



WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC) Minutes
October 9, 2025, 6:02pm – 7:13pm
Sanford Council Chambers, Zoom / YouTube Live

PRESENT: Tim Carr, Hantsport Representative, Chair
Abraham Zebian, Mayor
Kayla Leary-Pinch, Councillor (District 7)
Jim Ivey, Councillor (District 11)
Guido Furlani, Windsor Representative
Jane Davis, Hantsport Representative
Mark Kehoe, WHRM Representative

STAFF: Kari Fougere, Acting Director of Planning and Development
Will Hong, Planner
Vanessa Lake, Planning Assistant

GALLERY: Paul Wheadon, Councillor (District 4)
Bonnie Smith, Councillor (District 10)

REGRETS: Michel Bourgeois, WHRM Representative
KJ Conyers-Steede, WHRM Representative

1.0 Call to Order and Attendance

The Chair called the meeting to order at 6:02pm. Quorum was achieved. KJ Conyers-Steede and Michel Bourgeois sent regrets. Councillor Leary-Pinch arrived at 6:08pm.

2.0 Announcements

Chair Carr shared that the Churchill House in Hantsport will be hosting a Haunted House and Escape Room during October. He also shared that the Community Hall at Sweets Corner will be hosting an auction, live music and more, later this month. He was not sure of the date and encouraged those interested to look into it. He expressed how good it was to see events happening in our community halls and for people to be social.

Mark Kehoe shared several upcoming events in Upper Vaughan. On Saturday, October 11, the Upper Vaughan Community Hall will host their auxiliary breakfast starting at 8am. Chair Exercises will be back at the Upper Vaughan Community Hall beginning August 15, 2026, at 1:00pm, and every Wednesday after that. It will be \$10 for eight sessions. This program is facilitated by the West Hants Recreation department, and they can be contacted to register. Darts is going to be a monthly event at the Upper Vaughan Community Hall, beginning on October 16 at 6:30pm, and continuing every third Thursday. The price is \$5 per play. The Border Riders 4-H club, based out of the Upper Vaughan Community Hall, will be hosting their annual open house and registration event on October 21 at 6:30pm. The program is open to youths ages 7-21. The cost is \$75 per year and there are a range of projects to participate in. There will also be cribbage on October 23 at the Upper Vaughan Community Hall, beginning at 6:30pm. All this information can be found on the Upper Vaughan Community Facebook page.

3.0 Approval of Agenda and Additions

The agenda was approved as circulated by unanimous consent.

4.0 Declaration of Conflict of Interest

No conflicts were declared.

5.0 Approval of Minutes (September 11, 2025)

Moved by Mayor Zebian and seconded by Councillor Leary-Pinch that the minutes be approved as circulated. Motion carried unanimously.

6.0 New Business

6.1 File #25-20 Rezoning: PID 45285103, Old Walton Rd, Upper Burlington (Will Hong)

This is an application to rezone PID 45285103, Old Walton Rd, Upper Burlington, from Open Space (OS) to Institutional (I) and amend the text of the West Hants Land Use By-law (WHLUB) to allow day care centres as a permitted use within the Institutional (I) Zone. Staff have suggested the Institutional (I) zone after hearing the concerns from the public over the pattern of development commercial zoning may cause. This application was submitted by CAO Mark Phillips on behalf of Council. The property currently belongs to the Municipality. The intent is to donate the property to the Hants Shore Childcare Association so they may establish a daycare centre. The Childcare Association made this request at the Council meeting on May 13, 2025, and Council approved the motion for the CAO to apply for rezoning on July 8, 2025. The Public Information Meeting was held on September 3, 2025, with 6 members of the public attending. The deadline for comments was September 17, 2025, and staff received 20 written comments and 2 phone calls. There were many comments in support of the application, as well as concerns about traffic safety, the loss of heritage and community open space, and suitability for the area. The report was circulated with the agenda package and is available on the Municipal website.

Planner Hong confirmed that the intent is for the property to be donated or sold below market value to the Hants Shore Childcare Association. This will be a separate public process with a Public Hearing. Staff explained that it is the preferred order to rezone the property before it is donated or sold, as the current zoning does not permit the proposed childcare use. If the land were to be donated or sold as-is, the permitted uses are limited to open space purposes.

Staff also confirmed that amending the WHLUB to allow daycare centres within the Institutional (I) zone would apply to all Institutional (I) zoned property in West Hants. This is based on the best practices found throughout Nova Scotia. It does not remove daycares from the zones where they are currently allowed, only adds them to the Institutional (I) zone. It was noted that allowing daycare centres in the Institutional (I) zone will be a change brought forward by the Plan Review for all Planning areas (Windsor, West Hants, and Hantsport).

The Committee asked if this would open all community halls to becoming daycares. Acting Director Fougere replied that the community hall would have to be in the Institutional (I) zone and would still have to meet all requirements. It does not apply to all municipal land.

Staff acknowledged the existing 1760 Planter's Trail and interpretive sign. Planner Hong confirmed that the Hants Shore Childcare Association are committed to maintaining the walking trail and keeping it open to the public. They also intend for the recreational space to be open to the public as well. It was asked whether recreational uses are permitted in the Institutional (I) Zone. Acting Director Fougere explained that "outdoor recreational uses" mostly refers to spectator sports or other types of more formal outdoor recreation like golf courses and are therefore only permitted in certain zones. Playgrounds do not fall under that category and are generally permitted in all zones.

Moved by Mayor Zebian and seconded by Councillor Ivey that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the maps of Schedule A of the West Hants Land Use By-law to rezone the lot as identified as PID 45285103 from Open Space (OS) to Institutional (I) zone and amending the text of the West Hants Land Use By-law to add "Day care centres, licensed or non-licensed" as a permitted use in the Institutional (I) zone as shown in the report #25-20 to the Planning and Heritage Advisory Committee dated October 9, 2025. Motion carried unanimously.

7.0 Business Arising from the Minutes

7.1 Committee Q&A Dashboard

The dashboard was circulated with the agenda package and is available on the Municipal website. Acting Director Fougere confirmed that the \$45 million from the August 2025 activity report was for three windmills in the Benjamins Mill Wind Project at \$15 million each.

Planner Hong investigated the accessible parking requirements as discussed during File #25-15, Development Agreement: PID 45053220 King St, Windsor. He confirmed there was a discrepancy between the current Land Use By-law and the requirements in the Nova Scotia Building Code. Four (4) accessible parking spaces would be required for a development of this size according to the Building Code. In the event of an inconsistency, the current Land Use By-law does state that "the higher or more stringent provision shall prevail." This means the development must provide four accessible parking spaces. The developer has agreed to increase the number of accessible parking spaces. Planner Hong noted that this will be amended in the documents during the Plan Review. He thanked the Committee for bringing this to staff's attention. The Committee asked

what the increments are for increasing the amount of accessible parking spaces. Acting Director Fougere replied that in general, subject to confirmation from a Building Official, 1-10 units requires 1 accessible parking space, 10-35 units would require 2 accessible parking spaces, etc., and after 100 units, 1 accessible space per every additional 50 units.

8. Business Arising from the Public Information Meetings (October 8)

8.1 File #25-22 Rezoning: 5988 Highway 215, Kempt Shore (Will Hong)

This is an application to rezone the subject property from Rural Commercial (RC) to General Resource (GR) to construct a single-unit dwelling. The property was the former location of a Credit Union which has since been demolished. The Public Information Meeting was held on October 8, 2025, with one member of the public in attendance. There were no comments, and the comment period is open until October 22, 2025.

8.2 File #25-23 Development Agreement: PID 45003266, Three Mile Plains (Alex Dunphy)

This is a development agreement application to permit 150 dwelling units across three multi-unit buildings on the south part of the lot. The Public Information Meeting was held on October 8, 2025, with 25 members of public in attendance. Several comments were made about stormwater, flooding, infrastructure capacity and traffic impact. The comment period is open until October 22, 2025. Staff and the Committee discussed the public's frustration with the notification and communication of this PIM. Part of the issue was the Canada Post strike which made letter delivery unavailable. Staff also posted on the municipal website and Facebook page, published an ad in the Valley Journal Advertiser, and placed a sign on site. Discussions on notification will likely return to Council.

9.0 File Updates

The file updates were circulated with the agenda package and are available on the Municipal website. It was noted that Council's decision to not approve File #25-18 Development Agreement: Bear Lake Wind Farm has been appealed by the developer. It can be found on the Nova Scotia Regulatory and Appeals Board (NSRAB) website under matter number M12505. Interested parties can apply to speak during the Hearing. Staff noted that the process will take

place over several months and the decision may take even longer. The appeal record will be publicly available once it has been compiled.

10.0 Building and Development Activity Reports (September 2025)

The reports were circulated with the agenda package and are available on the Municipal website. There were no questions or comments at this time.

11.0 Notices from Adjacent Municipal Units – None

12.0 Public Comments

The public is encouraged to attend the meetings or contact staff directly if they have any questions or comments. Contact information is available on the Municipal website. If you are unsure who to contact, an email can be sent to planning@westhants.ca and the appropriate staff member will respond.

Mark Kehoe gave a comment as a member of the public. He expressed his gratitude to West Hants for offering the Chair Yoga program in his community and for donating the old planters to the Upper Vaughan Garden Club. Residents see that staff are making an effort to reach out to communities outside of Windsor and it is greatly appreciated.

13.0 Next Meeting Date / Adjournment

The next meeting is scheduled for November 13, 2025, at 6:00pm. A notice will be sent out if there are any changes. With no further business, the meeting adjourned at 7:13pm.