

WEST HANTS REGIONAL MUNICIPALITY
Committee of the Whole - Meeting Agenda Amended

February 13th, 2024 - 6:00 p.m.

In-person Sanford Council Chambers, 76 Morison Dr, Windsor, NS

Virtual via Zoom (also FB Livestream)

Agenda is subject to change due to additions that may not be able to be reflected until after the meeting.



West Hants
something inspiring awaits

1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions
 - a) Dashboard Action Items – Information Log (Pg.3)
 - b) Dashboard Action Items – Dangerous or Unsightly Premises (Pg. 9)
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
 - a) 2024-01-09 Committee of the Whole Minutes
7. Presentations
 - a) Clean Electricity – Onshore Wind – Nova Scotia Natural Resources and Renewables -Leigh-Anne Thurber and Lee Ann Crouse (2 presentations) (Pg.10)
 - b) Property Valuation Services Corporation (PVSC) Property Assessment and Capped Assessment Presentation – Paul Beazley and Rod Tremblay (Pg.33)
 - c) Windsor Township Business Association (WTBA) Update – Pierre Tabbiner (Pg. 49)
8. Unfinished Business/Postponed Motions
9. Reports
 - a. CAO Activity Update - Information Report (Pg.58)
 - b. Capital Report – December 31, 2023 - Director Rochon (Pg.61)
 - c. Financial Update Ending December 31, 2023including Water Consumption Report - Director Rochon (Pg.67)
10. Correspondence
 - a. Information
 1. Avon Causeway Activity Log as of February 13th, 2024 (Pg.71)
 2. Correspondence Received Ledger as of February 13th, 2024 (Pg.80)

- a) 2024 Update Re Regional Chairs Coordinators activities at the Provincial level for Waste Management (Pg.93)
 - b) Avon Street Erosion Society Re Registered as a Not-for-Profit Society (Pg.95)
 - c) Cathy Illsley Re Discontinuing Aquafit Classes (Pg.96)
 - d) Denise Forand Re Opposed to Rezoning PID 45215290 Riverview Drive Brooklyn (Pg.98)
 - e) Debbie Spears Re Aqua fitness (Pg.101)
 - f) Response from the Office of the Prime Minister Re Request for Ceasefire in Gaza (Pg.102)
 - g) Denise Forand Re Snow removal from the causeway highway (Pg..103)
 - h) Birth Place of Hockey Tournament Costs (Pg.105)
 - i) Amanda Dunfield Re Windsor Stormwater Municipal Storage (Pg.107)
 - j) Response from Minister Lohr Re WHRM Affordable Housing Letter (Pg. 108)
- b. Request(s)
- i. Proclamation Request Re Amyloidosis Awareness Month (Pg.109)
 - ii. HCCC #1 Letter to WHRM Re Request for Financial Support (Pg.111)
 - iii. Carrilee Eddy Re Assembly of NS Mi'kmaw Chiefs (Pg.114)
- c. Out-going Correspondence Ledger as of February 13th, 2024 - None
11. New Business
- a) Zwicker Lake - Decision Permit D2023-019 Request for Decision – Councillor Ivey (Pg.118)
 - b) 2024 Municipal Elections Returning Officer Recommendation Report - Clerk Snair (Pg. 142)
 - c) Insurance RFP – Recommendation Report – ~~Manager Gibson~~ Director Rochon (Pg. 146)
 - d) Windsor Hockey Heritage Change of Grant Request for Decision - ~~Director Kehoe~~ CAO Phillips (Pg.152)
12. Public Participation Period
13. In-Camera
- a) 2024-01-09 Committee of the Whole In-Camera Minutes
 - b) MGA 22(2)(a) Land Matter
 - c) MGA 22(2)(a) Legal Matter(s) (five topics)
 - d) MGA 22 (2)(a) Personnel Matter
14. Next Meeting Date / Adjournment – February 27th Council Meeting at 6 p.m.

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Pedestrian Signage and Barriers - 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	On-going	Beautification Strategy presentation provided at Nov, 2023 COTW mtg. PRIME has been engaged to create how the signs will look and are working on gathering suitable photos for Hantsport, Windsor and West Hants.	PW/Comm. Dev
W. B Stephens Building Design Project Management Tender Award (Municipal Office) - Draft an RFP that will look at A) the 100 King Street Building B) The 76 Morison Building and C) or an alternative new location is required to facilitate the needs of the Municipality.	2020-10-27	2022-on going Late Spring/Summer 2024	Ongoing - RFP pending	CAO
Panuke Rd Event - Event to be arranged by Mayor	2021-03-09		On-going, an event will be scheduled this year.	Mayor
Glooscap First Nation & WHRM Council Meeting - Send formal invite for a meeting to discuss many topics including reconciliation.	2021-06-22		On-going, Item remains on the Dashboard, Mayor will follow up.	Mayor
Request to Meet with Avon Causeway Gate Stakeholders - 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	Unknown	Item remains on the Dashboard, Mayor will follow up.	Mayor/CAO
Subdivision Street Lighting - Create a policy to come back to Council for review.	2023-01-10	2024	Report at October COTW, More information will be presented to Council for discussion/decisison.	PW
Waste Collection By-Law - initiate the process for consolidating the Windsor and West Hants waste by-law to remove the disparities that exist between the two.	2023-03-28	2024	Approved, staff are gathering information, a report will follow.	PW

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Sidewalk Extension from Wentworth Road to the WH Sports Complex - prepare a report on what is required to extend the sidewalk from Wentworth Rd. to the WH Sports Complex and as a second step to include extending the sidewalk to the end of the block (intersection of Wentworth and Tregothic).	2023-04-11	2024	Approved, Report to follow	PW
Short Term Rentals - Planning staff prepare a report with recommendations/regulations if appropriate for short term rentals within WHRM rentals. Report will go to PAC first.	2023-05-09	2024	Report presented at the January 23, 2024 Mtg	Plan
Noise By-Law/Peace and Good Order - staff revisit the Noise By-Law/Peace and Good Order.	2023-09-12	2024	Approved, Draft By-law and Report to follow in March	CAO
Sewer Odours - staff explore options on masking sewer odours arising from the Combined Storm/Sewer System & report back to Council with recommendations.	2023-10-10	2024	Approved, Report to follow	PW
Fresh Water Resources/Explore Ownership of the pond - staff determine if the property known as Town Pond is or was ever a public resource, further if it was a public resource but is no longer, then when and how did it transition from public to private ownership.	2023-10-10	2024-03	Approved, Verbal update provided. Ownership is private. Further title searches will require financial resources.	PW/PLAN/CAO
Dykeland Lodge Request - staff review possible options for an alternate route in and out of College Road.	2023-11-28	2024	Approved, Pending a report	PW

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<p>Bulk Water and Sewer Rebate - 1. Staff create a regional sewer rebate in the same manner as the low income residential tax rebate that includes a \$50/quarter rebate with funding avenues to be presented by staff.</p> <p>2. Staff create a regional bulk water rebate that would be similar to the low income residential tax rebate that includes a \$200/yr/residential property owner to be funded through avenues presented by staff.</p>	2023-12-12	2024	Approved, Pending report	Finance
<p>Stormwater Management - Staff come back with more information including a suggested RFP for Council to review utilizing the CBCL report and that the RFP identifies developing a stormwater mitigation plan identifying both short and longer term phased in solutions.</p>	2023-12-19	2024	Approved, See updated motion to reflect alternate procurement be used for CBCL to complete the work. Pending report and RFP	PW
<p>Asset Retirement Obligation (ARO) Policy - approves the Asset Retirement Obligation Policy RCOFN-014.00 as presented at the 2024-01-09 COTW meeting.</p>	2024-01-09	2024-01-23	Approved	Finance
<p>Region 6 Solid Waste Management 2024-25 Budget - approve the 2024-25 Operating Budget for Region 6 for the amount of \$878,660, as presented at the 2024-01-09 COTW meeting.</p>	2024-01-09	2024-01-23	Approved	Finance
<p>2024 Municipal Elections - Aletrnate voting - approves contracting and performing alternate voting for the 2024 NS Municipal and CSAP Elections to Intelivote for the quoted price of 41,075.00 plus taxes and to be funded through the Regioanal Election Reserves.</p>	2024-01-09	2024-01-23	Approved	CAO

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
2024 Municipal Elections - Alternate voting - approves the use of both alternative (electronic) voting and paper ballots as the voting methods in the 2024 NS Municipal and CSAP elections for all days (from the first advanced poll day to the close on ordinary poll day).	2024-01-09	2024-01-23	Approved, Motion was amended to reflect more accurate wording	CAO
Water and Sewer Rates - rate percentages remain status quo and further that Council rely on the consultant's expertise to determine the percentage range (around 40%) to present for consideration.	2024-01-09	2024-01-23	Approved	Finance
Floodzones - staff create a "Home Flood Protection Program" to present to Council by the March COTW meeting for viewing and or approval for budgetary implications.	2024-01-09	2024-03-12	Approved, report to follow	PW
Floodzones - develop an Emergency plan for Windsor and Hantsport Floodzones and could encompass all areas that flood (intended to be a Regional program) and may include diverting of waters from residences and present it to Council by the March COTW meeting.	2024-01-09	2024-03-12	Approved, Motion was amended. Report to follow	PW
Windsor and WH Water Utilities Detailed Audit - a water utility financial report including the volume of water that is delivered wholesale to the transmission and distribution system and the volume of water that is billed through the Finance Dept. to the retail end users be presented on a monthly basis.	2024-01-09	2024-01-23	Approved, Audit to follow	Finance

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
<p>Accessibility Advisory Committee Resident Member Appointment - Melissa Macaskill be appointed to the committee for the 2 yr term (Jan. 2024-Jan. 31, 2026).</p>			Approved	
<p>That Jennifer Davison be re-appointed to the committee for the 3 yr term (Jan. 2024- Jan. 31, 2027).</p>	2024-01-09	2024-01-23		CAO
<p>Meeting and Committee Procedural Policy RCOGE-003.00 - staff be directed to make the necessary changes to the policy as discussed at the 2024-01-09 COTW meeting.</p>	2024-01-09	2024-01-23	Approved	CAO
<p>Water and Sewer Rates - WHRM apply to the UARB to amalgamate the 2 existing water utilities (Windsor and WH) into 1 (WHRM) water utility and apply for changes in rates for water and water service, fire protection and changes to the Rules and Regulations for customers as set out by the water rate study prepared by G.A. Isenor Consulting Ltd. in association with Blaine Rooney Consulting Ltd. dated Jan. 18, 2024.</p>	2024-01-23	2024-01-23	Approved	Fin/PW
<p>Water and Sewer Rates - approve the rates for sewer service as set out in the sewer rate study completed by G.A. Isenor Consulting Ltd. in association with Blaine Rooney Consulting Ltd. dated Jan. 4, 2024 be adopted and staff prepare the necessary changes to the By-Laws and Policies.</p>	2024-01-23	2024-01-23	Approved	Fin/PW

Matter	Start Date	Deadline / Update	Status/Progress Updates	Resp.
Windsor Stormwater Management - staff meet with CBCL to expand on the initial work completed to expand the project into a phase 2 stage in the interest of accelerating the process to determine next steps and analysis of work needing to be done for a broader Windsor Storm Water Strom Water Management plan.	2024-01-09	2024-01-23	Approved, Pending a report	PW
Windsor Food Bank Funding - approves funding for the Windsor Food Bank in the amount of \$3,700/month beginning March 1, 2024 and lasting 1 year (end of March 31, 2025) to cover operating costs.	2024-01-23	2024-01-23	Approved	Fin
AV Girls Hockey All Star Game - approve an in-kind donation of ice time (approx. 3 hrs) at the WH Sports Complex for the AV Girls Hockey team to host the NS Valley High School Girls Hockey All Star Game on March 1, 2024.	2024-01-23	2024-01-23	Approved	Fin/CD
Windsor and WH Waste Collection - 1. approves a 1 yr extension to the WH waste collection and transportation contract WHPW16-51 with ReGroup effective Apr. 1, 2024 as per In-Camera discussions. 2. approves a 1 yr extension to the Windosr area waste collection and transportation contract WWHW20-19 with GFL effective Apr. 1, 2024 as per In-Camera discussions.	2024-01-23	2024-01-23	Approved	PW

Clean Electricity – Onshore Wind

Nova Scotia Natural Resources and Renewables

FEBRUARY 13, 2024

WEST HANTS REGIONAL MUNICIPALITY

Clean Electricity



Focus Areas:

- Solar Programs
- Grid Technologies & Batteries
- Renewables transformation

Clean Buildings



Focus Areas:

- Deep Efficiency Retrofits
- Net Zero Buildings
- Efficiency Programs

Clean Transportation



Focus Areas:

- Clean & Electric Transport
- Active Transportation Networks

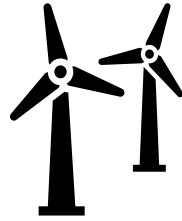
Clean Energy Branch Objectives

- ▶ **Reduce** GHGs
- ▶ Generate **rural green Jobs** and grow the inclusive economy
- ▶ Elevate Nova Scotian **leadership**
- ▶ Enhance **social equity** and **reduce poverty**
- ▶ Build **connected, safe and resilient communities** and support **healthy populations**

Clean Electricity Goals

- ▶ **80%** of Nova Scotia's energy to be supplied by renewable energy **by 2030**
- ▶ Phase out of **coal by 2030**
- ▶ **Reduce greenhouse gas emissions by 53%** below 2005 levels by 2030; achieve net-zero emissions in Nova Scotia by 2050
- ▶ Reduce greenhouse gas emissions from the **electricity sector by 95%** (from 2005 levels) by 2035.
- ▶ Build **500 MW** of local, new renewable energy by 2026; including 50 MW of Community Solar.
- ▶ By 2030 build 1000 MW of new wind, 300 MW of new solar, and about 300-400 MW of battery storage.
 - ▶ Green Choice Program procurement open now
 - ▶ Procurements anticipated in 2025 and 2027

Nova Scotia's 2030 Clean Power Plan



New Energy Resources

1. Wind
2. Solar



Smart Grid Management Tools

3. Batteries and Renewables Integration
4. Electrification and Load Management

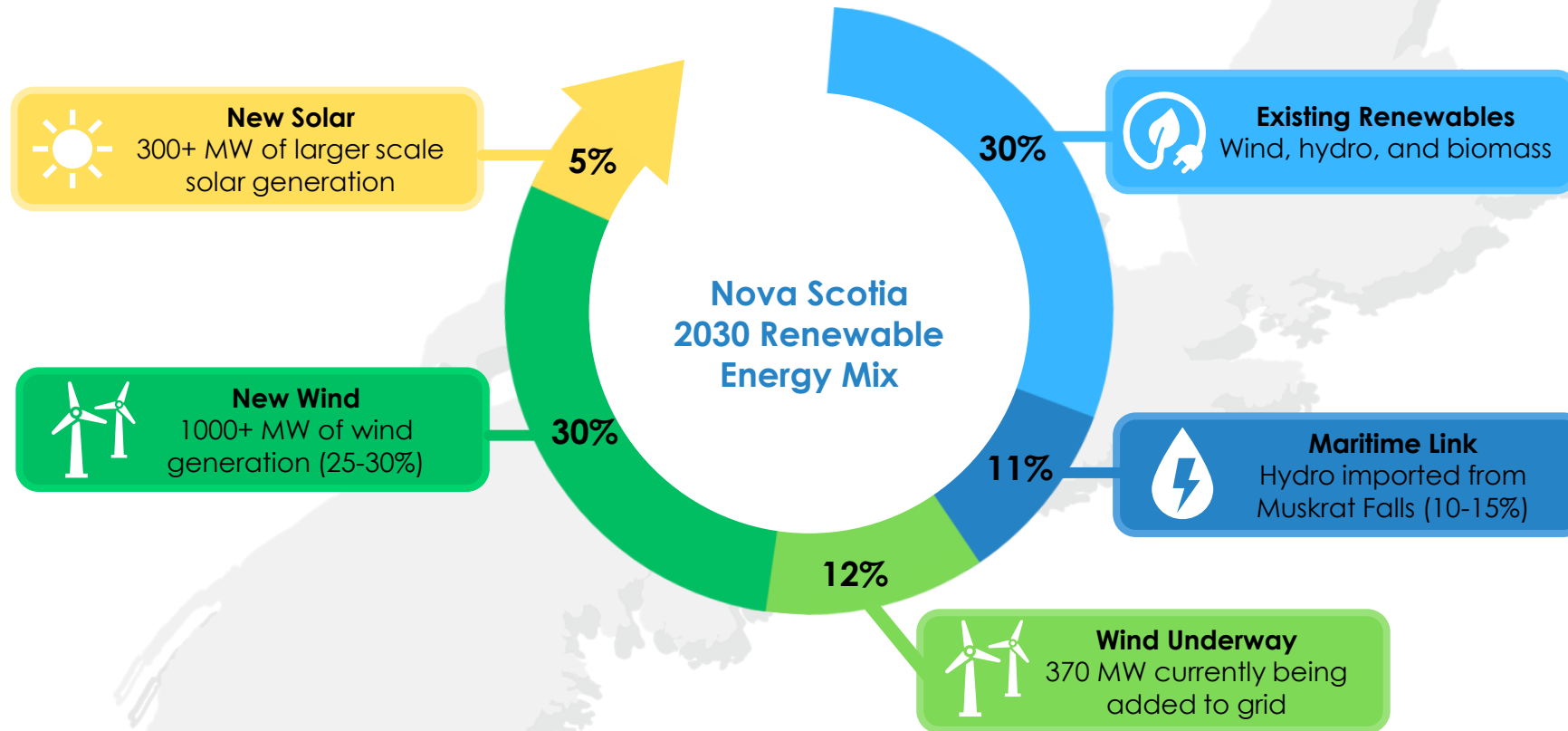


Resilience and Reliability






5. Transmission
6. Fast-Acting Generation
7. Emergency and Reliability

Nova Scotia's 2030 Clean Power Plan

Achieve 80% renewables • Close coal • Cut electricity GHGs by 90% • Improve grid resiliency



Supporting Resiliency and Reliability of the Grid

- **Batteries: 300 MW**
Innovative battery deployment underway
- **Fast Acting Generators: 300 MW**
New, dispatchable generators
- **NS-NB Tie: 500+ MW**
New 345kV reliability line to NB to help manage renewables
- **Reliability/Emergency Plants: 450 MW**
Retain 4 oil/gas units for emergency use
- **Load Management: 150 MW**
Peak management, demand response, and efficiency

Site Selection



Wind resource available



Proximity to the electrical grid



Proximity to large electrical load (e.g. city)



Set-back from residential homes



Environmental sensitivity considerations

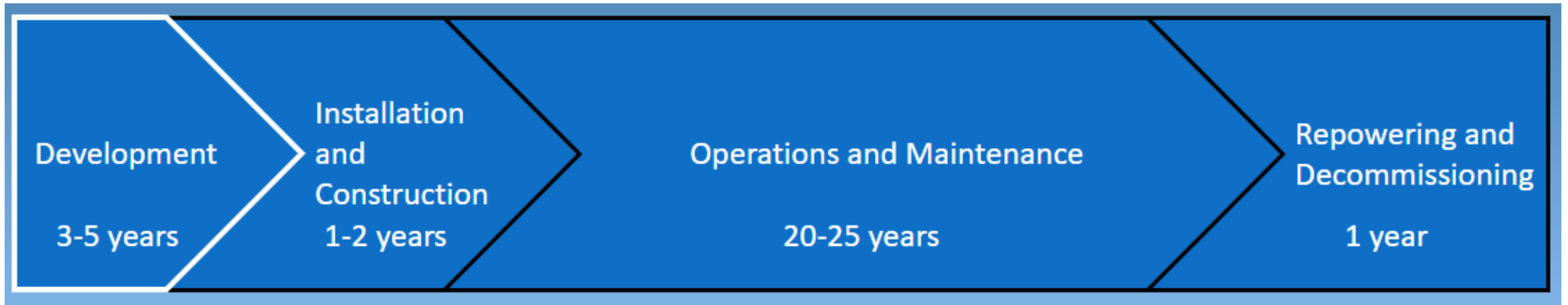


Pre-existing infrastructure (e.g. roads)



other cultural, economic, ecological and health and safety considerations

Phases of Wind Development



Projects must be technically and financially feasible to be built

Procurement and Contracts

Request for Proposals

- Minimum Criteria
- Scored Criteria
 - Price
 - Project risk and maturity
 - Local Engagement
 - Social and Economic Benefit
- Short-list interviewed
- Award

Power Purchase Agreements

- Utility and Review Board final approval
- Standard terms and conditions including:
 - financial security
 - penalties for failure to generate minimum electricity
 - sale of project
 - insolvency
 - liability
 - insurance

Hydrogen Production

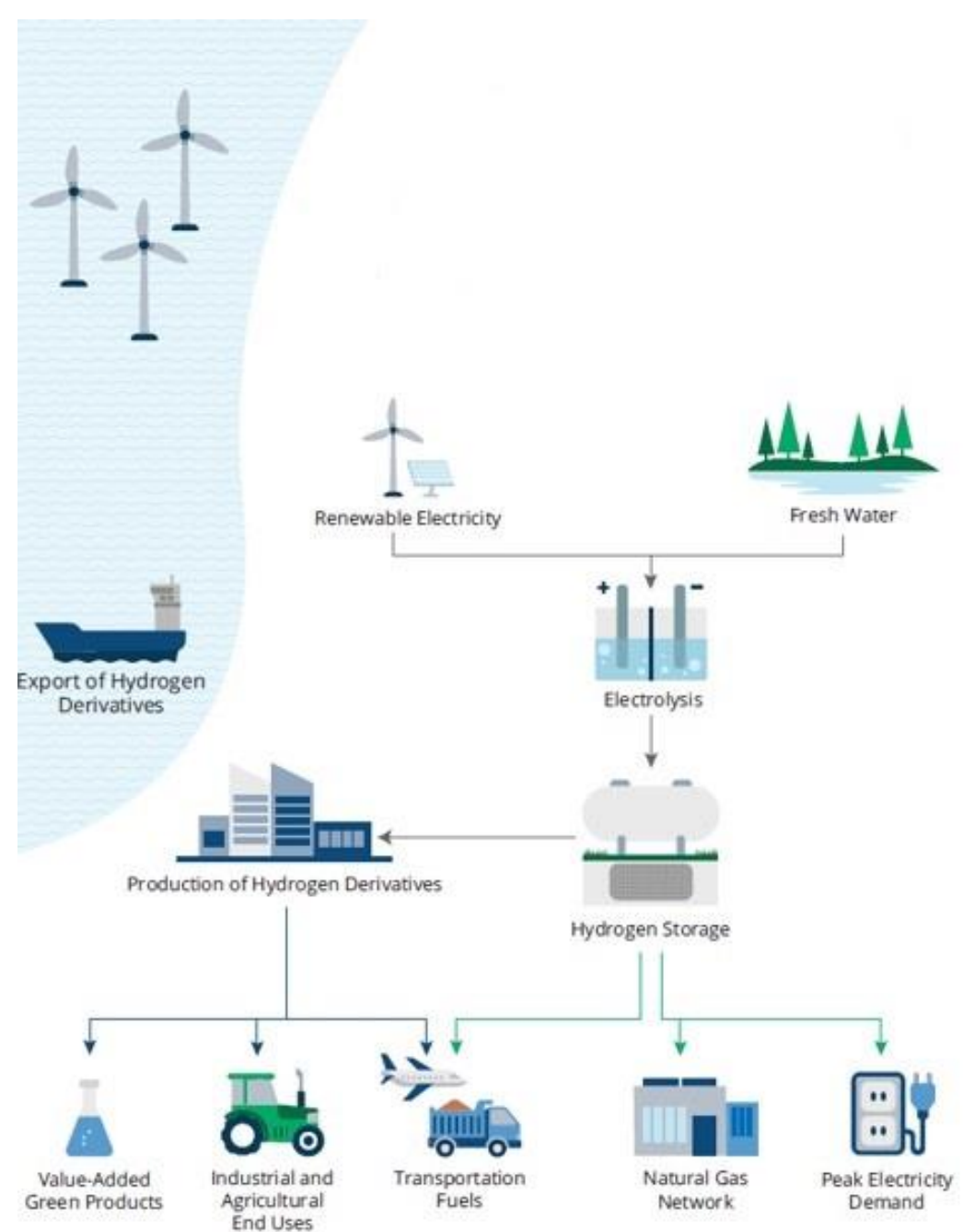
WHAT IS GREEN HYDROGEN?

Green hydrogen is a low- or zero-emission replacement for fossil fuels that is produced using water and renewable electricity.

Renewable energy is used to power the extraction of hydrogen from freshwater via electrolysis.

Green hydrogen can be stored above or below ground, and potentially used as a fuel for zero-emission vehicles and peak power generation or blended with natural gas to help reduce the carbon intensity of the natural gas system.

Can be converted to derivatives such as green ammonia, sustainable aviation fuel, and fertilizer and then used domestically or exported.



Thank you!

QUESTIONS?

APPENDIX

FOR REFERENCE AS NEEDED

Resources

Rate Base Procurement: <https://novascotiarbp.com/rfp>

Green Choice Program: <https://novascotiagcp.com/proponent-documents>

NS Climate Change Plan for Clean Growth:

<https://climatechange.novascotia.ca/sites/default/files/uploads/ns-climate-change-plan.pdf>

NS 2030 Clean Power Plan: <https://beta.novascotia.ca/sites/default/files/documents/1-3582/nova-scotia-clean-power-plan-presentation-en.pdf>

Green Hydrogen Action Plan: <https://novascotia.ca/green-hydrogen/docs/green-hydrogen-action-plan.pdf>

Canadian Renewable Energy Association: <https://renewablesassociation.ca/life-cycle/>

Nova Scotia's 2030 Clean Power Plan

Wind

Add 1,000+MW new onshore wind by 2030 (offshore potential post-2030)
Green Choice procurement has begun, more every 18 months

Solar

Net Metering now well-established and growing each year
300MW+ large Solar by 2030 - Commercial begun, Community in Fall

Batteries + Renewables Integration

300-400MW Batteries by 2030
Additional renewable integration investments for reliability underway

Electrification/Load Management

Peak Management, Demand Response and Efficiency investments
to reduce 150 MWs of peak and peak growth

Transmission

A new NS-NB Reliability Tie transmission line in service pre-2030
Potential to extend new transmission to Point Lepreau, NB by 2030

Fast-Acting Generation

300MW Hydrogen Capable/Flex-Fuel generators by 2030
Potential for 300+ MWs additional in 2030 or later

Emergency & Reliability Back-Up

450+MW Emergency/Back-up oil generators (use of existing plants)
Potential 100+ MW Coal-to-Gas conversions 2030

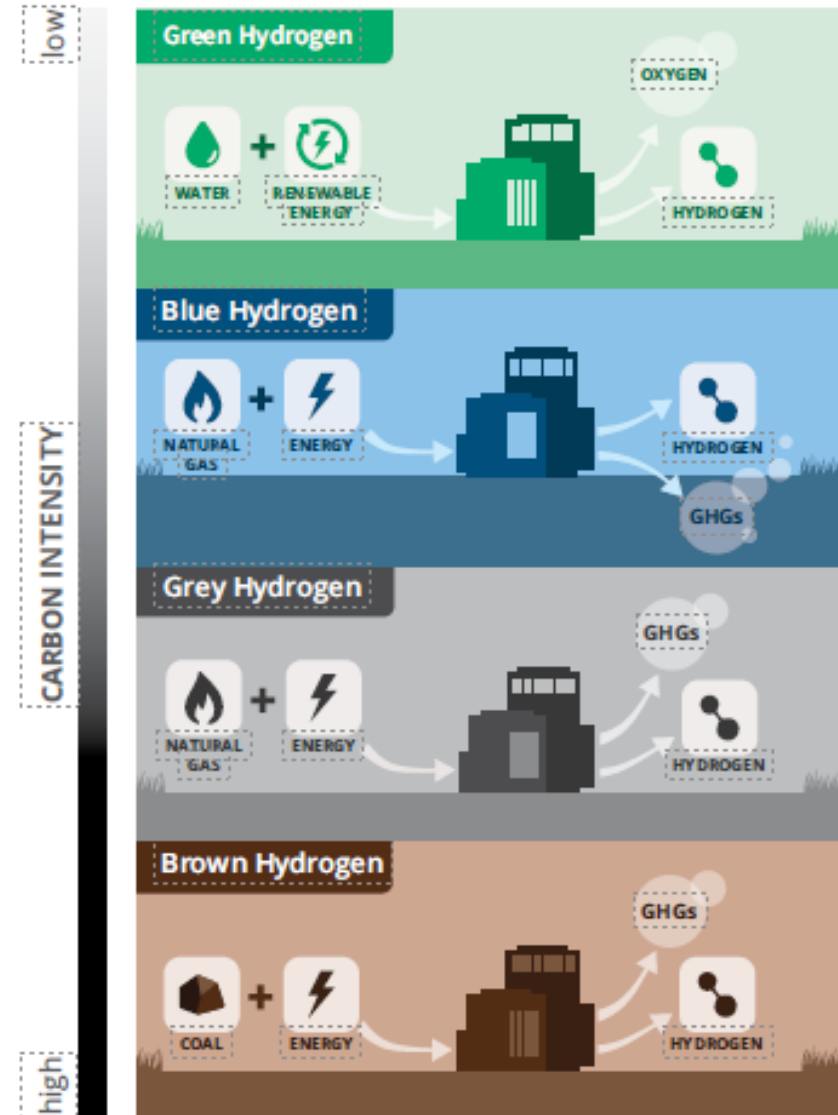
The Colors of Hydrogen

'Green' hydrogen is the form that Nova Scotia is best positioned to produce.

To make green hydrogen, an electric current generated from a renewable energy source is run through fresh water, splitting that water into hydrogen and oxygen.

Unlike blue hydrogen, making green hydrogen does not emit carbon dioxide, so carbon capture technology is not required.

Regardless of colour, all hydrogen is chemically identical, and has the same properties



Benefits of Green Hydrogen

The development of a green hydrogen sector and allied supply chains will create social and economic benefits for Nova Scotia.



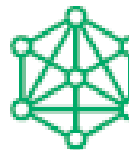
Delivering clean economy jobs for Nova Scotians



Sustainability for Nova Scotia's Industrial Sectors



Increased tax revenues



Launching export opportunities for valued-added Nova Scotian products



Supporting Infrastructure renewal



Unlocking Nova Scotia's offshore wind resource



Environmental Assessment Process

Environmental Approvals

The *Environment Act* is the main legal authority for most environmental approvals by which ECC regulates.

Three primary regulations are:

Environmental Assessment (EA) Regulations

- Describes types of projects that require environmental assessments and the assessment process
- Lists Minister's Factors for Consideration

Activities Designation Regulations

- Describes more than 140 activities that require approvals.

Approval and Notification Procedure Regulations

- Describes information an applicant has to submit and the approval process.

Environmental Assessments

EA support planning for large projects

- Companies must identify and mitigate potential impacts of proposed projects
- Allows sustainable development to occur while the environment is protected

What projects need EA?

- Examples include large industrial projects, wind, mines, quarries, transmission lines
- Schedule A of the *EA Regulations* lists which projects require EA

What is the outcome of an EA?

- If successful, an EA approval with terms and conditions issued by the Minister
- Terms and conditions protect the environment through the life of the project
- ECC enforcement staff ensure companies comply with terms and conditions

Class I Environmental Assessment Process

Applies to projects like
mines, waste facilities and developments in wetlands



Crown consultation with the Mi'kmaq of Nova Scotia on a particular project can also occur on other government permits in addition to the Environmental Assessment process.

Who Reviews Environmental Assessments

Provincial Departments

Environment and Climate Change
Natural Resources and Renewables
Agriculture
Public Works
Municipal Affairs and Housing
Office of L'nu Affairs
Fisheries and Aquaculture
Communities, Culture, Tourism and Heritage

Federal Departments

Fisheries and Oceans
Health Canada
Environment and Climate Change Canada

Other

Kwilmu'kw Maw-Klusuaqn Negotiation Office
Mi'kmaq communities and groups
Municipalities (via the Chief Administrative Officer)
Public & stakeholders via the public comment process

EA Information is Publicly Available

Government of Nova Scotia

NOVA SCOTIA CANADA

Environment and Climate Change

HOME TOPICS RESOURCES DEPARTMENT CONTACT

Environmental Assessment

Projects

Environmental Assessment

Click any of the project names below to see more information on that project.

Projects

Display: All projects Refresh

Project Comments

Glossary

Frequently Asked Questions

Publications

Legislation

Links

Related

Join the EA mailing list

Projects under review

Project Name	Proponent	Registration Date
Temporary Material Staging Facility Project	Irving Shipbuilding Inc	January 30, 2024
Colton Quarry Expansion Project	Dexter Construction Company Ltd	January 24, 2024
Mount Uniacke Quarry Expansion	Northumberland Capital Corporation Inc	August 29, 2023
Seabrook Quarry Expansion Project, Digby County	Nova Construction Co Ltd	May 24, 2023
Touquoy Gold Project Site Modifications Addendum	Atlantic Mining NS Inc	January 9, 2023
Mill Transformation and Effluent Treatment Facility	Northern Pulp Nova Scotia Corporation	March 14, 2022
Fifteen Mile Stream Gold Project	Atlantic Mining NS Inc	March 16, 2021
Realignment of Marine Drive (Highway 316) Project	Pieridae Energy (Canada) Ltd.	March 10, 2021
Beaver Dam Mine Project	Atlantic Gold Corporation	June 28, 2017

Completed reviews (2000 - current)

Project Name	Proponent	Decision Date
Kmtnuik Wind Power Project	Kmtnuik Wind Ltd	December 21, 2023

For each EA project, the following information is available online:

- Full EA Registration Document
- Full record of comments from reviewers and the public
- EA Terms & Conditions
- Record of the Public Notice the proponent is required to publish prior to registering an EA

Additional EA information is also available: Proponent Guides, FAQs, Information Bulletins, etc.

<https://novascotia.ca/nse/ea/projects.asp>

Questions?



WEST HANTS REGIONAL
MUNICIPALITY

FEBRUARY 13, 2024



2024

ASSESSMENT ROLL

PROPERTY VALUATION SERVICES CORPORATION

AGENDA

-
- About PVSC
 - Market Value and Mass Appraisal
 - 2024 Assessment Roll
 - Inquiry and Appeal Period

ABOUT PVSC



Created under the *Property Valuation Service Corporation Act* and responsible for assessing all property in Nova Scotia as per the *Nova Scotia Assessment Act*.



Independent, not-for-profit. Municipally funded.



Governed by a Board of Directors.



Approximately 130 employees working remotely across 50 communities around Nova Scotia.

WHAT WE DO & DON'T DO

PVSC does:

- Deliver an assessment roll to all 49 municipalities by December 31 each year.
- Deliver ~647,000 assessment notices to property owners each January.
- Administer the Capped Assessment Program (CAP) and Seasonal Tourist Business Designation program on behalf of the NS government.

PVSC does **NOT**:

- Have the authority to:
 - Set tax rates
 - Collect taxes
 - Create tax policy
 - Provide tax relief

MARKET VALUE

The *Nova Scotia Assessment Act (NSAA)* requires that we assess property at **market value**:

“... the amount which in the opinion of the assessor would be paid if it were sold on a date prescribed by the Director in the open market by a willing seller to a willing buyer”

AND

“The assessment shown on the roll shall be the assessment that reflects the state of the property as it existed on the first day of December immediately preceding the filing of the roll”

Assessment Act

CHAPTER 23 OF THE REVISED STATUTES, 1989

as amended by

1990, c. 19, ss. 7-34; 1990, c. 24; 1992, c. 11, s. 35;
1993, c. 11, s. 53; 1996, c. 5, ss. 2, 3; 1998, c. 4; 1998, c. 13, s. 2;
1998, c. 18, s. 547; 2000, c. 4, s. 4; 2000, c. 9, ss. 2(b), (d) &(e),
3-5 & 8-19; 2000, c. 28, s. 2; 2001, c. 3, ss. 2, 3; 2001, c. 6, s. 98;
2001, c. 14, s. 1; 2002, c. 15, ss. 1-3; 2004, c. 10; 2004, c. 24, s. 15;
2004, c. 27, s. 12; 2005, c. 9, ss. 2-5; 2006, c. 15, ss. 2-6; 2006, c. 19, s. 53;
2006, c. 24; 2007, c. 9, ss. 2, 3; 2008, c. 11; 2008, c. 36, ss. 2, 3;
2008, c. 48; 2009, c. 8, s. 1; 2012, c. 16; 2019, c. 9, s. 7; 2019, c. 10



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Halifax

MASS APPRAISAL

- PVSC uses mass appraisal to determine the value of all ~647,000 property accounts in NS.
- Property assessments based on market evidence.
- PVSC measures market value assessment accuracy, uniformity, and fairness against the *NS Assessment Act* and the internationally accepted standards of the International Association of Assessing Officers (IAAO).

Mass Appraisal:
The process of valuing a group of properties as of a given date using common data, standardized methods and statistical testing.

THREE APPROACHES TO DETERMINING VALUE

PVSC uses one of three internationally accepted valuation methods, depending on property type and how frequently similar properties transact on the open market

Sales Comparison

Analyze recent sales of comparable properties to determine value and adjust for local market conditions

Income

Determine the income a property can earn (after expenses) and convert net operating income to market value

Cost

Calculate land value and current cost to replace buildings, then deduct for depreciation

IMPORTANT DATES

BASE DATE

Value on **January 1, 2023**, based on market sales and financial data.

**NSAA section 42 (2)*

STATE DATE

The characteristics and physical state of properties on **December 1, 2023**.

**NSAA section 52 (2)*

ASSESSMENT ROLL

Delivery of Notices
January 8, 2024.

APPEAL PERIOD

Appeals must be received by
February 8, 2024.

THE CAPPED ASSESSMENT PROGRAM

- PVSC administers the Capped Assessment Program (CAP) on behalf of the Nova Scotia Government
- The program places a 'cap' on the amount that the taxable assessment for eligible residential property can increase year over year based on the Nova Scotia Consumer Price Index (CPI) in November
- The CAP rate for 2024 assessments is 3.2%

2024 PROPERTY ASSESSMENT				
Classification	Assessed Value	*Capped Assessment	Acres	Taxable Assessed Value
RESIDENTIAL TAXABLE	\$442,500	\$347,500		\$347,500
2024 TOTAL	\$442,500			\$347,500

*The provincial government's Capped Assessment Program (CAP) places a 'cap' on the amount the *Taxable Assessed Value* for eligible residential property can increase year over year. The *Taxable Assessed Value* reflects the *Assessed Value* or the *Capped Assessment*, whichever is lower. If your property's *Assessed Value* is less than the *Capped Assessment*, the *Capped Assessment* field appears blank.

ASSESSMENT ROLL ACTIVITY



Permits

511



Property Transactions

880



Appeals (2023)

271

	2024	2023
Total Residential	\$2,630,591,100	\$2,099,656,800
Total Residential with CAP	\$1,980,044,200	\$1,796,559,700
Total Commercial	\$286,165,200	\$261,230,700
Total Assessment Roll	\$2,916,756,300	\$2,360,887,500

2024 ASSESSMENT ROLL

Includes market and new growth and taxable and exempt accounts. Residential includes property classified as Resource.

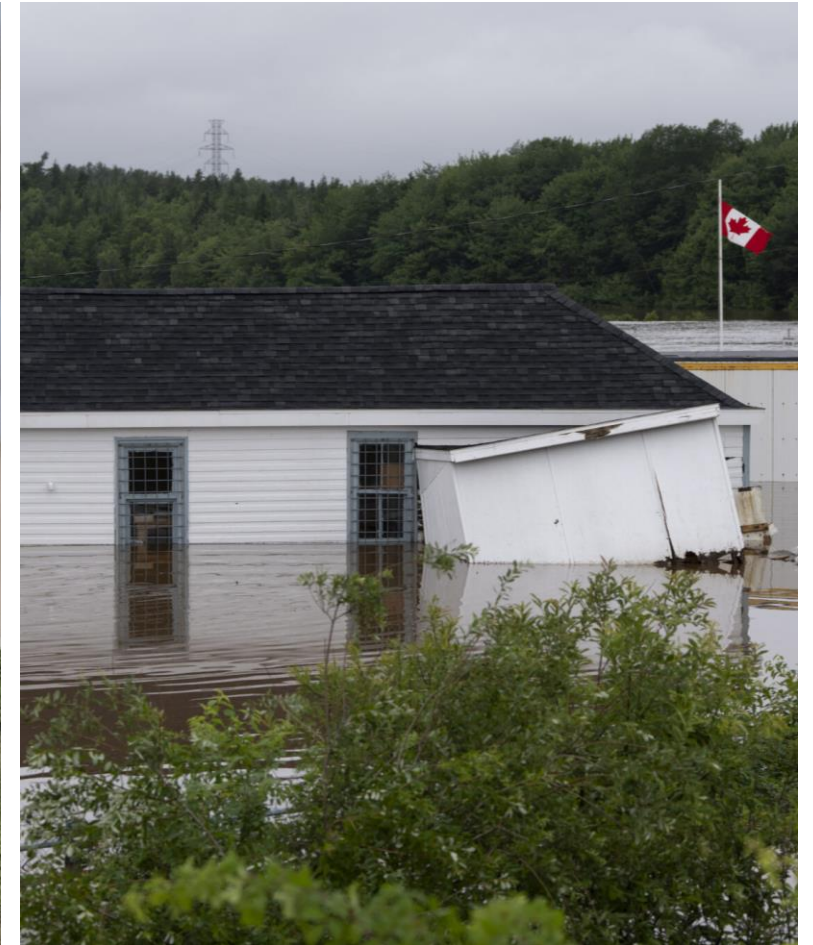
SECTOR HIGHLIGHTS

- Despite rising costs of building materials and labour, commercial development did continue.
- Business and industrial parks continued to see significant market growth.
- Apartments continue to be a strong investment – both the buying and re-modelling of existing buildings and the construction of new ones.
- The retail sector saw steady tenancy and increased leases.
- Office buildings remain flat, which reflects the sector's response to shifts in workplace requirements.



2023 NATURAL DISASTERS

- 2024 assessments consider the impacts of the 2023 wildfires and flash floods.
- PVSC worked directly with impacted municipalities to share information and communicate with affected property owners.
- PVSC will monitor the impacted areas closely for market trends and rebuilding efforts.



INQUIRY AND APPEAL PERIOD

- Assessment Notices were mailed out January 8, 2024
- Appeal period is January 8, 2024 – February 8, 2024
 - Assessors are available to answer questions or discuss property details.
- Appeals can be emailed, mailed or faxed
 - The appeal form must be signed to be accepted.

PVSC CONTACT INFORMATION

PROPERTY OWNERS

1-800-380-7775

INQUIRY@PVSC.CA

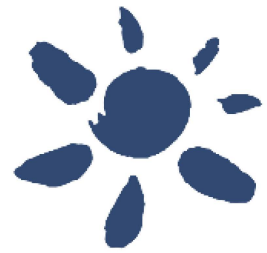
MUNICIPAL STAFF

1-800-380-7775

SERVICEDESK@PVSC.CA



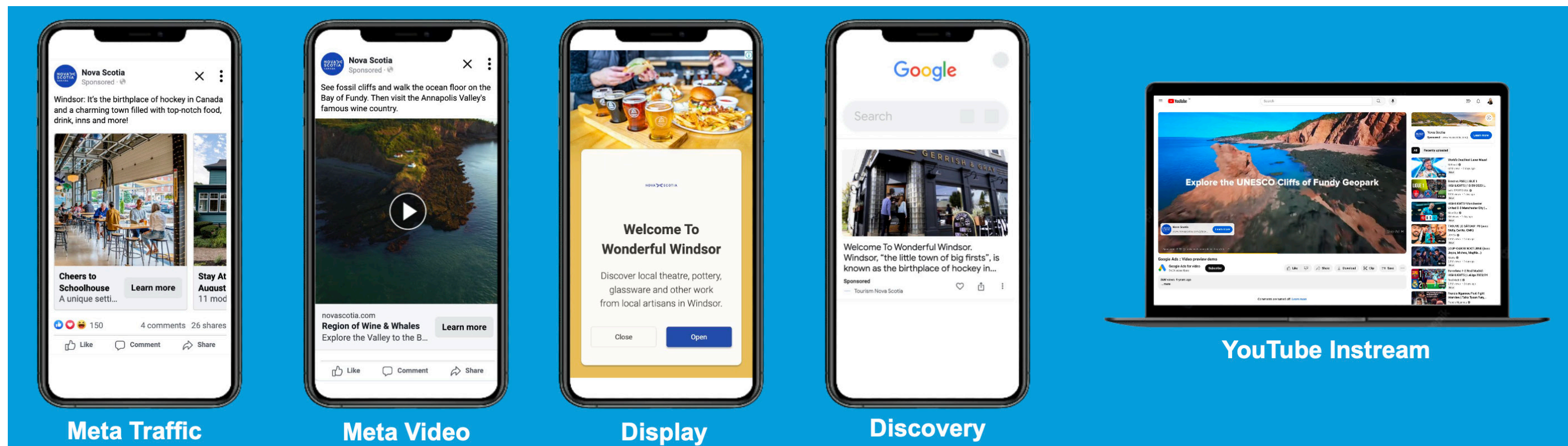
QUESTIONS?



TOURISM NS's CTC CAMPAIGN

Windsor's successful application to multiple Tourism NS programs came to fruition in November (2x campaigns over 3 seasons—summer, autumn, winter). The Windsor campaign ads generated over 1,705,785 impressions, 18,740 clicks, and 7,757 video views. Windsor was the second highest performing partner for both Google Display and Google Discovery tactics. All Windsor campaign tactics exceeded tourism benchmarks, many by a large margin. (The Google Discovery benchmark can be difficult to reach, but our creative's click-through rate doubled the industry standard.)

Our campaign had more unique User visits than any other region: 12,900 views, over "Bay of Fundy's" 10,117.

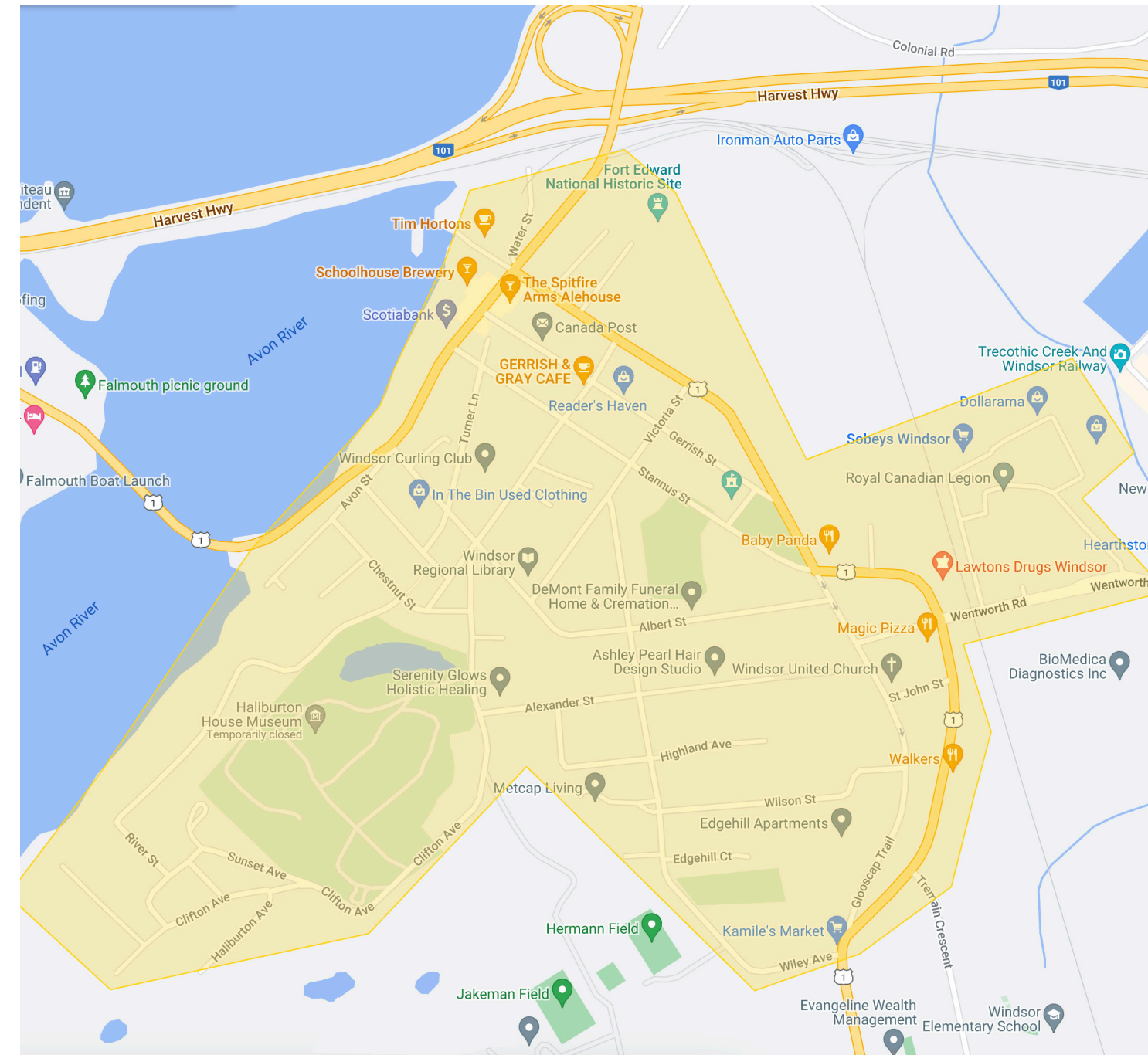


ENVIRONICS ANALYTICS

Quantitative data will be important in measuring our region's successes, and in encouraging businesses to take part. Anecdotal evidence is only worth so much.

With Board approval and budget allocation, Windsor will have its BID catchment area geo-fenced, and its headcount measured—as well as other rich data, if desired: age, gender, income, interests, home postal code... all are available to us (if we choose).

This initiative has also been brought to the Valley Regional Enterprise Network (VREN), seeking a larger & more robust rollout. With more BIDs involved, we can determine cross-pollination, collaboration, and programming. This could be of immeasurable value, year over year.



WTBA'S SUBCOMMITTEE STRUCTURE

We've got exciting news! With Board approval, starting in February 2024, the WTBA is re-structuring our Board to include multiple distinct Subcommittees*. Our goal is to increase our effectiveness even further, as our Board grows and expands.

Committees will focus on defined aspects such as Board governance, business engagement, events, and beautification for an even more photogenic and vibrant Downtown Windsor.

All groups have been outlined with a Purpose, Time Commitment, and Scope of Responsibility. We plan to communicate this exciting new format broadly at our next AGM.



*Mandatory Subcommittee involvement has now been written into our Code of Conduct.



ON THE HORIZON



THE WINDSOR WINTERTHING



STAR BRIDES MURAL



SUMMER TUNES



INFO SESSION #2



West Hants Regional Municipality
February 13, 2024
Chief Administrative Officer Report



The following report captures activities and events between the January 2024 COTW meeting and the date of the report.

Governance

- Meetings and Events
 - COTW Meeting – January 9th
 - Council Meeting – January 23rd
 - Special Council Meeting – January 30th
 - District Two Community Meeting – January 17th
 - District Three Community Meeting – February 7th

Administration

- Meetings and Events
 - Hants Shore Health Association AGM – January 16th
 - CUPE Labour Management Meeting – January 22nd
 - Acadia University Community Development Class Presentation – January 24th
 - Budget Workshops – January 30th and 31st

Finance

- Meetings and Events
 -
- Flash Flood – Repairs and Restoration Disaster (Financial Assistance (DFA) and Insurance)
 - Staff continue to support contracted engineering services to complete the final assessments of the damaged areas and recommended repairs or upgrades.
 - The former Mantua rail line remains the largest area of damage due to the flash floods. We now have a clear action plan for repairs as provided by engineering services. A restoration including the reestablishment of a culvert system and infilling to restore the rail bed is the recommendation. The procurement process will be carried out to initiate this work.
 - Repairs to the Community Center are being carried out and potential improvements are being proposed as water continues to penetrate the building during moderate rain fall. Short-term solutions are being carried out such as

improved gutters and replacing back-flow prevention valves within the sewer system. Should improvements not be financially approved beyond the storm repairs these improvements will be added to the 2024/25 capital budget for Council's review.

- Repairs to the Windsor Canoe Club are being planned and carried out under the funding provided by DFA and / or insurance.

Community Development

- Meetings and Events
 - Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events
 - Rail Trail Subcommittee Meeting – January 12th
 - Warming Center Meetings (Ongoing)
 - Windsor Tennis Court Meeting – January 29th
 - Pisiquid Canoe Club Meeting – January 31st
- POSSE / WH Caremongers / WHRM Comfort and Out of the Cold Support – With the lead from POSSE and Caremongers and many volunteers, the Windsor Community Center is being provided to support a warming centre. The warming space continues to support members of our community both through the daytime and evenings 7 days per week as scheduled.

Planning and Development

- Meetings and Events
 - Public Information Meeting (PIM) – January 16th and February 6th
 - PAC /HAC Meeting – February 8th
 - Regional Planning Meeting with WSP – January 10th
 - 997 Upper Vaughan Hwy 14 Land Use / Enforcement Meeting – February 6th
- Public Transportation / Transit Discussion – The workshop is being scheduled for February 28th. We are hoping to create a panel with representatives from Bridgewater, HRM, Kings Transit and Dial-A-Ride or Kings Point to Point to have them share service delivery details and to provide Council with the opportunity to ask questions pertaining to these services, as transportation / transit remain an important issue in the WHRM. Confirmation will be provided once all participants have been scheduled.

Possible discussion Points:

- Geographic Area of Coverage (urban and rural delivery methods)
- User Counts
- Cost of Service (expenditures / revenue / level of subsidy)
- Fleet Description
- Frequency of Service
- Challenges and Benefits

Other topics

- Regional Planning Exercise – An initial planning meeting was held with Council and consultants, WSP to initiate the Regional Planning exercise on January 10th.

Economic Development

- Meetings and Events
 - Highway 101 Signage Meeting – January 12th
 - Immigration and Population Growth Meeting with NS Govt – February 7th

Public Works and Infrastructure

- Meetings and Events
 - Solid Waste Collection Contract Meetings – January 16th and 18th

Protective Services

- Meetings and Events
 - Nova Scotia Power Dam Information Session – January 18th
 - Police Advisory Board (PAB) Meeting – January 22nd

Sincerely,

Mark Phillips

Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality

**WEST HANTS REGIONAL MUNICIPALITY
2023-24 YEAR CAPITAL BUDGET PLAN
PROJECT SUMMARY INFORMATION - AS OF DECEMBER 31, 2023**

NOTES	GENERAL/COMMUNITY DEVELOPMENT	PREVIOUS YEARS' APPROVED BUDGET	2023-24 APPROVED CAPITAL BUDGET	APPROVED FUNDING SOURCE (\$)	APPROVED FUNDING SOURCE	GRANT FUNDING	EXTERNAL FUNDING SOURCE	STATUS	APPROVED TENDER AMOUNT (if applicable)	PREVIOUS YEARS' ACTUAL (if applicable)	ACTUAL DECEMBER 31, 2023	PROJECT TOTAL TO DATE
20.	Fibre Network Extension to HFD Station		\$ 30,000	\$ 30,000	Operating Reserve						\$ -	\$ -
	Phase 3 - Fibre Camera System		\$ 30,000	\$ 30,000	Operating Reserve				\$ 34,307		\$ 11,815	\$ 11,815
	Surveillance Upgrades		\$ 16,000	\$ 16,000	Operating Reserve						\$ 13,212	\$ 13,212
	Public Wi-Fi Access Points (3)		\$ 15,000	\$ 15,000	Operating Reserve						\$ 16,214	\$ 16,214
	Windsor Waterfront Camera Upgrade		\$ 6,000	\$ 6,000	Operating Reserve						\$ -	\$ -
	Ice Resurfacer		\$ 170,000	\$ 170,000	CCBF				\$ 158,703		\$ 152,175	\$ 152,175
	Sports Complex Upgrades		\$ 150,000	\$ 100,000	CCBF						\$ 74,246	\$ 74,246
				\$ 50,000	Carryover Reserve							
	Exterior LED Sign		\$ 70,000	\$ 70,000	CCBF						\$ -	\$ -
	Acoustics		\$ 52,000	\$ 52,000	CCBF						\$ 54,341	\$ 54,341
	Streetscaping Exterior Betterments		\$ 25,000	\$ 25,000	Operating Reserve						\$ -	\$ -
				\$ 25,000	Grant	X	Provincial				\$ -	\$ -
1.	Old Parish Cemetery - North & South End Stone Wall Restoration		\$ 246,646	\$ 246,646	CCBF				\$ 269,068		\$ 195,369	\$ 195,369
	Old Parish Cemetery - Headstone Repairs (2023)		\$ 10,000	\$ 10,000	Operating Reserve						\$ 9,448	\$ 9,448
	Recreation Property - Active Transportation & Community Trail Opportunities - Bridge, Culvert & Trail Upgrades (2023)		\$ 200,000	\$ 200,000	CCBF						\$ 23,303	\$ 23,303
	Community Beautification Products - Highway Signs (deferred from 2022-23) & Seasonal Community Decorations (2023)		\$ 100,000	\$ 85,000	Carryover Reserve						\$ -	\$ -
				\$ 7,500	Grant						\$ -	\$ -
				\$ 7,500	Operating Reserve						\$ -	\$ -
	Windsor Community Centre - Electronic Sign & Heat Pump System (2023)		\$ 95,000	\$ 95,000	CCBF						\$ -	\$ -
	Tremain Crescent Ballfield - New Poles, Netting & Fencing (2023)		\$ 68,000	\$ 68,000	CCBF						\$ 34,890	\$ 34,890
5.	P&G Truck - 1/2 Ton Truck (2023)		\$ 65,000	\$ 65,000	Vehicle Reserve				\$ 70,338		\$ 70,359	\$ 70,359
	Plans & Strategies - Community Beautification Plan (2023) (deferred from 2022)		\$ 65,000	\$ 65,000	Carryover Reserve				\$ 58,846		\$ 58,843	\$ 58,843
	Elmcroft Park - Correct Drainage Issues (deferred from 2022-23) & Design Concept for Redesign of Space		\$ 40,000	\$ 15,000	Carryover Reserve						\$ 28,001	\$ 28,001
				\$ 25,000	Operating Reserve						\$ -	\$ -
	Hobarts Beach Recreation Site - Green Space & Viewing Area (2023)		\$ 30,000	\$ 30,000	CCBF						\$ -	\$ -
	Windsor Coach House - Replace Doors, Interior Shelving & Winterize Washrooms (2023)		\$ 30,000	\$ 22,000	Building Reserve						\$ 6,307	\$ 6,307
				\$ 8,000	Building Reserve						\$ -	\$ -
	P&G Equipment to Support Outdoor Recreation Activities - Side-by-Side (2023)		\$ 30,000	\$ 30,000	Operating Reserve						\$ -	\$ -
	Glooscap First Nations Community Led Tribute Project (deferred from 2022-23)		\$ 30,000	\$ 30,000	Carryover Reserve						\$ 23,125	\$ 23,125
	Shamrock Field - Field, Fencing & Building Work (2023)		\$ 15,000	\$ 15,000	CCBF						\$ 1,597	\$ 1,597
	Riverbank Cemetery - Storage Building (2023)		\$ 15,000	\$ 15,000	Operating Reserve						\$ 12,723	\$ 12,723
	Replacement of Hantsport Historical Society Museum Mural (deferred from 2022-23)		\$ 15,000	\$ 15,000	Carryover Reserve						\$ -	\$ -
	Maplewood Cemetery - Building Siding, Windows & Doors (2023)		\$ 12,000	\$ 12,000	Building Reserve						\$ 14,254	\$ 14,254
	P&G Truck (Previously Approved in 2019)		\$ 9,189	\$ 9,189	General Operations						\$ -	\$ -
	Drone		\$ 25,000	\$ 25,000	Equipment Reserve						\$ 13,109	\$ 13,109
	Plotter Replacement		\$ 20,000	\$ 20,000	Operating Reserve						\$ -	\$ -
	Small Scale Solar Project (MCCAP) (deferred from 2022-23)		\$ 20,000	\$ 20,000	Operating Reserve						\$ -	\$ -
	GENERAL/COMMUNITY DEVELOPMENT TOTAL	\$ -	\$ 1,704,835	\$ 1,729,835					\$ -	\$ -	\$ 813,332	\$ 813,332

**WEST HANTS REGIONAL MUNICIPALITY
2023-24 YEAR CAPITAL BUDGET PLAN
PROJECT SUMMARY INFORMATION - AS OF DECEMBER 31, 2023**

NOTES	FIRE SERVICES	PREVIOUS YEARS' APPROVED BUDGET	2023-24 APPROVED CAPITAL BUDGET	APPROVED FUNDING SOURCE (\$)	APPROVED FUNDING SOURCE	GRANT FUNDING	EXTERNAL FUNDING SOURCE	STATUS	APPROVED TENDER AMOUNT (if applicable)	PREVIOUS YEARS' ACTUAL (if applicable)	ACTUAL DECEMBER 31, 2023	PROJECT TOTAL TO DATE
	HFD - Rear Parking Lot		\$ 120,000	\$ 120,000	MFD/Loan						\$ 64,903	\$ 64,903
	HFD - Waterproofing Truck Bay Wall		\$ 19,500	\$ 19,500	MFD/Loan						\$ 14,867	\$ 14,867
	HFD - Thermal Imaging Cameras		\$ 15,018	\$ 15,018	MFD/Loan						\$ 13,197	\$ 13,197
	HFD - Master Intake Valve Repair (Truck 21)		\$ 6,500	\$ 6,500	MFD/Loan						\$ 7,170	\$ 7,170
	HFD - 100' Quint Replace Engine 11 (Preapproved 2022-23)	\$ 1,716,750	\$ -	\$ 1,716,750	MFD/Loan				\$ 1,716,750		\$ 1,013,822	\$ 1,013,822
8.	BFD 1 - Roof Replacement (deferred from 2022-23)		\$ 568,804	\$ 568,804	MFD/Loan				\$ 553,160	\$ 1,043	\$ 564,068	\$ 565,111
	BFD 1 - Jet Pump to Fill Trucks		\$ 4,500	\$ 4,500	WHRM Fire Equipment Reserve						\$ -	\$ -
2.	BFD 2 - Generator	\$ 76,000	\$ -	\$ 68,015 \$ 50,000	WHRM Fire Equipment Reserve Grant	X	Provincial		\$ 118,015		\$ -	\$ -
	BFD 2 - Epoxy Bay Floor		\$ 70,000	\$ 70,000	Consolidation Funding						\$ -	\$ -
	BFD 2 - Scan Light & Winch		\$ 40,000	\$ 40,000	MFD/Loan						\$ -	\$ -
	BFD 2 - Thermal Imaging Cameras		\$ 15,018	\$ 15,018	WHRM Fire Equipment Reserve						\$ -	\$ -
	BFD 2 - Flag Poles		\$ 9,000	\$ 9,000	Consolidation Funding						\$ -	\$ -
	BFD 2 - LED Lighting for Parking Lot		\$ 6,000	\$ 6,000	Consolidation Funding						\$ -	\$ -
	SWH - Holmatro Combi Tool Kit		\$ 22,391	\$ 22,391	WHRM Fire Equipment Reserve				N/A		\$ 22,390	\$ 22,390
	SWH - SCBA Bottles		\$ 19,138	\$ 19,138	MFD/Loan						\$ -	\$ -
	SWH - APX 4000 Portables with Mic		\$ 8,412	\$ 8,412	MFD/Loan						\$ -	\$ -
	SFD - Pave Truck Bay Entrance - (deferred from 2021-22)		\$ 90,000	\$ 90,000	Consolidation Funding						\$ 59,003	\$ 59,003
	SFD - Light Rescue Utility Vehicle (deferred from 2020-21)		\$ 186,792	\$ 186,792	MFD/Loan						\$ -	\$ -
	WFD - Rescue 4 - Replaces 1993 E1 & 1991 R6		\$ 1,632,365	\$ 1,632,365	MFD/Loan						\$ -	\$ -
	WFD - Electric Combi Tool		\$ 22,391	\$ 22,391	TOW Fire Reserve				N/A		\$ 22,390	\$ 22,390
	WFD - Thermal Imaging Cameras		\$ 15,018	\$ 15,018	TOW Fire Reserve						\$ 13,197	\$ 13,197
	FIRE SERVICES TOTAL	\$ 1,792,750	\$ 2,870,847	\$ 4,705,612					\$ 2,387,925	\$ 1,043	\$ 1,795,007	\$ 1,796,050

**WEST HANTS REGIONAL MUNICIPALITY
2023-24 YEAR CAPITAL BUDGET PLAN
PROJECT SUMMARY INFORMATION - AS OF DECEMBER 31, 2023**

NOTES	SEWER SYSTEM	PREVIOUS YEARS' APPROVED BUDGET	2023-24 APPROVED CAPITAL BUDGET	APPROVED FUNDING SOURCE (\$)	APPROVED FUNDING SOURCE	GRANT FUNDING	EXTERNAL FUNDING SOURCE	STATUS	APPROVED TENDER AMOUNT (if applicable)	PREVIOUS YEARS' ACTUAL (if applicable)	ACTUAL DECEMBER 31, 2023	PROJECT TOTAL TO DATE
West Hants Sewer												
12.	Hantsport Sewer Renewal Projects - Riverview Road (2023)		\$ 426,600	\$ 426,600	Hantsport Infrastructure Reserve				\$ 48,147	\$ 20,906	\$ -	\$ 20,906
	L/S Submersible Pump		\$ 40,000	\$ 40,000	WH Sewer Reserve						\$ 42,570	\$ 42,570
	FSTP - Metal Roof Replacement		\$ 40,000	\$ 40,000	WH Sewer Reserve						\$ -	\$ -
	L/S Chambers/Piping		\$ 35,000	\$ 35,000	WH Sewer Reserve						\$ 7,498	\$ 7,498
	L/S Panel/SCADA		\$ 30,000	\$ 30,000	WH Sewer Reserve						\$ 14,608	\$ 14,608
	Cutter Stacks for Grinder (Deferred from 2022-23)		\$ 25,000	\$ 5,000	Carryover Reserve			N/A			\$ 23,068	\$ 23,068
				\$ 20,000	WH Sewer Reserve						\$ -	\$ -
	FSTP - Security Gate		\$ 25,000	\$ 25,000	WH Sewer Reserve						\$ -	\$ -
	New Service Laterals		\$ 20,000	\$ 20,000	Users						\$ 8,471	\$ 8,471
	FSTP - Heater for Headworks Room (Deferred from 2022-23)		\$ 15,000	\$ 15,000	WH Sewer Reserve						\$ 2,409	\$ 2,409
	Replacement Crane for Service Truck (Deferred from 2022-23)		\$ 12,500	\$ 5,000	Carryover Reserve						\$ 12,509	\$ 12,509
				\$ 7,500	WH Sewer Reserve						\$ -	\$ -
	Clarifier Cover Replacement		\$ 10,000	\$ 10,000	WH Sewer Reserve						\$ 2,367	\$ 2,367
	FSTP - Surge Protection		\$ 7,000	\$ 7,000	WH Sewer Reserve						\$ 3,843	\$ 3,843
	L/S Access Doors		\$ 5,000	\$ 5,000	WH Sewer Reserve						\$ -	\$ -
21.	Emergency Generator Repairs			\$ 21,428	WH Sewer Reserve						\$ -	\$ -
	Subtotal West Hants Sewer	\$ -	\$ 691,100	\$ 712,528					\$ 48,147	\$ 20,906	\$ 117,345	\$ 138,251
Windsor Sewer												
9.	Windsor Sewer Renewal Projects - Albert Street (2023)		\$ 584,460	\$ 175,338	WIN Sewer Reserve						\$ 218,428	\$ 218,428
				\$ 409,122	MFD/Loan						\$ -	\$ -
	Lagoon Drive Standby Generator		\$ 140,000	\$ 140,000	WIN Sewer Reserve						\$ -	\$ -
	Lagoon Drive - Study - Headworks Connection		\$ 50,000	\$ 50,000	Carryover Reserve						\$ 17,506	\$ 17,506
	L/S Chambers/Piping/Structures		\$ 45,000	\$ 45,000	WIN Sewer Reserve						\$ 35,042	\$ 35,042
	L/S Submersible Pump		\$ 40,000	\$ 40,000	WIN Sewer Reserve						\$ -	\$ -
	L/S Panel/SCADA		\$ 35,000	\$ 30,000	Carryover Reserve						\$ 7,305	\$ 7,305
				\$ 5,000	WIN Sewer Reserve						\$ -	\$ -
	Lift Station #6 Replacement Building/Panel		\$ 15,000	\$ 15,000	WIN Sewer Reserve						\$ 2,110	\$ 2,110
	Replacement Crane for Service Truck (Deferred from 2022-23)		\$ 12,500	\$ 5,000	Carryover Reserve						\$ 12,509	\$ 12,509
				\$ 7,500	WIN Sewer Reserve						\$ -	\$ -
22.	Lagoon Drive Disinfection Equipment		\$ 10,000	\$ 10,000	WIN Sewer Reserve						\$ 23,999	\$ 23,999
	Surge Protection Lagoons		\$ 7,000	\$ 7,000	WIN Sewer Reserve						\$ 3,843	\$ 3,843
	L/S Access Doors		\$ 5,000	\$ 5,000	Win Sewer Reserve						\$ -	\$ -
14.	Flood Study	\$ 82,963	\$ -	\$ 39,109	General Operating				\$ 82,963	\$ 65,639	\$ 11,930	\$ 77,569
				\$ 43,854	CCBF						\$ -	\$ -
21.	Emergency Generator Repairs			\$ 9,184	WH Sewer Reserve						\$ -	\$ -
	New Service Lateals			\$ -	Users						\$ 1,981	\$ 1,981
	Subtotal Windsor Sewer	\$ 82,963	\$ 943,960	\$ 1,036,106					\$ 82,963	\$ 65,639	\$ 334,653	\$ 400,292
	SEWER SYSTEM TOTAL	\$ 82,963	\$ 1,635,059.93	\$ 1,748,634.50					\$ 131,110.00	\$ 86,545.00	\$ 451,997.67	\$ 538,542.67

**WEST HANTS REGIONAL MUNICIPALITY
2023-24 YEAR CAPITAL BUDGET PLAN
PROJECT SUMMARY INFORMATION - AS OF DECEMBER 31, 2023**

NOTES	WATER SYSTEM	PREVIOUS YEARS' APPROVED BUDGET	2023-24 APPROVED CAPITAL BUDGET	APPROVED FUNDING SOURCE (\$)	APPROVED FUNDING SOURCE	GRANT FUNDING	EXTERNAL FUNDING SOURCE	STATUS	APPROVED TENDER AMOUNT (if applicable)	PREVIOUS YEARS' ACTUAL (if applicable)	ACTUAL DECEMBER 31, 2023	PROJECT TOTAL TO DATE
	West Hants Water											
	Hantsport Water Renewal Projects - Riverview Road (2023)		\$ 270,900	\$ 270,900	WH Water Depreciation						\$ -	\$ -
	TMP - Service Upgrades (deferred from 2020-21)		\$ 300,000	\$ 300,000	WH Water Depreciation						\$ -	\$ -
	Main/Service Repairs		\$ 175,000	\$ 175,000	WH Water Depreciation						\$ -	\$ -
19.	Interconnect Falmouth/Windsor		\$ 100,000	\$ 100,000	WH Water Depreciation				\$ 93,317		\$ 3,733	\$ 3,733
	FWTP - Actuator & SCADA		\$ 70,000	\$ 70,000	WH Water Depreciation						\$ 763	\$ 763
	HWTP - PRV Chamber Upgrades (deferred from 2022-23)		\$ 40,000	\$ 40,000	WH Water Depreciation						\$ 5,406	\$ 5,406
	HWTP - Lagoon Lining (Regulatory)		\$ 40,000	\$ 40,000	WH Water Depreciation						\$ 27,114	\$ 27,114
	HWTP - Inline Instrumentation Upgrade		\$ 35,000	\$ 35,000	WH Water Depreciation						\$ 29,740	\$ 29,740
	FWTP - Perimeter Fencing		\$ 35,000	\$ 35,000	WH Water Depreciation						\$ 34,267	\$ 34,267
	New Water Meters		\$ 30,000	\$ 30,000	Users						\$ 10,027	\$ 10,027
	FWTP - Upgrades		\$ 30,000	\$ 30,000	WH Water Depreciation						\$ 18,781	\$ 18,781
	HWTP - Process Upgrades		\$ 25,000	\$ 25,000	WH Water Depreciation						\$ 18,699	\$ 18,699
	Treatment Plants Gate & Security (deferred from 2022-23)		\$ 25,000	\$ 25,000	WH Water Depreciation						\$ -	\$ -
	Decommission Panuke Road Booster Station		\$ 25,000	\$ 25,000	WH Water Depreciation						\$ 254	\$ 254
	Hantsport Water Modelling & Capacity Study		\$ 25,000	\$ 25,000	WH Water Depreciation						\$ 4,679	\$ 4,679
	New Customer Laterals		\$ 20,000	\$ 20,000	Users						\$ 37,933	\$ 37,933
	HWTP - Filter Cartridge Replacement		\$ 20,000	\$ 20,000	WH Water Depreciation						\$ 18,080	\$ 18,080
	HWTP - Facility Upgrades		\$ 20,000	\$ 20,000	WH Water Depreciation						\$ 5,162	\$ 5,162
	TMP - Replace Main Valves (deferred from 2022-23)		\$ 15,000	\$ 15,000	WH Water Depreciation						\$ -	\$ -
	HWTP - System Assessment Report		\$ 15,000	\$ 15,000	WH Water Depreciation						\$ 14,079	\$ 14,079
	Falmouth Watershed Roads		\$ 10,000	\$ 10,000	WH Water Depreciation						\$ 10,562	\$ 10,562
	Standpipe Corrosion Control (deferred from 2022-23)		\$ 10,000	\$ 10,000	WH Water Depreciation						\$ -	\$ -
	Falmouth Standpipe Flow Meter		\$ 10,000	\$ 10,000	WH Water Depreciation						\$ -	\$ -
	Automatic Flushing Station Upgrades		\$ 8,000	\$ 8,000	WH Water Operations						\$ -	\$ -
	FWTP - Chemical Pumps		\$ 5,000	\$ 5,000	WH Water Operations						\$ 5,114	\$ 5,114
	HWTP - Chemical Pump		\$ 5,000	\$ 5,000	WH Water Operations						\$ 5,140	\$ 5,140
	Additional Water Hauler Station - TMP		\$ 150,000	\$ 150,000	WH Water Operations				\$ 81,375		\$ -	\$ -
	Subtotal West Hants Water	\$ -	\$ 1,513,900	\$ 1,513,900					\$ 174,692	\$ -	\$ 249,532	\$ 249,532
	Windsor Water											
11.	Windsor Water Renewal Projects - College Road (2023)		\$ 503,625	\$ 503,625	WIN Water Depreciation					\$ 195,583	\$ 67,585	\$ 263,168
	Water Storage Tank Facility (deferred from 2022-23)		\$ 3,200,000	\$ 3,200,000	MFD/Loan						\$ 33,077	\$ 33,077
3.	Sluice Gate Upgrades (deferred from 2022-23)		\$ 850,000	\$ 850,000	MFD/Loan				\$ 1,011,279		\$ 42,340	\$ 42,340
15.	Mill Lakes Road Construction (deferred from 2022-23)		\$ 678,823	\$ 678,823	MFD/Loan				\$ 495,342	\$ 70,567	\$ 434,666	\$ 505,233
	Wentworth Road Watermain Replacement		\$ 324,440	\$ 324,440	WIN Water Depreciation						\$ 275,983	\$ 275,983
	Filter Redundancy WTP - 3rd Process Train		\$ 150,000	\$ 150,000	WIN Water Depreciation						\$ -	\$ -
	Electronic Meter Reading System (Itron) (deferred from 2022-23)		\$ 150,000	\$ 150,000	MFD/Loan						\$ 108,830	\$ 108,830
19.	Interconnect Falmouth/Windsor		\$ 100,000	\$ 100,000	WIN Water Depreciation				\$ 93,317		\$ 12,131	\$ 12,131
	Waste Pump Rebuild		\$ 25,000	\$ 25,000	WIN Water Depreciation						\$ 18,793	\$ 18,793
	Meter Replacement		\$ 10,800	\$ 10,800	Users						\$ 10,948	\$ 10,948
	Benchtop Turbidity Meter		\$ 9,000	\$ 9,000	WIN Water Depreciation						\$ 7,713	\$ 7,713
	Automatic Flushing Station Upgrades		\$ 8,000	\$ 8,000	WIN Water Operations						\$ -	\$ -
	Subtotal Windsor Water	\$ -	\$ 6,009,687	\$ 6,009,687					\$ 1,599,938	\$ 266,150	\$ 1,012,065	\$ 1,278,215
	WATER SYSTEM TOTAL	\$ -	\$ 7,523,587	\$ 7,523,587					\$ 1,774,630	\$ 266,150	\$ 1,261,597	\$ 1,527,747

**WEST HANTS REGIONAL MUNICIPALITY
2023-24 YEAR CAPITAL BUDGET PLAN
PROJECT SUMMARY INFORMATION - AS OF DECEMBER 31, 2023**

COLOUR LEGEND	
	Completed
	In Progress
	Carry Forward to 2024-25
	Canceled
	Not Started

Notes:

1. Council approved an additional \$22,422.35 in contingency on August 21, 2023, for the Old Parish Cemetery, the addition will put this over the budgeted amount.
2. Council approved the un-budgeted tender of \$118,015 on June 27, 2023 to Geddes and Murphy Electric for the BFD 2 Generator, with a \$50,000 grant from the province.
3. Council approved the over-budget tender of \$1,011,279.27 on May 23, 2023 to Mid Valley Construction 1997 Ltd., for the Mill Lakes Watershed Dam Upgrades.
4. Council approved to delay design for Rand Street Renewal to 2024-25 Capital Budget, and accelerate design for Main Street North Renewal to 2023-24 Capital, at the June 27, 2023 meeting
5. Council approved the over-budget tender of \$70,338.34 on June 27, 2023 to Pothier Motors Ltd., for the purchase of 1/2 Ton Truck for Community Development.
6. Council approved the over-budget tender of \$48,599.14 on June 27, 2023 to Wajax Limited, for the purchase of a Float Trailer.
7. Council approved the over-budget tender of \$401,516.50 on June 27, 2023 to Saunders Equipment Ltd., for the purchase of a Street Sweeper.
8. Council approved the over-budget tender of \$553,160.10 on March 28, 2023 to Acadia Roofing & Contracting Limited for the Civic Centre Roof at Brooklyn Station 1.
9. Council approved the over-budget tender of \$1,275,996.49 on March 28, 2023 to Gary Parker Excavating Limited for the Albert Street Rehab project.; Council approved on August 21, 2023 an additional \$166,434 in contingency funding.
10. Council approved the un-budgeted tender of \$51,146.94 on November 22, 2021 to Design Point for the design of the Avon Street, Windsor Rehab project.
11. Council approved the un-budgeted tender of 65,089.47 on November 22, 2021 to EXP for the design of the College Road Rehab project.
12. Riverview Road was budgeted for in 2021-22, with Council approving the design tender on December 16, 2021 for \$48,146.52 to EXP.
13. Council approved the over-budget tender of \$416,481.07 on September 22, 2022 to Dexter Construction Company Limited for the Avondale Boat Launch.
14. Flood Study was approved in the 2021-22 budget year, with a \$82,962.70 tender approved by Council November 22, 2021 for CBCL to do the study, with \$43,854 of that to come from CCBF.
15. Council approved the under-budget tender of \$495,342.10 on March 28, 2023 to Howard E. Little Excavation for the Mill Lakes Watershed Road Renewal portion of this project.
16. Council approved the over-budget amount of \$350,000 plus HST on September 26, 2023 to purchase a truck that meets municipal requirements, complete with snow and ice contrl equipment.
17. Council approved the over-budget tender of \$277,618.34 plus HST on September 26, 2023 to Sheehy Construction Limited for the construction for Main Street Hantsport Sidewalk Renewal.

**2023-24 WEST HANTS REGIONAL OPERATING BUDGET UPDATE
NINTH MONTH ENDING DECEMBER 31, 2023**

REVENUE	2023-24 BUDGET	% OF THE BUDGET	FORECAST MARCH 31, 2024	VARIANCE % (BASED ON FORECAST)	VARIANCE (BASED ON FORECAST)	ACTUALS DECEMBER 31, 2023	VARIANCE % (BASED ON ACTUALS)
TAXES	\$ 21,913,069	70%	\$ 21,578,953	-1.5%	\$ (334,116)	\$ 21,589,366	1.5%
SEWER	\$ 2,419,383	8%	\$ 2,246,228	-7.2%	\$ (173,155)	\$ 1,684,671	30.4%
BUSINESS PROPERTY / DEED TRANSFER TAX	\$ 2,420,477	8%	\$ 2,390,588	-1.2%	\$ (29,889)	\$ 1,892,860	21.8%
GRANTS	\$ 91,600	0%	\$ 140,722	53.6%	\$ 49,122	\$ 140,722	100.0%
SERVICES PROVIDED TO OTHER GOVERNMENTS ¹	\$ 1,159,282	4%	\$ 1,399,026	20.7%	\$ 239,744	\$ 656,533	43.4%
SALES OF SERVICES	\$ 1,014,521	3%	\$ 939,285	-7.4%	\$ (75,236)	\$ 653,811	35.6%
OTHER REVENUE ²	\$ 666,961	2%	\$ 1,172,184	75.8%	\$ 505,223	\$ 881,874	-32.2%
UNCONDITIONAL TRANSFERS	\$ 1,230,201	4%	\$ 667,567	-45.7%	\$ (562,634)	\$ 526,890	57.2%
TRANSFERS FROM FED OR PROV GOVT.	\$ 15,000	0%	\$ 24,107	60.7%	\$ 9,107	\$ 24,107	-60.7%
TRANSFERS FROM OTHER LOCAL GOVERNMENTS	\$ 230,789	1%	\$ 292,237	26.6%	\$ 61,448	\$ 249,259	-8.0%
TOTAL	\$ 31,161,283	100%	\$ 30,850,897	-1.0%	\$ (310,386)	\$ 28,300,093	9.2%
EXPENSES							
GENERAL GOVERNMENT SERVICES ³	\$ 3,576,930	11%	\$ 3,757,858	5.1%	\$ 180,928	\$ 2,813,901	21.3%
PROTECTIVE SERVICES ⁴	\$ 9,206,807	30%	\$ 9,670,516	5.0%	\$ 463,709	\$ 5,870,201	36.2%
TRANSPORTATION	\$ 1,659,302	5%	\$ 1,684,133	1.5%	\$ 24,831	\$ 1,139,350	31.3%
ENVIRONMENTAL HEALTH SERVICES ⁵	\$ 3,589,052	12%	\$ 3,918,059	9.2%	\$ 329,007	\$ 2,284,899	36.3%
PUBLIC HEALTH SERVICES ⁶	\$ 298,345	1%	\$ 292,687	-1.9%	\$ (5,658)	\$ 209,342	29.8%
PLANNING	\$ 1,111,360	4%	\$ 1,101,356	-0.9%	\$ (10,004)	\$ 782,939	29.6%
RECREATION	\$ 3,054,574	10%	\$ 3,090,898	1.2%	\$ 36,324	\$ 2,179,343	28.7%
EDUCATION	\$ 5,000,882	16%	\$ 5,028,292	0.5%	\$ 27,410	\$ 2,472,012	50.6%
PRINCIPAL INSTALLMENTS	\$ 2,207,653	7%	\$ 2,207,653	0.0%	\$ -	\$ 940,404	57.4%
NET TRANSFERS	\$ 1,456,378	5%	\$ 1,441,378	-1.0%	\$ (15,000)	\$ -	100.0%
TOTAL	\$ 31,161,283	100%	\$ 32,192,831	3.3%	\$ 1,031,548	\$ 18,692,391	40.0%
SURPLUS / DEFICIT	\$ -		\$ (1,341,934)			\$ 9,607,702	
			MITIGATED BUDGETTING ERROR		\$ (704,406)		
			TOTAL SURPLUS (DEFICIT) OVER THE BUDGET		\$ (637,528)		-2.0%

Please note that if revenue and expenditures were incurred evenly over the year approximately 75% of the budget would be used. This percentage provides a guideline when reviewing the above. However, it is important to keep in mind that account variances (up or down) will occur throughout the fiscal year. For example, seasonal activities such as summer programs and facility maintenance, as well as winter snow removal, will influence the budget in a non-uniform manner throughout the year. Items such as transfers from reserves, will also impact budget to actuals throughout the year as they occur at fiscal year end.

The overall projected deficit based on the variance analysis for the general fund is \$1,341,934, of which \$704,406 is related to the budgeting error communicated at the September 26, 2023 Council meeting. It is also communicated potential sources of mitigation of this error. The mitigating sources will be recognized and reported in the Net Transfers, during the year end process. It is important to note, that mitigating efforts would only be utilized if the Municipality incurs a deficit. If the Municipality completes the year with a surplus, no mitigation is needed. The unmitigated portion of the deficit has decreased by \$109,918 since November's Financial Update.

Keynotes:

Revenue:

- Current Deed Transfer Tax actual is at \$1.46 million at December 31, 2023, which is 73.2% of budget. The projection has been updated to \$1.95 Million.
- Unconditional Transfers is projecting \$562 thousand less, due to Municipal Financial Capacity Grant. It is not expected to be doubled in 2023-24.
- Operational grants are coming in, and are projecting higher.
- Services provided to other governments is projecting higher, due to host community fees associated to the landfill. Currently they are higher, by \$155 thousand with one more payment expected.
- Sale of services is projecting lower due to recreation revenue, up to \$124,405 can be mitigated through safe restart funding.
- Sewer revenues continue to project lower following the second quarter.
- Other revenue is projecting higher than expected due to miscellaneous revenue, including permits, licenses, rentals, tax certificates, and return on investment.

Expenses:

- RCMP is projecting higher, with the addition of the provincial RCMP quarterly billing \$236,291, the 2022-23 operating RCMP credit will help mitigate this.
- Fire is projecting higher, with the major capital repairs for Hantsport Fire, and Windsor Fire apparatus. Increases associated to Southwest Hants Fire Operating and Regional Fire Operations.
- Transportation is projecting slightly higher, this will be monitored as we move into the winter season.
- General Government is projecting higher, with the increases associated with Office Buildings, Council Chamber furniture, and Dial-A-Ride.
- Environmental health services is projecting higher due to increase associated to sewer depreciations, increases tipping charges associated to the flood. In addition the Windsor sewer's operational sewer treatment cost have increased due to higher utility costs (water & power) and insurance.
- Facilities for the majority of departments are expecting to have higher than expected power costs.
- Education is projecting higher by \$27,140, Regional Library is also higher by \$7,710

LEGEND:

- 1 - SERVICES PROVIDED TO OTHER GOVERNMENTS INCLUDES: RECYCLING/ENFORCEMENT, HOST COMMUNITY FEES, ADMINISTRATION FEES, COURTHOUSE
- 2 - OTHER REVENUE INCLUDES: INTEREST & PENALTIES, RETURN ON INVESTMENTS, ADMINISTRATIVE RENTALS AND LEASES, FINES, LICENSES & PERMITS
- 3 - GENERAL GOVERNMENT SERVICE INCLUDES: LEGISLATIVE, ADMINISTRATION, FINANCIAL SERVICES, FACILITIES, LIBRARIES
- 4 - PROTECTIVE SERVICES INCLUDES: RCMP, FIRE, REMO, BY-LAW, COURTHOUSE, BUILDING INSPECTION
- 5 - ENVIRONMENTAL HEALTH SERVICES INCLUDES: SEWER, WASTE COLLECTION, WASTE DIVERSION, LANDFILL
- 6 - PUBLIC HEALTH SERVICES INCLUDES: CEMENTERIES, PUBLIC HOUSING

Table 2:

WEST HANTS REGIONAL MUNICIPALITY
Sports Complex Fundraising/Donation Update
December 31, 2023

Original Fundraising Goal		\$2,000,000
Fundraised by Municipality of West Hants	\$	89,834
Fundraised Since Consolidation	\$	2,000
Non-Monetary Donations	\$	3,763
Sponsorship to March 31, 2023	\$	25,215
Advertising to March 31, 2023	\$	47,500
Sponsorship to June 30, 2023	\$	-
Advertising to June 30, 2023	\$	-
Sponsorship to September 30, 2023	\$	-
Advertising to September 30, 2023	\$	-
Sponsorship to December 31, 2023	\$	-
Advertising to December 31, 2023	\$	-
Remaining to Reach Fundraising Goal	\$	1,831,689

**West Hants Regional Municipality
2023-24 Windsor Water Budget**

REVENUE	2023-24 BUDGET	ACTUALS NOVEMBER 30, 2023	VARIANCE % (BASED ON ACTUALS)	FORECAST MARCH 31, 2024	VARIANCE % (BASED ON FORECAST)	VARIANCE (BASED ON FORECAST)
Rate Sales	\$ 1,494,063	\$ 918,201	-38.5%	\$ 1,340,333	-10.3%	\$ (153,730)
Fire Protection	\$ 474,303	\$ 474,303	0.0%	\$ 474,303	0.0%	\$ -
Sprinkler Services	\$ 5,927	\$ 4,238	-28.5%	\$ 5,650	-4.7%	\$ (277)
Other Operating Revenue	\$ 113,993	\$ 79,159	-30.6%	\$ 105,545	-7.4%	\$ (8,448)
Total Operating Revenue	\$ 2,088,286	\$ 1,475,900	-29.3%	\$ 1,925,830	-7.8%	\$ (162,456)
EXPENSES						
Source of Supply	\$ 6,800	\$ 8,036	18.2%	\$ 10,715	57.6%	\$ 3,915
Water Treatment	\$ 532,192	\$ 395,946	-25.6%	\$ 527,928	-0.8%	\$ (4,264)
Transmission & Distribution	\$ 484,885	\$ 323,972	-33.2%	\$ 431,963	-10.9%	\$ (52,923)
Administration & General	\$ 587,149	\$ 113,251	-80.7%	\$ 525,525	-10.5%	\$ (61,624)
Total Operating Expenditures	\$ 1,611,026	\$ 841,205	-47.8%	\$ 1,496,130	-7.1%	\$ (114,896)
Total Non-Operating Revenue	\$ 3,180	\$ 18,946	495.7%	\$ 25,261	694.3%	\$ 22,081
Total Non-Operating Expenditures	\$ 173,794	\$ 160,552	-7.6%	\$ 170,552	-1.9%	\$ (3,243)
Operating Surplus/Deficit	\$ 306,646	\$ 493,089	60.8%	\$ 284,409	-7.3%	\$ (22,236)

**West Hants Regional Municipality
2023-24 West Hants Water Budget**

REVENUE	2023-24 BUDGET	ACTUALS NOVEMBER 30, 2023	VARIANCE % (BASED ON ACTUALS)	FORECAST MARCH 31, 2024	VARIANCE % (BASED ON FORECAST)	VARIANCE (BASED ON FORECAST)
Rate Sales	\$ 1,761,134	\$ 1,284,513	-27.1%	\$ 1,712,684	-2.8%	\$ (48,450)
Fire Protection	\$ 614,950	\$ 612,357	-0.4%	\$ 612,357	-0.4%	\$ (2,594)
Sprinkler Services	\$ 927	\$ 900	-2.9%	\$ 900	-2.9%	\$ (27)
Other Operating Revenue	\$ 188,959	\$ 40,468	-78.6%	\$ 106,116	-43.8%	\$ (82,844)
Total Operating Revenue	\$ 2,565,970	\$ 1,938,237	-24.5%	\$ 2,432,056	-5.2%	\$ (133,914)
EXPENSES						
Source of Supply	\$ 439,132	\$ 173,744	-60.4%	\$ 347,659	-20.8%	\$ (91,473)
Water Treatment	\$ 469,550	\$ 348,989	-25.7%	\$ 465,319	-0.9%	\$ (4,231)
Transmission & Distribution	\$ 822,337	\$ 519,806	-36.8%	\$ 693,075	-15.7%	\$ (129,263)
Administration & General	\$ 797,499	\$ 91,341	-88.5%	\$ 778,028	-2.4%	\$ (19,470)
Total Operating Expenditures	\$ 2,528,518	\$ 1,133,880	-55.2%	\$ 2,284,080	-9.7%	\$ (244,437)
Total Non-Operating Revenue	\$ 3,500	\$ 29,253	735.8%	\$ 39,004	1014.4%	\$ 35,504
Total Non-Operating Expenditures	\$ 136,044	\$ 69,885	-48.6%	\$ 129,885	-4.5%	\$ (6,160)
Operating Surplus/Deficit	\$ (95,091)	\$ 763,725	-903.1%	\$ 57,095	-160.0%	\$ 152,186

WEST HANTS REGIONAL MUNICIPALITY
WATER UTILITIES - CONSUMPTION REPORT - DECEMBER 2023

Utility	Q1	Q2	Q3	Q4	TOTAL CONSUMPTION*
West Hants Water					
TMP (incl. Wentworth)	7,786,744.05	9,364,341.21	7,972,909.24	-	25,123,994.50
Hantsport	4,738,304.76	6,283,367.00	5,584,032.07	-	16,605,703.83
Falmouth	8,177,128.09	9,740,227.87	16,403,309.39	-	34,320,665.35
Total by Quarter	20,702,176.90	25,387,936.08	29,960,250.70	-	76,050,363.68

*Note all figures are shown in imperial gallons.

Utility	Q1	Q2	Q3	Q4	TOTAL CONSUMPTION*
Windsor Water	21,072,450.48	24,611,106.60	23,432,725.39	-	69,116,282.47
<i>Bulk Master Meters</i>					
WH Dill Road	3,365,526.00	2,501,048.00	4,515,964.00	-	10,382,538.00
WH TMP 5 Back Rd	7,873,351.00	13,191,761.00	10,767,703.00	-	31,832,815.00
WH Underwood Rd	42,234.00	-	-	-	42,234.00
WH Wentworth Rd	227,888.00	155,958.00	278,701.00	-	662,547.00
SUBTOTAL	11,508,999.00	15,848,767.00	15,562,368.00	-	42,920,134.00
TOTAL BY QUARTER	32,581,449.48	40,459,873.60	38,995,093.39	-	112,036,416.47

*Note all figures are shown in imperial gallons.

VARIANCE BETWEEN TMP AND BULK MASTER METERS **	<u>17,796,139.50</u>
% OF VARIANCE FROM TOTAL BULK CONSUMPTION	<u>41.5%</u>

**The variance for imp. gallons is attributed to leakage, system flushing, fire hydrants, unauthorized usage, and old meter equipment, etc.

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

First Name	Last Name	Correspondence Date	Meeting / logged
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)

First Name	Last Name	Correspondence Date	Meeting / logged
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)

First Name	Last Name	Correspondence Date	Meeting / logged
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)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
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)

First Name	Last Name	Correspondence Date	Meeting / logged
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

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

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Quentin	Davison	2021-07-13	2021-07-13 COTW
Iain (Hon.)	Rankin	2021-07-16	2021-07-27 Council
Karen	Beazley	2021-07-15	2021-07-27 Council
G.E.	Morehouse	2021-07-22	2021-07-27 Council
Darlene	Taylor	2021-07-26	2021-09-14 COTW
Heather	MacLean	2021-08-13	2021-09-14 COTW
Kim (Hon)	Masland	2021-09-22	2021-10-12 COTW
Darren	Porter	2022-02-01	2022-02-08 Council
Hon. Steve	Craig	2022-03-02	2022-03-08 COTW
Hon. Greg	Morrow	2022-03-08	2022-03-22 Council
Sheldon	Hope	2022-03-10	2022-03-22 Council
Darren	Porter	2022-06-02	2022-06-14 COTW
Darren	Porter	2022-06-27	2022-06-28 Council
Hon. Joyce	Murray	2022-07-12	2022-07-26 Council
Jennifer	Allen	2022-08-30	2022-09-13 COTW
Hon. Kody	Blois	2022-10-07	2022-10-11 COTW
K Salter	Salter	2022-10-28	2022-11-08 COTW
Hon. Kody	Blois	2023-06-02	2023-06-13 COTW
Andre	Arsenault	2023-06-02	2023-06-13 COTW
Darlene	Taylor	2023-06-02	2023-06-13 COTW
Kevin	Walsh	2023-06-03	2023-06-13 COTW
Alyson and Nicholas	Bremner/Juurlink	2023-06-03	2023-06-13 COTW
Hants County Federation of Agriculture		2023-06-03	2023-06-13 COTW
Al	Mailman	2023-06-03	2023-06-13 COTW
Greg	O'Leary	2023-06-03	2023-06-13 COTW
Lisa	Bland	2023-06-04	2023-06-13 COTW
Karen	Lynch	2023-06-04	2023-06-13 COTW
Judy	Lynch	2023-06-04	2023-06-13 COTW
Greg	Miller	2023-06-04	2023-06-13 COTW
Darren	Porter	2023-06-04	2023-06-13 COTW
Monique	Wood	2023-06-04	2023-06-13 COTW
Lana	Patterson	2023-06-04	2023-06-13 COTW
Dr. AK.	Kirumira	2023-06-04	2023-06-13 COTW

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

Bonnie	O'Leary	2023-06-04	2023-06-13 COTW
Robyn	Bremner-Popma	2023-06-04	2023-06-13 COTW
Traci and Elizabeth	Curry	2023-06-04	2023-06-13 COTW
Sheldon	Hope	2023-06-05	2023-06-13 COTW
Wilf and Diane	Ogilvie	2023-06-05	2023-06-13 COTW
Aaron	Ewing	2023-06-05	2023-06-13 COTW
Cara	Pfeffer	2023-06-05	2023-06-13 COTW
Maxine	Chandler	2023-06-05	2023-06-13 COTW
Pat	Porter	2023-06-05	2023-06-13 COTW
Shannon	Cunningham	2023-06-05	2023-06-13 COTW
Anna	DeNicola	2023-06-06	2023-06-13 COTW
Jen	Murphy	2023-06-06	2023-06-13 COTW
Karen	Beazley	2023-06-06	2023-06-13 COTW
Linda	Card	2023-06-06	2023-06-13 COTW
Richard	Dunham	2023-06-06	2023-06-13 COTW
Doug	Symonds	2023-06-06	2023-06-13 COTW
Krista	Lunn	2023-06-06	2023-06-13 COTW
Barbara	Hughes	2023-06-06	2023-06-13 COTW
Andrew	Smiley	2023-06-06	2023-06-13 COTW
Nikki	Lloyd	2023-06-06	2023-06-13 COTW
Aaron	Ewing	2023-06-07	2023-06-13 COTW
Jim	White	2023-06-07	2023-06-13 COTW
Sasha	Stevens	2023-06-07	2023-06-13 COTW
Chris	Phillips	2023-06-07	2023-06-13 COTW
Chad	Pothier	2023-06-07	2023-06-13 COTW
Darlene	Taylor	2023-06-07	2023-06-13 COTW
Nancy and Bruce	Cameron	2023-06-07	2023-06-13 COTW
James	Pothier	2023-06-07	2023-06-13 COTW
Abe	Zebian	2023-06-07	2023-06-13 COTW
Judith	Kazmirski	2023-06-08	2023-06-13 COTW
Nikki Lloyd	Lloyd	2023-06-08	2023-06-13 COTW
Darren	Porter	2023-06-09	2023-06-13 COTW
Ashley Imlay	Imlay	2023-06-09	2023-06-13 COTW
Valerie	Wilcox	2023-06-11	2023-06-13 COTW

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

Colleen	Walsh-Bouman	2023-06-12	2023-06-13 COTW
G. Wayne	Hines	2023-06-12	2023-06-13 COTW
Sharon	Johnson	2023-06-12	2023-06-13 COTW
Nicholas	Juurlick	2023-06-11	2023-06-13 COTW
Ed and Cathy	Kerr	2023-06-12	2023-06-13 COTW
Tracey	Sexton	2023-06-12	2023-06-13 COTW
Peter	Nicol	2023-06-12	2023-06-13 COTW
Jennifer	Shaw	2023-06-13	2023-06-13 COTW
Jayne	Murray	2023-06-13	2023-06-13 COTW
Reid & Roslyn	MacDuff	2023-06-13	2023-06-13 COTW
Monique	Wood	2023-06-13	2023-06-13 COTW
Dean	Manning	2023-06-13	2023-06-13 COTW
Karen	Beazley	2023-06-14	2023-06-27 Council
Carrilee	Eddy	2023-06-15	2023-06-27 Council
Maria DeNicola	DeNicola	2023-06-15	2023-06-27 Council
Anna	DeNicola	2023-06-16	2023-06-27 Council
Karen F.	Beazley	2023-06-16	2023-06-27 Council
Lisa	Bland	2023-06-16	2023-06-27 Council
Duncan	Armour	2023-06-19	2023-06-27 Council
Gwendolyn	Aker	2023-06-19	2023-06-27 Council
Laura	Fisher	2023-06-19	2023-06-27 Council
Barbara	Hughes	2023-06-21	2023-06-27 Council
Reid & Roslyn	MacDuff	2023-06-21	2023-06-27 Council
Kim	Jansen	2023-06-22	2023-06-27 Council
Brian and Sandra	Hogan	2023-06-22	2023-06-27 Council
Maria	DeNicola Re Concerns of Racism, Bullying and Slander	2023-06-22	2023-06-27 Council
Karen	Langille	2023-06-22	2023-06-27 Council
Anne	Desneiges	2023-06-22	2023-06-27 Council
Darren	Porter	2023-06-25	2023-06-27 Council
Barbara	Hughes	2023-06-27	2023-07-11 COTW
Louis	Coutinho	2023-06-28	2023-07-11 COTW
Darlene	Taylor	2023-06-29	2023-07-11 COTW
Eric	D-Entremont	2023-07-10	2023-07-11 COTW
Canadian Wildlife Federation Letter		2023-07-10	2023-07-11 COTW

Correspondence Received

First Name	Last Name	Correspondence Date	Meeting / logged
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

Correspondence Received

Darren	Porter	2022-04-21	2022-04-26 Council
Daphnee	de Lamirande	2022-04-29	2022-05-10 COTW
Hon. John	Lohr	2022-05-02	2022-05-10 COTW
Ann- Marie	Mathieu, Annapolis Valley Regional Library	2022-05-05	2022-05-10 COTW
2022-05-11 Yves	Arsenault re Information session for Hosting of 44th annual Final des Jeux de l'Acadie for 2025	2022-05-11	2022-05-26 Council
Anna	Allen	2022-05-22	2022-06-14 COTW
Seamus	Marriott, Community Petition re Zwicker lake	2022-05-31	2022-06-14 COTW
Scott	Carson (Presenting letter in person to Council)	2022-06-03	2022-06-14 COTW
Hon. John	Lohr (DMA)	2022-06-10	2022-06-14 COTW
Nancy	Sherwood	2022-06-14	2022-06-28 Council
Bobby	Best	2022-06-16	2022-06-28 Council
Hon. Kim	Masland	2022-06-21	2022-06-28 Council
Sherri	Bulger	2022-06-28	2022-06-28 Council
Hon. John	Lohr	2022-06-30	2022-07-12 COTW
Domenic	Padula	2022-07-07	2022-07-12 COTW
Hon. Joyce	Murray	2022-07-12	2022-07-26 Council
Diana	Gibson re: RCMP & Fort Edward Information	2022-06-29	2022-07-26 Council
Acute Care	Tanya Penney	2022-07-19	2022-07-26 Council
Darren	Porter	2022-07-27	2022-09-13 COTW
PVSC		2022-08-02	2022-09-13 COTW
DMA		2022-08-04	2022-09-13 COTW
Breaking Barriers Together		2022-08-17	2022-09-13 COTW
Bill	Preston	2022-08-18	2022-09-13 COTW
Alix	Munro (POSSE)	2022-09-01	2022-09-13 COTW
County of Annapolis	Letter to Premier Tim Houston and Hon. Tim Halman re Moratorium on Aerial Herbicide Spraying	2022-09-14	2022-09-27 Council
Darren	Porter	2022-09-14	2022-09-27 Council
Darren	Porter	2022-09-16	2022-09-27 Cour

Correspondence Received

Philip	Hyam		2022-09-17	2022-09-27 Council
Mash Up Lab re: Opportunity for Aspiring Entrepreneurs in West Hants			2022-10-17	2022-10-25 Council
Minister Masland	Re: Potential Mi'kmaq Burial site		2022-10-19	2022-10-25 Council
Heather Hughes,	Executive Director Re: Proposed changes to Weed Control Act		2022-09-13	2022-11-08 COTW
Minister of Finance and Treasury Board	Re: Provincial Non-Resident Deed Transfer Tax		2022-10-21	2022-11-08 COTW
Home Hardware	Re: Security Cameras		2022-10-21	2022-11-08 COTW
Windsor Township	Re: Security Cameras		2022-10-24	2022-11-08 COTW
Dawna MacIvor	Re: November is Crohn's and Colitis Awareness Month		2022-10-28	2022-11-08 COTW
Waye Mason	re Concerns and Information regarding Bill 225 and HRM Noise By-Law	11-02	2022-	2022-11-08 COTW
Peter Gregg	Re Information on Bill 212, An Act to Amend Public Utility Act		2022-11-02	2022-11-08 COTW
Andrea Parker	Re Road repair work needed		2022-11-06	2022-11-22 Council
WAEFA Recipient Confirmation - 2022	(Awards sponsored by the West Hants Regional Municipality)		2022-11-07	2022-11-22 Council
CAO Letter	Comfort Centre Designation - Garden of Eden Community Centre		2022-11-10	2022-11-22 Council
David Old,	President Hantsport Seniors and Elders Club re Community Generator Program		2022-11-10	2022-11-22 Council
Juanita Wilcox	re Expression of Thanks		2022-11-12	2022-11-22 Council
Emily McNeil	re Renewal of the Operating Approval for the Avon Hydro System		2022-11-14	2022-11-22 Council
Paul Beazley	re Boundary Review Questions		2022-11-16	2022-11-22 Council
West Hants Historical Society	Re Old Parish Burying Ground Letter		2022-11-16	2022-12-06 COTW
Graham Sanford	Re Road Concerns		2022-11-16	2022-12-06 COTW
Fidelis House	Re financial assistance request		2022-11-30	2022-12-06 COTW
Lawrencetown Education Centre	Re Big Chill Donation request		2022-12-06	2022-12-13 Council
Kate Sircom, Secretary, St. Andrew's Church Council	Re Community Comfort Centre proposal		2022-12-06	2022-12-13 Council
NSFM	Re: Code of Conduct - Summary of content from consultation		2022-12-14	2023-01-10 COTW

Correspondence Received

Graham Sandford	Re: response to outstanding concerns sent after the presentation to Council on December 13th, 2022.	2023-01-09	2023-01-10 COTW
Graham Sanford	Re: File to Rezone Lots along Bog Road	2023-01-24	2023-01-24 Council
Nova Scotia Department of Public Works Request	Re: Pothier Motors Crosswalk Request	2023-02-03	2023-02-14 COTW
Windsor Township Business Association	Re: Expression of Thanks and Continued Conversations	2023-02-09	2023-02-14 COTW
Hants County Federation of Agricultural and the Great Falmouth Marsh Body	Re: Remaining ACOA funds	2023-02-23	2023-02-28 Council
Seamus Marriot (Zwicker Lake Property Owners)	Re Permit Clarification	2023-02-17	2023-03-14 COTW
Windsor Lions Club	Re Tourist Bureau Park Request	2023-02-23	2023-03-14 COTW
Carrilee Eddy	Re Affordable Housing	2023-02-28	2023-03-14 COTW
Graham Sanford	Re: Don't Be The Dirt Advocacy Presentation	2023-02-28	2023-03-14 COTW
Andrew Hardman	Re 997 Highway 14 Distribution Depot - Trans-World Concerns	2023-03-02	2023-03-14 COTW
Seamus Marriot (Zwicker Lake Property Owners)	Re Permit Clarification	2023-03-02	2023-03-14 COTW
FCM Executive Decision	Re Green Municipal Fund application	2023-03-03	2023-03-14 COTW
Avondale Hall	Re Floor repair and renovation request	2023-03-08	2023-03-14 COTW
Letter From Private Road Development	Re Petition for Waste Collection Services	2023-03-09	2023-03-14 COTW
Hon. Greg Morrow	Response to Expenses incurred due to fencing	2023-03-14	2023-03-28 Council
Sarah Reddington	Re Hantsport Memorial Community Center and Pickleball Facility	2023-03-14	2023-03-28 Council
Core Committee - Zwicker Lake Property Owners	Re Permit Clarification	2023-03-14	2023-03-28 Council
Hantsport Community Rep	Re: Apple Blossom Festival Sponsorship Request	2023-03-15	2023-03-28 Council
MLA Sheehy-Richard	Request for a Nomination for the Order of Nova Scotia	2023-03-15	2023-03-28 Council
VREN I	Re Response to continued partnership and IMSA	2023-03-16	2023-03-28 Council
NS Power	Re Avon Hydro System Relicensing	2023-03-20	2023-03-28 Council
Public Health	Re New alcohol guidance on harms and risks for residents	2023-03-20	2023-03-28 Council
Kody Blois	Re: Letter to the Hon. Kim Masland	2023-03-21	2023-03-28 Council

Correspondence Received

Margot Bureaux	Re Cancellation of ABF Leadership Competition	2023-03-21	2023-03-28 Council
Shawna Nichols	Re: Lego program	2023-03-23	2023-03-28 Council
West Hants Historical Society	Proclamation Request	2023-03-23	2023-03-28 Council
Pisiquid Canoe Club	Re: Funding Request	2023-03-24	2023-03-28 Council
KMK Negotiation Office	Re: Expression of interest to meet and discuss the Avon River and downtown waterfront	2023-03-28	2023-04-11 COTW
Markus Kehoe	Re Expression of appreciation	2023-03-29	2023-04-11 COTW
Chantelle Hill	Re Proclamation of Parental Alienation Bubbles of Love Day April 25 2023 Request	2023-03-30	2023-04-11 COTW
Communities in Bloom	Re Invitation to participate	2023-03-30	2023-04-11 COTW
David Simpson	Re Rails-to-trails to Windsor	2023-03-30	2023-04-11 COTW
Mark Kehoe	Re Permit D2023-019 Pisiquid Canoe Club Day Camps - Not Valid	2023-03-30	2023-04-11 COTW
Minister Lohr DMA	Re Sustainability Services Growth Fund (SSGF)	2023-03-30	2023-04-11 COTW
Hon. Masland	Re Intersection Lighting	2023-04-03	2023-04-11 COTW
Brenda Shiers Chair West Hants Uniacke Community Health Board	Re Request for Funding Support	2023-04-04	2023-04-11 COTW
Windsor Township Business District	Reimagine Lake Pisiquid	2023-04-04	2023-04-11 COTW
Poplar Grove Community Hall	Funding Request	2023-04-06	2023-04-11 COTW
Heather Lake	Re Cogmagun and Beaver Pond Petition	2023-04-11	2023-04-11 COTW
Laurent Breault, General Director	Re International Day Against Homophobia and Transphobia, May 17, 2023	2023-04-09	2023-04-25 Council
Trudy Flynn	Re Light up Municipal office Purple for May 12 Fibromyalgia Awareness Day.	2023-04-10	2023-04-25 Council
Zwicker Lake Core Committee	Re Letter of Complaint - Disrespectful Behaviour	2023-04-10	2023-04-25 Council
Gloria Shanks	Re Old Shanks Road dated March 30, 2023	2023-04-10	2023-04-25 Council
Response to MP Blois	Re Highway 101 Twinning	2023-04-11	2023-04-25 Council
Hants County Federation of Agriculture	Re Expression of Appreciation for meeting	2023-04-11	2023-04-25 Council
Trevor Levy	Re Scotch Village Station Road Development	2023-04-14	2023-04-25 Council
Mark Kehoe	Re 2023-24 Tax Exemption Concern - Upper Vaughan	2023-04-16	2023-04-25 Council

Correspondence Received

Tom Levy	Re 301 Station Road Development	2023-04-16	2023-04-25 Council
Roberto Gueli and Anke Kungl	Re Community feedback for Sustainable Hill proposal	2024-04-17	2023-04-25 Council
Glooscap First Nation	Letter of Intent Re Proposed Addition to Reserve, Glooscap First Nation	2023-04-18	2023-04-25 Council
VREN to WHRM	Re Regional Enterprise Networks Review	2023-04-18	2023-04-25 Council
Mike Smith	Re Support of the Proposal from Sustainable Hill Campground and Yoga Dome	2023-04-20	2023-04-25 Council
Kathy Blois, Chair Hants County Senior Safety Association	Re Letter of Notice	2023-04-20	2023-04-25 Council
Seamus Marriot	Re FOIPOP Follow up	2023-04-20	2023-04-25 Council
Erin Naugler	Re Falmouth Highway Access	2023-04-23	2023-04-25 Council
Jessica and Allan Hill	Re Additional Considerations for Sustainable Hill's Application	2023-04-24	2023-04-25 Council
Karen Bourque-Ward and Art Ward	Re Scotch Village Station Road PID 45166915	2023-04-24	2023-04-25 Council
Wesley Petite	Re MPSA Retroactive Pay	2023-04-24	2023-04-25 Council
Hants County Federation of Agriculture	Re Scotch Village Rezoning Application	2023-04-25	2023-04-25 Council
Andrew Hardman	Re 997 Highway 14 - Zoning Change challenge	2023-04-26	2023-05-09 COTW
Guide Furlani	Re Concerns re 20 deer roaming and eating anything they can	2023-04-26	2023-05-09 COTW
Trevor Levy	Re Scotch Village Station Rd. PID 45166915	2023-04-26	2023-05-09 COTW
Denise Forand	Re Windsor Causeway and my Windsor's township waterfront vision	2023-04-27	2023-05-09 COTW
Barry Maxner	Re 50% Tax Reduction Request pertaining to Zwicker Lake Property and Pisiquid Canoe Club Concerns	2023-04-29	2023-05-09 COTW
Margot Bureaux	Re Banners	2023-05-02	2023-05-09 COTW
Grant Thomas	Re Theft	2023-05-03	2023-05-09 COTW
Aissa Thomas	Re Windsor Textile Development	2023-05-04	2023-05-09 COTW
Art Ward	Re Scotch Village Station Road PID 45166915	2023-05-06	2023-05-09 COTW
Core Committee Zwicker Lake Property Owners	Re CCBF Funding and the Canoe Club	2023-05-08	2023-05-09 COTW

Correspondence Received

John Fitzgerald	Re Scotch Village yoga retreat	2023-05-10	2023-05-23 Council
Karen Fitzgerald	Re Yoga resort plan	2023-05-10	2023-05-23 Council
Bill Preston	Re Unsightly etc.	2023-05-11	2023-05-23 Council
Garret Johnston	Re Avon Street Erosion Hantsport Nova Scotia	2023-05-11	2023-05-23 Council
Margy Fletcher	Re Expansion to King Street from Payzant Drive	2023-05-11	2023-05-23 Council
Art Ward and Karen Bourque-Ward	Re Scotch Village Station Road PID 45166915 and PID 45148608.	2023-05-15	2023-05-23 Council
Letter to NSFM from the Minister of Municipal Affairs and Housing	Re 12 Month Notice	2023-05-15	2023-05-23 Council
Andrew Hardman	Re Property Tax Exemption List	2023-05-15	2023-05-23 Council
Upper Vaughan Property Owners	Re 997 Highway 14, Permit #C2020-371	2023-05-15	2023-05-23 Council
Denise Forand	Re Waterfront options are ours to design for generations to come. Ebb n Flow.	2023-05-16	2023-05-23 Council
Warden Nickerson	Re RCMP Retroactive Costs - Copy	2023-05-18	2023-05-23 Council
Art Ward	Re Proposed DA for Scotch Village Station Road PID 45166915 and PID 45148608.	2023-05-19	2023-05-23 Council
Shelley Arsenault	Re Rezoning and Development of Agricultural Land	2023-05-19	2023-05-23 Council
Lee and Debbie Watson	Re Old Railway, Collapse in Mt Denson	2023-05-21	2023-05-23 Council
Dave Smith	Re Zwicker Lake Petition	2023-05-22	2023-05-23 Council
Seamus Marriott	Re Petition to Reconsider Canoe Club Tax Exemption	2023-05-22	2023-05-23 Council
Denise Thibault	Re Concerned property owner and taxpayer	2023-05-23	2023-06-13 COTW
Glooscap First Nation	Re Proposed Addition to Reserve, Bishopville Road	2023-05-25	2023-06-13 COTW
Mark Kehoe	Re Property Tax Exemption Community Center	2023-05-26	2023-06-13 COTW
Barry Maxner	Follow up Re Definition of Community Centre and the Pisaquid Canoe Club	2023-05-29	2023-06-13 COTW
Will Balsler, Coastal Adaptation Coordinator	Re Joint Statement Call to Release the Coastal Protection Act Regulations	2023-06-01	2023-06-13 COTW
Chrystal Fuller on behalf of Mitch Brison	Re connecting Payzant and King Street request to Council	2023-06-02	2023-06-13 COTW
Carrilee Eddy	Re World Ocean Day	2023-06-07	2023-06-13 COTW

Correspondence Received

Carrilee Eddy	Re Fire Protection	2023-06-07	2023-06-13 COTW
Mark Peck, CEO of Joint Regional Transportation Agency	Re Invite to Municipal Working Group	2023-06-07	2023-06-13 COTW
Wayne and Edith.	Re the Gate and the Crossing.	2023-06-07	2023-06-13 COTW
Steph Sedgwick	Re the Gate and the Crossing.	2023-06-08	2023-06-13 COTW
Debbie Stoddard-Pageau	Re the Gate and the Crossing.	2023-06-08	2023-06-13 COTW
Rachelle Trudel	Re Garlands Crossing - Access Roads	2023-06-09	2023-06-13 COTW
Mike MacDonell	Re Agritourism and Rural Development - Sustainable Hill Resort	2023-06-11	2023-06-13 COTW
Melissa Levy	Re Appeal	2023-06-12	2023-06-13 COTW
Paul and Amy Brown	Re Gate in the crossing	2023-06-13	2023-06-13 COTW
Jason Tucker and Tim Carr	Re Canada Day Events in Hantsport	2023-06-13	2023-06-13 COTW
Kimm Kent, POSSE	Re Addressing housing insecurity and homelessness	2023-06-13	2023-06-27 Council
Paul Pierce	Re Award of Tender	2023-06-15	2023-06-27 Council
Nova Scotia Provincial Housing Agency	Re Priority Access to Housing	2023-06-09	2023-06-27 Council
Core Committee Zwicker Lake Property Owners	Re CCBF Funding	2023-06-14	2023-06-27 Council
Adriane Salah	Re Request for letter of support Re Tremaine Crescent	2023-06-20	2023-06-27 Council
<u>Barry Maxner</u>	Re No replies - Concerns with the Pisiquid Canoe Club.pdf	2023-06-23	2023-06-27 Council
Honourable Timothy Halman	Response Re Coastal Protection Act	2023-06-25	2023-06-27 Council
Core Committee Zwicker Lake Property Owners	Re Seeking clarity	2023-06-27	2023-06-27 Council
Core Committee Zwicker Lake Property Owners (Seamus Marriott)	Re Seeking clarity	2023-06-29	2023-07-11 COTW
Lisa Bland	Re Safety Measures during this Emergency (Request)	2023-06-30	2023-07-11 COTW
Nancy Sheehy	Re State of Emergency (Request)	2023-06-30	2023-07-11 COTW
Pat Miller	Re Fireworks and Calming your dog	2023-06-30	2023-07-11 COTW
Carrilee Eddy	Re Avon River Fish Passage (Request)	2023-07-03	2023-07-11 COTW
Maria DeNicola	Re clarification on health and safety issue	2023-07-05	2023-07-11 COTW
Nova International	Re Letter to West Hants	2023-07-05	2023-07-11 COTW

Correspondence Received

NSEMO - Emergency Management Preparedness Office	Re Region 3 Resignation	2023-07-06	2023-07-11 COTW
Chris Shields	Re Construction on the 101 and Lake Pisiquid	2023-07-07	2023-07-11 COTW
Carrilee Eddy	Re Declining to meet with Nikki-Marie Lloyd	(WHRM copied) 2023-07-12	2023-07-25 Council
East Hants Letter	Re Bill 236 - Railways Act - Windsor Hantsport Rail	(WHRM copied) 2023-07-19	2023-07-25 Council
Matt Dunfield	Re Question Re Falmouth Family Park	2023-07-20	2023-07-25 Council
Laura de Boer	Re St. Croix Dam Evacuation - Flood Mapping Request	2023-07-23	2023-07-25 Council
Benjamin Dykeman	Re Municipal Funding to Community Crisis Response	2023-07-24	2023-07-25 Council
Louis Coutinho	Re EMO and Torrential Rain & Flooding	2023-07-24	2023-07-25 Council
Peter Moore	Re Where's the pump X 4	2023-07-24 and July 25, 2023	2023-07-25 Council
Denise Forand	Re Questions re Cunnable Creek and overflow	2023-07-24 and 2023-08-14	2023-09-12 COTW
CCBF	Re Confirmation of Funding Re Pisiquid Canoe Club	2023-08-01	2023-09-12 COTW
Municipality of Kings County	Re Flood Event	2023-07-28	2023-09-12 COTW
Hants County Condominium Corp.	Re Damages to Critical infrastructure	2023-08-09	2023-09-12 COTW
UARB	Re 2023 Municipal Boundary Notice of Approval	2023-08-10	2023-09-12 COTW
Virginia Deering	Re Flooding on Chittick Ave.	2023-08-09 and 2023-08-11	2023-09-12 COTW
Hon. Greg Morrow response to Correspondence Re Fresh water resource for the Agricultural Community	Re Fresh water resource for the Agricultural Community	2023-08-14	2023-09-12 COTW
Jacqueline and Ryan Heffler	Re Bus transportation needed	2023-08-25	2023-09-12 COTW
MP Kody Blois	Re Letter to Minister Morrow re Dyke Land (WHRM copied)	2023-08-31	2023-09-12 COTW
Darren Porter	Re Water Testing and follow up emails	2023-08-14 and 2023-09-05	2023-09-12 COTW
Pamela DeNicola	Re Agricultural land preservation and protection	2023-09-06	2023-09-12 COTW
Jean Sanford	Re chairs	2023-09-12	2023-09-26 Council
Keith Aucoin	Re Impact of Hurricane Lee	2023-09-12	2023-09-26 Council

Correspondence Received

Luke Garagan	Re Transportation for West Hants	2023-09-12	2023-09-26 Council
Maria Medioli	Re Response to Blaise Fraser and Jackie Doucet Re Kings Meadows (WHRM copied)	2023-09-13	2023-09-26 Council
Peter Moore	Re Unprecedented weather event and Preparedness	2023-09-13 and 2023-09-14	2023-09-26 Council
Jennifer Moore	Re Preparedness	2023-09-14 x 2	2023-09-26 Council
Steve Turner	Re Windsor Hantsport Railway (WHRM copied)	2023-09-14	2023-09-26 Council
Laura Moore	Re Abuse of Emergency Management Act	2023-09-16	2023-09-26 Council
Daniel Steeves	Re Short Term Rental	2023-09-21	2023-09-26 Council
Kings County	Re Notice of Public Hearing	2023-09-21	2023-09-26 Council
Colleen Rogers	Re Transportation in West Hants	2023-09-23	2023-09-26 Council
Selling Scotia	Re Discussions around banning STRs	2023-09-25	2023-09-26 Council
Hants Health and Wellness Team	Re Transportation Options and Municipal Staff to undertake a Feasibility Study	2023-09-28	2023-10-10 COTW
Sherry Williams	Re Concern for Kings Meadows Closing (WHRM copied)	2023-09-29	2023-10-10 COTW
Peter Moore	Re CBC, below sea-level	2023-09-30	2023-10-10 COTW
Denise Forand x2	Re CBCL	2023-10-04	2023-10-10 COTW
Peter Moore	Re Weather	2023-10-05	2023-10-10 COTW
Peter Moore	Re A Study or Plan and why it matters	2023-10	2023-10-24 Council
NS Public Works	Response to Reimagine the Windsor and Falmouth Waterfront area	2023-10-11	2023-10-24 Council
Shelburne Counties	To NSFMR Re Cellular Coverage (WHRM copied)	2023-10-11	2023-10-24 Council
Glen LeBlanc	Re Poor Cellular Service	2023-10-13	2023-10-24 Council
Letter mailed to WHRM	Re 35 William Street Developer	2023-10-16	2023-10-24 Council
Response from Maria Medioli	Re King's Meadows (WHRM copied)	2023-10-17	2023-10-24 Council
King's Meadows Residence	Re Non Profit Options	2023-10-25	2023-11-14 COTW
Premier Tim Houston	Re Future Energy Security for NS letter to Councillor	2023-10-25	2023-11-14 COTW
Premier Tim Houston	Re YourHealthNS app	2023-11-02	2023-11-14 COTW
Sheldon Hebb	Re Curbside Waste Collection	2023-10-25	2023-11-14 COTW
VREN	Re Land and Asset Database Update and User	2023-11-06	2023-11-14 COTW

Correspondence Received

	Integration		
Kelsey MacNeil	Re Wind Strength Update	2023-11-08	2023-11-14 COTW
Steven Hart (Protect Vaughans Community)	Re Amendment to Policy 4.22.4 (3 emails)	2023-11-02	2023-11-14 COTW
Mandy Singleton	Re Riverview Drive Rezoning Brooklyn	2023-11-09	2023-11-14 COTW
Ian Daniels	Re Windsor Elementary School	2023-11-13	2023-11-14 COTW
Sandra Watson	Re Rezoning PID 45215290 Riverview Drive Brooklyn	2023-11-15	2023-11-28 Council
Steven Hart	Re Follow-up to Policy Amendment 4.22.4 (4 emails)	2023-11-16	2023-11-28 Council
Amanda Dunfield	Re Windsor Stormwater: CSO Outfall Signage	2023-11-20	2023-11-28 Council
Hon. Kim Masland	Re Provincial Intersection Street lighting	Sent 2023-04-03 and resent 2023-11-21	2023-11-28 Council
Amanda Dunfield	Re Minas Basin Sessions/Requests Recording of Community Events	2023-11-23	2023-11-28 Council
Kelsea MacNeil, Director, Public Relations & Business Development Membertou Development Corporation	Re Bear Lake Wind Project Information Session	2023-11-23	2023-11-28 Council
Residents of the Concerned Citizens	Call to Action	2023-11-24	2023-11-28 Council
MADD Annapolis Valley	Re Red Ribbon Request	2023-11-16	2023-11-28 Council
Dykeland Lodge	Re Request for a Secondary Exit from College Road	2023-11-21	2023-11-28 Council
Protect Vaughans Community (Steven Hart)	Re Follow-Up To Wind Farm	2023-11-21	2023-11-28 Council
Kelsey McNeil	Re Bear Lake Wind Information - Tax Memo & Community Benefits	2023-11-30	2023-12-05 COTW
Lubna Jamshaid	Re Support Ceasefire in Gaza!	2023-11-28	2023-12-05 COTW
Jill Pasquet	Re Cease Fire	2023-11-28	2023-12-05 COTW
Shawkat Ali	Re Support for Ceasefire in Palestine	2023-11-28	2023-12-05 COTW

Correspondence Received

Youseff Rafih	Re Ceasefire Now! Not Pause	2023-11-30	2023-12-05 COTW
Ahmed Nassrat	Re Motion for Peace	2023-11-29	2023-12-05 COTW
Andrew Zebian	Re Call For Ceasefire	2023-11-30	2023-12-05 COTW
Jennifer Crawford	Re West Hants call for ceasefire in Gaza	2023-11-30	2023-12-05 COTW
Kody Blois to the Premier	Re Marshlands (WHRM copied)	2023-12-01	2023-12-05 COTW
Amanda Dunfield	Re 2023.11.30 Stormwater Discussions Formal Request for Presentation Materials	2023-11-30	2023-12-05 COTW
Elizabeth Tuck	Re In Support of a Ceasefire	2023-12-03	2023-12-05 COTW
Frank Bezanson	Re A call for a permanent ceasefire	2023-12-03	2023-12-05 COTW
Mohammed Barraah	Re Urgent Letter to Mayor Zebian and WHRM Council	2023-12-04	2023-12-05 COTW
Lubna Jamshaid	Re: Support Ceasefire in Gaza	2023-12-05	2023-12-12 Council
Andrea Parker	Re Health Plan Survey Opportunity	2023-12-06	2023-12-12 Council
MLA Sheehy-Richard	Re: Response Re Additional Carpool Parking Lot	2023-12-12	2023-12-12 Council
Myra Stephen	Re: When you know better, do better	2023-12-13	2024-01-09 COTW
Katherine Wadden	Re: PID 45215290 Riverview Drive Brooklyn	2023-12-13	2024-01-09 COTW
Jeff Dunfield	Re: Council Meeting Called for Next Week (Dec. 19, 2023)	2023-12-15	2024-01-09 COTW
Peter Moore	Re December 19th Special Council Meeting	2023-12-18	2024-01-09 COTW
NSFM	Re: Letter To Minister Morrow Re Dyke System (WHRM copied)	2023-12-20	2024-01-09 COTW
Peter Moore	Re: COTW - October 12, 2021	2023-12-20	2024-01-09 COTW
Minister Rushton	Re: Response to WHRM Re Smiley's Park	2023-12-21	2024-01-09 COTW
Robert Crow	Re: Lot 13 Rezoning Milliard Crt	2024-01-03	2024-01-09 COTW
Annapolis Valley Regional Library	Re: Letter to Minister MacMaster (WHRM copied)	2023-12-05, Received 2024-01-04	2024-01-09 COTW
Emily Seaboyer	Re: Application for Rezone of OS lot, Millard Court, Union Corner	2024-01-04	2024-01-09 COTW
Denise Forand	Re: The rezoning of gifted lands for subdivisions and our Historic Architectural zone	2024-01-06	COTW2024-01-09
Elizabeth Rondhuis	Re: Land Rezoning PID45236601	2024-01-07	2024-01-09 COTW
Karl Coutino	Re Request for Postponement of Commercial Wine Support Program Announcement	2024-01-08	2024-01-09 COTW

Correspondence Received

Peter Moore	Re Rainfall Warning	2024-01-09	2024-01-09 COTW
Christina Hudgins	Re Millard Court	2024-01-09	2024-01-23 Council
Emily Seaboyer, Shawn Seaboyer & Family	Re Application for Rezone of OS lot, Millard Court, Union Corner	2024-01-09	2024-01-23 Council
Phil Pidgeon	Re Rezoning of PID 45236601 Millard Court, Union Corner	2024-01-12	2024-01-23 Council
Haley Brown	Re Urgent Request for Postponement of Commercial Wine Support Program Announcement	2024-01-12	2024-01-23 Council
Wine Growers Nova Scotia (WGNS)	Re Important Update on Nova Scotia Farm Wine Industry Developments with attached letters	2024-01-16	2024-01-23 Council
Mary Penner	Re Thank You to Citizens of Windsor	2024-01-18	2024-01-23 Council
West Hants Historical Society Letter to WHRM	Re Paris Name	2024-01-17	2024-01-23 Council
Andrew Hardman	Re Supreme Court Decision re Permit D2023-019	2024-01-23	2024-01-23 Council
2024 Update	Re Regional Chairs Coordinators activities at the Provincial level for Waste Management.	2024-01-18	2024-02-13 COTW
Avon Street Erosion Society	Re Registered as a Not-for-Profit Society	2024-01-18	2024-02-13 COTW
Cathy Illsley	Re Discontinuing Aquafit Classes	2024-01-25	2024-02-13 COTW
Denise Forand	Re Opposed to Rezoning PID 45215290 Riverview Drive Brooklyn	2024-01-25	2024-02-13 COTW
Debbie Spears	Re Aqua fitness	2024-01-26	2024-02-13 COTW
HCCC #1 Letter to WHRM Re Request for Financial Support	Re Request for Financial Support	2024-02-01	2024-02-13 COTW
Jennifer Enright	Proclamation Request Re Amyloidosis Awareness Month	2024	2024-02-13 COTW
Denise Forand Re	Re Snow removal from the causeway highway	2024-02-08	2024-02-13 COTW
Birth Place of Hockey Tournament Costs		2024-02-09	2024-02-13 COTW
Amanda Dunfield	Re Windsor Stormwater Municipal Snow Storage	2024-02-09	2024-02-13 COTW
Response from Minister Lohr	Re WHRM Affordable Housing Letter	2024-02-09	2024-02-13 COTW
Carrilee Eddy	Re Assembly of NS Mi'kmaw Chiefs	2024-02-13	2024-02-13 COTW

PLEASE CONTINUE TO



Regional Chairs Re-Cap

January 2024

C/O PO Box 639, Mahone Bay, NS B0J 2E0
Christine.McClare@Region6SWM.ca

Past Committee Meetings

Regional Coordinators
January 18

Regional Chairs
January 26

Municipal-Provincial Priorities
Nothing new

Extended Producer Responsibility (EPR) Programs

- EPR for Printed Paper and Packaging (PPP) has 100% of municipalities opting-in to the program. Producer consultation with municipalities on the program Plan will occur shortly. The Plan must be submitted to the Province by Oct 1/24.
- Producers are getting registered with the Producer Responsibility Organization (PRO) to be able to continue to sell their products in NS after Dec 1st 2025. Divert NS reports 60% expected registrations which are mostly larger/national producers. They request help to identify Nova Scotia producers (Stanfield's, Oxford Frozen Food etc.) so they may reach out to them. Who in your area produces a product and has more than 1 million in sales?
- EPR Programs for Batteries (non-automotive), Lamp Products (light bulbs) and Small appliances are proceeding and become effective June, July and August (see below). Small appliances will be managed under the current Electronics program and include appliances for; Floor/Carpet cleaning, Garment care, Counter-top cooking, Devices for food cutting or sealing, Devices for measuring time, Personal care, Scales and Portable air treatment.

Program	Program start date	Landfill Ban in effect
Batteries	July 1/24	Jan 1/25
Lamp Products (light bulbs)	Aug 1/24	Jan 1/25
Small appliances	June 1/24	June 1/24

Getting to 300 kg/person/year

The Provincial plan for getting to 300 kg/person/year of garbage was due before Jan 1/24 but has not yet been released. The draft plan has been submitted to the Minister.

Pressure Treated Lumber - C&D Regulations

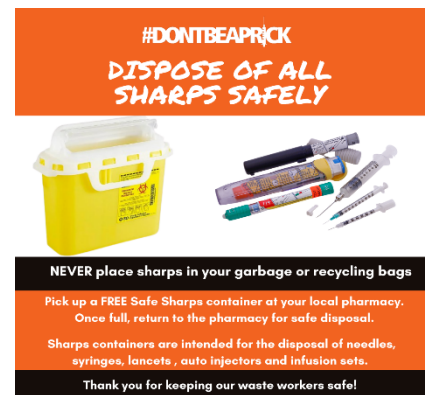
The Solid Waste Managers & Directors Committee received a training session by NS Environment and Climate Change (NSECC). The focus was for site staff to be able to identify pressure treated timbers that require other handling than disposal in a C&D Landfill. In addition, training included a review of checklist used by NSECC, cover material requirements and reporting requirements.



Sharps

Discussions continue on the Safe Sharps program and the issue of improper disposal. This is a voluntary program where pharmacies choose whether they will provide safe sharps containers to their customers and Producers choose whether to provide financial assistance to the program.

All involved seem to be in favour of an EPR program with producers paying for containers and their disposal as well as education and promotion. Regional Chairs will continue to pressure the Province to enact legislation.



Is a 5¢ refund enough?

As New Brunswick has increased their beverage containers deposit refund prices, maybe the time has come for NS to have its first increase. This could benefit the ENVIRO-DEPOTs, who are seeing increased costs to operate, more education funding for Divert NS and more funding for municipalities.



The 5¢ refund may not provide enough incentive for people to return them. More beverage containers are appearing in the curbside blue bags rather than being returned to a depot. Increased amounts of refundables are being left in ditches instead of being collected. Whether these are trends and what, if any, impacts will be seen will be investigated over the coming months by Regional Chairs/Coordinators and Divert NS.

NEXT Committee Meetings

Regional Coordinators
February 29

Regional Chairs
March 22

Municipal-Provincial Priorities
TBA

January 18, 2024

Dear elected official,

This letter is to inform you of several updates that we, as formerly presented to you as the “*Avon Street Erosion Committee*” of Hantsport and Hants Border are now formally registered as a not-for-profit society the “*Avon Street Erosion Society*”.

Additionally, we are excited to inform you of our plans to continue moving forward in 2024 with our mission to mitigate the erosion that we are experiencing on a daily basis.

At this time we have applied for funding through (Change Lab Action Research Initiative) – in partnership with Acadia University to obtain research assistance and funding to perform environmental studies on our effected areas of concern. To this end we have engaged in conversation with local contractors and business owners/operators to obtain an estimate on remediation costs for our stabilization project. In conjunction to this, we are moving forward to create a financial plan to identify the scope of cost for our objective.

The Board is looking into the hiring of a Project Manager.

We are working towards building a strong and committed portfolio through our incorporation as a not-for-profit society. We are pursuing research studies on the erosion, collection of cost projections to correct the erosion, all work done to date to ensure protection of the shoreline and our properties along the Avon River in Hantsport and Hants Border.

As always, we would welcome any assistance and/or suggestions on upcoming funding opportunities and obtaining any applicable permits.

Sincerely,

Avon Street Erosion Society

President Garret Johnston

On January 25, 2024 Cathy Illsley wrote:

Caution [External Email]

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

Jan. 25th, 2024

To whom this may concern,

Our aquafit class was given devastating news today that there will be no spring aquafit classes at Kings-Edgehill. There were approximately 24 of us present and I can tell you everyone was very upset! I can not speak for everyone but for me aquafit is the only exercise that I can do that is easy on my body because of hip and knee injuries. I have been attending aquafit since 2010. In 2013 I had knee surgery and because of aquafit I didn't have to have physio because my specialist said that aquafit would give me everything I needed to heal. Not only does it help our physical well being but our mental health also. Imagine finding a activity that you can do with ease and have an hour of social time also, then for no reason it is taken away from you. Believe me, during covid when we were not able to have classes my body and my mind paid the price. Our class has ladies of all different levels of fitness. Two ladies comes with canes because of their disabilities. We have an instructor that is second to none and a wonderful lifeguard and a place that is willing to give us 3 days a week for aquafit, why can we not continue with a program that is needed by so many! I hope your committee will reconsider your decision. I am always reading on the Rec Facebook page about getting out and get active. All of us can not walk the trails or do other activities that is out there. For many of us aquafit is it. I used to walk the walking track at the Sports Complex but because of my hip I am no longer able to do that, again aquafit helps with the pain and keeps my body moving. I understand that you need to have 24 or 25 people to sign up to break even for the program to run. One day in the pool we had 42 people so that can't be the problem!! And even if all those people don't attend each class they still have paid for the full session. I know that Windsor Physio has sent their clients to sign up for aquafit to help with their injuries so it's well known that aquafit works! Also we have some new members that has just moved into our community. With more people moving in our area we need activities for everyone especially people with injuries and

time that it is the last thing we need. I hope you reconsider for your community members that has no other options to stay active and healthy.

Thank you for taking the time to read this.

Cathy Illsley

Get [Outlook for Android](#)

From: Denise Forand
To: [Mark Fredericks](#)
Cc: [Mark Phillips](#); [PublicOnlyCouncilEmail](#)
Subject: Re: Rezoning PID 45215290 Riverview Drive Brooklyn
Date: Thursday, January 25, 2024 6:27:31 PM
Attachments: [image001.png](#)
[PID_45215290_Zoning.pdf](#)

Caution [External Email]

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

Dear Mark, I wanted to reply to point out that I am opposed to all the properties that the municipality is currently rezoning and trying to sell off . This is Our land donated to Us the people of these many subdivision/area's for the people in that very small space for nature and for all to enjoy as required by contract with subdivideres respect of space and past negotiations.
Please resind this movement of rezoning OS on donated lands. These are not morally yours and it's not in the best interests of the residents and does not benefit the mu . Stop all rezoning changes on these donated to the community properties . Stop picking and choosing like I've just witnessed , It's just wrong.
Sincerely, Denise Forand
Concerned citizen
Sent from my iPad

On Jan 25, 2024, at 2:40 PM, Mark Fredericks <MFredericks@westhants.ca> wrote:

Hello,

You are receiving this email as you were in contact with West Hants regarding the proposed rezoning of a property on Riverview Drive in Brooklyn (map *attached*). The proposed zone change was to move the property from the Open Space (OS) zone and move it to the Single Unit Residential (R1) zone.

At their meeting on January 23, 2024, Municipal Council decided not to proceed with the rezoning of this property.

At this time, the property will remain in the Open Space (OS) zone and remain under municipal ownership.

Please let us know if you have any questions.

Thank you for your engagement with us during the process.



West Hants
something inspiring awaits

Mark Fredericks

Senior Planner

West Hants Regional Municipality

PO Box 3000, 76 Morison Drive, Windsor, NS, B0N2T0

T [902-798-8391](tel:902-798-8391) Ext. 148




E mfredericks@westhants.ca

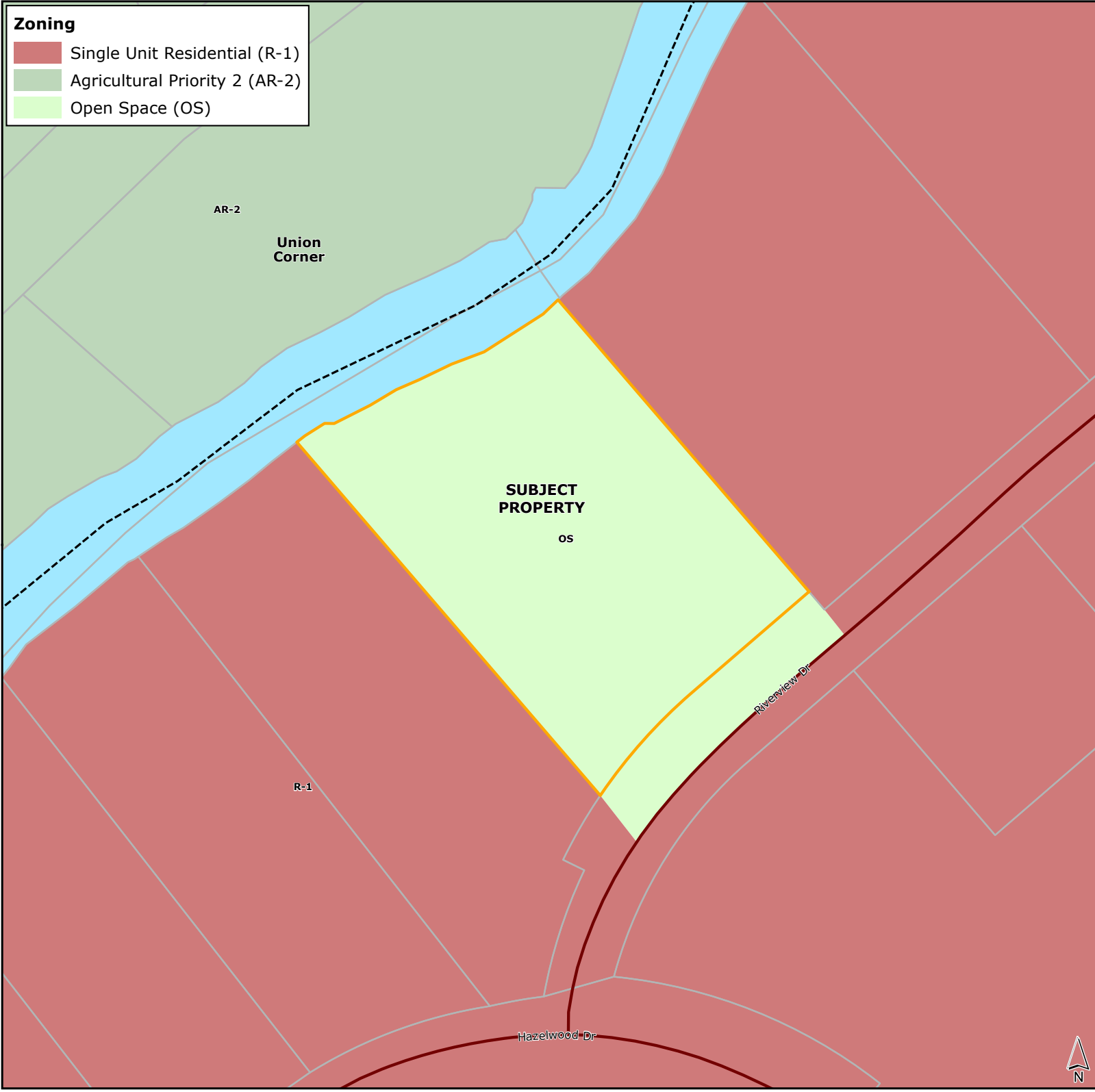
W www.westhants.ca



West Hants

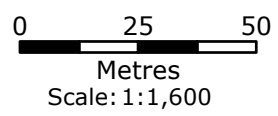
Riverview Drive, Brooklyn PID 45215290






Zoning	
	Single Unit Residential (R-1)
	Agricultural Priority 2 (AR-2)
	Open Space (OS)



Base data derived from the Nova Scotia Property Records Database (NSPRD) and the Nova Scotia, Geomatics Centre (NSGC), Copyright Her Majesty The Queen in Right of the Province of Nova Scotia. This map is a graphical representation only. It is not a land survey and is not intended for used for legal descriptions or to calculate exact dimensions or area. Prepared by: West Hants Regional Planning and Development Department October 2023

Zoning



	PID 45215290
	Communities
	Parcels
	Roads
	Water

From: [Abraham Zebian](#)
To: [Deanna Snair](#)
Subject: Fwd: Aquafitness
Date: Friday, January 26, 2024 11:19:23 AM

From: Debbie Spears
Date: January 26, 2024 at 11:10:42 AM AST
To: Kathy Kehoe <kkehoe@westhants.ca>
Cc: Abraham Zebian <AZebian@westhants.ca>, Ed Sherman <esherman@westhants.ca>, Laurie Murley <lmurley@westhants.ca>
Subject: Aquafitness

Caution [External Email]

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

Dear Ms. Kehoe,

It has come to my attention WHRM will not be offering an Aquafitness program at KES next spring. I am writing to request you reconsider.

As a senior woman, I am enjoying the benefits of Aquafitness. While not all participants are in their golden years, I would suggest the majority are. I have arthritis and other aches and pains that come with aging. Aquafit offers me an opportunity to remain active in an environment where the water provides low impact. The cardio, stretching and strength exercises help me both physically and mentally without exacerbating my physical discomfort.

Almost 25% of Nova Scotians in the year 2021 were over the age of 65 and I expect this is increasing annually. This suggests to me more programs that benefit seniors should be offered rather than cancelling existing ones.

Thank you for your consideration.

Yours truly,
Debbie Spears

From: [Prime Minister | Premier Ministre](#)
To: [Deanna Snair](#)
Subject: RE: Office of the Prime Minister/Cabinet du premier ministre
Date: Saturday, January 27, 2024 2:42:06 PM
Attachments: [2023-12-18 Call for an immediate ceasefire by all parties in the occupied Gaza Strip and Israel.pdf](#)
[image350695.png](#)

Caution [External Email]

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Dear Mayor Zebian:

On behalf of Prime Minister Justin Trudeau, I would like to acknowledge receipt of your correspondence.

The Government of Canada extends its deepest condolences to all those who have lost family members and loved ones, including Canadian citizens. During this extremely difficult time, our hearts are also with Canadians who have family and friends in the region.

Canada unequivocally condemns Hamas' terror attacks on Israel on October 7, the appalling loss of life, and the heinous acts of violence perpetrated in those attacks, including sexual violence. We condemn Hamas' unacceptable treatment of hostages and call for the immediate and unconditional release of all remaining hostages. The International Committee of the Red Cross must be granted full access to the hostages and be allowed to deliver medical assistance.

We support Israel's right to defend itself in accordance with international law. In defending itself, Israel must respect international humanitarian law.

Canada previously called for humanitarian pauses on hostilities in order to allow for hostages to be released and for much-needed humanitarian aid to reach Palestinian civilians. When a pause occurred, it allowed for the release of more than 100 hostages and supported an increase in humanitarian access to affected civilians. We want to see this pause resumed and support urgent international efforts towards a sustainable ceasefire.

A sustainable ceasefire cannot be one-sided. Hamas must release all hostages, stop using Palestinian civilians as human shields, stop intentionally occupying civilian sites for terrorist purposes, and lay down its weapons. Hamas can have no future in the governance of Gaza.

We are alarmed at the diminishing safe space for civilians in Gaza. The price of defeating Hamas cannot be the continuous suffering of all Palestinian civilians. We remain deeply concerned by the scale of the humanitarian crisis in Gaza and ongoing risks to all Palestinian civilians. Safe and unimpeded humanitarian access must be increased and sustained. Canada was among the first nations to provide humanitarian assistance, and we have provided tens of millions of dollars to partners to address urgent needs. Canada will ensure that no money goes into the hands of Hamas.

Canada remains committed to working with partners toward a just and lasting peace in the region, based on a two-state solution, where Israelis and Palestinians can live side by side in peace and security, with dignity and without fear.

Thank you for taking the time to write. Please accept my warmest regards.

Jean-Luc Marion
Director, Prime Minister's Correspondence
Office of the Prime Minister

----- Original Message -----

From: dsnair@westhants.ca
Sent: Monday, December 18, 2023, 8:21 AM
To: Justin.Trudeau@parl.gc.ca;
Cc: premier@novascotia.ca; kody.blois@parl.gc.ca; MPhillips@westhants.ca; wwhcouncil@westhants.ca; melissa.mlaoffice@gmail.com
Subject: Call for a ceasefire

Good morning,

Please see attached correspondence from the West Hants Regional Municipal Council.

Kind regards,
Deanna

Deanna Snair

Executive Assistant

West Hants Regional Municipality
PO Box 3000,
76 Morison Drive

,
Windsor

,
NS

,
B0N 2T0

T
902-798-8391 Ext. 134
M
902-792-8035
E
DSnair@westhants.ca
W

https://urldefense.proofpoint.com/v2/url?u=http-3A__www.westhants.ca&d=DwIGaQ&c=eUGZsteaTDIlvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=RIQXTjW5qdo8tuNwYTsiA9cOUSw9h17zycCJ6Xjdw0o&m=rlfYoiOKYz_uwv7TDWQlmmKQuIz8YX9X4Rd8LvCv_8qKsmQcjdxbZ7EzwyWrBgv&s=61plr-DIBhrW2SGj8La7UuV3lm5fVHmss6GT-Nrs0w&e=

From: Denise
To: [Mark Phillips](#); [PublicOnlyCouncilEmail](#); [MLA Office](#); [Premier](#); heather.chiasson2@novascotia.ca; emc@gov.ns.ca; johnlohrmla@gmail.com
Subject: Snow removal from the causeway highway
Date: Thursday, February 8, 2024 2:17:18 PM

Caution [External Email]

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

Dear Mayor Abe and Council , CAO Mark , MLA Sheehy, Premier Houston , Zach Churchill and MLA John Lorne,

Walking on this beautiful day and sadly seeing high tide only at high elevation i watched the causeway being rerouted southbound for the massive snow removal against our second wall of shame .

Counting there was at least 4 big shovels and a couple of front end loaders clearing the short interval on our Highway as I walked along the causeway trail.

What an embarrassment this causeway is and keeps maintaining.
Architecture's that approved this highway design apparently didn't consider winter weather.
Building should improve not diminish our roads.

People predicted the silting of the body of water behind the causeway if we blocked the ebb n flow of the tide, and yes we have 17' of silt downtown.

Speaking of the waterfront, how long do we have to be in a state of emergency before common sense prevails on the water level.
I hate being in the high risk level when we could comfortably be at a middle water level.
I would like to see the gates , not water overtop of the gates.

I would like to see the waterline in downtown at a level of preparedness for a deluge of water or a gate malfunction or break down instead of having us downtown residents living in a higher risk range versus a safe moderate level.
With the overflow pipe going into our body of water we need the healthy flushing of the tides.
Please review your scientific reports and make adjustments for a healthy vibrating river front.
Turn this back into a healthy tidal river .
Use those big shovels to dig out the silt , build us a beautiful stone wall with a large waterfront walkway at top the tiered steps for seating and claim the land in front of the causeway for something sensational like in the Bedford basin. I'm sure we have had developers give a presentation along these lines.
Try to get inspiration, look at the area from all directions. The next wall should be one of glory not embarrassment. We could be a great place to stop to enjoy our enhanced natural Saline marshes that support a highly specialized set of life adapted tidal waters , showcase our
for saline conditions for all

Tidal marshes serve many important functions They buffer stormy seas slow shoreline

erosion and are able to absorb excess nutrients before they reach oceans and estuaries. Tidal marshes also provide vital food and habitat for clams, crabs and juvenile fish, as well as offering shelter and nesting sites for several species of migratory waterfowl.

The beautiful white n black ducks were back migration is starting our spring cycle it's so nice to be half way between the North Pole and the Equator. Please do better. Find the balance.

Thank you, Denise

Sent from my iPad

From: [Abraham Zebian](#)
To: [Deanna Snair](#)
Subject: Fwd: BOH - Information, Ice time & fees
Date: Friday, February 9, 2024 9:07:44 AM

From: Will Eisener
Date: January 30, 2024 at 1:44:23 PM AST **To:**
Abraham Zebian <AZebian@westhants.ca>
Subject: BOH - Information, Ice time & fees

Caution [External Email]

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Ab, thanks for the great conversation. As requested here is some information on the Birth Place of Hockey Tournament and cost.

The Birthplace of Hockey tournament will be hosted over March 8-10 for Under 11C, Under13C and Under15 C divisions and March 16-17 for our Under 9 divisions (all levels). We will have approx. 60 games played over 2 weekends with approx. 650 children playing from all over Nova Scotia.

I can provide much more details if required.

Ice Time costs:

Age Group	Venue	Hours	Rate	Cost
U9 Weekend	Windsor	12	\$ 245.00	\$ 2,940.00
U9 Weekend	Brooklyn	12	\$ 240.00	\$ 2,880.00
U11, U13, U15 weekend	Windsor	21.5	\$ 245.00	\$ 5,267.50
U11, U13, U15 weekend	Brooklyn	16	\$ 240.00	\$ 3,840.00
Total ice cost				\$ 14,927.50

Other costs:

- Medals = \$3500

Ready bags for kids (power aid, bars etc...) = 1000

- Turf time open = X hours per weekend with someone to watch

William Eisener, Director of Fundraising

West Hants Minor Hockey Association

Fundraising@westhantswarriors.com

902-456-6252

From: Amanda Dunfield
To: [Abraham Zebian](#); [Rupert Jannasch](#); [Scott McLean](#); [Mark McLean](#); [Jeff Hartt](#); [Debbie Francis](#); [Bob Morton](#); [Ed Sherman](#); [Paul Morton](#); [John Smith](#); [Jim Ivey](#); [Laurie Murley](#); [Mark Phillips](#); [WHRM General](#); [Deanna Snair](#); [Shelleena Thornton](#); [Todd Richard](#)
Subject: 2024.02.09 Windsor Stormwater: Municipal Snow Storage
Date: Friday, February 9, 2024 11:06:12 AM

Caution [External Email]

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Good morning,

I am writing today about communications received from residents of the community expressing concern with regard to municipal snow storage practices; more specifically the recent appearance of banked snow in Elmcroft Park which suggests itself to be in excess of that which naturally existed.

It is hoped council and staff can briefly discuss the municipal plan for snow storage as it pertains to Cunnable and Tregothic Creek areas for the current season in the very near future; with an eye on providing assurances to residents that historical snow storage practices in these areas continue to be addressed and all possible measures that can be undertaken at current to mitigate the potential and severity of winter/spring thaw flood events in these areas are being carried out. Thank you.

**Regards,
Amanda Dunfield**



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

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

February 9, 2024

Your Worship Abraham Zebian
Mayor
West Hants Regional Municipality
Via email: AZebian@westhants.ca

Dear Mayor Zebian:

As Minister of Municipal Affairs and Housing, the Premier has asked that I respond to your letter of January 18, 2024, regarding affordable housing in West Hants Regional Municipality.

I want to assure you that housing is one of the Province's top priorities, and we recognize that every Nova Scotian deserves a safe and affordable place to call home. The recently released [Action for Housing Plan](#) commits \$1.7B over five years to advance three strategic solutions and 12 actions. Utilizing Provincial land to increase housing supply remains a key action item.

Given the numerous challenges present in land development, we know that some housing projects may not move forward as was the case with Tremain Crescent. We recently released a Property Opportunity Notice (PON) for a site on King Street in Windsor (PID 45053220) within close proximity to Tremain Crescent. The submission deadline for that PON is February 9, 2024, and we have encouraged the Affordable Housing Association of Nova Scotia to submit a proposal on that, or any other PON sites they are interested in pursuing. Given the unique characteristics of each PON, we require a new or revised proposal from a proponent wanting to pursue an alternate site.

We will continue to identify Provincial sites under our [Land for Housing Program](#) and make them available to the development community. There are several additional sites we are currently reviewing in your area and encourage West Hants Regional Municipality to consider if they own suitable land that could also be made available for housing development.

Sincerely,

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

Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c: Honourable Tim Houston, Premier (PNS-39448-S1B1J1)

C-1150/dm

From: Jennifer Enright
To: [Deanna Snair](#)
Subject: Proclamation to recognize March 2024 as Amyloidosis Awareness Month
Date: Thursday, November 30, 2023 10:15:48 AM
Attachments: [Amyloidosis Awareness Month Proclamation with final French Translation 25SEP2022 - Copy \(1\).docx](#)

Caution [External Email]

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

Hello Deanna,

Please see the attached proclamation to recognize March 2024 as Amyloidosis Awareness Month. If you have any additional questions, you can reach me at [REDACTED] or [REDACTED]. However, the Secretary for CASN (the Canadian Amyloidosis Support Network) is a Nova Scotian resident. So feel free to reach out to him. He is [REDACTED]. His email is casn.secretary@gmail.com and his phone number is [REDACTED] is a resident of Mount Uniacke.

You can also visit our website at amyloidosiscanada.org and the Facebook page under Canadian Amyloidosis Support Network Facebook.

Kind regards,

Jennifer Enright

WHEREAS, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

WHEREAS, Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

ATTENDU QUE mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

ATTENDU QUE l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

ATTENDU QUE l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

ATTENDU QUE l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

ATTENDU QUE certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

ATTENDU QUE le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

ATTENDU QUE la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.



February 1st, 2024

Ed Sherman
Councillor, Polling District 7
Vaughan – Upper Falmouth

Abraham Zebian, Mayor, Windsor

Melissa Sheey-Richard
MLA Hants West

Mark Phillips, CAO
West Hants Municipality

We are the members of HCCC#1, a bare land condominium association located in Vaughan, Nova Scotia. There are currently 59 units located here, and many are permanent residents. Our community is accessed by private road (Pioneer Drive and Canyon Point Road) off the New Ross Road. At the start of Canyon Point Road, there is a bridge over Five Island Brook, which is the only point of access to HCCC#1. During the July flooding event, the bridge was severely damaged, and after being assessed by a qualified engineer the bridge was deemed a total loss, unsafe for use and requiring full replacement. The insurance policy for HCCC#1 does not cover this loss, and all costs associated with replacement will fall to the condominium corporation. In the interim, to ensure residents retained access to their homes/properties, the board of HCCC#1 arranged for a temporary crossing to be put in place following the flood event. The crossing consists of culverts, boulders, and a gravel top – it is a temporary structure only, and at risk of failing should there be another significant precipitation event. It is also not suitable for spring runoff season, necessitating that bridge replacement occur as soon as possible.

As members of the board of HCCC#1, we are writing to request help with the cost of replacing our bridge. As we have already had several discussions with the Municipality of West Hants, there has been some help given by the municipality, most notably the waiving of dumping fees for the remaining structure of the bridge which was removed. While we greatly appreciate any help that has been given, the Board has spent over \$90,000 on bridge related costs to date, and we are facing additional costs of approximately \$500,000 to replace the bridge in 2024. The only way to pay for this is to levy a special

assessment against the current 59 unit owners in our community which will severely impact many of them.

Our community members currently contribute approximately \$140,000 in property taxes annually to the Municipality of West Hants, however the only services we receive from the Municipality is weekly garbage removal at the entrance to our road. Infrastructure maintenance, road grading and road maintenance and snow removal is all paid for privately by our members and we receive very minimal services from the Municipality as a whole.

As our MLA, District Councillor, and Mayor, we recognize that there was also significant damage to the infrastructure in and around West Hants, and there have likely been many requests for assistance with a variety of important issues, however our issue is critical given that the temporary crossing cannot remain in place indefinitely, and we face future more costly potential issues the longer this crossing is used by our residents, as well as possible future weather events that could further impact the already damaged infrastructure. If our only option to pay for the bridge replacement is a special assessment, many residents may be forced to sell their units which would create great financial burden to some, and add stress to the current provincial housing crisis. As well, many of our residents are elderly and require access to health/emergency services, which will be in jeopardy should our temporary crossing fail due to delay in structure replacement. The members of our community contribute significant economic and tax revenue to the municipality by supporting local businesses by purchasing groceries, gas, hiring local contractors and landscaping companies, etc., and what impacts our residents will have a trickle down effect and impact the municipality if any of our residents are forced to sell their properties as a result of the anticipated special assessment.

We have done our best to manage the crisis during the immediate aftermath of the flooding, at significant cost and time to our Board members which are all volunteer positions, however now we respectfully request a discussion with your office in regards to what funding can be provided by the Municipality, to ensure our community isn't further impacted by this disaster which has already affected our owners that have been forced to live with a temporary crossing in lieu of a bridge since July 2023.

You may also be aware that there is currently a wind turbine project currently under construction at the back end of our community, called the Benjamin Mills project. As the Federal Government has made the commitment to meet the target of 80% Renewable Energy Standard of 2030, the infrastructure in and around Canyon Point is a critical part of meeting this commitment. The road through Canyon Point allows direct access to both the wind turbine project as well as access to the dam at the back of Falls Lake, and should additional severe weather events take place in the future, which is almost certain, this infrastructure will be an important part to preserving the access to these green and alternate energy sources.

One or more of our board members would be happy to speak with you to further discuss the issue if that would be helpful and all Board members names and contact numbers have been listed below. Any and all help or direction you can provide us as we try to resolve this crisis is greatly appreciated, and we look forward to your timely response on or before February 23rd, 2024.

Sincerely,

HCCC#1 Board of Directors

Anthony Blencowe – HCCC#1 President [REDACTED]

Paul Mears – HCCC#1 Vice President [REDACTED]

Alex Crocker – HCCC#1 Treasurer [REDACTED]

Lola Gentile – HCCC#1 Secretary [REDACTED]

Mike Tickell – HCCC#1 Member at Large [REDACTED]

From: Carrilee E
To: [PublicOnlyCouncilEmail](#)
Subject: Assembly of NS Mi'kmaw Chiefs
Date: Tuesday, February 13, 2024 12:53:05 PM

Caution [External Email]

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

WHRM Council, I ask you:

1. to support reconciliation by openly and blatantly advocating for fish passage at the Avon Causeway and
2. respond in support to this public release by Assembly of Nova Scotia Mi'kmaw Chiefs

"This is a step backwards from any real efforts toward reconciliation," continued Chief Toney."

Here is a link to their media release:

https://mikmaqrights.com/?p=3929&fbclid=IwAR34PXsJA-B-1WfoK_SbuH1tckmEVi_sNbyvqIWs7-R2zNr48V--0zp11O4

Thank you,
Carrilee Eddy
Windsor, NS



Assembly Questions Emergency Order for Avon Causeway

📅 February 13, 2024 / 👤 Crystal Dorey / 📁 ANSMC, Consultation,
Culture, Uncategorized



FOR IMMEDIATE RELEASE

February 13, 2024

On June 1, 2023, the Nova Scotia Provincial Emergency Management Office issued an emergency order to close the gates at the Avon causeway in Windsor, to re-establish the man-made lake, Pisiquid, for possible wildfire suppression



The change in operation of the gates at the Avon causeway has impounded water and blocked fish passage and does not provide consistent and/or adequate flows resulting in damaging impacts to fish habitat and the ability for fish to complete their lifecycles. As spring approaches, the Mi'kmaq are concerned about the impacts of the closed gates on fish migration.

“We have a responsibility to the environment and know that the closure of these gates will only continue to inhibit smelt and gaspereau runs,” said Chief Gerald Toney, Fisheries Co-Lead for the Assembly of Nova Scotia Mi'kmaq Chiefs. “The province has created this damaging situation and refuses to work in good faith with the Mi'kmaq.”

In 2021, the Department of Fisheries and Oceans issued a Ministerial Order to regulate gate operations to improve fish habitat and passage. To mitigate any impacts brought about by the federal order, Mi'kmaq representatives worked collaboratively with various stakeholders, agencies and levels of government to find solutions that also enhanced the ecosystem. This work allowed for migratory birds to return to the area, drastic improvements to fish habitat and the ability for fish to complete their lifecycles, and for wildlife and vegetation to flourish.

“The government’s choice to not include the Mi'kmaq, in this blatantly destructive decision, not only has grave impacts to these species and the environment, but also to our Rights and Title. This is a step backwards from any real efforts toward reconciliation,” continued Chief Toney.





FOR IMMEDIATE RELEASE

February 13, 2024

On June 1, 2023, the Nova Scotia Provincial Emergency Management Office issued an emergency order to close the gates at the Avon causeway in Windsor, to re-establish the man-made lake, Pisiquid, for possible wildfire suppression and concern over dry hydrants.

This emergency order has continued to be renewed since, most recently on February 8, 2024.

“It is clear this is no longer about wildfire suppression or water availability,” said Chief Sidney Peters, Co-Chair of the Assembly of Nova Scotia Mi'kmaw Chiefs. “How can the province be recovering from record snowfall amounts the same week an Emergency Order is renewed because concerns of fires and dry hydrants? We must ask, what are the genuine motives behind keeping this order in place?”

The change in operation of the gates at the Avon causeway has impounded water and blocked fish passage and does not provide consistent and/or adequate flows resulting in damaging impacts to fish habitat and the ability for fish to complete their lifecycles. As spring approaches, the Mi'kmaw are concerned about the impacts of the closed gates on fish migration.





WEST HANTS REGIONAL MUNICIPALITY REPORT

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

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

Date: December 12, 2023

Subject: Zwicker Lake - Decision Permit D2023-019

LEGISLATIVE AUTHORITY

Meeting and Committee Procedural Policy: Councillor Reports

RECOMMENDATION or DECISION REQUEST

CAO be directed to engage staff to provide Council with a summary outline of the total cost of legal services incurred by the West Hants Regional Municipality relating to the Zwicker Lake property land use issue for Permit D2023-019.

CAO be directed to engage staff to secure copies of the expenses incurred by the Zwicker Lake residents in the work undertaken for the judicial review by their lawyers and consultants, for reimbursement of their costs estimated to be circa \$21,000.

CAO be directed to engage staff to provide Council with the WHRM file of legal correspondence (for a future in-camera review) relating to the Zwicker Lake land use issue regarding Permit D2023-019.

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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BACKGROUND:

The issues surrounding land use permissions relative to the West Hants Regional Municipality’s land use bylaws and zoning regulations surrounding Zwicker Lake has been raised in brief fashion on numerous occasions over the course of the last eighteen months to two years.

The conclusion reached from within the recent decision of the Judicial Review (decision January 10, 2024 attached), are noted and generally paraphrased from paragraphs 70, 71 and 72 as follows:

[70] ... in this case, the text of the Municipality's Land-Use By-Law, considered as a whole and in the context of the Act and the Municipal Planning Strategy, points overwhelmingly in favour of only one reasonable interpretation: that the intention of the Municipality was to limit outdoor recreational activities, including day camps like those being carried out by the club, to land zoned Water Supply and Open Space.

[71]...the decision to issue the development permit ... is not justified in relation to the relevant statutory constraints, it is unreasonable. The application for judicial review is granted, and the development permit is quashed.

[72]... Declining to remit a matter to the decision-maker may be appropriate where it becomes evident to the court, in the course of its review, that a particular outcome is inevitable and that remitting the case would therefore serve no useful purpose: Vavilov at para.142. For the reasons already outlined, the text of the Municipality's Land-Use By-Law leads inevitably to the conclusion that the club's day camps are not permitted use on its Zwicker Lake property. I exercise my discretion not to remit the matter to the Development Officer for redetermination.

DISCUSSION:

The purpose in putting this matter before Council is to ensure that we all understand the process and procedures for adherence to land use regulations and bylaws for pre-existing uses. Further, (perhaps better said), that we all understand the process and procedures necessary to bring about changes of use where pre-existing land uses already exist.

As noted within the Judicial Review, it appears we did not follow the pre-established regulations of the West Hants Municipality. It appears we took an advocacy position on behalf of a new-use -of-property regardless of the ensuing impact on the existing residents.

It should not have been necessary for members of the Upper Vaughan Community to have incurred almost \$21,000 in legal and consulting costs related to the judicial review. These are costs they incurred because we failed to follow our procedures. For the same reasons, West Hants has incurred costs yet to be determined.

As identified by the residents, no one sought to cease youth sports on Zwicker Lake. They only asked that the WHRM and the permit applicant follow the process outlined in the LUB for a non-permitted use, (development agreement or a zoning change, both of which would have required a public input process).

Two points on closing, paraphrased from within the letter received from Mr. Hardman's (signed on behalf of Mr. Hardman, Ms. Innes, Mr. Kehoe and Mr. Marriott) they ask that we all 'follow our processes carefully' and that our (by)laws be taken seriously.

NEXT STEPS

To Be Determined

FINANCIAL IMPLICATIONS

To be determined

ALTERNATIVES

To be determined

ATTACHMENTS:

CHIEF ADMINISTRATIVE OFFICER REVIEW

Councillor Ivey has provided a report with three recommendations that can be presented in the public forum. However, I would suggest that there are both legal and personnel related aspects of the report noted in the second and third recommendation that warrant in-camera discussions. A response to the first recommendation can be provided as it is administrative in nature as costs can be identified and shared if that is the wish of Council in response to this report. At the time comments were provided through the report (February 8, 2024) I have asked the solicitor to comment on what I anticipate to be the identified in-camera points for discussion. I will confirm with Council at the February 13th meeting.

I recommend that Council move to go in-camera to initiate discussions regarding the report.

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

Report Reviewed by: 
Mark Phillips, Chief Administrative Officer

SUPREME COURT OF NOVA SCOTIA

Citation: *Hardman v. West Hants (Municipality)*, 2024 NSSC 22

Date: 20240122

Docket: 522430

Registry: Kentville

Between:

Andrew Hardman, Debbie Innes, Mark Kehoe and Seamus Marriott

Applicants

v.

West Hants Regional Municipality and Pisiquid Canoe Club

Respondents

Judge: The Honourable Justice Gail L. Gatchalian

Heard: November 3, 2023, in Kentville, Nova Scotia

Counsel: Richard W. Norman, for the Applicants
John T. Shanks, for the Respondent Municipality
R. Michael MacKenzie, for the Respondent Pisiqid Canoe Club

By the Court:

Introduction

[1] Until 2022, the Pisiqid Canoe Club operated on Lake Pisiqid in Windsor, Nova Scotia. In 2022, Lake Pisiqid was drained under the terms of a federal Department of Fisheries order. In the spring of 2022, the Canoe Club bought property on Zwicker Lake. The property falls in the General Resource zone under the Land-Use By-Law of the West Hants Regional Municipality. The property had previously been used as a residential property. The Canoe Club wanted to carry out outdoor seasonal day camps on the property. This was a change in use, requiring the Canoe Club to obtain a development permit under the Land-Use By-Law. On February 6, 2023, the Municipality granted a development permit to the Canoe Club, which reads as follows:

...

Proposed Use: *Seasonal Daycamp*

Use Description: Operation of the noted PID's as a paddling club focused on athlete training, equipment storage *seasonal day camp* programming for youth athletes.

...

Conditions:

Development permit issued for change in use for *athletic Day Camps & equipment storage* related to non-profit community canoe club. ...

[emphasis added]

[2] The Applicants, Andrew Hardman, Debbie Innes, Mark Kehoe and Seamus Marriott, also own properties on Zwicker Lake. The Applicants filed an application for judicial review of the decision of the Municipality to issue the development permit to the Canoe Club. The Applicants say that the Land-Use By-Law prohibits the operation of outdoor recreational activities, such as the Canoe Club's day camps, on the property. They want the court to quash the development permit.

Standard of Review

[3] Reasonableness is presumed to be the applicable standard of review, and there is no basis for departing from that presumption in this case: *Canada v. Vavilov*, 2019 SCC 65 at paras.23, 33 and 53. The burden is on the Applicants to show that the Municipality's decision is unreasonable: *Vavilov* at para.100.

[4] In circumstances where reasons for an administrative decision are required and available, the decision must be: (a) based on reasoning that it is both rational and logical and (b) justified in light of the relevant factual and legal constraints: *Vavilov* at paras.78 and 101.

[5] Even in circumstances in which a decision-maker is not required to give reasons, the reviewing court must look to the record as a whole to understand the decision: *Vavilov* at para.137. If neither the record nor the larger context sheds light on the basis for the decision, the reviewing court must still examine the decision in light of the relevant constraints on the decision-maker in order to determine whether

the decision is reasonable: *Vavilov* at para.138.

The Record

[6] The decision to grant the development permit to the Canoe Club was made by the Municipality's Development Officer, Doug MacInnis. He did not provide reasons when he issued the development permit.

[7] The Municipality filed a 308-page record and a 61-page supplemental record in response to the application for judicial review. I also permitted the Municipality to supplement the record with an affidavit of Mr. MacInnis concerning past decisions of the Municipality: *Hardman v. West Hants (Municipality)*, 2023 NSSC 211. Mr. MacInnis was cross-examined on his affidavit. Further exhibits were entered into evidence at the hearing.

[8] The record shows why Mr. MacInnis made the decision to issue the development permit. After he granted the development permit, Mr. MacInnis provided the following reasons for his decision in an email to the Applicants dated February 23, 2023:

... The General Resource zone allows a wide range of community non-commercial activities. Pisaquid [sic] Canoe Club is governed by a local board registered under the Societies Act as a not for profit organization which carries out community activities not unlike a tennis club, or soccer club, or softball association which provides sporting and/or training activities to any community members who wish to register and participate for the programs offered. ...

[9] In his affidavit, Mr. MacInnis stated that his decision to issue the permit was based on the material from his file as well as his knowledge that the Municipality and its predecessors have always allowed day camps to take place in buildings that were

community centres within the definition the Land-Use By-Law, including at the Ellershouse Community Hall, the Ardoise Community Recreation Centre and the Centre Burlington Hall. Mr. MacInnis stated that each of these buildings is located in a zone that permits “churches, community centres and fire halls,” just as the General Resource zone allows.

The Position of the Parties

The Applicants

[10] The Applicants say that the decision to grant the development permit is unreasonable because, under the terms of the Land-Use By-Law, day camps are not listed as a permitted use on land zoned General Resource. The Applicants also rely on the fact that the term “day camp” only appears once in the Land-Use By-Law, in the definition of “Recreation Uses, Outdoor.”

[11] “Recreation Uses, Outdoor” is defined as:

... the use of land for parks, playgrounds, tennis courts, lawn bowling greens, outdoor skating rinks, athletic fields, golf courses, driving ranges, picnic areas, outdoor swimming pools, *day camps*, and similar uses to the foregoing together with necessary and accessory buildings and structures but shall not include a track for the racing of animals, or any form of motorized vehicles.

[emphasis added]

[12] Recreation Uses, Outdoor is a permitted use only on land that is zoned Water Supply and Open Space.

The Municipality

[13] The Municipality says that Mr. MacInnis’ decision is based on his conclusion

that the Canoe Club meets the definition of “community centre.” “Community centre” is one of the permitted uses in the “General Resource” zone.

[14] The Land-Use By-Law defines “community centre” as follows:

any tract of land and the buildings thereon, the control of which is vested in the Municipality or local board or agent which is used for community activities and not used for commercial purposes ...

[Emphasis added]

[15] The Municipality says that Mr. MacInnis reasoned that day camps are permitted and customarily included in a community centre, and therefore that the Canoe Club is authorized to operate day camps. The Municipality also says that day camps are permitted as an “accessory use” to a community centre.

[16] Accessory Use is defined in the Land-Use By-Law as “a use *subordinate in impact* and naturally, customarily and normally *incidental to* and exclusively devoted to a *main use* of land or building and located on the same lot” [emphasis added].

Issues

[17] In order to determine whether the Applicants have discharged their burden to show that Mr. MacInnis’ decision to issue the permit was unreasonable, I will consider the following:

1. Whether the conclusion of Mr. MacInnis – that day camps are a permitted use on the property – follows from his analysis that the Canoe Club meets the definition of community centre.
2. Whether an interpretation of the Land-Use By-Law as allowing outdoor recreational activities on property zoned General Resource is justified in light of the governing statutory scheme and the principles of statutory interpretation,

in particular, the definition of “Recreational Uses, Outdoor, the definition of “community centre,” and the context in which “community centre” is used.

Internally Coherent Reasoning?

Legal Principles

[18] As a reviewing court, I must place Mr. MacInnis’ reasons first: *Vavilov* at para.84. I must examine the reasons he provided with “respectful attention” and seek to understand the reasoning process that Mr. MacInnis followed to arrive at his conclusion: *ibid*. I do not ask what decision I would have made in place of that of Mr. MacInnis, attempt to ascertain the “range” of possible conclusions that would have been open to him, conduct a *de novo* analysis or seek to determine the “correct” solution to the problem: *Vavilov* at para.83. I am not to make my own yardstick and then use that yardstick to measure what Mr. MacInnis did: *ibid*.

[19] The reasons of Mr. MacInnis should be read in light of the record and with due sensitivity to the administrative regime in which they were given: *Vavilov* at para.103. For example, I might consider the evidence before Mr. MacInnis, the submissions of the parties, publicly available policies or guidelines that informed his work, and past decisions of the Municipality: *Vavilov* at para.94.

[20] Reasonableness review is not a “line-by-line treasure hunt for error”: *Vavilov* at para.102. However, the reviewing court must be able to trace the decision-maker’s reasoning without encountering any fatal flaws in its overarching logic, and it must be satisfied that there is a line of analysis within the given reasons that could reasonably lead the decision-maker from the evidence before him to the conclusion at which he arrived: *ibid*.

[21] A decision will be unreasonable if the reasons for it, read holistically, fail to reveal a rational chain of analysis or if they reveal that the decision was based on an irrational chain of analysis: *Vavilov* at para.103. A decision will also be unreasonable where the conclusion reached cannot follow from the analysis undertaken, or if the reasons read in conjunction with the record do not make it possible to understand the decision-maker's reasoning on a critical point: *ibid.*

Review of Record

[22] I have reviewed and taken into account the entire record. However, I will only be referring to the most relevant portions of the record in these reasons.

Communication between Development Officer and Applicants

[23] There was a significant amount of communication between Mr. MacInnis and the Applicants concerning the proposed change in use of the Canoe Club's property, beginning as early as May of 2022, and continuing after Mr. MacInnis granted the permit.

[24] The Applicants took the position throughout that day camps were not a permitted use on the property, and that the Canoe Club did not meet the definition of community centre.

[25] At first, Mr. MacInnis and his superior, Madelyn LeMay, the Municipality's Director of Planning and Development, appeared to agree with the position of the Applicants.

August 3, 2022 Email from Ms. LeMay to Mr. MacInnis

[26] On August 3, 2022, Ms. LeMay emailed Mr. MacInnis, asking whether he had obtained a legal opinion regarding whether the term “community centre” includes the use of a sports organization that runs day camps. Ms. LeMay stated that Mr. MacInnis’ conclusion that the Canoe Club did not meet the definition of “community centre” was the reason that the Club was asked to apply for a by-law amendment. Ms. LeMay asked Mr. MacInnis to consider that day camps are included within the definition of Recreation Uses, Outdoor, which is listed as a permitted use only on property zoned Water Supply and Open Space.

August 5, 2022 Letter from Mr. MacInnis

[27] In a letter dated August 5, 2022 to the Canoe Club, Mr. MacInnis informed the Canoe Club that day camps were not a permitted use on the property and that the Canoe Club was in violation of the Land-Use By-Law.

August 8, 2022 Email from Director of Planning and Development

[28] In an email dated August 8, 2022 to Mr. MacInnis, Ms. LeMay suggested that the Canoe Club apply in writing for development permit for a community centre so that Mr. MacInnis could refuse it in writing.

August 18, 2022 Email from Mr. MacInnis

[29] However, on August 18, 2022, after receiving legal advice that the property met the definition of community centre, Mr. MacInnis directed the Canoe Club to apply for a permit for a change of use to day camps.

October 7, 2022 Email from Director of Planning and Development

[30] Ms. LeMay disagreed with Mr. MacInnis' approach. She emailed Mr. MacInnis on October 7, 2022, stating that the Canoe Club must first apply to use the property as a community centre and then apply for a separate permit to operate a day camp.

October 7, 2022 Email from Mr. MacInnis

[31] Later on October 7, 2022, Mr. MacInnis wrote to the Canoe Club, suggesting that the Club complete an application to use the property as a community centre and stating that he would then determine whether such a development permit could be issued.

November 2, 2022

[32] Approximately one month later, on November 2, 2022, Mr. MacInnis wrote to the Canoe Club, pointing out that he had not yet received an application for a development permit to operate a "not for profit community sports organization," and that he was passing the matter on to the Municipality's lawyer for legal action.

Application and Permit

[33] The Canoe Club eventually applied for a permit to authorize "[o]peration of the noted PID's as a paddling club focused on athlete training, equipment storage seasonal day camp programming for youth athletes."

[34] Ultimately, Mr. MacInnis granted the development permit, which authorizes the property to be used for seasonal day camps.

Conclusion re: Internally Coherent Reasoning

[35] There is a fatal flaw in Mr. MacInnis' reasoning process. According to his rationale, the Canoe Club is permitted to run a day camp because it meets the definition of a community centre. However, the Canoe Club did not apply for nor did Mr. MacInnis grant the Canoe Club a development permit to operate a community centre. In the absence of such a permit, the Canoe Club is prohibited from operating a community centre under the terms of the Land-Use By-Law. The Club cannot, therefore, operate a day camp on the property. The conclusion reached by Mr. MacInnis – that day camps are a permitted use on the property – cannot follow from his analysis.

Consistent with the Text, Context and Purpose of the Statutory Scheme?

Legal Principles

[36] In addition to the need for internally coherent reasoning, a decision, to be reasonable, must be justified in relation to the constellation of law and facts that are relevant to the decision: *Vavilov* at para.105. A number of elements will generally be relevant in evaluating whether a decision is reasonable: the governing statutory scheme, other relevant statutory or common law, the principles of statutory interpretation, the evidence before the decision-maker, the submissions of the parties, the past practices and decisions of the administrative body, and the potential impact of the decision on the individual to whom it applies: *Vavilov* at para.106.

[37] In this case, the most relevant constraints are the governing statutory scheme and the principles of statutory interpretation.

[38] Matters of statutory interpretation are also evaluated on a reasonableness

standard: *Vavilov* at para.115.

[39] On a question of statutory interpretation, I do not undertake a *de novo* analysis of the question or ask myself what the correct decision would have been: *Vavilov* at para.116.

[40] Administrative decision-makers are not required to engage in a formalistic statutory interpretation exercise: *Vavilov* at para.119. However, they are to interpret the contested provision in a manner consistent with the text, context and purpose of the provision: *ibid* at para.121. The decision-maker's responsibility is to discern meaning and legislative intent, not to "reverse-engineer" a desired outcome: *ibid*.

[41] If it is clear that the decision-maker may well, had it considered a key element of a statutory provision's text, context or purpose, have arrived at a different result, its failure to consider that element would be unreasonable: *Vavilov* at para.122.

Omissions are not stand-alone grounds for judicial intervention: the key question is whether the omitted aspect of the analysis causes the reviewing court to lose confidence in the outcome reached by the decision-maker: *ibid*.

[42] Even if my task is not to perform a *de novo* analysis or to determine the correct interpretation of a disputed provision, it may sometimes become clear that the interplay of text, context and purpose leaves room for a single reasonable interpretation of the statutory provision: *Vavilov* at para.124.

The Governing Statutory Scheme

The Municipal Government Act

[43] Municipal planning is governed by the *Municipal Government Act*, S.N.S. 1998, c.18.

[44] The purpose of the *Act* includes vesting municipalities such as the West Hants Regional Municipality with broad authority: see ss.2 and 9A of the *Act* and *Midtown Tavern & Grill Ltd. v. Nova Scotia (Utility and Review Board)*, 2006 NSCA 115 at para.33.

[45] The subjects of planning and development of land are dealt with in Part VIII of the *Act*. Under Part VIII, municipalities are given primary authority over planning: see s.190 of the *Act* and *Midtown Tavern & Grill* at para.34.

[46] Under the *Act*, a municipality must appoint a development officer to administer its land-use by-law [s.243(1)], a development permit must be obtained before any development is commenced [s.244(1)], and a development permit “shall” be issued for a proposed development if the development meets the requirements of the land-use by-law [s.246(1)].

The Municipal Planning Strategy

[47] A municipality must adopt a municipal planning strategy, and all land within a municipality must be the subject of a municipal planning strategy: ss.212(1) and (3) of the *Act*.

[48] Under s.213 of the *Act*, the purpose of a municipal planning strategy is to provide statements of policy to guide the development and management of the municipality.

[49] Section 9 of the Municipality’s Municipal Planning Strategy sets out the policy of the Municipality in relation to lands designated “Resource,” including lands zoned General Resource. Section 9.1 sets out the Municipality’s policy in relation to the General Resource zone. Policy 9.1.2 of the Municipal Planning Strategy provides as follows:

Policy 9.1.2 It shall be the policy of Council to permit in the General Resource (GR) zone uses such as: agricultural and agricultural support uses; forestry and forestry related uses; structures associated with sand and gravel extraction operations; single and two unit dwellings, manufactured homes; ***community and commercial uses which serve the local area such as community centres, churches, fire halls, restaurants, small retail stores, automobile service stations, farm equipment sales and personal service shops.***

[emphasis added]

The Land-Use By-Law

[50] Under s.219(1) of the *Act*, where a municipality adopts a municipal planning strategy that contains policies about regulating land use and development, it must, at the same time, adopt a land-use by-law that enables the policies to be carried out.

[51] A land-use by-law must divide the planning area into zones and list permitted or prohibited uses for each zone: s.220(1) and (2) of the *Act*.

[52] Section 2.4 of the Municipality’s Land-Use By-Law states that: (a) unless otherwise stated in the By-Law, no person shall use land without first obtaining a development permit from the development officer, and that (b) the development officer shall only issue a development permit in conformance with the By-Law.

[53] Section 4.4(a) of the Land-Use By-Law states that “any use not listed as a

permitted use in a zone *is prohibited* in that zone unless otherwise indicated”

[emphasis added]. Section 4.4(b) states that, “[w]here a permitted use within any zone is defined in this By-Law, the uses permitted in the zone include any *similar uses* that satisfy such definition except where a definition specifically excludes any similar use” [emphasis added].

[54] Section 5.1(g) of the Land-Use By-Law states that “[a]ccessory uses” shall be located on a lot held in the same ownership and: (i) within the same zone as the main building or use it is intended to serve or within an abutting zone in which the main use or building is permitted; and (ii) on a lot which directly abuts or is directly across a public street or highway or private road from the lot containing the main building or use it is intended to serve.

[55] Section 22.1 of the Land-Use By-Law states that “[t]he following uses shall be permitted in the General Resource (GR) zone.” Sixteen permitted uses are listed, including “Churches, community centres and fire halls.” Day camps are not listed as a permissible use in the General Resource zone.

[56] Section 35.1, the definition section of the Land-Use By-Law, states that “all words carry their customary meaning except for those words and phrases defined as follows...” Section 35.1 contains the definitions for the terms “Recreation Uses, Outdoor,” “Community Centre,” and “Accessory Use.”

Conclusion re: Consistency with Text, Context and Purpose of Governing Statutory Scheme

[57] The decision of Mr. MacInnis to issue a permit for the day camps proposed by the Canoe Club is not justified in light of the constraints imposed on him by the text

of the Land-Use By-Law considered as a whole and in the context of the *Act* and the Municipal Planning Strategy. In coming to this conclusion, I have not undertaken a *de novo* analysis or asked myself what the correct decision would have been. Rather, I have asked myself whether the merits of Mr. MacInnis’ decision are consistent with the text, context and purpose of the relevant statutory provisions.

[58] While it is true that, under the *Act*, the Municipality is given broad authority, the role of the Municipality’s Development Officer within the governing statutory scheme is quite strictly constrained: see *Entertainment Software Association v. Society Composers*, 2020 FCA 100 at para.33, appeal dismissed, 2022 SCC 30. No person shall use land without first obtaining a development permit from the development officer. The development officer *must* issue a development permit for a proposed development *if* the development meets the requirements of the Land-Use By-Law. He may *only* issue a development permit in conformance with the Land-Use By-Law. A land-use by-law *must* list permitted or prohibited uses for each zone. Any use not listed as a permitted use in a zone is *prohibited* in that zone unless otherwise indicated.

[59] The specific reference to the term “day camp” in the definition of Recreation Uses, Outdoor in the Land-Use By-Law, and the absence of that term anywhere else in the By-Law, strongly suggests that the Municipality intended that outdoor recreational activities such as the day camps run by the Canoe Club would only be allowed in zones with Recreation Uses, Outdoor listed as a permitted use.

[60] My conclusion is supported by the fact that the definition of Recreation Uses, Outdoor includes “similar uses” to those uses listed, which include the use of land for

tennis courts, lawn bowling greens, outdoor skating rinks, athletic fields, golf courses, driving ranges, and outdoor swimming pools. As recognized by Mr. MacInnis in his February 23, 2023 email, the Canoe Club carries out community activities not unlike a tennis club, or soccer club, or softball association that provides sporting and/or training activities. The Canoe Club's outdoor day camps clearly fall within the definition of Recreation Uses, Outdoor.

[61] The question is whether there is another reasonable interpretation of the Land-Use By-Law, that is, whether outdoor day camps are also permitted to be carried out by a community centre.

[62] In my view, Mr. MacInnis' interpretation of "community centre" as encompassing the outdoor day camps proposed by the Canoe Club fails to consider the words used in the definition of "community centre" and the context within which the term "community centre" is used in the Municipal Planning Strategy and within the Land-Use By-Law.

[63] The definition of community centre in the Land-Use By-Law is "any tract of land *and* the buildings thereon..." [emphasis added], suggesting that the activities of a community centre are operated out of a building and cannot be exclusively outdoor activities. This alone might not be sufficient to render the decision of Mr. MacInnis unreasonable. However, when the entire context is considered, I lose confidence in the outcome reached by Mr. MacInnis. In the Municipal Planning Strategy and the Land-Use By-Law, "community centre" is used in a manner that strongly suggest that it is an indoor use or operated out of a building, and that it does not refer to recreational activities that are solely conducted outside.

[64] In Policy 9.1.2 of the Municipal Planning Strategy, which describes the types of uses permitted in the General Resource zone, community centres are listed along with churches, fire halls, restaurants, small retail stores, automobile service stations, farm equipment sales and personal service shops as examples of “community and commercial uses.” All of these examples operate out of a building.

[65] In the Land-Use By-Law, “community centre” is not listed by itself as a permitted use in the General Resource Zone. Rather, the permitted use is worded as “Churches, community centres and fire halls.” Churches and fire halls are buildings.

[66] In the “Rural Residential” zone, one of the permitted uses is “[e]xisting churches, community centres, fire halls, schools and post offices,” all buildings. In the “Manufactured Home Park” zone, the Land-Use By-Law refers to “indoor recreational uses *such as community or recreation centres*” [emphasis added]. In the “Agricultural Priority Two” and “Agricultural Priority Three” zones, the Land-Use By-Law sets out the maximum height of the main building for “Dwellings, Churches, Community Centres, Fire Halls.” In the Institutional zone, community centres are listed as a permissible use along with 14 other uses that appear to involve a building, for example, churches, colleges and indoor recreation uses.

[67] Mr. MacInnis appears to have focussed only on part of the definition of community centre, and to have failed to consider the words “and the buildings thereon” in the definition as well as other key elements of the text, context and purpose of the relevant statutory provisions.

[68] It was therefore unreasonable for Mr. MacInnis to find that the day camps proposed by the Canoe Club fall within the definition of “community centre” and that

they are therefore a permitted use on the Club's Zwicker Lake property.

[69] Although not necessary, I will address the argument of the Municipality that the proposed day camps are an "accessory use" to a community centre. Even if the Canoe Club met the definition of "community centre," the proposed day camps would not be a use subordinate in impact to the community centre purportedly operated by the Canoe Club. The proposed day camps are not incidental to a main use. The day camps are the main use.

Conclusion

[70] Multiple legal and factual constraints may bear on a given administrative decision, and these constraints may interact with one another: *Vavilov* at para.194. In some case, a failure to justify the decision against any one relevant constraint may be sufficient to cause the reviewing court to lose confidence in the reasonableness of the decision: *ibid*. In this case, the text of the Municipality's Land-Use By-Law, considered as a whole and in the context of the *Act* and the Municipal Planning Strategy, points overwhelmingly in favour of only one reasonable interpretation: that the intention of the Municipality was to limit outdoor recreational activities, including day camps like those being carried out by the Canoe Club, to land zoned Water Supply and Open Space.

[71] As Mr. MacInnis' decision to issue the development permit to the Canoe Club is not justified in relation to the relevant statutory constraints, it is unreasonable. The application for judicial review is granted, and the development permit is quashed.

Remedy

[72] Declining to remit a matter to the decision-maker may be appropriate where it becomes evident to the court, in the course of its review, that a particular outcome is inevitable and that remitting the case would therefore serve no useful purpose: *Vavilov* at para.142. For the reasons already outlined, the text of the Municipality's Land-Use By-Law leads inevitably to the conclusion that the Canoe Club's day camps are not a permitted use on its Zwicker Lake property. I exercise my discretion not to remit the matter to the Development Officer for redetermination.

Gatchalian, J.

Correspondence sent from Andrew Hardman to Council Jan 23, 2024:

Andrew Hardman
PublicOnlyCouncilEmail
Seamus Marriott; Mark Kehoe; Debbie Innes
Supreme Court Decision re Permit D2023-019
Tuesday, January 23, 2024 2:09:16 PM
2024 NSSC 22 Harman et al.pdf
WHRM Permit D2023-019, Feb 6, 2023.pdf
Caution [External Email]

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

Hello Councillors:

We are attaching a copy of the recent decision of the Supreme Court of Nova Scotia. The decision refers to a judicial review requested of a permit issued by the WHRM to permit "Seasonal Daycamps (sic)" to operate in the General Resource zone. (Permit #D2023-019)

The reason that we are sending you a copy of the decision is that we do not have faith in our administrative staff to be forthright. We have seen, during council sessions, that information on this subject has been withheld and there seemed to be a good amount of gaslighting taking place.

The Court's decision, in summary, says:

1. The logic involved in reaching the decision to issue the permit did not track as coherent reasoning.
2. The decision to issue the permit did not conform to the land use bylaws.

We would like to note here that the Director of Planning and Development, at the time, did not agree with issuing a permit for “Seasonal Daycamps (sic)” since they would be an accessory use to a community center. No permit for a community center had been issued. The development permit applicant simply claimed that the property was a community center because of their organizational structure.

The Director of Planning and Development has said in the past that “...change of ownership or tenancy does not change the use of a property...” The property was, and still is, residential. No other permits have been issued other than a permit to store equipment.

It is worth noting that the development permit for “Seasonal Daycamps” was applied for on February 2, 2023, and issued on February 6, 2023. Just a few days after (we believe) the Director of Planning and Development retired.

Members of the Upper Vaughan Community have incurred almost \$21,000 in legal and consulting costs related to this judicial review. That is, costs that we should not have had to incur if our municipal staff had been doing their jobs properly. Jobs that we already pay for through our taxes. The WHRM will also have had legal and other costs in this court case. Costs that the taxpayers of WHRM will have to cover. If we had to estimate, the cost to the taxpayers will be well over \$50,000.

We want to be clear. No one has ever sought to cease youth sports on Zwicker Lake. Since early 2022, the only thing that we have asked is that the WHRM and the permit applicant follow the process outlined in the LUB for a non-permitted use. That is either a Development Agreement or a Zoning change. Both of which would require a public input process.

Instead, the WHRM and the permit applicant seem to have taken an approach that appears to be entitled and have disregarded our bylaws. The bylaws have been developed by the citizens of WHRM. By past and present Councils. If we were Councillors, we would be offended by the disregard for the hard work of past and present Councils.

We trust that no costly appeal will be mounted by WHRM. We trust that Council will give firm direction to the administrative staff to follow the process carefully. We trust that you will be aware if there is more gaslighting during your Council sessions. We trust that you will ask tough questions and demand answers. We trust that you will demand that our laws be taken seriously.

We would be glad to make available all the material we have related to this Judicial Review. It includes:

1. Permits
2. FOIPOP
3. WHRM Communication Record
4. WHRM Supplemental Communication Record
5. Motions and letters
6. Lawyers’ briefs
7. Summary of costs
8. NS Supreme Court Decision

Sincerely,

Andrew Hardman
Debbie Innes
Mark Kehoe
Seamus Marriott



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: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Deanna Snair

Date: February 13, 2024 Committee of the Whole

Subject: 2024 Municipal Election – Returning Officer

LEGISLATIVE AUTHORITY

Municipal Elections Act, Chapter 300 of the Revised Statutes, 1989, amended 2019, published 2021 *Municipal Government Act*, R.S.N.S. 1998

RECOMMENDATION or DECISION REQUEST

that Committee of the Whole recommends that

- 1. Council appoint Debi Fitzpatrick as the Returning Officer for the 2024 Nova Scotia Municipal and Conseil scolaire acadien provincial (CSAP) elections setting the fee for the Returning Officer to a maximum of \$32,500 (based on hours worked) and further that any expenses incurred in the 2023/24 fiscal year be funded through the Regional Elections Reserve.*
- 2. Council gives authority to the CAO to appoint Assistant Returning Officer(s).*

BACKGROUND

Preparation for the 2024 Municipal Election has started. Much discussion was held around voting methods (hybrid vs fully electronic vs paper ballots). Following the November meeting, the RFQ#WHRM24-01 (Alternate Voting – Hybrid for the 2024 Nova Scotia Municipal and CSAP Election) was released on the NS Procurement site on December 15, 2023.

At the January 23, 2024 WHRM Council meeting, Council approved contracting and performing alternative voting for the 2024 Nova Scotia Municipal and Conseil scolaire acadien provincial (CSAP) elections to Intelivote for the quoted price of 41,075.00 plus applicable taxes and be funded through the Regional Election Reserves.

Council also approved using both electronic and paper ballots on both advanced poll dates and ordinary poll day for the 2024 Nova Scotia Municipal and Conseil scolaire acadien provincial (CSAP) elections.

In order to proceed forward, staff are seeking direction from Council in the following areas:

- Appoint the Returning Officer and associated fee
- Authority to appoint Assistant Returning Officer(s)

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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DISCUSSION

The 2024 Municipal Election has important deadlines as per the NS Municipal Elections Act.

Returning Officer (RO) must be appointed by Council.	March 15, 2024
Polling districts must be divided into divisions and reported to Council and must be available for public inspection.	March 31, 2024
Council must direct the RO to conduct enumeration or use recent elections list as the basis for the preliminary electors list.	April 15, 2024
No special election is required to be held unless council or the Minister determine otherwise.	April 19, 2024
The RO must prepare a preliminary list of electors for each polling division.	July 31, 2024
Last day to establish procedures and forms for the conduct of voting in accordance with the by-law.	August 20, 2024
Nomination Day	September 10, 2024
Ordinary Polling Day	October 19, 2024

The next critical step is to secure a Returning Officer (RO) for the 2024 Nova Scotia Municipal and Conseil scolaire acadien provincial (CSAP) elections. An RO must be appointed by Council **on or before March 15, 2024**, in order to meet deadlines as per the NS Municipal Elections Act (MEA).

The role of the Returning Officer cannot be understated, as there is a significant amount of work to ensure a successful election in compliance with the Nova Scotia MEA.

It is recommended that Debi Fitzpatrick serve as the Returning Officer and be compensated for time and expenses associated with the upcoming 2024 elections. RO Compensation varies by election, depending on status of employment of the RO and time/overtime expended. At the last meeting staff identified that it may be challenging to secure an RO and that if successful, it would come at a greater cost.

There will also be a need for an Assistant Returning Officer and support from other municipal staff; these employees all qualify for overtime under the current human resource policies.

Municipal HR policies pay overtime at time and one half of the hourly wage. All such expenses will be billed to the election project.

NEXT STEPS

Pending Council approval, the RO will begin the necessary worked needed to meet the deadlines as per the NS Municipal Elections Act.

FINANCIAL IMPLICATIONS

As indicated in previous reports, it is estimated that traditional voting costs (paper ballot) for the 2024 Municipal election will be approximately 20-25% higher than costs incurred during the 2020 election. The projected balance in the Regional Elections Reserves on March 31, 2024, is \$50,000, of which \$42,837.12, has been awarded to Intelivote. Leaving a balance of \$7,162.88 remaining for other 2024 Election expenses.

Approval of additional costs (Returning Officer, Assistant Returning Officer, Printing, Hall Rentals, Poll Workers, etc.) associated with the 2024 Municipal and CSAP (Conseil scolaire acadien provincial) will be included in the upcoming 2024-25 Budget and something presented to Council through the Returning Officer (once appointed)

2020 Actual Municipal Election expenses were \$61,177.92. In November 2023 staff were advised to expect a 20-25% increase in traditional paper ballot costs associated with the upcoming 2024 elections. The exact costs are unknown at this time; however, staff have provided projected costs which account for a 25% increase. The following table compares costs associated with the 2020 Municipal election and projected costs associated with the 2024 elections.

	2019 Costs (Actuals)	2024 Costs (Projected)
Hall Rentals	\$5835.82	\$7,294.77
Signage	\$894.15	\$1,117.68
Poll Workers	\$20773.54	\$25,966.92
Advertising	\$4957.82	\$6,197.28
Poll Supplies	\$19444.84	\$24,306.05
Payroll Exp	\$9271.75	\$37,500.00 (incl RO)
Intelivote	\$0	\$42,837.12
Printers		\$3,000.00
Starlink	\$0	\$4,500.00
Tablets	\$0	\$13,000.00
Total	\$61,177.92	\$ 165,719.82

ALTERNATIVES

1. Council could choose not to support the recommendations, in which case Council will need to provide alternate direction to staff. This is not the staff's recommendation.

ATTACHMENTS

N/A

CHIEF ADMINISTRATIVE OFFICER REVIEW

The recommendation and report is in keeping with the direction of Council. The expenses are an estimate at this time and trending higher than the previous election due to having both paper and electronic options for voters.

The timeline has been provided for Council's information with the first priority to appoint a returning officer.

I support the recommendation.

Report Prepared by: _____
Deanna Snair, Municipal Clerk

Report Reviewed by: _____
Carlee Rochon, Director Financial Services

Report Approved 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 type="checkbox"/>
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To: West Hants Regional Municipality’s Committee of the Whole

Submitted by: _____
Carlee Rochon, Director, Financial Services

Date: February 13, 2024

Subject: Insurance RFP Recommendation Report

LEGISLATIVE AUTHORITY

- Municipal Government Act (MGA)

RECOMMENDATION or DECISION REQUEST

Committee of the Whole recommends that . . .

. . . Council approves the award of Request for Proposals Tender #WHRMFS23-01 for General Insurance and Risk Management Services to Intact Public Entities Inc., in partnership with Brokerlink Inc.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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During the 2023-24 budget deliberation meetings, Council approved the below motion:

Council direct staff to engage a consultant (if needed) to do a review of the insurance across the Municipality (across all operations) to be able to optimize insurance expenditures with the intention that an RFP be released in the next two months.

DISCUSSION

Following this direction from Council to release a public tender for insurance coverage, an external consultant was engaged to review the Municipality’s current insurance policy and create the Request for Proposal document to be posted publicly on the Nova Scotia

Procurement website. Through this engagement our current insurance policy was reviewed to ensure adequate and complete coverage. And found no omissions in the current policy, but a few items were suggested from the consultant that were determined to be a benefit to the Municipal Insurance Policy. These items include:

- Increased Deductible
 - The consultant suggested we increase our deductible on assets such as buildings, allowing us to self insurance to a higher level, and hopefully reduce the insurance premium.
 - For these items the deductible was increased from \$5,000 to \$25,000.

- Cyber Security Addition
 - The Municipality's current policy does not include cyber security. This is something that has been in discussions with the IT Department for months and given the recent example of cyber threat in our area, this was added to our RFP documents.
 - This will give the Municipality added security should anything ever happen to our electronic files and databases.

- Increased Capped value for Culverts Payouts
 - After reviewing recent culvert damages, it was determined that an increase in capped value should be included in our insurance policy.
 - This capped value was increased from \$50,000 to \$100,000.

Once these decisions were made the consultant wrote the RFP documents, which were reviewed and posted by the Financial Services team.

Tendering Timeline:

April 25, 2023	Council Motion Approved
July 5, 2023	External Consultant Engaged
November 3, 2023	Tender Posted
December 14, 2023	Tender Closed
December 15, 2023	External Evaluator Engaged
April 1, 2024	New Contract to Begin

Throughout the tendering process, we received questions from several insurance brokerages and companies. However, in the end received only one submission. This was submitted by our currently insurer, Intact through Brokerlink.

Through our consultant we were provided with a firm to review insurance tenders and evaluate how well they meet the RFP request. Sigma Risk was engaged for this and provided a written evaluation, stating that the submitted bid meet our requests. Sigma Risk also provided a few notes for us to consider about the proposal.

Pricing Comparison

	Current Policy (including additions/removals since renewal date)	Proposed New Rates	Variance (New - Current)
General Liability	\$ 144,320.00	\$ 145,682.00	\$ 1,362.00
Errors & Omissions Liability	\$ 16,678.00	\$ 16,678.00	\$ -
Non-Owned Automobile Liability	\$ 407.00	\$ 407.00	\$ -
Environmental Liability	\$ 18,103.00	\$ 18,103.00	\$ -
Crime	\$ 2,991.00	\$ 2,991.00	\$ -
Board Members Accident	\$ 992.00	\$ 1,054.00	\$ 62.00
Conflict of Interest	\$ 849.00	\$ 849.00	\$ -
Legal Expense	\$ 8,780.00	\$ 8,857.00	\$ 77.00
Facility Users Program	\$ 3,100.00	\$ 3,100.00	\$ -
Property	\$ 220,464.00	\$ 323,032.00	\$ 102,568.00
Equipment Breakdown	\$ 12,443.00	\$ 10,185.00	\$ (2,258.00)
Owned Automobiles	\$ 85,002.00	\$ 102,132.00	\$ 17,130.00
Agency Fee (to Brokerlink)	\$ 12,723.90	\$ 15,826.75	\$ 3,102.85
Fee to NSFM	\$ 14,632.49	\$ 15,826.75	\$ 1,194.26
	\$ 541,485.39	\$ 664,723.50	\$ 123,238.11
	Percentage Increase in Proposal		22.76%

Important notes to keep in mind regarding the pricing breakdown above:

- The current policy column includes any additions or removals since our renewal date of April 1st, 2023 however the proposed new rates only include any additions or removals since the list was pulled in late October 2023.
 - This means that there will be additional costs added to the property, equipment, and vehicle lines that have not be captured here.
- Until we complete the full application for cyber security a quote can not be generated.
 - This means that there will be an additional expense for the proposed new rates related to the cyber security.
- This RFP submission defines a one (1) year term from April 1, 2024 to April 1, 2025. At this point, West Hants Regional Municipality has the option to do a simple rate renewal with this copy or retender for insurance in hopes of engaging additional companies.

NEXT STEPS

Should Council approve awarding this RFP to Intact Insurance, through Brokerlink, Brokerlink will be contacted to start the contract process and formalize the new policy.

FINANCIAL IMPLICATIONS

There are currently no financial implications for the 2023-24 budget year. However, with the increase in premium proposed in this bid, there will be increases to the operational budget, across all insurance accounts in the upcoming 2024-25 budget.

ALTERNATIVES

- Council could choose not to award the tender, and direct staff on how to proceed.

ATTACHMENTS

- Sigma Risk evaluation

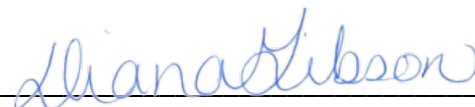
CHIEF ADMINISTRATIVE OFFICER REVIEW

The report is a reflection on the level of thoroughness and detail applied to the review of the existing policy, modifications made to the insurance requirements of the municipality and the evaluation process.

As noted in the report, additional consulting services including Sigma Risk were engaged to evaluate the RFP and bid submission. As noted, there was one submission which is not preferred, however, Sigma Risk has provided comments on the quality of the bid as well as a comment regarding industry cost comparisons.

The term of the policy is one (1) year and set to expire in March of 2025. At this time premiums are expected to be revisited and provided by Intact. Alternatively, the municipality could re-post the RFP, that has been renewed and modernized this year, again next year to see if other insurance providers submit bids and /or see if insurance costs change. The one (1) year term provides the opportunity to synchronized fire services that have policies that do not expire at the same time as the municipality.

I support the recommendation.

Report Prepared by: 
Diana Gibson, Manager, Accounting & Financial Reporting

Report Reviewed by: _____
Carlee Rochon, Director, Financial Services

Report Approved by: 
Mark Phillips, Chief Administrative Officer

REGIONAL MUNICIPALITY OF WEST HANTS

INSURANCE TENDER | EVALUATION REPORT

Purpose

This report outlines our evaluation of the one proposal received in response to West Hants’ RFP for insurance.

We were to evaluate the proposal in accordance with the evaluation scoring in the RFP.

The Proposal

The one proposal was received from an insurance broker (Brokerlink) but the proposal was not prepared by the broker, but rather by a managing general agent (Intact Public Entities or IPE) for the insurers (Intact, Munich Re, Lloyds and Liberty Mutual).

The brokers’ covering letter notes that an additional 5% commission will be charged in addition to the proposal quotations. Again, this is unusual, not incorporated within the quote and its disclosure is rather nonchalant.

Evaluation

Our evaluation of the first three evaluation categories is as follows:

Item	Maximum	Awarded to IPE Proposal
Completeness	10	10
Experience, Security and Experience	20	20
Services	30	20
Total Points	60	50

Note that ten marks were deducted because the services, advice and loyalties of an insurance broker seem to be missing, not to mention the additional commissions. It seems more a “direct sales” model, i.e. directly with the sole agent of the insurer, not a registered insurance broker.

Otherwise, the proposal and its insurance and service offering are of very good technical quality.

Coverage

No material deficiencies in coverage were observed, except for the following:

- Contractors equipment older than 5 years is insured only to its market value, not replacement cost new as specified. This is a prevailing condition in the current insurance marketplace for contractors equipment.
- Three sublimits were imposed, viz:

Bylaws	\$10 million
Extra Expense	\$500,000
Newly Acquired Property	\$1 million

These sublimits would seem more than adequate to West Hants’ needs.

We would suggest that both deviations are reasonable and acceptable.

Price

With one bid, price is still an issue, namely... is the price reasonable?

We benchmarked the general liability insurance rate inclusive of the 0.5% additional commission (0.36% of revenues) with two other of our Atlantic Canada municipal clients. The IPE quoted rate benchmarks closely.

Initially, the quoted property insurance rate (0.30%) appeared high to our expectations (0.20%),

We observed the following possible reasons:

1. West Hants' relatively poor property loss experience (\approx 100% loss ratio)
2. Significant wood construction
3. Appraisal services are included in the price.

The IPE proposal includes appraisal services for up to ten properties a year. Assuming IPE delivers on these promises, the value of these services is estimated at \$15-20,000, or about 5% of the property insurance premium. We have, however, often seen such proposal promises not delivered, even with prompting.

Summary

The IPE proposal was generally of a superior quality with reputable insurers, and with coverage compliance to West Hants' insurance specification.

The IPE price does not appear unreasonable.

We see no reason why the proposal should not be accepted.

Sigma Risk



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: West Hants Regional Municipal Council
Submitted by: Kathy Kehoe, Director Community Development
Date: February 5, 2024
Subject: **Change of Grant Request**

LEGISLATIVE AUTHORITY

Municipal Government Act sections 65 and 273

RECOMMENDATION

Committee of the Whole approve the Change of Grant Request for the Windsor Hockey Heritage Society to allow them to utilize the previously approved 2023 Municipal Grant for the Windsor Hockey Heritage Society fundraising dinner to be held in April 2024.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input checked="" type="checkbox"/>	Economic <input checked="" type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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During the 2023 Grants and Contributions review process West Hants Municipal Council approved a Special Events Grant in the amount of \$1,750 for the Windsor Hockey Heritage Society to be used towards the costs associated with hosting the 2024 Long Pond Heritage Classic event.

DISCUSSION

A Change of Grant Request was submitted by Dan Boyd, President, Windsor Hockey Heritage Society on January 23, 2024. It was noted that due to circumstances beyond their control the 2024 Long Pond event would have to be cancelled. The Windsor Hockey Heritage Society has requested permission to re-allocate the previously approved Special Event Grant Funding to support the Windsor Hockey Heritage fundraising dinner to be held in April 2024.

NEXT STEPS

N/A

FINANCIAL IMPLICATIONS

With the funds being awarded in 2023 as part of the Grants and Contributions process there is no impact on the operational budget with this request and potential approval.

ALTERNATIVES

Council can choose to not approve the change of grant request and request that the Windsor Hockey Heritage Society return the previously approved funding.

ATTACHMENTS

Windsor Hockey Heritage Society Change of Grant Request

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____
Kathy Kehoe, Director Community Development

Report Reviewed by: _____
Carlee Rochon, Director, Financial Services

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer

West Hants Regional Municipality
Change of Grant Request
Community Development Department

Name of organization or group asking for change:	<u>Windsor Hockey Heritage Society</u>
Contact Person Name:	<u>DAN BOYD</u>
Signature:	<u><i>D. Boyd</i></u>
Phone #:	<u>902-798-2984</u>
E-mail address:	<u>DANSELLBOYD61@gmail.com</u>

I wish to change my original grant application. Please see details below:

see attached page.

Grant Change Request: Approve _____ Yes _____ No _____
More information required: _____
Date: _____

I would like for all council members to see a copy of this letter but I write today about the Windsor Hockey Heritage Society Grant which Council so kindly gave us in May of this past year in the amount of \$1750. It was designed to assist us with organizing our annual Long Pond Classic in 2024 which we have held numerous years since 2012 attracting a number of tourists as well as many local hockey enthusiasts.

It had to be postponed in February 23 because of the severe cold when wind chill dipped to -40 the first weekend in February. Now with the floods in the summer of 23, the road leading back to Long Pond has become practically impassable and requires substantial work forcing the cancellation of Our Classic in 2024.

We obviously recognize that we will have to refund the \$1750 unless council will permit us to use the funding to assist with a major fundraising dinner we are planning for Saturday April 20/24 at the Brooklyn Civic Centre. We will have at least 1 and potentially more. Bryan Trottier a 4 time Stanley Cup Winner with the New York Islanders is expected to be one of our prominent guests.

If council could consider our request, it would truly be appreciated.

Yours Truly

Dan Boyd
Windsor Hockey Heritage Society President