



**WEST HANTS REGIONAL MUNICIPALITY**

**Special Meeting of Council Agenda**

**October 13, 2020 – 5:45 p.m.**

**In-Person at Sanford Council Chambers, 76 Morison Drive, Windsor, NS**


**Also held Via Zoom and Facebook Livestreamed**

1. Call to Order
2. Roll Call
3. Announcements
4. Approval of the Agenda, including additions or deletions
5. Declaration of Conflict of Interest
6. New Business
  - a) Appointment of By-law Officer – Recommendation Report
7. Next Meeting Date / Adjournment



**WEST HANTS REGIONAL MUNICIPALITY  
RECOMMENDATION REPORT**

**To:** Mayor and Council

**Submitted by:**   
Mark Phillips, CAO, West Hants Regional Municipality

**Meeting Date:** October 13, 2020; Special Council

**Subject:** Appointment of By-law Officer

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**ORIGIN**

A variety of by-laws require enforcement by a By-Law Officer. An indication of the appointment by Council is required to accompany the application to the Province for Special Constable status.

**LEGISLATIVE AUTHORITY**

Various By-laws

**RECOMMENDATIONS**

If Council is in agreement with the recommendation, the following motion would be in order:

...that Council appoints Shawn Levy as a By-law Officer for the enforcement of all by-laws in West Hants Regional Municipality, including the By-laws of the former Town of Windsor, former Town of Hantsport and the former Municipality of West Hants, effective October 13, 2020.

**DISCUSSION**

West Hants Regional Municipality has one By-law Officer at present: Ryan Parker. In addition, Mr. Shawn Levy began work as By-law Officer for the Region on September 28, 2020. An appointment by Council is needed for Mr. Levy to carry out his duties. A request will also be made to the Province to appoint Mr. Levy as a Special Constable.

Mr. Levy holds a Diploma in Police Foundations from CTS Canadian Career College in North Bay, Ontario, and has five (5) years direct experience in by-law enforcement.

**FINANCIAL IMPLICATIONS**

There are no financial implications related to this appointment.

**ALTERNATIVES**

Council could not appoint the By-law Officer, resulting in an inability to administer and enforce the by-laws of the Region in a timely manner.

**ATTACHMENTS**


None

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**Report Prepared by:**

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Madelyn LeMay, Director of Planning and Development  
Region of Windsor and West Hants Municipality

**Report Reviewed by:**

  
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Rhonda Brown, Municipal Clerk  
Region of Windsor and West Hants Municipality