

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda Amended April 23, 2025 - 6:00 p.m.

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

NS Virtual via Zoom (also YouTube Livestream)



West Hants
something inspiring awaits

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1. Call to Order
 2. Attendance
 3. Announcements
 4. Approval of the Agenda, including additions or deletions
 - a) Dashboard Action Items – Information Log
 - b) Dashboard Action Items – Dangerous or Unsightly Premises
 5. Declaration(s) of Conflict of Interest
 6. Approval of Previous Meeting Minutes
 - a) 2025-03-25 Council Minutes
 - b) 2025-03-25 PH Minutes Housing Accelerator Funding Initiatives 1-3 (Hantsport, West Hants and Windsor)
 7. Presentations
 - ~~a) Northern Creative – Ben Bennett~~
 - b) Mermaid Theatre - Danny Everson
 - c) Flood Risk Infrastructure Investment Program Funding Application Recommendation Report- Coordinator Ogilvie
 8. Public Hearings
 - a) 33 Lakewood Drive, Brooklyn, PID 45017183 Rezoning – Planner Hong
 - b) College Rd, Windsor PID 45405784, Rezoning and WHLUB Amendments – Planner Hong
 9. Second Readings (as it pertains to Public Hearings)
 - a) 33 Lakewood Drive, Brooklyn, PID 45017183 Rezoning – Planner Hong
 - b) College Rd, Windsor PID 45405784, Rezoning and WHLUB Amendments – Planner Hong
 10. Unfinished Business/Postponed Motions – None
 11. Mayor’s Report
 12. Financial Updates
 - a) General Operating as of February 28, 2025

- b) Water Utility Operating as of February 28, 2025
 - c) Water Consumption as of February 28, 2025
13. Committee(s) of Council Excerpts/Recommendations
- a) Committee of the Whole Excerpts (April 8, 2025)
 - i. Bear Lake Wind Farm Liaison Committee
 - ii. Extended Producer Responsibility (EPR) Agreement
 - iii. Grants and Contributions Policy Update
 - iv. Hantsport Main Street Renewal Tender Award
 - v. Rising Tide Shore Signage
 - vi. Tregothic Creek Sanitary Crossing Tender Award
 - ~~b) Climate Action Committee Excerpt (April 9, 2025)~~
 - ~~i. Flood Risk Infrastructure Investment Program Funding Application Recommendation Report – Coordinator Ogilvie~~
14. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)
15. Correspondence
- a) Information
 - i. General Correspondence Received Activity Log (as of April 17, 2025)
 - a) Attorney General and Minister of Justice Re Adapting the Additional Officer Program Re Adapting the Additional Officer Program
 - b) Letter to NSFM 12 months' notice 2026-2027 (WHRM copied)
 - c) Minister Masland and Lohr Letter to All Municipalities Fire Services Review
 - b) Outgoing Correspondence Log (as of April 17, 2025) – None
16. New Business – None
17. In-Camera
- a) 2025-03-25 Council In-Camera Minutes
 - b) MGA 22(2)(a) In-Camera Land Matter
 - c) ~~MGA 22(2)(a) In-Camera Land Matter~~
18. Next Meeting Date / Adjournment – May 13, 2025 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Minutes

April 22, 2025 - 6:00 p.m.

Sanford Council Chambers, 76 Morison Dr, Windsor, NS

And virtually via Zoom (also YouTube Livestreamed)



West Hants
something inspiring awaits

As Call to Order – Mayor Zebian called the meeting to order at 6:00 p.m.

1. Attendance

Mayor Zebian noted quorum was achieved. All Councillors were in attendance except J. Smith, Councillor for District 9.

Council:

Abraham Zebian, Mayor

Rupert Jannasch, Councillor, District 1

Scott McLean, Councillor, District 2

Chrystal Remme, Councillor, District 3

Paul Wheadon, Councillor, District 4

Bob Morton, Councillor, District 6

Debbie Francis, Deputy Mayor, Dist. 5

Kayla Learey-Pinch, Councillor, District 7

Paul Morton, Councillor, District 8

John Smith, Councillor, District 9 (7:22 p.m.)

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

2. Staff:

Mark Phillips, Chief Administrative Officer

Carlee Rochon, Director of Financial Services

Kari Fougere, Acting Director Planning & Dev.

John Ogilvie, Climate Action Coordinator

Deanna Snair, Municipal Clerk

Todd Richard, Director Public Works

Will Hong, Planner

Regrets:

Kathy Kehoe, Director Community

Presenters and Gallery

Ten (10) in the Gallery

3. Announcements (6:00 p.m.)

Mayor Zebian acknowledged West Hants Regional Municipality is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This land is governed by the treaties of Peace and Friendship signed in 1726. West Hants Regional Municipality recognizes we are all treaty people and have responsibilities to this land and each other. West Hants Regional Municipality also recognizes African Nova Scotians are a distinct people whose history, legacies, and contributions have enriched that part of Mi'kma'ki known as Nova Scotia for over 400 years.

Council and I as Chair are committed to ensuring this meeting and its participants conduct themselves in a respectful and professional manner as outlined in the municipality's Municipal Code of Conduct. Meeting presenters, staff and the public are expected to conduct themselves in an equally respectful manner at all times the meeting is being conducted. I thank you all in advance for your commitment to these important meeting principles.

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

Amendments made to the agenda included moving item 13 (b)(i) to item 7(c) and the addition of an in-camera item (MGA 22 (2)(a) Land Matter). No further changes made and the agenda was approved as presented, including the changes.

5. Declaration of Conflict of Interest - None
6. Approval of the Previous Meeting Minutes (6:02 p.m.)
 - a. 2025-03-25 Council Meeting Minutes
 - b. 2025-03-25 PH Minutes Housing Accelerator Funding Initiatives 1-3 (Hantsport, West Hants and Windsor)

No changes were made to the minutes, they were approved as presented.

7. Presentations
 - a) Northern Creative - Ben Bennett – Presentation did not occur.
 - b) Mermaid Theatre - Danny Everson (6:03 p.m.)
 - c) Flood Risk Infrastructure Investment Program (FRIIP) Funding Application Recommendation Report (moved up on the agenda).

Coordinator Ogilvie provided a brief overview of the recommendation request. The FRIIP program was targeted toward projects involving flood intensity mitigation, mapping to identify flood-prone areas, and identifying potential solutions to mitigate flood impacts. Funding can be used towards professional services and construction/equipment per plans and specifications. It was estimated it would be 6-8 weeks before a response was received regarding approval of the application.

MOVED BY COUNCILLOR B. SMITH AND DEPUTY MAYOR FRANCIS THAT COUNCIL ENDORSES AN APPLICATION TO THE NOVA SCOTIA FLOOD RISK INFRASTRUCTURE INVESTMENT PROGRAM, TO ASSIST IN FUNDING THE HOME FLOOD PROTECTION PILOT PROGRAM, FOR WHICH COUNCIL HAS PREVIOUSLY ALLOCATED \$480,000 IN THE 2024-25 OPERATING BUDGET AND IS BEING CARRIED OVER INTO THE 2025-26 OPERATING BUDGET. MOTION CARRIED

8. Public Hearings
Public Hearings and Second Readings (Second reading was held immediately following Public Hearing)
 - a) 33 Lakewood Drive, Brooklyn, PID 45017183 Rezoning
The meeting moved into Public Hearing at 6:24 p.m. Further information on the Public Hearing is available in the 2025-04-22 Public Hearing Minutes.

MOVED BY COUNCILLORS P. MORTON AND LEARY-PINCH THAT COUNCIL MOVE INTO PUBLIC HEARING AT 6:24 P.M. MOTION CARRIED.

At 6:37 p.m. the Public Hearing concluded, and the meeting moved into the regular Council meeting.

9. Second Readings (as it pertains to Public Hearings)

a) 33 Lakewood Drive, Brooklyn, PID 45017183 Rezoning (7:37 p.m.)

Flooding concerns referenced during the Public Hearing were associated with issues with culverts and drainage ditches from the adjacent road. The property proposed for rezoning was located at a lower elevation and was located behind Mr. Johnson's property.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL GIVES SECOND READING AND APPROVES AMENDING SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW TO REZONE PID 45017183 AT 33 LAKEWOOD DRIVE IN BROOKLYN FROM THE SPLIT ZONE OF TWO UNIT RESIDENTIAL (R-2) AND HIGHWAY COMMERCIAL (GC) ZONE TO THE TWO UNIT RESIDENTIAL (R-2) ZONE ENTIRELY AS SHOWN IN THE REPORT #24-25 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED MARCH 13, 2025. MOTION CARRIED.

8. Public Hearings

Public Hearings and Second Readings (Second reading was held immediately following Public Hearing)

b) College Rd, Windsor PID 45405784, Rezoning and WHLUB Amendments

The meeting moved into Public Hearing at 6:40 p.m. Further information on the Public Hearing is available in the 2025-04-22 Public Hearing Minutes.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL MOVE INTO PUBLIC HEARING AT 6:40 P.M. MOTION CARRIED.

At 7:09 p.m. the Public Hearing concluded, and the meeting moved into the regular Council meeting.

9. Second Readings (as it pertains to Public Hearings)

b) College Rd, Windsor PID 45405784, Rezoning and WHLUB Amendments

MOVED BY COUNCILLORS LEARY-PINCH AND IVEY THAT COUNCIL GIVES SECOND READING AND APPROVES AMENDING THE ZONING MAP OF THE WINDSOR LAND USE BY-LAW TO REZONE PID 45405784 ON COLLEGE ROAD IN WINDSOR FROM SINGLE UNIT RESIDENTIAL (R-1) TO THE INSTITUTIONAL (I) ZONE AS SHOWN IN THE REPORT #25-01 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED MARCH 13, 2025. MOTION CARRIED

MOVED BY COUNCILLORS LEARY-PINCH AND IVEY THAT COUNCIL GIVES SECOND READING AND APPROVES AMENDING THE WINDSOR LAND USE BY-LAW TO ALLOW AGRIVOLTAICS SYSTEMS AS AN ACCESSORY USE IN THE INSTITUTIONAL ZONE AS SHOWN IN THE REPORT #25-01 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED MARCH 13, 2025. MOTION CARRIED

10. Unfinished Business/Postponed Motions - None

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

Mayor Zebian provided a brief verbal summary.

Attended various events:

- Attended Council's strategic vision session and CBCL workshop.
- Met with RCMP and local business owner with the community of Windsor to discuss safety concerns and problem solve concerns regarding impacts to local businesses and look for ways to make improvements.
- Attended the UDI breakfast Q&A session with Mayor Fillmore and Deputy CAO Anguish with Deputy Mayor Francis. It was a well attended session with a lot of good information sharing (affordable housing infrastructure investment, infrastructure deficits, a lot of discussions around water, sewer and stormwater, higher levels of government funding, faster development approvals, as of right development, responsible decision making/planning, responsible decision making, returns on investments, public/private partnerships, etc.
- Met with Capital Health to discuss priorities. There was interest in the utilities and adding fluoride to the treated water.
- Attended the regional science fair as a judge with Deputy Mayor Francis, it was another successful year for this event. Congratulations were extended to all the participants.
- Attended the Planning and Heritage Advisory Committee meeting.
- Attended the Rules of Order workshop along with several members of Council.
- Attended the Mt. Denson Garden Club District 5 AGM.
- Participated in a session with Minister Rushton and other provincial staff to discuss coastline protection, land use by-law text and financial supports (through NSFM) and the hiring of an individual who will support municipalities in adopting the new texts. The three key themes on the Coastal Protection plan were supporting informed decision making, supporting municipal leadership and aligning resources with coastal protection. A Coastal Protection map was available to all residents, just enter the property number and the map will show you the flood risks associated with the property. Any person in Nova Scotia was able to request a Coastal Hazard report for their property for the years 2050, 2100 at coastalnavigator@novascotia.ca
- Participated in many community-based discussions on a variety of topics.
- Congratulations were extended to the Broomball National Organizing committee. It was a hugely successful event for West Hants and surrounding areas.

12. Financial Updates

a) General Operating as of February 28, 2025 (7:17 p.m.)

Director Rochon provided a brief update. Deed transfer tax came in \$222,656 higher than what was budgeted. The projected trend in increases with Recreation revenue related to rentals and field house continued. Outside of these highlights, little had changed since the last report. A surplus of \$570,000 was expected.

b) Water Utility Operating as of February 28, 2025 (7:19 p.m.)

Director Rochon provided a brief update. A \$37,981 surplus was expected. There was an overall change of 1.8% increase in revenue and a 0.9% increase in expenses.

Discussion Points:

- \$73,000 was budgeted for bulk water sales as it was projecting lower last year. This year sales increased, as of February the actual was around \$117,000. This was for the one bulk water filling station.

c) Water Consumption as of February 28, 2025 (7:20p.m.)

Director Rochon provided a brief overview of the report. Not much had changed since the last report. Any changes that did occur were attributed to account closures, adjustments and final billings. The other addition to the report was the addition of the authorized and accounted for water (the flushing station).

Discussion Points:

- The Fourth quarter amount for TMP (\$60,711 deficit) was for residential and only showed accounts that were adjusted or final bills for closed accounts.
- There will be no financial updates provided at the next meeting, as the year end closing was still occurring. Financial reports will resume the following month.

13. Committee(s) of Council Excerpts/Recommendations

a. Committee of the Whole Excerpts (April 8, 2025)

i. Bear Lake Wind Farm Liaison Committee (7:23 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL APPOINTS A MEMBER OF WHRM COUNCIL TO BE A REPRESENTATIVE AND PARTICIPATE IN THE BEAR LAKE WIND PROJECT COMMUNITY LIAISON COMMITTEE (CLC) FOR THEIR PROPOSED RENEWABLE ENERGY DEVELOPMENT. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL DIRECTS THE CAO TO ENGAGE STAFF TO MAKE THE NECESSARY CHANGES TO THE MEETING AND COMMITTEE PROCEDURAL POLICY RCOGE-003.00 TO INCLUDE AN APPENDIX IDENTIFYING THE BEAR LAKE WIND PROJECT COMMUNITY LIAISON COMMITTEE AND INCLUDE A TERMS OF REFERENCE AS SET OUT BY THE COMMITTEE. MOTION CARRIED

ii. EPR Agreement (7:25 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES ENTERING INTO AN AGREEMENT WITH CIRCULAR MATERIALS AS PER THE EXTENDED PRODUCER RESPONSIBILITY (EPR) MODEL AND OPTING-IN BASED ON THE TERMS AND CONDITIONS IN THE REPORT. MOTION CARRIED

iii. Grants and Contributions Policy Update (7:25 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL ADOPT THE AMENDED WEST HANTS REGIONAL MUNICIPALITY GRANTS AND CONTRIBUTIONS POLICY. MOTION CARRIED.

- iv. Hantsport Main Street Renewal Tender Award (7:26 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL PRE-APPROVES THE AWARD OF TENDER WHRMPW25-08 — HANTSPORT MAIN STREET RENEWAL — TO DEXTER CONSTRUCTION LTD. FOR THE TENDERED PRICE OF \$2,221,900.00 BEFORE APPLICABLE TAXES.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL PRE-APPROVES A CONSTRUCTION CONTINGENCY AMOUNT OF \$336,285 BEFORE APPLICABLE TAXES. MOTION CARRIED

- v. Rising Tide Shore Signage (7:27 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL SUPPORTS THE ADVANCEMENT OF THE RISING TIDE SHORE SIGNAGE PROJECT WITH THE MUNICIPALITY OF EAST HANTS, TO DEVELOP SIGNAGE ALONG HIGHWAY 215; TO ENHANCE THE VISITOR EXPERIENCE; SUPPORT ECONOMIC DEVELOPMENT; AND INCREASE WAYFINDING. MOTION CARRIED

- vi. Tregothic Creek Sanitary Crossing Tender Award (7:28 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES THE AWARD OF TENDER WHRMPW25-06 — TREGOTHIC CREEK SANITARY PIPE CROSSING — TO DEXTER CONSTRUCTION LTD. FOR THE TENDERED PRICE OF \$212,500.00 BEFORE APPLICABLE TAXES. MOTION CARRIED.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES A PROJECT CONTINGENCY AMOUNT OF \$33,375 BEFORE APPLICABLE TAXES. MOTION CARRIED. Nays: Ivey

Mayor Zebian called for nominations three times for vacant position on the Bear Lake Wind Farm Liaison Committee. Deputy Mayor Francis nominated Councillor Leary-Pinch. After three calls for nominations Mayor Zebian declared nominations closed. Councillor Leary-Pinch accepted her nomination.

b) Climate Action Committee Excerpt

- i. Flood Risk Infrastructure Investment Program (FRIIP) Funding Application Recommendation Report – item moved up on the agenda.

14. Councillor Municipal Business/Activity Reports (7:29 p.m.)

Written reports were submitted and included in the agenda package. The reports were appreciated as they provide valuable insight to what was occurring within the region and each district.

15. Correspondence (7:30 p.m.)

a. Information

i. General Correspondence Received Activity Log (as of April 22, 2025)

- a) Attorney General and Minister of Justice Re Adapting the Additional Officer Program Re Adapting the Additional Officer Program
- b) Letter to NSFMs 12 months' notice 2026-2027 (WHRM copied)
- c) Minister Masland and Lohr Letter to Municipalities Re Fire Services Review

All correspondence was noted and included in the package for informational purposes and public record. In the future, if a piece of correspondence warranted further discussion/information, it was proper that a report be presented to address the matter and allow other Councillors time to make an informed decision. This allows an opportunity for all members of Council to see correspondence that may have been added as a late edition and properly address or make a motion if needed. Correspondence received after the agenda is posted will still be deemed received and added to the agenda. Should a Councillor wish to address correspondence that results in a motion being made, a report was requested to be brought forward, this could be done at the next scheduled meeting if time did not allow for it to occur at the current meeting.

b) Outgoing Correspondence Log - None

16. New Business – None

17. In-Camera (7:35 p.m.)

- a) 2025-03-25 Council In-Camera Minutes
- b) MGA 22(2)(a) In-Camera Land Matter
- c) MGA 22(2)(a) In-Camera Land Matter

**MOVED BY COUNCILLOR P. MORTON AND DEPUTY MAYOR FRANCIS
THAT THE MEETING MOVE IN-CAMERA AT 7:35 P.M. MOTION CARRIED**

**MOVED BY COUNCILLORS P. MORTON AND B. SMITH THAT THE
MEETING MOVE OUT OF IN-CAMERA AT 8:19 P.M. MOTION CARRIED**

18. Next Meeting Date / Adjournment – May 13th, 2025 Committee of the Whole Meeting 6 pm
The meeting adjourned at 8:19 p.m. as there was no further business to discuss.

Mayor Abraham Zebian (Chair)

Deanna Snair, Municipal Clerk