundation at the beginning of the project which has been included in the project budget.

It is important to note that this funding program does not cover on-going licensing fees that are associated with the chargers and the Nova Scotia Power Inc. rates for electricity and maintenance of the chargers after installation. Unless user fees are charged at the electric vehicle charging stations the Municipality would have to cover these on-going operational costs through its annual operating budget.

Charging stations are not regulated under the Utility and Review Board (UARB), which means the fees charged do not need to go through UARB for approval.

**ALTERNATIVES**

There is no action required by COTW therefore no alternatives are recommended.

**ATTACHMENTS**

N/A

**CHIEF ADMINISTRATIVE OFFICER REVIEW**

The fees identified in the report match market values and strike a balance between cost recovery and encouraging affordable and easy access to a “charge”. I have consulted with Senior Planner Poirier and to feel the fee of \$1.50 / hr is appropriate for the foreseeable future. Market values will be monitored.

Report Prepared by: \_\_\_\_\_  
Sara Poirier, Senior Planner

\_\_\_\_\_  
Diana Gibson, Acting Director of Financial Services

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

Report Approved by:  \_\_\_\_\_  
Mark Phillips, CAO



**WEST HANTS REGIONAL MUNICIPALITY REPORT**

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

**Submitted by:** \_\_\_\_\_  
Deanna Snair, Municipal Clerk

**Date:** July 12, 2022

**Subject:** Council Meeting Minutes

**LEGISLATIVE AUTHORITY**

Municipal Government Act (MGA) Section 33(2)(a)(b)

Robert’s Rules of Order

**RECOMMENDATION or DECISION REQUEST**

that council discuss the format in which meeting minutes are to be compiled and provide direction.

**BACKGROUND**

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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At the 2022-06-14 Committee of the Whole meeting, it was noted that there was lack of information contained in the minutes. And that for the benefit of council, staff (for tracking), and residents (so they don’t have to watch the lengthy meetings), more information be included.

**DISCUSSION**

Meeting Minutes Content

Meeting minutes can vary in length depending on the proceeding rules and guidelines, as well as preference. With the advancement of technology and communication methods, all meetings are, at minimum, audio recorded. Videos are also available via the Zoom recording and on the Municipal Facebook page. This provides the public a complete recorded opportunity to view the discussions and decisions.

The Association of Municipal Administrators Nova Scotia (AMANS) rules of order and meeting processes identifies the important information contained in meeting minutes are the motions and references to things such as conflicts of interest, et cetera.

Robert's Rules of Order Newly Revised (RONR), notes that minutes should contain mainly a record of what was done at the meeting, not what was said by the members.

Minutes are meant to provide a summary of decisions made and not necessarily all points discussed. Minutes are to reflect clearly and simply what decisions were made at the meeting and who will carry out the action. Only the most relevant and pertinent details of decisions need to be documented. This presents the question of what is deemed "relevant or pertinent", as everyone's perspective varies. What one person deems important may not be the same for another. In the matter of minute-taking, 'pertinent' is typically defined as a key piece of information that is identified in the decision-making process (rather than discussion).

Meeting reports play an integral part for council, committees, and the public and a lot of time is spent creating them. These detailed reports provide the necessary information for council decision-making and the opportunity for discussion and transparency.

## **NEXT STEPS**

Staff await Council's direction.

## **FINANCIAL IMPLICATIONS**

No financial implications for the first alternative.

There will be financial implications for the second alternative that are not currently budgeted. Amount to-be-determined.

## **ALTERNATIVES**

Continue with current practice and add the following to the minutes:

- Reference the page number to the subject matter in which the report(s) can be found within the agenda package
- Timestamp each subject matter (for ease of audio/video reference)

CAO to evaluate the need of additional administrative support (for the increase in administrative duties (detailed minute-taking, FOIPOP applications, etc).

## **ATTACHMENTS**

Robert's Rules of Order Newly Revised (RONR): <https://robertsrules.org/robertsrules.pdf>

**CHIEF ADMINISTRATIVE OFFICER REVIEW**

I concur with the points made in the report. The style of minute taking may deviate with the writer as well as the wishes of council as it pertains to details. I do have concerns with the added administrative pressures current being placed on the office due to increased FOIPOP applications, increased communications and special projects. Increasing the time associated with more detailed minutes may impact other supports. My office has not heard from the public on this matter expressing concerns.

We look forward to direction from the majority of Council, on this matter.

Report Prepared by: \_\_\_\_\_

Deanna Snair, Municipal Clerk

Report Reviewed by: \_\_\_\_\_

Shelleena Thornton, Operations Supervisor

Report Approved by:  \_\_\_\_\_

Mark Phillips, Chief Administrative Officer



## WEST HANTS REGIONAL MUNICIPALITY REPORT

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

**Submitted by:** Jim Ivey, Councillor, Windsor South, District 11

**Date:** July 12, 2022

**Subject:** Meeting Report Submission Deadlines

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### LEGISLATIVE AUTHORITY

West Hants Meeting and Committee Procedural Policy Paragraph / Section 7.4

### RECOMMENDATION or DECISION REQUEST

Council direct staff to amend the Meeting and Procedural policy such that "All topics and supporting material for an agenda will be submitted to the staff member preparing the agenda by 12:00 noon three (3) business days before a regular scheduled meeting.

### BACKGROUND

It was communicated by the Chair that they wished to have Committee of the Whole agenda topics and material received by noon on Thursday. It was not specified if it was to be the Thursday before the meeting or 2 Thursdays before the meeting. Depending on the intent, it would either be 3 business days or 8 business days before the regularly scheduled meeting.

Subsequent to the preceding communication, the Meeting and Procedural policy item 7.4 was also circulated to Council which reads as follows:

7.4 All topics and supporting material for an agenda will be submitted to the staff member preparing the agenda by 12:00 noon ten (10) business days before a regular scheduled meeting. Councillors will be required to submit a "Report Form" (Appendix A) to be included in the agenda package.

Previous policy in West Hants was to my understanding was for Councillors to submit reports by Friday noon before a regularly scheduled meeting (2 business days).

Windsor to my knowledge did not have a formal policy.

With consolidation, a new policy was introduced by staff but was almost never enforced. Submissions were by policy to be by noon 10 days prior to regularly scheduled meeting. Topics and report material needed to be submitted before the pending meetings previous meeting.

In order for staff and councillors to adhere to the policy that exists, topics and supporting reports would need to be submitted before the month's previous meeting has been conducted.

To be clear, to submit a topic for the Committee of the Whole agenda in any given month, material would need to be submitted by noon, before the Council meeting of the previous month.

Further to submit a topic for the Council meeting at the end of any given month, material would need to be submitted by noon before the Committee of the Whole meeting for that month.

Property <input type="checkbox"/>	Public Opinion <input checked="" type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input checked="" type="checkbox"/>
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## DISCUSSION

The written policy is not reasonable.

The questions we may want to consider are: (i) what generally makes sense for councilors given the nature of the role and the nature of the reports typically submitted (rarely seeking immediate action of staff aside from recommendations or decisions of council) (ii) what is reasonable from a timing point of view before the pending meeting.

The material and requirement for the reports is not going to diminish or go away. All that will end up happening is we stack and defer the volume of work into the next meeting.

If the work can be handled it should be accepted. Everything that comes forward is resident affecting.

Unless something requires a large volume of work from staff before the meeting, there is little to no reason not to address it.

For those that do not submit reports, it will not make a difference. For those that do, it will simply defer more work into the next meeting.

It is my opinion that for Councillors, 3 business days (Thursday) before the meeting is a reasonable target, with an outside discretionary date (Friday noon) of 2 business days as an anomaly. Anything after noon on Friday would need to be approved by Council during review of the agenda at the meeting.

Staff submissions to be determined by the CAO and staff themselves.

Correspondence should always be added as able.

## NEXT STEPS

Amend the policy to be 3 business days prior and have it apply for both Committee of the Whole and the Council meeting. It needs to be consistent for both.

**FINANCIAL IMPLICATIONS**

N/A

**ALTERNATIVES**

**ATTACHMENTS**

(List any attachment to the report, if anything.)

**CHIEF ADMINISTRATIVE OFFICER REVIEW**

Staff will adhere to the direction of Council. The recommendation of “three working” days meets the current practice.

Report Prepared by: Jim Ivey, Councillor, Windsor South, District 11

Report Reviewed by:   
Mark Phillips, Chief Administrative Officer



**WEST HANTS REGIONAL MUNICIPALITY REPORT**

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

**Submitted by:** Jim Ivey, Councillor, Windsor South, District 11

**Date:** July 12, 2022

**Subject:** Correspondence – Canoe Club Mitigation Funding Request to DFO

**LEGISLATIVE AUTHORITY**

N/A

**RECOMMENDATION or DECISION REQUEST**

Staff be directed to write a letter of guidance to the Piziquid Canoe Club Board of Directors recommending that any future correspondence requesting funding from any source (Federal, Provincial programs, grants or other sources), which may involve the potential participation of the West Hants Regional Municipality as a funding intermediary or participant in any fashion, seek the prior approval of both the CAO and West Hants Council and that both must also be copied on any such correspondence.

**BACKGROUND**

Property <input checked="" type="checkbox"/>	Public Opinion <input checked="" type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input checked="" type="checkbox"/>
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The Piziquid Canoe Club has a tremendous history and reputation within the Windsor and West Hants community for its community involvement spanning 50 years +/- in the youth and adult canoe/ kayak sport and recreation. The deep community support for the organization is also well-established and shared throughout West Hants. It is an exemplary organization.

Significant added pressure has been exacted upon the Club recently as a result of the Ministerial Order which has greatly impacted water levels in the lake / river basin used for practice and competition.

The requirements to move the Club for its continued operation have resulted in added costs resulting in a request for federal mitigation measures and support.

As noted in the attached correspondence, dated December 12, 2021 from the Piziquid Canoe Club to the Federal Minister of Fisheries, Oceans and Canadian Coast Guard; financial mitigation measures were sought to assist the Club with costs and measures for moving locations (temporarily or permanent), due to the Ministerial Order that is in effect. (The correspondence was secured through the federal ATIP process).

“It is our request for mitigation funding be provided through the Atlantic Canada Opportunities Agency (ACOA), to either the Province of Nova Scotia or alternatively to the West Hants Regional Municipality to allow for a purchase or a lease option of the available lakefront property with existing infrastructure structures that currently exist on Lake Zwicker; along with an allowance to provide the temporary structures identified.”

Note that the West Hants Regional Council was not asked in advance or since about a potential intermediary role in such funding nor was it copied on the request for funding to the DFO Minister.

Subsequent correspondence received from MP Kody Blois on January 13, 2022 endorsed the Dec 12th correspondence sent by the Club to the Minister of Fisheries and Oceans. West Hants Council then endorsed the letter sent by MP Blois on Jan 25<sup>th</sup>, without receiving or seeing the original letter sent by the Piziquid Canoe Club. Thereafter at the February CoTW or Council meeting it was then identified that we had, at arms-length, endorsed the original letter without seeing it. Regrettably no action was identified to be taken.

West Hants Council was subsequently copied on new correspondence sent by the Piziquid Canoe Club to the Minister of Fisheries in a follow-up message to the original request (dated Jan 24<sup>th</sup> – logged March 8<sup>th</sup>). This letter contained the same reference from the Club, “...it is our request for mitigation funding be provided through the Atlantic Canada Opportunities Agency (ACOA), to either the Province of Nova Scotia or alternatively to the West Hants Regional Municipality...”

At that point, we had still not received a copy of the original correspondence.

## **DISCUSSION**

This could likely have been resolved in a more simplified manner with a motion to request a copy of the original letter from the Club be provided to Council. The tension in the community

however over the last year has been such, that the pendulum continues to swing on how we address matters relating to the ministerial order. It is unfortunate.

To the specifics of this matter, while it may seem a small issue to have our name included as a possible funding intermediary, it is actually fairly significant. It is not something we should have been excluded from informationally or without permission / inquiry.

It might be that the funding doesn't go through West Hants, but through the province, or that the funding isn't / wasn't required at all.

Regardless of the result, I believe the principle remains the same. If you are going to use an individual's or an organization's name as a reference, you ask permission first. If other applications for funding from other organizations pre-emptively start using our name on a regular basis; how many are we willing to process? What are the criteria?

As it relates to the detailed report included with the correspondence, time has only permitted a quick review. It is not the primary focus or intent of this report. It does however provide a volume of local lake area information. In some cases it does make references to zoning which may be of importance given current issues that are surfacing.

#### **NEXT STEPS**

TBD

Write a letter of guidance as recommended to the Piziquid Canoe Club.

#### **FINANCIAL IMPLICATIONS**

TBD / N/A

#### **ALTERNATIVES**

(State any option to the recommendation and implication of the options, if anything)

#### **ATTACHMENTS**

Correspondence to MP Joyce Murray, Min of Fisheries Oceans and Canadian Coast Guard from Piziquid Canoe Club dated Dec 12, 2021.

#### **CHIEF ADMINISTRATIVE OFFICER REVIEW**

I support the recommendation.

Report Prepared by: \_\_\_\_\_

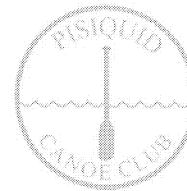
(Name and Title)

Report Reviewed by:  \_\_\_\_\_  
Mark Phillips, Chief Administrative Officer

# 2021-001-02720

December 12, 2021

The Honourable Joyce Murray, MP  
Minister of Fisheries, Oceans and the Canadian Coast Guard  
Minister's Office  
200 Kent Street, Station 15N100  
Ottawa, ON K1A 0A6



**Re: Pisiquid Canoe Club, 100 King Street Ext., Windsor, NS**

Honourable Minister Murray,

I am writing this letter to express our grave concerns with decisions regarding Lake Pisiquid in Windsor, Nova Scotia; the ongoing Ministerial Order implemented by your predecessor, Hon. Bernadette Jordan, which has resulted in the loss of the lake in our community, and subsequently has put the Pisiquid Canoe Club at risk of imminent and permanent closure.

Pisiquid Canoe (Aquatic) Club was founded in 1975 by NS Hall of Famer Fred Lynch and his wife Karen Lynch, on the lake and fresh water ecosystem (Lake Pisiquid) that was created as a result of the installation of the Windsor causeway almost 50 years ago.

Today, our canoe club exists and serves the same primary purpose in our community. Since 1975, the sport and our club have grown tremendously. Pisiquid remains a small-medium sized, rural sprint/flatwater canoe and kayak club offering both recreational and competitive sprint paddling for up to 125 youth members and up to 20 adult paddlers throughout the summer. Our growth and success have expanded to produce a year-round paddling and training program, consisting of 25-30 High-Performance and Junior HP athletes, 10-17 years of age. Of our year-round members, there are 10 Pisiquid athletes that are on Canoe Kayak Canada Atlantic High-Performance Teams, with 6 of our kayak athletes qualifying for 2021 CKC Nationals that were held in Ottawa in August, finishing strong with an 8<sup>th</sup> place overall result in Canada. On a per-paddler basis, Pisiquid has performed well above the mean, compared to all other clubs in Atlantic Canada and across the country. Pisiquid remains the only active rural canoe club outside of Halifax Regional Municipality; and continues to offer one of the three officially recognized traditional indigenous sports (canoe/kayak, lacrosse, archery) outside of Halifax.

The decision to drain Lake Pisiquid in 2021 resulted in our Board of Directors taking emergency action last summer to attempt to keep our summer program in operation. It was one week before the start of our summer season that we were able to partner with a local Rotary Club on Lake Mockingee, 20-25 minutes outside of Windsor. Our club was able to rent their property and facilities to salvage our program, only due to the state of the Covid-19 pandemic, as they did not have summer rental commitments. As pandemic vaccinations increase and recreational program restrictions ease, returning to the Rotary

Camp for the 2022 season will not be possible, as the Rotary Club is opening to their regular long-term summer clients starting in Spring 2022.

In October 2021, our Board engaged the consultant services of Dr. Shelley MacDougall, Ph.D. to perform an independent study (interim report attached), investigating possible options for both short-term and permanent relocation options. At this time, her interim report has been completed to study the short-term options available to Pisiquid Canoe Club. Of the options identified, none were optimal for the relocation of the canoe club compared to the return of Lake Pisiquid in Windsor. Each of the options identified in her report has its own set of drawbacks.

Of the options presented in Dr. MacDougall's report, our Board of Directors views Zwicker Lake as the preferred option for short-term relocation until the resolve of Lake Pisiquid in Windsor. This lake is the most convenient to the majority of our existing members and is very close to the location that our club operated for the 2021 summer and 2021 fall seasons. The lake has adequate size and depth for training and competition, has the lowest recreational powerboat traffic out of the lake options presented, is within the municipality of West Hants and has critical bus drop-off already available on the AVRCE Hants West school transportation network without significant bus route modification. There is currently a Zwicker Lake property available at 1011 Highway #1 Upper Vaughan, with immediate access for the canoe club. The lakefront property is currently available for immediate private sale and has many outbuildings (multiple garages and a barn) which would accommodate over 90% of the boat storage needs of the club. As detailed in Dr. MacDougall's report, there would be limited number of additional temporary structures required to make a 2022 season possible; outdoor tents, a portable washroom trailer, temporary racing lane(s) and a single portable sea container would be required to store our largest length boats (boats over 36' length). The availability of these temporary structures for summer is extremely limited or non-existent. We have learned that purchase of these structures is required to guarantee availability in time summer 2022, as short-term leases and rentals are not readily available. The property on Zwicker Lake is currently on the market, and there is a considerable risk that the property could sell and therefore not be available for the spring on-water training season, which begins on April 1, or earlier if the ice has cleared from the lake.

We cannot stress enough that time is of the essence to make these critical decisions, to mitigate the current risk which could result in the end of our programming by having no available facility to operate this spring and summer. As each day passes, our invested athletes and our member families grow increasingly impatient, with the fear that our club programming will not be available in our community. This leaves many athletes and their families considering leaving Pisiquid Canoe Club, whether it's a for a more secure club in the Halifax area, or potentially to leave the sport altogether. There is a history of families selling their homes to relocate to the city of Halifax to participate in the sport, which has a strong high performance and international history in Nova Scotia. However, this creates a geographical-centric sport which only makes survival of rural clubs more challenging, and further reduces the chances for new athletes to be drawn into the canoe/kayak programming. Our club has already lost two full-time head coaches as a direct result of the uncertainties surrounding Lake Pisiquid and the future of our canoe club since September 2020. Recruiting efforts to fill our current full-time Head Coach position have been futile, with zero domestic applications received since September 1, 2021. Only four applications have been received from International applicants, who are all unaware of the lake situation which our club now faces. We have been able to negotiate coaching services from a premier kayak/canoe coach on an interim basis, until mitigation actions to resolve the club's future are determined and put into action. These coaching uncertainties are adding undue risk of athletes and families abandoning our club to a more secure club within Halifax.

It is our formal request of the Federal Government to indemnify for the decisions made by your predecessor, Min. Jordan. Our Board is not requesting direct funding be provided to our club to purchase available property. It is our request for mitigation funding be provided through Atlantic Canada Opportunities Agency (ACOA) to either the Province of Nova Scotia, or alternatively to the West Hants Regional Municipality to allow for a purchase or a lease option of the available lakefront property with existing infrastructure structures that currently exists on Lake Zwicker; along with an allowance to provide the required temporary structures identified. This would provide the certainty for our athletes, families and coaches, that the Pisiquid Canoe Club will have both the lake access, infrastructure and property facilities to guarantee that a spring, summer and fall program will be possible for 2022 and beyond, until a resolution is made to allow a permanent solution for our club. We see this mitigation not unlike the same efforts that were made by your government to guarantee that local Ski Martock was able to operate for the 2021/22 winter season, allow them to secure their season pass holders with certainty of their skiing and snowboarding season for the same reasons that the fate of the Pisiquid Canoe Club is now in jeopardy. Perhaps there can be a stipulation in the property purchase or lease agreement, that in the event that the property is resold as a result of a permanent option becoming available back at Lake Pisiquid in the near future, then any federal funding may be returned to the federal government.

Ultimately our Board is requesting the assurance from your department that fresh water levels in Lake Pisiquid will be returned and maintained to pre-2020 levels of 9.5'+ nominal sea level height by April 1, 2022, to accommodate the continued operations of Pisiquid Canoe Club this spring in Windsor. Alternatively, we are requesting formal assurance from the federal government that a short-term mitigation solution be made to support the continued operation of our not-for-profit business. This decision affects the future of our sport and affordable recreation opportunities within our local rural community. It affects our existing athletes, our future athletes and our member families. Without this timely assurance, the actions of the former Minister of Fisheries and Oceans puts the Pisiquid Canoe Club at risk of imminent and permanent closure.

[Redacted signature]

Brad Carrigan  
Commodore, Pisiquid Canoe Club

[Redacted signature]

Sheldon Hope  
Director/Vice Commodore

[Redacted signature]

Karen Carrigan  
Director/Treasurer

[Redacted signature]

Sarah Jackson  
Director/Secretary

[Redacted signature]

Tanya Foggoa  
Director/Registrar

[Redacted signature]

Jason Frank  
Director/Facilities Chair

[Redacted signature]

Jeff Houser  
Interim Head Coach

- cc. Kody Blois, MP Kings-Hants
- Hon. Tim Houston, Premier of Nova Scotia
- Hon. Steve Craig, Minister Department of Fisheries and Aquaculture
- Melissa Sheehy-Richard, MLA Hants West

## Minister / Ministre (DFO/MPO)

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**From:** Brad Carrigan <bradcarrigan@eastlink.ca>  
**Sent:** Monday, December 20, 2021 8:08 AM  
**To:** Minister / Ministre (DFO/MPO)  
**Cc:** Kody.Blois@parl.gc.ca; PREMIER@novascotia.ca; mindfa@novascotia.ca; melissa.mlaoffice@gmail.com  
**Subject:** Re: Pisiqid Canoe Club Letter - Hon Joyce Murray DFO  
**Attachments:** PCC - Interim Report - Revised.pdf; Pisiqid Canoe Club Letter - Hon Joyce Murray DFO.pdf

Sent from my iPhone

On Dec 17, 2021, at 8:28 AM, Brad Carrigan <bradcarrigan@eastlink.ca> wrote:

December 2021

# Pisiquid Canoe Club

Interim Report: Near-term operational solutions  
and temporary locations

S. L. MacDougall Research & Consulting

6 December 2021

Shelley MacDougall, Ph.D.

Email: [shelley.macdougall@acadiu.ca](mailto:shelley.macdougall@acadiu.ca)

The author would like to thank the members of the Pisiqid Canoe Club Board of Directors and Lynch family for their time and input. This study was funded by the Nova Scotia Association of Community Business Development Corporations through its Community Capacity Fund.

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## Executive Summary

The Pisiquid Canoe Club (PCC) provides the sport of sprint canoe and kayak and summer recreation to the youth of Windsor and West Hants. It was founded in 1975 on the then-new Lake Pisiquid. A major renovation of the clubhouse and rejuvenation of the paddling program was undertaken in 2016. The club offers a vibrant summer program for children and year-round training for competitive youth paddlers.

A ministerial order by the federal Minister of Fisheries and Oceans in 2021 to alter the operational procedure of the aboiteau in the Windsor Causeway has left Lake Pisiquid and the Lower Avon River drained indefinitely. This has put survival of the not-for-profit sport organization and valuable community asset at risk.

In response, a Community Capacity Fund grant was sought by the PCC to support the cost of this study, which has two objectives: a) to identify operational solutions and potential locations for the PCC to continue offering both its summer paddling program to youth and off-season training to high-performance paddlers, while the fate of Lake Pisiquid and the lower Avon River is being decided; and b) to identify potential permanent locations for the PCC, should the lake and river not be restored to usable freshwater. This interim report addresses the first objective and recommends near-term operating solutions and lakes for temporary relocation.

Selection criteria for lakes and properties and a set of generic operating alternatives were identified at the outset. Chief among the selection criteria were lake length and width; reliable water depth; sufficient lakefront acreage; and the accessibility of the club and its programs, both from a geographic and a social equity perspective. A scan of lakes and possible properties was then conducted, and each was evaluated against the selection criteria. None of the lakes meet all the minimum criteria, so trade-offs are necessary. It is also important to note that none of the lakes is as suitable for the operation of the PCC as Lake Pisiquid and the lower Avon River with fresh water.

Of the lakes evaluated, Lake Zwicker, in Upper Vaughan, and Lily Lake, in Lakelands, represent the best alternatives for temporary relocation. Both are suitable but both have drawbacks. If access to property on these lakes cannot be gained, distant third and fourth choices are Lake Mockingee, in Vaughan/Upper Vaughan, and Pentz Lake, in Mount Uniacke, respectively. Transportation arrangements would be important for any of these temporary locations, both for when school is in session and during the summer.

Operationally, it is recommended the PCC lease a property for the on-water season of April-November and return to its clubhouse in Windsor for winter dry-land training. The cost of leasing a vacant property and temporary structures is estimated to be approximately \$294,426 per year, plus a one-time cost of approximately \$45,000 for land preparation, if needed (3-year present value: \$879,100, including land preparation). The annual cost of leasing a property with buildings is \$308,427 per year (3-year present value: \$873,765). Actual costs will depend on the specific features of the property selected. Both estimates include a daily bus from the clubhouse in Windsor and back during the summer months, so those families who depend on its in-town location can still access the club's programs.

The costs of the two operating alternatives are nearly equal. Leasing vacant land and temporary structures allows the PCC more flexibility to return to Lake Pisiquid, should it be restored to a freshwater lake, or to custom-build if they eventually need to move to there permanently. A property with buildings also meets the club's needs but would be more expedient. In either case, it should be understood by all parties to the arrangement that the club needs to retain the option to return to Lake Pisiquid, if and when it is restored to fresh water.

They Lake could be used for spring training in 2022, if the extra time is needed to prepare the new location for summer activities.

Next steps include a more focused analysis of the PCC's operation, strategy, and critical success factors, in order to recommend a permanent location, should one be required in time. Interviews with families, coaches, and others will be conducted. Since no lake in the region is as suitable as Lake Pisiquid and the lower Avon River with fresh water, it will be one of the alternatives considered, as an environmentally responsible engineered solution should not be ruled out.

## 1 Background

Pisiquid Canoe Club (PCC) was founded in 1975 by Fred and Karen Lynch on the shore of Lake Pisiquid, in the town of Windsor. For over forty-five years, it has provided the sport of sprint canoe and kayak and summer recreation to the youth of Windsor and West Hants. A major renovation of the clubhouse and rejuvenation of the paddling program was undertaken in 2016. The club now offers a vibrant summer program for children and year-round training to competitive youth paddlers, with many markers of success.

As a direct result of a ministerial order by the federal Minister of Fisheries and Oceans in 2021 to alter the operational procedure of the aboiteau in the Windsor Causeway, Lake Pisiquid and the Lower Avon River have been largely drained since March 2021. This has created a situation in which that body of water is unusable for all paddling activities, putting the survival of this not-for-profit sport organization and valuable community asset at risk.

In response, a Community Capacity Fund grant was sought by the PCC to support the cost of this study, which will be used to accompany further grant applications. The objectives of this work are thus to identify the following:

- A. operational solutions and potential locations for PCC to continue to offer its summer paddling programs to youth and spring/fall training programs for its high-performance paddlers in the near term, while the fate of Lake Pisiquid and the lower Avon River is being determined, and
- B. potential long-term locations for PCC to relocate to, should the lake and river not be restored to usable freshwater.

This interim report is directed at Objective A.

### 1.1 PCC – Current situation

With the absence of water in Lake Pisiquid and the lower Avon River throughout the 2021 paddling season, the staff and volunteers made do by locating its operations at other lakes. Spring training for the small number of competitive athletes was relocated to Shey Lake, a small lake in nearby Falmouth. Boats were secured at night in a shipping container. This area was too small to accommodate the much larger summer program for over 100 children, so PCC moved again to Camp Mockingee, a Rotary Club-run facility on the shore of Mockingee Lake, in Upper Vaughan. Due to Covid-19 restrictions, the Rotary Club was unable to host its usual programs at Camp Mockingee through the summer of 2021, so was able to lease the property to PCC at a modest cost. This was an exceptional opportunity for the PCC at the time. Although somewhat remotely located, a 22-minute drive from Windsor, Camp Mockingee's facility, which included buildings and ample recreational space, was very well suited to its summer program.

In early September, the water level of Mockingee Lake was greatly reduced, along with Falls Lake further downstream. The water levels of these lakes, also on the Avon River system, are dammed and controlled by Nova Scotia Power for electricity generation. Also, the Rotary Club resumed renting Camp Mockingee to other youth groups and asked PCC to avoid using the facility at those times. After-school on-lake training continued there, but with considerably less availability and water.

It is unlikely Camp Mockingee will be available to PCC in the future. The PCC needs to find a new location at which to operate, and where there are no buildings to use, it will need to acquire temporary structures (shipping containers, mobile buildings, water and sewer tanks, event tents, etc.) sufficient for summer activities for over 100 youth.

The PCC is also in a search for a new head coach. The uncertainty about the lake and location is making the recruiting process more difficult. The choice of lake will affect the commuting distance for a new coach and the attractiveness of the job.

## 2 The “business” of sprint canoe and kayak

The Pisiquid Canoe Club is a sprint canoe and kayak sport organization. The primary focus of sprint canoe/kayak is racing. All members of the club over age 8 are included in racing at some level. For youth, races are organized by age groups (under-10, under-12, etc.). Races can be intra-club or inter-club and include regional, national, world, and Olympic regattas.

An essential component of a canoe/kayak club is novice and recreational programming. Children as young as age 5 are introduced to the sport through fun summer programs that teach water and boating safety, paddling technique, physical conditioning, racing, teamwork, and healthy competition. These foster a sense of well-being, belonging, and enjoyment of active living. Some children will join a canoe/kayak club for one summer, others for many. Those who continue will participate in progressively more challenging races in a variety of crews and sprint boats.

In a vibrant club, the race and summer novice/recreational programs are synergistic. A successful race team attracts a high-caliber head coach, who will further train athletes, build capacity by training a cadre of assistant coaches, and coordinate quality summer programming. A full and happy summer program serves as the “feedstock” for future race teams, as children show interest and ability in racing and see the coaches and older race team athletes as role models.

A sprint canoe/kayak club in a large population center (e.g., Dartmouth) can sustain itself by training athletes. A rural club, like the PCC, draws on a much smaller population base. Over time, the PCC has developed its business model to provide a summer program that also serves as a very affordable summer day camp, at which parents can leave their children for full days. The PCC also added early drop-off and late pickup for commuting parents, for an extra fee.

It is difficult to discern recent trends in PCC’s membership, because so many changes happened simultaneously. The club’s membership had been on an upward trajectory from 2016 to 2019, during the tenure of the previous coach and with the clubhouse upgrade. The summer of 2020 saw many COVID-19 restrictions, but sprint canoe/kayak was one of the first sports allowed to resume after the first COVID lockdown, albeit with considerable new protocols. In 2021, there were fewer COVID restrictions, but by then, the lake water was absent. Finally, a new coach arrived late in the 2020 season.

Despite this complicated history, 2019 might be the most “normal” year on which to base an analysis. The year was the height of the club’s success, but that level could probably be attained again post-pandemic and with a new coach and water in Lake Pisiquid.

Fees have been increased since 2019, but ratios are still informative. Those who register for the summer include all paddlers, both the novice/recreational and the high-performance. In 2019, the summer registrations accounted for approximately 71% of program revenues, indicating the summer program is a very important part of the club’s viability. Summer-only memberships represented approximately 64% of all summer memberships, indicating the large contingent of novice and recreational paddlers vis a vis the high-performance paddlers, who typically also train in the off-seasons. This is a healthy balance. Figure 1 shows the proportions of registration by season over past 7 years.

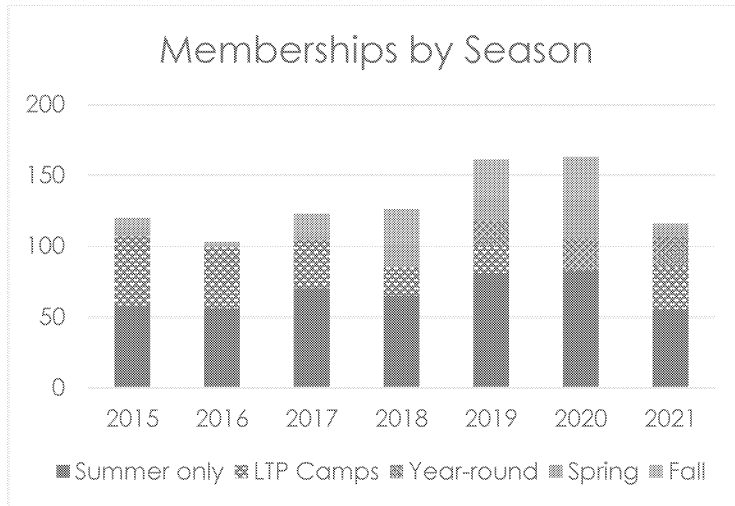


Figure 1: Membership registration by season

The novice/recreational summer membership fees are fairly affordable. For the two-month summer paddling season, the cost was \$750 (+HST) in 2021. This is for full days, 5 days per week (excluding holidays), and equates to approximately \$100/week. The summer program is viewed by many families as a healthy and wholesome summer day care program, well within reach of working families, regardless of socioeconomic status. The program is also eligible for subsidy by organizations such as Jumpstart and some families have accessed it that way. The off-season training program is likewise viewed as affordable, healthy after-school care. This affordability, combined with the proximity to a highway on-ramp, have made the club’s program accessible and valuable to many families in Windsor and the surrounding area.

Another important feature making PCC accessible is its in-town location. For those families who live nearby, it is relatively easy to get children to and from the club through the day. The club’s high visibility on the town’s waterfront and water helps keep the summer program well subscribed.

The move to Camp Mockingee in the summer of 2021 resulted in the loss of some members, but a gain of others from the Vaughan area. Retention would logically be associated with the momentum of past years and remaining COVID safety concerns. It is unclear how a relocation, temporary or permanent, would affect memberships, but maintaining the same vibrancy and accessibility of the PCC’s program will undoubtedly be more difficult.

### 3 Method

Three brainstorming sessions with the PCC’s board of directors and Lynch family members were facilitated in October 2021. These sessions produced: 1. generic (non-location-specific) operating alternatives, and 2. the minimum and optimal attributes of prospective new locations. These meetings were followed by conversations with parents of paddling youth.

The generic operating alternatives were compared based on pros and cons. Two of the alternatives were then costed.

The minimum and optimal attributes were held up as criteria for evaluating potential lake and property alternatives. The minimum attributes, or criteria, were used to assess potential temporary locations.

A scan of lakes in Hants County and within the catchment areas of the West Hants Middle School (WHMS) and the Avon View High School (AVHS) was then undertaken. Twenty-one lakes were identified and

compared against the minimum criteria. In consultation with the board and Lynch family members, eight of the lakes were short listed, with one being suitable for spring training only. These candidate lakes were further explored for potential lakefront properties from which the PCC could operate for the next 1 to 3 years. From this analysis, two lakes were selected as best suited for temporary relocation, with two back-up alternatives, should access to the first two lakes be unattainable.

## 4 Alternatives

Generic operating alternatives and alternative lakes for near-term, temporary relocation are identified and evaluated in this section. The incremental costs of temporary relocation are also estimated.

### 4.1 Alternatives for near-term operation

The following alternatives for near-term operation and temporary relocation all include a return to the PCC clubhouse in winter (Dec-Mar) for dry-land training, which would be more economical than moving the gym equipment and leasing temporary structures year-round. The area surrounding the Windsor clubhouse includes running trails, food services, and other amenities. It would also reduce school bus changes and winter driving for most families.

**Alternative 1:** Repeat the procedure used in 2021 (i.e., Shey Lake spring training, Mockingee Lake for summer camps & fall training, PCC clubhouse for winter training), though likely at different lakes.

With the sudden loss of lake water in 2021 and no communication about if and when the lake would be restored, PCC had no choice but to relocate its operations on an ad hoc basis. Conducting spring training on Shey Lake was not new; the water level of Lake Pisiquid is very low for a month every spring. Seeing little hope for change by summer, the PCC then moved summer operations to Camp Mockingee and remained there for fall training. The 2021 solution was far from optimal, but could be repeated, if necessary, though Camp Mockingee would not likely be available again. Furthermore, the dammed lake’s water level dropped dramatically in early September. This is a routine practice; Nova Scotia Power lowers the lake level in early September to inspect its hydroelectric dam and do maintenance if required. Reliable water is a minimum criterion for choosing a lake.

Table 1: Operating Alternative 1- Repeat 2021 - Pros, Cons

Pros	Cons
Gym is ready	Reduced club visibility
Winter location convenient	Damage to club brand as having no home base
Clubhouse lease for winter is in place	Large amount of uncertainty, feelings of impermanence greatest
Low cost for winter	Cumbersome, time consuming, additional work and stress on coaches and volunteers
Operationally familiar	Hard to attract new head coach, may need more compensation
On school bus routes	More moving of fragile boats
Club stays alive	Loss of identity with home lake
Flexibility	Increased barriers to participation, transportation costs for families (e.g., commuting to Vaughn from Windsor and back twice daily)
Buys time while club waits for news on Lake Pisiquid	Switching school buses mid-year is difficult
Repeatable and adjustable	Families cannot plan for the summer location
Less commitment	
Winter programming well set up	
Spring training for 2022 can be quickly planned	

This alternative would require the following temporary structures, largely for the summer operation, assuming there are no buildings available for use:

- 6 shipping containers,
- Office trailer,
- Washroom trailer sufficient for 100-120 people,
- Freshwater and sewage tanks, and
- Shelters (event tents).

**Alternative 2:** Lease vacant land for the on-water season (Apr.-Nov.), lease temporary structures, return to PCC clubhouse for the winter (Dec.-Mar.).

This alternative entails one move to, then from a temporary location per year. It also requires finding one lake and property suitable for all three of the on-water seasons. This alternative would need the same temporary structures as Alternative 1.

*Table 2: Operating Alternative 2 – Lease vacant land Apr.-Nov. - Pros, Cons*

Pros	Cons
Allows a return to Windsor with no long-term commitment	Club’s “Pisiquid” identity diminished
Allows time for a permanent solution to be found, if needed	Lake property must be found and prepared quickly for 2022 season
Improves medium-term planning for parents and coach	Access will be an issue
Fewer bus route changes required	Need to change bus routes midyear
Less moving of fragile boats	Potential increase of travel time
Storage stability	Inconvenient for parents
Potential to be a permanent location, if needed	Set/up take down necessary each year
Winter facilities in Windsor are good and close to school bus routes, other facilities	Land preparation may be needed
	Security needed

**Alternative 3:** Lease of lake property with buildings.

This alternative would entail finding a suitable property with buildings. It may include an option to stay for the winter season.

*Table 3: Operating Alternative 3 - Lease land with buildings Apr.-Nov. - Pros, Cons*

Pros	Cons
Being more settled has appeal	Need to choose and modify location quickly
May increase market reach	Surrounding infrastructure may be lacking
May improve member and staff retention (vs. Alt. 1, 2)	Optics of PCC as “having moved”
Could become a permanent location	Extra 3 months per year of lease costs likely
If buildings are winterized, may be able to stay all year, at least some equipment can stay.	There are very few suitable properties available
If all year, only one move needed, and no change of bus routes needed	If used all year-
	Travel on rural roads in winter
	Gym needs to be moved/built

This alternative may need some temporary structures to augment existing buildings. These might include storage containers and portable washrooms, depending on what buildings were available on the property.

#### 4.1.1 Incremental costs of temporary relocation and operation

Alternative 2 and Alternative 3 are costed below. Alternative 1 is familiar but quite unfavorable operationally, so will be considered a backup only. The other alternatives are possible, assuming funding can be arranged, so the backup should not be needed.

##### 4.1.1.1 Cost of leasing a vacant property

The costing of Alternative 2, to lease a vacant lakefront property for the on-water season (Apr.-Nov.) each year, is shown in Table 4. Quotes for leasing temporary structures for a 9-month period were gathered. The lease cost of a property was estimated based on the price of an equivalent property recently sold on a nearby lake. The lease payment was calculated two ways and the results averaged.<sup>1,2</sup> A nine-month lease of the land is assumed, though to reserve the property all year, twelve months might be necessary. Nine-month leases on structures would be more economical than twelve, given the lease rates and delivery costs.

Table 4: Estimated cost of Alternative 2 – lease vacant property

Incremental cost - Alternative 1 - Vacant land Spring/Fall/Summer seasons Return to Pisiquid for Winter			
	Cost/unit	Qty	Cost/year
Land lease (per month)	\$1,300	9	\$11,700
Structures:			
Storage containers (each, 9 months)	\$7,222	6	\$43,332
Office trailer	24,512	1	24,512
Washroom trailer	16,159	2	32,317
Water & sewage container box	5,682	1	5,682
Event tents:			
40x60 (9 months)	73,370	1	73,370
20x20	47,265	1	47,265
Total leasing costs (including land)*			238,179
Transportation of boats and equipment (each move)	950	2	1,900
Incremental operating costs per year:			
Advertising			400
Electricity			500
Water/sewage delivery and removal (per summer month)	1,553	2 + 6@1/3	6,179
Mileage, if remote location (per km)	0.55	40k/day	3,960
Telephone (per month)	100	9	900
Total incremental operating costs per year			11,939
Transportation program (per day)	714	43	30,708
<b>Total cost, per year</b>			<b>\$ 294,426</b>
Land preparation, if needed			45,000
<b>Present value of 3-year costs, including land preparation</b>			<b>\$ 879,099</b>

\*Equipment lease costs include delivery and return charges, insurance on equipment, HST.

<sup>1</sup> The lease payment was estimated using the \$165,000 price of a 3.4-acre property recently sold on nearby Armstrong Lake. The discounted cash flow method calculated monthly payments for 20 years, at a discount rate of 2.8%, which is the average of the fall 2011 NS Municipal Finance Corporation 20-year debenture rate and a commercial 10-year term mortgage rate. The income statement method estimated the costs to a lessor and calculated the payment that would yield a 5% annual return on investment. These two payment calculations were then averaged.

<sup>2</sup> The PCC's existing clubhouse is on land owned by the Windsor West Hants Municipality and leased for \$1 per year.

The cost of a temporary summer transportation program is included. This would include a bus and driver to transport youth from the Windsor clubhouse to the temporary location and back each weekday in July and August. Providing such transportation would make the summer paddling program still accessible for Windsor area families who would not otherwise be able to continue with PCC because of its out-of-town location.

Incremental operating expenses are also estimated. There will be additional utility costs of operating a temporary location, but those will be somewhat offset by savings at the Windsor clubhouse. Additional promotion and advertising will be needed to help overcome the loss of visibility of the downtown location. Advertising in a brand-new community, such as Chester or Mount Uniacke, may help bolster the membership numbers, which may decline as a result of leaving Windsor. The estimated cost of temporary relocation is \$294,426 per year, plus \$45,000 for land preparation costs.

The costs are incremental and per year. Land preparation costs would be incurred if an uncleared lot were leased, thereby requiring this work. The assumption is the PCC would return to the same property for each year it needs a temporary location, so land preparation is assumed to be a one-time cost. The present value of costs for a three-year relocation, including land preparation, is \$879,100.

#### *4.1.1.2 Cost of leasing a property with buildings*

Prospective properties with buildings vary in terms of structures and acreage. The PCC has identified a property with buildings for sale on Lake Zwicker that would fit Alternative 2 (leasing a lake property with buildings), so this alternative will be costed using that property as a model. The property (1011 Hwy 14) is a 6.4-acre waterfront property with a large house, a barn, and two storage sheds. The PCC board estimates they would need to add one storage container, one washroom trailer, and 2 event tents to meet their needs for the on-water season.

The cost of leasing a property with buildings is shown in Table 5. Since a property lease has not been negotiated, the monthly payment was calculated three ways<sup>3</sup> and averaged. As with Alternative 2, a return to Windsor for the winter is assumed, but it is likely a 12-month lease of the property would be required. Temporary structures are costed on a 9-month lease basis, which would mean the larger boats, at least, would likely need to be returned to the Windsor location for the winter.

Some incremental operating costs will be the same as Alternative 2, and some different, such as renter insurance, electricity for heating in winter, and property maintenance.

The annual cost of Alternative 3 is estimated to be \$308,427. The present value of the 3-year costs is \$873,765.

#### *4.1.2 Summary of operating alternatives for the near-term*

The three-year present value costs of Alternative 2 and 3 are nearly equal (\$879,100 vs \$873,765, respectively). While a built property would be more expensive to lease, the more buildings there are, the fewer the needed temporary structures. The leasing and transport costs of temporary structures are quite high and vacant land would need many.

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<sup>3</sup> The discounted cash flow method and income statement method were as described for Alternative 2 but based on an estimated price of 1011 Hwy 14 of \$1,262,500 and additional lessor costs. The third estimate was a quote gathered for a year-long rental of a large Vacation Rental by Owner (VRBO) property on nearby Falls Lake, excluding fees.

Table 5: Estimated cost of Alternative 3 - lease property with buildings

Incremental cost - Alternative 2 - Land with buildings Spring/Fall/Summer seasons Return to Pisiquid for Winter			
	Cost/unit	Qty	Cost/year
Land and building lease (per month)	\$9,200	12	\$110,400
Structures:			
Storage container (9 months)	7,222	1	7,222
Washroom trailer (9 months)	16,159	1	16,159
Water & sewage container box (9 months)	5,682	1	5,682
Event tents:			
40x60 (9 months)	73,370	1	73,370
20x20 (9 months)	47,265	1	47,265
Total leasing cost (including land) *			260,098
Transportation of boats and equipment	950	2	1,900
Incremental operating costs per year:			
Advertising			400
Electricity			930
Building maintenance			736
Grounds maintenance			1,000
Renter Insurance			1,620
Water/sewage delivery and removal (per summer month)	1,553	2 + 6@1/3	6,181
Mileage, if remote location (per km)	0.55	40k/day	3,960
Telephone (per month)	100	9	900
Total incremental operating costs per year			15,727
Transportation program (per day)	714	43	30,702
<b>Total cost, per year</b>			<b>\$ 308,427</b>
<b>Present value of 3-year costs</b>			<b>\$ 873,765</b>

\* Equipment lease costs include delivery and return charges, insurance on equipment, HST.

Alternative 2 provides the PCC maximum flexibility to return its operations to Lake Pisiquid, if and when the lake is restored to freshwater. Vacant properties are more plentiful than those with buildings. If the PCC is forced to make a permanent move in the future, any temporary location may be a good candidate for a permanent location. In that case, building a purpose-specific clubhouse, outbuildings and grounds would be easier on a vacant property. Since the future is uncertain, flexibility is valuable.

Alternative 3 would be a more ready-made solution, assuming less would need to be done to prepare a built property before spring activities. Also, due to supply chain problems, there is a dearth of temporary structures for lease, so a property with buildings can alleviate the challenges of sourcing multiple shipping containers and trailers. Finally, a landscaped and built property would feel more settled and comfortable for paddlers and staff in the near-term, but if it eventually became a permanent location, existing structures would constrain the design of a permanent facility.

If a temporary solution is not ready by April 2022, spring training at Shey Lake would likely be available to the club once again. Although going there for the spring is far from optimal, it would give the PCC a few more months to set up at another lake before the summer program begins in July.

## 4.2 Lakes for temporary relocation

For the sport of sprint canoe/kayak, a lake needs to be long, with fresh water that is protected from wind. The area used needs to be without much other boat traffic or have ample space for both motorized boats and sprint boats to operate without capsizing the light, unstable sprint boats.

### 4.2.1 Essential attributes

A complete list of essential attributes (minimum and optimal) was compiled at the outset of the study. They are shown in Table 6. These attributes will serve as criteria for selecting a location for the PCC. For the near-term operation/temporary location, the minimum essential attributes were adopted as selection criteria.

Table 6: Essential attributes

	Minimum	Optimal
<b>Lake</b>	2000m length Motorized boats permitted Limited boat traffic or room for both sprint boats & recreational motorboats Reliable depth <sup>1</sup> Area for 4-5 lanes (500mx36-45m) Sheltered from wind Clean water Space for dock with capacity for 15+ people and a war canoe	2000m length + 5000m or more for endurance training Motorized boats permitted Low boat traffic Reliable depth Area for 9-lane, 1000 m racecourse (1000x81m) Low currents & winds Sheltered area for beginners & small kids Area for swimming Space for multiple large docks Not highly populated with cottages/homes Visible to community
<b>Property (land)</b>	Sufficient waterfrontage for dock 3 acres (less is ok if located close to other services/facilities) Room for 100-150 kids Boat launch area Grassy field for sports Boat storage close to lake Secure location Parking area Space to park boat trailers Nearby area for running	Large waterfrontage Room for clubhouse with extra land (5+ acres) Boat launch area Flat for dock install & boat transport Beach Shade Area for parking Hiking/running trails
<b>Structures</b>	Boat storage Washrooms for 100+ Shelter from sun/rain (e.g., event tents) Space for day-camp program Secured area Recreation space Heat/electricity Boat repair space	Clubhouse with outbuildings Meeting space Locker rooms Coach space Eating area for paddlers Fenced in parking lot Trailer storage area Gym Rental space for revenue generation Outdoor shelters Rolling racks with flat access Boat launch Racecourse Bright/windows Winterized Easy-access boat bays
<b>Access</b>	Within 20-30 kms from Windsor AVHS catchment area On a school bus route	Near or in Windsor Easy access from main road, walking distance from school bus route

	Minimum	Optimal
	Walking distance from a main road Easy access for WH residents Easy access for working parents (drop-off/pick-up) Near or en route to population center	Extra parking for events (regattas) Serviced, year-round road Fully accessible

<sup>1</sup> Depth needs to be at least 1 metre above vegetation and be free of hazards, such as rocks and sandbars.

#### 4.2.2 Lakes suitable for temporary relocation

Twenty-one lakes within a broad radius of the PCC clubhouse (the location common to all members and staff) were scanned and measured against the minimum lake and access criteria. The search area was restricted to the West Hants Middle School and Avon View High School catchment areas. These schools service all of West Hants. Much of the WHMS area overlaps with that of AVHS, but the latter has an agreement with the Chignecto-Central Regional School Board for transportation to parts of East Hants. Remaining in West Hants is important to the PCC board, and this makes sense, in terms of brand awareness and population density, while remaining a rural club. Moving to a new area would risk losing some of PCC's current members and would require time to establish the club's brand in a new market. However, it could still be feasible, if a transportation program for WHMS students could be arranged.

Of the initial twenty-one lakes, eight were short-listed as "candidate lakes." It is worth noting that *none of these lakes meets all the minimum requirements*, so tradeoffs will be necessary. Furthermore, any alternative location will be less suitable for the PCC than Lake Pisiquid/Avon River when filled with freshwater.

Table 7: Candidate lakes, organized by suitability

Spring/fall training	Summer program	Full on-water season (April-November)	All short list lakes
Lily Shey (spring only) Mockingee Zwicker	Falls Lily Mockingee Pentz Pigott Uniacke Zwicker	Lily Mockingee Pentz Pigott Uniacke Zwicker	Falls Lily Mockingee Pentz Pigott Shey (spring only) Uniacke Zwicker

Each of the eight "candidate" lakes are described below, including possible properties on which the PCC could set up, and are compared against the minimum lake, access, and property criteria. The descriptions that follow are organized by region.

##### 4.2.2.1 Windsor-Falmouth area

Other than Lake Pisiquid, there is only one lake in the Windsor-Falmouth area suitable for sprint canoe/kayak activities. The pros and cons of temporarily relocating within the Windsor-Falmouth area are as follows:

Pros

- Close to PCC and Windsor
- Draws directly from the most populated area of WHMS/AVHS catchment
- School bus service is available

Cons

- There is no lake in the area suitable for the whole on-water season.

Shey Lake was short-listed as a candidate lake but for spring training only.

4.2.2.1.1 Shey Lake

Shey Lake is located 10 min/5.5km from the PCC,<sup>4</sup> in Falmouth. It is a very small lake (680x110m and 50m at the narrows),<sup>5</sup> but it is where the PCC has conducted spring training while Lake Pisiquid is drained for spring fish passage and aboiteau repair each year. School buses stop at nearby 172 Payzant Bog Road.

The property at the south-west end of the lake is owned by Brison Developments, a long-time supporter of the PCC, which permits them its use. The area is too small to offer summer programming, and the lake is not long enough for fall training. Other properties around the lake are owned either by private citizens or by Glooscap Developments Ltd.<sup>6</sup> All are zoned GR – General Resource.

Table 8: Shey Lake, Falmouth

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	N	Within 20-30 km of Windsor	Y	3 acres (less if close to other services/ facilities)	N
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	Y	Sufficient waterfront for docks	N
Motorized boats permitted	Y	Easy access for DO/PU	N	Space for dock with capacity for 15+ people/war canoe	N
Limited boat traffic or room	N	Walking distance from main road/bus route	Y	Room for 100-150 kids	N
Sheltered from wind	Y	Near (or en route to) population center	Y	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	N			Grassy field for sports	N
Clean freshwater	Y			Secure location	N
				Parking area	N
				Space to park boat trailers	N
				Boat storage close to lake	Minimal

While Shey Lake is a candidate for spring training, a more one-size-fits-all lake would be preferable, because moving to several locations throughout the year is taxing for staff and volunteers, risks damage to equipment, and rearranging school bus transportation is complicated.

4.2.2.2 Vaughan area (Vaughan and Upper Vaughan)

Of the areas under consideration for summer programming, Vaughan is the only one situated in West Hants. The PCC and Windsor have had a 46-year relationship, and the PCC leases its current location from the West Hants Regional Municipality. Windsor and the Vaughan area are well known to one another. Windsor is the closest municipality that provides such amenities as the hospital, high school, government services, and shopping. The properties around the Vaughan and Upper Vaughan lakes are mostly zoned GR – General Resource.

<sup>4</sup> Distances and travel times have been estimated using Google Maps.

<sup>5</sup> Lake sizes have been estimated using Google Earth.

<sup>6</sup> Property ownership information is from <https://novascotia.ca/sns/access/land/property-online.asp>.

The pros and cons of temporary relocation to the Vaughan area are as follows:

Pros

- PCC is largely known to the population of the Vaughan area.
- The Vaughan area is fairly well known to people in Windsor and the surrounding area.
- The lakes are within the catchment area of both WHMS and AVHS.
- Locating on-water paddling programming in the Vaughan area may enable PCC to attract new paddlers from the surrounding area and possibly the Chester area as well. The population of the Chester area is approximately 1,600.<sup>7</sup>
- The PCC summer program was offered there in 2021, so it may be somewhat familiar to local residents.

Cons

- The Vaughan area is somewhat remote. For most parents, the drive from and back to the Windsor area would not be en route to/from work.
- The visibility of the club and its programming would be significantly reduced.
- The population of the surrounding area is approximately 700, versus a population in the Windsor and surrounding area of approximately 5,000.
- It may be difficult to attract a head coach, since many candidates reside in HRM, near the large canoe/kayak clubs.
- Health services are 20 kms or more away.

Three lakes in the Vaughan and Upper Vaughan area have been short-listed: Falls Lake, Mockingee Lake, and Zwicker Lake.

#### 4.2.2.2.1 Falls Lake

Falls Lake is 23 mins, 22k from PCC along Hwy 14, in Vaughan. Its size is approximately 2400x500m. Much of the land around Falls Lake is privately owned and built on or being developed. It will be a densely populated lake. Along Pioneer Drive, a gravel road on the west side, there is a Windsor West Hants boat launch area 5km in, which may be large enough for spring/fall programming, but it is 5 kms from the New Russell Road and bus service. Further along Pioneer Drive is Falls Lake Cottages and Campground, which has an area sufficiently big for the summer program, but it is very remote for drop-off/pick-up. Also, it is well used and so would not likely be available to the PCC.

On the south end of Falls Lake, along the New Russell Road, is the Falls Lake Provincial Park. Access to it is good, but it is a small area, too small for a summer program, but perhaps sufficient for spring/fall training. Falls Lake is on the Avon River system and its lake level is controlled by Nova Scotia Power with a dam. Its water level would not be reliable, especially in the fall.

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<sup>7</sup> Populations are estimated using [www.freemaptools.com](http://www.freemaptools.com) and are based on 2016 census data.

Table 9: Falls Lake, Vaughan

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	Y	Within 20-30 km of Windsor	Y	3 acres (less if close to other services/facilities)	Y
Reliable depth	N	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	Y	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	N	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	N	Walking distance from main road/bus route	tbd <sup>1</sup>	Room for 100-150 kids	Y
Sheltered from wind	N	Near (or en route to) population center	N	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

<sup>1</sup> This would depend on the site selected. Only the Falls Lake Provincial Park site would be accessible from the bus route.

#### 4.2.2.2.2 Mockingee Lake

Mockingee Lake is located 21 mins/24 km from PCC along Hwy 14. Its size is approximately 1800x700m.

The lakefront properties on the eastern side of the lake lie between the lake and Hwy 14 or Lakeview Crescent. Most are privately owned and with buildings. Wile Settlement Road runs from New Russell Road along the western side of the lake, and school buses travel along this road to civic # 973, beyond the length of Mockingee. The second property in from New Russell Rd (PID 45202740, surnames ██████████) is undeveloped and would have relatively easy access by bus and for pickup and drop off.

On the southern end of the lake, in Upper Vaughan, is 48.5 acres of land owned by the Rotary Club. They operate Camp Mockingee on part of this land. Some of the Rotary Club land and lake frontage may be available for sale to the PCC or the municipality of Windsor West Hants for the PCC's use. The school buses would drop students off at the Lakeview Crescent and Smeltzer Road intersection. A walk from there to Camp Mockingee is approximately 800 m.

Mockingee Lake is approximately 28 mins/38 km from Chester, so new members from that area would be possible with promotion, though the number would likely be small. The Chester area has an estimated population of 1,600 and ample water sports nearby.

Mockingee Lake is on the Avon River system and its water level is controlled by Nova Scotia Power and lowered in the fall.

Table 10: Mockingee Lake, Vaughan-Upper Vaughan

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	N	Within 20-30 km of Windsor	Y	3 acres (less if close to other services/facilities)	Y
Reliable depth	N	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	Y	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	Y	Walking distance from main road/bus route	Y	Room for 100-150 kids	Y
Sheltered from wind	N	Near (or en route to) population center	N	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

#### 4.2.2.2.3 Zwicker Lake

Zwicker Lake is 21min/25 km from PCC along Hwy 14, in Upper Vaughan. Its size is approximately 1,940x350m (200m at narrows, 550m at widest), plus a river that may be suitable for sprint boats. Most of the northern half of the lake is surrounded by houses and cottages. An exception is a pair of undeveloped properties (PID 45363303 and 45061371) near civic address 1163 Hwy 14 and 59 Lakeview Crescent, which together form over 3 acres with Lakeview Crescent in between. They are owned by Nova Scotia Power.

The southern end is considerably less populated. At 1011 Hwy 14, there is a 6.4-acre waterfront property with buildings for sale (owner surnames: ██████████). Nearby are a couple more private properties (civic #959, ██████████) and (#923, ██████████); then PID 45192903, which has 9 acres of undeveloped land with a mix of marsh and lake frontage, registered to the Trustees of Upper Vaughan Community Hall.

The area along the south-west quarter of the lake is owned by Timberlands Holdings Ltd. of Hantsport, NS. There is only woodland there and access to it is difficult. Housing around the southern half of the lake is relatively low-density, but new lots are being leased to the public, so cottages will likely begin populating that end of the lake.

In general, Zwicker Lake is difficult to access except via private property. The north end of the lake is densely populated, the south end more open but access to the lake from public roads is very limited. WHMS and AVHS buses will service lakefront properties via Hwy 14 and Lakeview Crescent. Chester is approximately 24min/32km away.

Zwicker Lake has reliable depth. Although it is on the Avon River system, a permanent dam with a fish ladder has been built by the local landowners' association at the downstream end. It is no longer a hydroelectric dam.

Table 11: Zwicker Lake, Upper Vaughan

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential <sup>1</sup>
2000 m long	Y	Within 20-30 km of Windsor	Y	3 acres (less if close to other services/facilities)	Y
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	Y	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	n/a <sup>2</sup>	Walking distance from main road/bus route	Y	Room for 100-150 kids	Y
Sheltered from wind	n/a <sup>2</sup>	Near (or en route to) population center	N	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

<sup>1</sup> Specifically, 1011 Hwy 14, or possibly PID 45192903, depending on quality of its waterfrontage.

<sup>2</sup> For some of the lakes, these conditions could not be assessed because of the time of year this study was done. As a temporary location, the PCC would be able to learn about the characteristics of the lake through the year, which could inform a longer-term decision.

#### 4.2.2.3 Lakelands area

Lakelands is just beyond the border between West and East Hants along Highway 1. Lakelands is in East Hants, so locating there would involve a different municipal government. However, WHMS and AVHS buses service Highway 1 to Hwy 202 (South Rawdon Road), turning there toward Rawdon, so both schools' students would be able to get to a lake that is within walking distance of the border.

Together, Lakelands and Mount Uniacke have a population of approximately 1,600. The properties around the lakes are zoned LR - Lakefront Residential.

#### Pros

- Lakelands is between Windsor and HRM, so for parents commuting to the city, it is en route to work and home.
- Operating in Lakelands may expand the market of the PCC, bringing in additional youth from the Mount Uniacke School (P-9) catchment area.
- It may be easier to attract a head coach, since many candidates reside in HRM, near the large canoe clubs.

#### Cons

- The PCC brand and programs will not be well known in this area.
- There may be some competition with the Sackawa Canoe Club, located 28 km away, in Lower Sackville.
- Hospital services are 20 kms or more away.

There are two shortlisted lakes in Lakelands: Lily Lake and Pigott Lake.

4.2.2.3.1 Lily Lake

Lily Lake is 22 min/25km from PCC, in Lakelands, just over the border with East Hants. Its dimensions are approximately 1400x380m (200m at the narrows).

Access to the lake may be possible via Avon Boat Club Road, where there is an RV campground, approximately 200m from Hwy 1. The buses would stop at or near Avon Boat Club Road. The campground is zoned LR and registered in the name of the Avon Boat Club, the agent for which is [REDACTED]

There is also a large, undeveloped property nearby, civic address 1234 Hwy 1. It is privately owned [REDACTED] and zoned LR. This property has a large amount of water frontage that is adjacent to that of the Avon Boat Club. There would be bus service to this property. The property could also be accessed via Avon Boat Club Road, if permitted, and via Coles Road, though not by bus.

Further into East Hants is Lily Lake Road, which goes along the eastern side of the lake. There are privately owned lakefront properties on one side of the road, and [REDACTED] owns the remaining area on the other side, plus two pieces of lakefront land, all of which are vacant, the nearest being approximately 250m from Hwy 1. There are other vacant lakefront properties approximately 300m further along Lily Lake Road (civic # 57, surname: [REDACTED]; and between #61 and #73, owned by [REDACTED])

Table 12: Lily Lake, Lakelands

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	N	Within 20-30 km of Windsor	Y	3 acres (less if close to other services/facilities)	Y
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	Y	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	n/a	Walking distance from main road/bus route	Y	Room for 100-150 kids	Y
Sheltered from wind	n/a	Near (or en route to) population center	Y	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

4.2.2.3.2 Pigott Lake

Pigott Lake is 22 min/26km from PCC. Its dimensions are 1500x800m (at widest). It would be serviced by WHMS and AVHS buses along a section of the South Rawdon Road (Hwy 202). At that end of the lake (southwest), there is a privately-owned lakefront property, Lot 97-1D3 (zoned LR), that is on the S. Rawdon

<sup>8</sup> Source: Nova Scotia Registry of Joint Stock Companies

Road. It is owned by [REDACTED]. There is also possible access via Douglaswood Drive, which would be a walk of at least 800 m from a bus route, but it appears all the lakefront property is privately owned and either built or in development. Pigott Lake is otherwise difficult to access and is densely populated; it is almost completely surrounded by homes and cottages.

Table 13: Pigott Lake, Lakelands

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential <sup>1</sup>
2000 m long	N	Within 20-30 km of Windsor	N	3 acres (less if close to other services/facilities)	Y
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	N
		WHMS bus route	N	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	N	Walking distance from main road/bus route	Y	Room for 100-150 kids	Y
Sheltered from wind	n/a	Near (or en route to) population center	Y	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

<sup>1</sup>Lot 97-1D3 (privately owned, though not for sale)

#### 4.2.2.4 Mount Uniacke area

The lakes in Mount Uniacke are beyond the maximum distance from Windsor of 20-30 km, set out as an essential access attribute. They are only several kilometres beyond, so they may still be reasonable candidates. They are in East Hants, so locating there would involve a different municipal government.

This area is within the Chignecto-Central Regional School Board's catchment area. Avon View High School has an agreement with them for transport of AV students into East Hants. If necessary, an agreement between the two boards' bus garages to pick up WHMS students at their drop off location may be possible.

The area around Lakelands and Mount Uniacke have a population of about 1,600.

#### Pros

- Mount Uniacke is between Windsor and HRM, so for commuting parents, it is en route to work and home.
- Activity here would expand the market of the PCC, bringing in youth from the Mount Uniacke School (P-9) catchment area, although the PCC's brand and services would not be very familiar to local families.
- It may be easier to attract a head coach, since many candidates reside in HRM, near the large canoe clubs.

#### Cons

- Arranging WHMS student busing may not be possible.

- The PCC's brand and programs will be quite unknown in this market.
- There would likely be competition for members with nearby Sackawa Canoe Club, which may draw paddlers from this area.
- Hospital services are 20 km or more away.

There are two lakes in the Uniacke area under consideration: Pentz Lake and Uniacke Lake.

#### 4.2.2.4.1 Pentz Lake

Pentz Lake is 25min/33-39km from PCC. It is approximately 1200 x 440m. Much of the land around Pentz is owned by private citizens. The area around the lake is zoned LR – Lakefront Residential. The north-west end has a large boat launch area (17 Pentz Lake Dr.), owned by the Pentz Lake Drive Property Owners Association. Distance to this area from a Hwy 1 bus stop would be approximately 250m. The neighbouring property (“Lot 7”) is privately owned, surname [REDACTED], but it has no house or cottage built on it. There is a large undeveloped area on the north side, the owner's surname is [REDACTED]. The north side would be neither accessible to PCC youth by bus nor easy for pick-up/drop-off. The south-east end of the lake is accessible from Etter Road. Two large properties there were recently sold and are undeveloped.

Table 14: Pentz Lake, Mount Uniacke

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	N	Within 20-30 km of Windsor	N	3 acres (less if close to other services/ facilities)	Y
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	N	Sufficient waterfront for docks	Y
Motorized boats permitted	Y	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	n/a	Walking distance from main road/bus route	Y	Room for 100-150 kids	Y
Sheltered from wind	n/a	Near (or en route to) population center	Y	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

#### 4.2.2.4.2 Uniacke Lake

Uniacke Lake is 30min/31km from PCC. Its size is approximately 1100x950m. The land around this lake to the north is owned by the Province of Nova Scotia. Mount Uniacke Provincial Park is located on this property. Miller Developments Ltd. owns the land to the southeast, on which there is a golf course and restaurant (Uniacke Pines). The golf course did not operate in 2020 or 2021, due to Covid. HRM Water owns the land to the SW of the lake. An unused railway, owned by Canadian National, goes along the southern shore of the lake. Hwy 1 goes along the west of the lake, but it is a fair distance to walk to the lake, with no public access except perhaps via the provincial park. The area around Uniacke Lake is zoned OS - Open Space, except where the golf course is, where it is zoned RU - Rural Use.

There is very little private property on Uniacke Lake, and gaining access to use it, even temporarily, would likely only be by permission of the Province of Nova Scotia.

Table 15: Uniacke Lake, Mount Uniacke

Minimum attributes - lake		Minimum attributes - access		Minimum attributes – property (land)	Existing/potential
2000 m long	N	Within 20-30 km of Windsor	N	3 acres (less if close to other services/facilities)	Y
Reliable depth	Y	AVHS bus route	Y	Nearby area for running	Y
		WHMS bus route	N	Sufficient waterfront for docks	Y
Motorized boats permitted	n/a	Easy access for DO/PU	Y	Space for dock with capacity for 15+ people/war canoe	Y
Limited boat traffic or room	Y	Walking distance from main road/bus route		Room for 100-150 kids	Y
Sheltered from wind	n/a	Near (or en route to) population center	Y	Boat launch area	Y
Area for 4-5 lanes (500x36-45m)	Y			Grassy field for sports	Y
Clean freshwater	Y			Secure location	Y
				Parking area	Y
				Space to park boat trailers	Y
				Boat storage close to lake	Y

#### 4.2.3 Summary of lakes for temporary relocation

There is no lake that meets all the minimum criteria set out at the beginning of the study. Accordingly, each of the following proposed lakes have drawbacks. For temporary relocation, the two lakes that offer the most reasonable compromise are: Zwicker Lake, in Upper Vaughan; and Lily Lake, in Lakelands. There are properties on these lakes whose owners could be approached for a leasing opportunity.

Zwicker Lake is a 1,940 m long lake with a river beyond. Its water level is maintained with a new dam and fish ladder that are owned by the local landowners’ association. Its water is abundant. The wind and currents of the lake are not known at this time. Zwicker Lake meets many of the essential minimum lake criteria.<sup>9</sup> Its main drawbacks are its distance from Windsor and the loss of visibility of the PCC’s programs that a move there would entail. Accessibility and social equity issues can be overcome for the near term by arranging bus transportation from the PCC clubhouse in Windsor and back each weekday in the summer. Still, the community in and around Vaughan has a small population, and Chester is quite distant, so while some new members may be gained, there is a risk that more members would be lost over time.

Lily Lake is a smaller lake, at 1,200 m,<sup>10</sup> but as a temporary location, it has advantages. Though it is in East Hants, students of AVHS and WHMS can get to the afterschool training program by bus. It is nearly the same distance from Windsor as Vaughan, but Lakelands would be in the same direction as parents

<sup>9</sup> A bathymetric contour map of Zwicker Lake is available at <https://novascotia.ca/fish/documents/lake-inventory-maps/5-A-zwicker.pdf>.

<sup>10</sup> A bathymetric contour map of Lily Lake is available at <https://novascotia.ca/fish/documents/lake-inventory-maps/5-H-lily.pdf>.

commuting to and from HRM. Also, Lakelands and Mount Uniacke have a larger population than Vaughan. The program may be more visible than in Vaughan, being on or near Hwy 1 and in a larger community. A transportation program can similarly be arranged for Windsor and area families to be able access its summer programming. Lily Lake would be a relatively easy commute for a head coach living in HRM.

Should it be impossible to locate on Zwicker or Lily Lake, then Mockingee Lake, in Upper Vaughan, is a distant 3rd choice. Even more distant as a 4th choice, and conditional on school bus arrangements, is Pentz Lake, in Mt. Uniacke.

At 1,800 m long, Mockingee Lake has many of the same advantages and disadvantages of Zwicker Lake. However, it is on the Avon River system and the water level is controlled by Nova Scotia Power, so it is not reliable. Also, depending on where on the lake a property can be leased, it could be a fair distance for students to walk from the bus stop.

Finally, Pentz Lake in Mount Uniacke could serve as a temporary lake for the PCC in the same fashion as Lily Lake. It is 1,200 m long, 11 and the lakefront properties could meet PCC's temporary needs. It is farther from Windsor than the essential attributes set out, and WHMS buses do not serve the area. Only if a bus transfer arrangement between the Annapolis Valley Regional and Chignecto-Central Regional bus garages could be arranged for WHMS paddlers, would this be a suitable temporary lake.

Shey Lake in Falmouth could be used for spring training again in 2022, if time is needed to prepare another location while spring training is underway in April. This is far from ideal, so Shey Lake in spring is only recommended as a stop-gap measure.

## 5 Recommendations for near-term operation and temporary location

It is recommended that the Pisiquid Canoe Club explore properties on Lake Zwicker in Upper Vaughan, and Lily Lake, in Lakelands. While neither of these lakes is a perfect fit for the club's needs, either would work sufficiently well as a temporary location. It is recommended the club return to the Windsor clubhouse for its winter activities each year.

Leasing vacant land and temporary structures allows the PCC more flexibility to return to Lake Pisiquid, should it be restored to a freshwater lake, or to custom-build if required to move permanently. A property with buildings would also meet the club's needs and would be more expedient. The costs of the two operating alternatives are nearly equal, though the actual costs will depend on the specific features of a selected property. In either case, it should be understood by all parties to the arrangement that the club needs to retain the option to return to Lake Pisiquid, if and when it is restored to fresh water.

Shey Lake could be used for spring training in 2022, if the extra time is needed to prepare the new location for summer activities.

Should no properties be available to the PCC on the above two lakes, it is recommended the same procedure be followed on Mockingee Lake, and if still needed as an alternative, and suitable school bus arrangements could be made, Pentz Lake.

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<sup>11</sup> A bathymetric contour map of Pentz Lake is available at <https://novascotia.ca/fish/documents/lake-inventory-maps/5-H-lily.pdf>.

## 6 Next Steps

This interim report has focused on Objective A, to identify a near-term, temporary solutions for PCC, so it can continue operations while the fate of Lake Pisiquid is finally determined. In pursuit of Objective B - potential long-term locations, next steps will involve a more focused analysis of the PCC's strategic objectives, operations, critical success criteria, and the potential implications of a permanent move from its Windsor location to another community.

Interviews will be conducted with coaching staff, parents, volunteer coach [REDACTED] [REDACTED] (co-founder of PCC) and [REDACTED] past Commodore), and others, as appropriate.

A closer look at a "Lake Pisiquid with water" alternative will be included, at least for contrast against other locations. However, it is worth repeating that none of the candidate lakes identified in this study is as good for PCC's operation as Lake Pisiquid and the lower Avon River with reliable, fresh water. Not only are the lake and river very suitable, and why the club was located there in the first place, its location is exceptional. Being on the town's waterfront gives the club and its services unparalleled visibility. It also makes it uniquely accessible, in the broadest sense of the word. The PCC offers affordable, healthy, outdoor activity for over one hundred children each summer. It works like a day camp, which parents find an excellent alternative to daycare when school is not in session. It also serves as after-school care during the school year. The programs are affordable for families with working parents, regardless of socioeconomic status. All the other locations are far from town, at least a 22-minute drive, which will preclude some from being able to take advantage of its offerings, should a permanent move be necessary.

## 7 Summary

This interim report describes an analysis of near-term operating alternatives and lakes for temporary relocation, necessary while the fate of Lake Pisiquid is being determined. A set of operating alternatives and selection criteria for lakes and properties were identified at the outset. A scan of lakes and possible properties was conducted, and each was evaluated against the selection criteria.

None of the lakes meet all the minimum criteria, so trade-offs are necessary. Also, none of the lakes are as suitable for the operation of the PCC as was Lake Pisiquid and the lower Avon River with water. Chief among these are visibility of the club and its programs, and accessibility, both from a geographic and social equity perspective.

Of the lakes evaluated, Lake Zwicker, in Upper Vaughan, and Lily Lake, in Lakelands, represent the best alternatives for temporary relocation. Both are suitable, but both have drawbacks. If access to property on these lakes cannot be gained, distant third and fourth choices are Lake Mockingee, in Vaughan/Upper Vaughan, and Pentz Lake, in Mount Uniacke, respectively. Transportation arrangements would be needed for all these alternatives, both for when school is in session and during summer vacation.

Operationally, it is recommended the PCC lease a property for the on-water season of April-November and return to its clubhouse in Windsor for winter dry-land training. The cost of leasing a vacant property and temporary structures is estimated to be approximately \$294,426 per year, plus a one-time cost of approximately \$45,000 for land preparation, if needed (3-year present value: \$879,100, including upfront land preparation). The cost of leasing a property with buildings is \$308,427 per year (3-year present value: \$873,765). The annual costs include a daily bus from the clubhouse in Windsor and back during the summer months, so those families who depend on its in-town location can still access the club's programs. The costs of the two operating alternatives are quite close, but actual costs will depend on the features of the specific

property selected. Leasing a vacant property provides greater flexibility over time, whereas leasing a built property is more expedient.

Next steps include a more focused analysis of the PCC's operation, strategy, and critical success factors, in order to recommend a permanent location, should one be required in time. Interviews with families, coaches, and staff will be conducted. Since no lake in the region is as suitable as Lake Pisiquid and the lower Avon River with water, it will be one of the alternatives considered, as an environmentally responsible engineered solution should not be ruled out.



**WEST HANTS REGIONAL MUNICIPALITY REPORT**

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

**Submitted by:** \_\_\_\_\_  
Councillor Bob Morton

**Date:** July 12, 2022

**Subject:** Vacant Municipal Lands

**LEGISLATIVE AUTHORITY**

Nova Scotia Municipal Government Act, Section 14, Powers of Council

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

**RECOMMENDATION or DECISION REQUEST**

... that Council direct staff to complete a preliminary information report on the vacant land, PID 45003464 exploring potential scenarios including an assessment of the area to evaluate the need for additional Recreational/ Green spaces, Residential or Commercial space uses for Council to consider for the September 13, 2022, Committee of the Whole meeting.

**BACKGROUND**

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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The West Hants Regional Municipality owns approximately fourteen (14) acres of land, currently zoned Commercial, behind the Brooklyn Fire Department Station 2 in Garlands Crossing. With increased interest and demands in the market for vacant land, there may be

value in beginning a discussion on how council wishes to proceed with respects to this parcel of land.

## **DISCUSSION**

To determine an appetite to entertain a discussion and explore potential development of the land, PID 45003464.

## **NEXT STEPS**

To be determined by Council.

## **FINANCIAL IMPLICATIONS**

A staff report will not incur any financial implications outside staff time needed to complete the report.

There are no financial implications for the Region associated with directing staff to complete a preliminary information report and assessment. There will be financial implications for potential actions outside of this report, but direction will be needed from Council in order to determine costs and funding sources.

## **ALTERNATIVES**

Council can choose not to proceed with discussions with PID 45003464 and the land remains status quo(vacant), or

Council can choose to provide staff with an alternate direction.

## **ATTACHMENTS**

Property On-Line Map of PID 45003436

## **CHIEF ADMINISTRATIVE OFFICER REVIEW**

In response to previous discussions about surplus municipal lands and specifically the noted parcel an appraisal was completed on the noted lands with the exclusion of lands associated with the current fire service building and support areas. Additionally, consideration was made to allow for access from Highway 14 across the Fire Department lands. The appraisal values the lands at \$110,000.00 (479,160 ft<sup>2</sup> or 11.00 acres).

Staff have had preliminary discussions about the need for the lands for municipal proposes and this time a municipal need has not been identified.

As noted in the report future use of lands for residential, commercial or industrial should be further reviewed before a consideration of land sale is discussed. An interdepartmental review of future community needs would be a next step for the municipality as per the recommendation.

I support the recommendation.

Report Prepared by: \_\_\_\_\_

Councillor Bob Morton

Report Reviewed by:  \_\_\_\_\_

Mark Phillips, Chief Administrative Officer

Search

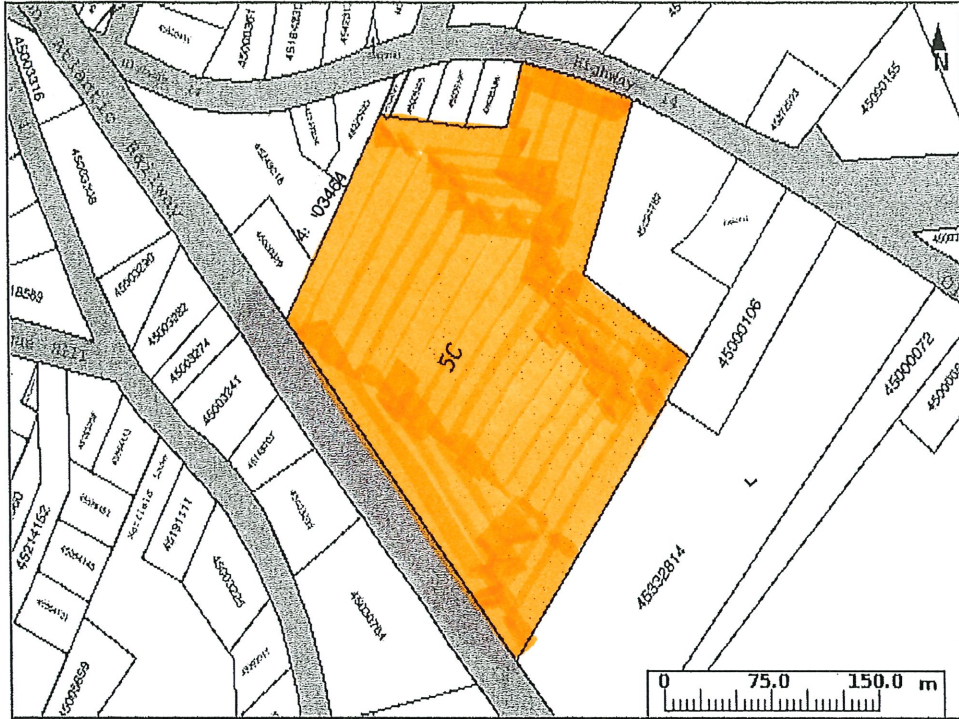
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Exit 5A off Highway 101

NORTH AMERICA'S OLDEST AGRICULTURAL FAIR

July 7, 2022

Mayor and Council  
West Hants Regional Municipality  
76 Morrison Drive, Box 3000  
Windsor, NS B0N 2T0

Dear Mr. Mayor and Council:

On behalf of the Windsor Agricultural Society this letter is to request an emergency grant in the amount of \$5,000.00.

Historically we have applied for this grant which is used to ensure the continuance of North America's Oldest Agricultural Fair however this year due to not having a General Manager we missed the deadline for your grant application. We have since formed a Management Team and are moving forward with this year's Exhibition and are hoping you will see fit to approve our request.

Thank you in advance for your consideration. If you have any questions please give me a call at 902-790-2377 or Lisa Hines at 902-798-0000.

Sincerely,

*Barb Rockwell*

Barb Rockwell, Secretary  
Board of Directors  
Windsor Agricultural Society