

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda

March 25, 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) 2025-02-25 Council Minutes
 - b) 2025-02-25 PH Minutes 439 Clifton Avenue
 - c) 2025-02-25 PH Minutes West Hants Regional Municipal Solid Waste By-Law
 7. Presentations
 - a) WHRM 2025 Equity, Anti-Racism and Accessibility Strategy Plan Recommendation Report – Active Living Coordinator Waters
 8. Public Hearings
 - a) Windsor, West Hants and Hantsport MPS/LUB Amendments: Housing Accelerator Fund Initiatives #1-3 – Planner Hong
 9. Second Readings (as it pertains to Public Hearings)
 - a) Windsor, West Hants and Hantsport MPS/LUB Amendments: Housing Accelerator Fund Initiatives #1-3 – Planner Hong
 10. Unfinished Business/Postponed Motions
 - a) Wind Turbine Policy Research Information Report – Acting Director/Manager Fougere
 11. Mayor’s Report
 12. Financial Updates
 - a) General Operating as of January 31, 2025
 - b) Water Utility Operating as of January 31, 2025

- c) Water Consumption as of January 31, 2025
13. Committee(s) of Council Excerpts/Recommendations
- a) Committee of the Whole Excerpts (March 11, 2025)
 - i. Annapolis Valley Regional Library (AVRL) Board Support Letter
 - ii. 335 - 369 Tremain Crescent Storm Water System
 - iii. 2025 to 2027 Standing Offer Asphalt Paving Services WHPW25-04
 - iv. Landowner Appointment to Watershed Advisory Committees
 - v. Municipal Finance Corporation (MFC)- Spring Debenture 2025
 - vi. Video Surveillance Policy Amendments
 - vii. West Hants Sports Complex HRV Unit
 - viii. Windsor Community Centre Structural Assessment
 - b) Planning and Heritage Advisory Excerpt (March 13, 2025) (First Readings)
 - i. 33 Lakewood Drive, Brooklyn, PID 45017183 Rezoning – Planner Hong
 - ii. College Rd, Windsor PID 45405784, Rezoning and WHLUB Amendments – Planner Hong
 - iii. Bear Lake Wind Farm Development Agreement – Acting Director/ Manager Fougere
 - c) Diverse and Inclusive Communities Committee Letter Requesting Proper Consultation Occur with local marginalized and equity-denied communities – Clerk Snair
14. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)
15. Correspondence
- a) Information
 - i. General Correspondence Received Activity Log (as of March 25, 2025)
 - a) The Honourable Harjit Sajjan Response Re Financial Assistance Request (deferred for discussion)
 - b) Minister Masland Letter Re Update on Municipal Disaster Financial Assistance Claims
 - c) DMA Letter to Mayors and Wardens Code of Conduct
 - d) Julia Merritt Re Provincial Budget 2025-26 and Library Services
 - e) Janet Morrell Re Submission regarding Bill 24 (WHRM copied)
 - f) Anne Bishop Re Public Bills Committee Bill#24 (WHRM copied)
 - g) Amanda Dunfield Re WHRM WINDSOR CSOs Estimate
 - h) Amanda Dunfield Re WHRM Assessment Act follow up
 - i) Amanda Dunfield Re WHRM Windsor CSOs Silenced for Speaking Up
 - b) Requests (as of March 25, 2025)
 - i. Gliders Letter to WHRM Council Re Recreation Space
 - ii. Claire McCarthy Re Creation of indoor pickleball courts in the Windsor area

- iii. Wayne Hamm Re Activity Centre for West Hants Seniors
 - iv. Rick Smith Re Stormwater - Tremain Crescent
 - v. Denise Forand Re As of right issues
 - vi. Re Invitation to Participate in Bear Lake Wind Project Community Liaison Committee
- c) Outgoing Correspondence Log (as of March 25, 2025)
- i. WHRM Letter to Minister Lohr Requesting Additional Information (sent 2025-03-18)
16. New Business – None
17. In-Camera
- a) 2025-01-28 Council In-Camera Minutes
 - b) MGA 22(2)(a) Legal Matter
 - c) MGA 22(2)(a) Land Matter
18. Next Meeting Date / Adjournment – April 8, 2025 Committee of the Whole Meeting 6 p.m.



1. Call to Order – Mayor Zebian called the meeting to order at 6:43 p.m.

2. Attendance

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, District 5

Kayla Leary-Pinch, Councillor, District 7

John Smith, Councillor, District 9

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

Regrets:

Paul Morton, Councillor, District 8

Staff:

Mark Phillips, Chief Administrative Officer

Carlee Rochon, Dir. Finance

Kari Fougere, Acting Dir. Planning & Development Will Hong, Planner

Deanna Snair, Municipal Clerk

Todd Richard, Dir. Public Works

Kevin Waters, Recreation Program Supervisor

Regrets:

Kathy Kehoe, Director Community Development

Presenter and Gallery:

Fourteen (14) people in the gallery

8. Public Hearings (6:43 p.m.)

a) Windsor, West Hants, and Hantsport MPS/LUB Amendments: Housing Accelerator Fund Initiatives #1-3 – Planner Hong

Planner Hong gave a presentation to overview the proposal and provide background information on the project. In August 2023, staff developed a Housing Action Plan with attainable housing goals to be able to apply for the Housing Accelerator Fund, a program from the Canada Mortgage and Housing Corporation (CMHC) that helps municipalities in creating more housing options. WHRM's application was successful, and the Municipality signed an agreement with the CMHC for \$1.08m in funding over the next three years. The agreement requires the first three initiatives to be completed by March 2025, prior to the completion of the Plan Review.

The first initiative is to allow greater density as-of-right within the serviced areas, the second is to create affordable housing policies, and the third is to reduce minimum parking requirements. Planner Hong noted that all three initiatives will be concentrated within the serviced areas of the Municipality: Falmouth, Hantsport, Windsor, and Three Mile Plains. Public engagement sessions were held to receive feedback from residents to help staff refine the amendments. This included social media posts, open house sessions, an online survey, and a dedicated webpage.

Planner Hong summarized the amendments to both the Municipal Planning Strategies (MPS) and the Land Use By-laws (LUB). The MPS amendments would allow up to four units on one lot serviced by municipal water and sewer, enable missing middle housing options, recognize the housing needs of vulnerable populations, and encourage and promote affordable housing developments. The LUB amendments would introduce lot coverage requirements to residential lots, adjust the minimum lot area and setbacks to be consistent across the region, enable bonus zoning for affordable housing units, and reduce the parking requirements within the serviced areas. Staff brought these amendments to the Planning & Heritage Advisory Committee (PAC/HAC) on January 9, 2025.

After the PAC/HAC presentation, staff received a letter from a resident expressing concern over changes to Windsor's historic neighbourhoods. Planner Hong explained that these neighbourhoods are protected under the Architectural Control District overlay and any new development will need to meet the guidelines outlined in the Architectural Design Manual. There were also concerns expressed about increasing the density within existing neighbourhoods. Planner Hong explained that it will be a gradual, incremental increase and used secondary suites as an example. Staff predict a similar growth pattern for the missing middle housing development.

A major concern raised by Council during the First Reading was stormwater management. Staff are introducing a new development control tool with the proposed amendments, lot coverage requirements, which will ensure a portion of the property will maintain a permeable surface to retain stormwater on site. The maximum building footprint for the proposed low- and medium-density residential zones is 50%, and 40% in the proposed high-density residential zone. Portions of Windsor are also within the Environmental Constraints Overlay, which require an environmental study prior to any development. Staff conducted a further lot analysis of the properties along Stannus, Victoria, and Gray Street which are known flood areas within Windsor. Eighty properties have been identified that will be impacted by these amendments; however, most of the lots will not be eligible for increased density as-of-right due to their smaller size. Only twenty-seven properties are large enough to accommodate medium density, and only three of them are vacant. Staff are currently working with the consultants to develop new policies and regulations about stormwater management during the Plan Review.

Mayor Zebian opened the floor to questions or comments from the public.

Bob Trenholme owns land in a subdivision in Hantsport. He has been unable to complete it due to capital expenses. The upgrades are not workable with the current zoning. His plan is to build affordable and sustainable duplex, fourplex, and single-unit buildings in this subdivision. The proposed new zoning would allow him to continue with this project.

Amanda Dunfield, Windsor resident, commended Will for the work he has put into these amendments. She felt the timing of the amendments is unfortunate after CBCL's recent presentation and the Minister of Emergency Preparedness suggesting a managed retreat was the proper approach. Housing is important, but public health and safety, sustainability, and the environment are also important. Ms. Dunfield does not think that houses at risk of flood impacts and development that has the potential to negatively affect preexisting properties is sustainable. The flood-proofing of new developments may only protect the new development and not properties already facing flooding issues. She believes there will be impacts with as-of-right development in this area. She hopes there are proactive measures for the future development of the identified properties. She asked which statements of provincial interest were considered with these amendments.

Planner Hong replied that the most important statement they considered speaks to housing. The Province is encouraging offering a mixed range of housing options and more density within serviced areas. Ms. Dunfield pointed out the other statements about flood plains, flood risk areas, and infrastructure. There is a provision which looks to set out short- and long-term policies to address the issues of environmental and health concerns related to inadequate infrastructure.

There were no further comments from the public. Mayor Zebian opened the floor to questions or comments from Council.

Councillor Ivey appreciated the work put into encouraging more diverse housing options. However, he still had concerns about flooding. He thought this project should take the Municipal Climate Action Plan (MCCAP) into account as it has recommendations to address flood concerns. The proposed amendments should have named at-risk areas where they would not apply. Councillor Ivey found it unfortunate that the amendments are to be in place before the Plan Review could be completed.

Deputy Mayor Francis asked about the policy changes to support the recommendations. Planner Hong replied that the amendments will change policies within the Municipal Planning Strategies as well as create new policies. Deputy Mayor Francis asked about the funding requirements. She asked what would happen if Council did not approve these amendments. Planner Hong replied that the agreement with the CMHC specified actions that WHRM promised to implement, and they are contractual obligations. The first three initiatives are central to the funding agreement, and if they are not met, funding may be withdrawn. Acting Director Fougere added that there is no certainty about what would happen if WHRM does not complete its objectives on time, but the funding would still be at risk.

Councillor J. Smith asked about the lot coverage requirements. He asked if it was only the structure or if it included hard surfaces as well, such as driveways. Planner Hong replied that in discussions with the development officers, it was decided driveways are not included when calculating lot coverage. It focuses on the footprint of the main building and any accessory structures. Councillor J. Smith asked if driveways are part of the calculation at all regarding water leaving the property. Planner Hong did not have the answer at the time, and he will confirm with the development officers.

There were no further questions from either Council or the public. The meeting moved out of Public Hearing at 7:36 p.m. and the regular Council meeting resumed.

Mayor Abraham Zebian, Chair

Deanna Snair, Executive Assistant/Clerk