

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda Amended October 1, 2025

September 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
 5. Declaration(s) of Conflict of Interest
 6. Approval of Previous Meeting Minutes
 - a) 2025-07-22 Council Minutes
 - b) 2025-07-22 PH Minutes - Bent Ridge Geo Domes Development Agreement
 - c) 2025-08-08 Special Council Minutes
 7. Public Hearings
 - a) Bear Lake Windfarm Development Agreement – Acting Director Fougere
 8. Second Readings (as it pertains to Public Hearings)
 - a) Bear Lake Windfarm Development Agreement – Acting Director Fougere
 9. Presentations
 - a) West Hants RCMP 5 Year Multi Year Financial Plan (includes Motion)
 - b) Barrier Free Small Business Accessibility Grant Policy - Recommendation Report – Manager Johnston-Isenor **(Moved up on the agenda)**
 - c) Trail Grading and Finishing WHRMCD-07 - Recommendation Report – Manager Bennett **(Moved up on the agenda)**
 10. Unfinished Business/Postponed Motions
 - a) Elmcroft Play Structure Recommendation Report – Director Kehoe
 - b) 2025-26 Tax Rate Re the Correction from 2023-24 Budget - Councillor Ivey
 11. Mayor’s Report
 12. Financial Updates

- a) Water Consumption Ending July 31, 2025 – Director Rochon
13. Committee(s) of Council Excerpts/Recommendations
- a) Committee of the Whole Excerpts (September 9, 2025)
 - i. 2025 Fall Debenture Recommendation Report
 - ii. Appointment of Alternate Development Officer
 - iii. Diverse, Equitable, Inclusive Communities Committee Member Appointment
 - iv. Emergency Funding Request – Falmouth Wastewater Treatment Sludge Removal
 - v. O’Brien Street Renewal Engineering Services RFP Award
 - vi. Transportation Feasibility Study RFP Award WHRMPL 25-01
 - vii. Updated HMCC Taxing Resolution
 - viii. WHRM’s Active Transportation Plan
 - ix. Windsor Sidewalk Replacement Tender Award
 - b) Planning and Heritage Advisory Committee Excerpts (First Reading)
 - i. Development Agreement: PID 45053220 King St, Windsor – Planner Will Hong
14. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)
15. Councillor(s) Municipal Advisory Board Activity Reports
- a) Police Advisory Board (PAB)
16. New Business (moved up on the agenda)
- a) ~~Avon View High School Ice Time Invoice – Request for Leniency Regarding Outstanding Ice Time Invoice – Councillor Bob Morton~~
 - b) Installation of Street Lights in The Crossing Request for Decision – Councillor B. Morton
 - c) Traffic Calming in The Crossing Request for Decision – Councillor B. Morton
 - d) Closure of the Windsor Court House – Proposal to Deem Property Surplus and Issue Request for Proposals – CAO Phillips
 - e) Consulting Services – Comprehensive Needs Assessment Parks & Recreation Facilities WHRMCD25-08 – Recommendation Report – Kathy Kehoe
 - f) Windsor WTP Expansion – GRID Application Recommendation Report – Director Richard
17. Correspondence
- a) Information
 - i. General Correspondence Received Activity Log (as of September 19, 2025)
2025-09-16 NSFM Letter to Elected Officials Re Strong Mayors Powers
 - b) Outgoing Correspondence Log (as of September 19, 2025) – None
17. In-Camera - None
18. Next Meeting Date / Adjournment – October 14, 2025 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Minutes

September 23, 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

1. As Call to Order – The meeting was called to order at 6:00 p.m.

2. Attendance

Council:

Abraham Zebian, Mayor

Rupert Jannasch, Councillor, District 1

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

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

Regrets:

Scott McLean, Councillor, District 2

John Smith, Councillor, District 9

Staff:

Mark Phillips, Chief Administrative Officer

Kari Fougere, Acting Dir. Planning & Development

Kathy Kehoe, Dir. Community Development

Will Hong, Planner

Kaleigh MacCarthy, Environmental Technologist

Kathy Johnston-Isenor, Manager of Recreation and Community Engagement

Kevin Bennett, Manager of Parks and Recreation Facilities

Deanna Snair, Municipal Clerk

Carlee Rochon, Dir. Finance

Todd Richard, Dir. Public Works

Vanessa Lake, Planning Assistant

Tim Bouter, Project Engineer

Presenter and Gallery:

Mark Stewart, EverWind

Brendan Chard, EverWind

Claire Parsons, EverWind

Kelsea MacNeil, Membertou

Tim Doyle, Operations NCO, RCMP

Kyla Dow, staff support, RCMP

25 members of the public

Rebecca Crump, EverWind

Jeff Bonazza, EverWind

Hannah Matheson, EverWind

Andrew Woods, Consultant (EverWind)

Staff Sgt. Ed Nugent, RCMP

Lauren Streko, staff support, RCMP

3. Announcements (6:01 p.m.)

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.

Prior to the meeting beginning, safety and fire alarm protocols were reviewed.

Attendees were reminded not to record the meeting out of respect for individuals in chambers, as the proceedings were already being livestreamed on YouTube and publicly accessible.

Congratulations were extended to everyone who contributed to the success of the Hants County Exhibition.

A reminder was shared about the upcoming Windsor Township Business Association (WTBA) Business and Community Social, taking place on Friday, September 26, 2025, from 5:00 to 8:00 p.m. at the August House.

A reminder was shared about the upcoming Jam session taking place at the Falmouth Hall this coming Friday.

4. Approval of the Agenda including additions or deletions (6:03 p.m.)

Item 16(f) was moved to Item 9(d) and Item 13(b)(i) was moved to Item 9(e). Item 16(a) was removed from the agenda. With no further changes the agenda was accepted as amended.

5. Declaration of Conflict of Interest - None

6. Approval of the Previous Meeting Minutes (6:05 p.m.)

- a) 2025-07-22 Council Meeting Minutes
 - b) 2025-07-22 PH Minutes – Bent Ridge Geo Domes Development Agreement
 - c) 2025-08-08 Special Council Minutes
- The minutes were accepted as presented.

7. Public Hearings (6:05 p.m.)

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

- a) Bear Lake Windfarm Development Agreement (6:05 p.m.)

The meeting moved into Public Hearing at 6:05 p.m. Further information on the Public Hearing is available in the 2025-09-23 Public Hearing Minutes.

**MOVED BY COUNCILLORS B. MORTON AND LEARY-PINCH THAT
COUNCIL MOVE INTO PUBLIC HEARING AT 6:05 P.M. MOTION CARRIED**

At 8:22 p.m. the Public Hearing concluded, and the regular Council meeting resumed.

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

- a) Bear Lake Windfarm Development Agreement (8:22 p.m.)

Council discussed the matter further.

- Concerns were raised regarding fire containment. Fire containment planning was addressed within the Development Agreement (DA). Section 2.7 of the DA already outlined the requirement for the developer to consult with the Fire Chief having

jurisdiction over the area, particularly in relation to the construction and design of the facilities. This section established the expectation of ongoing communication between the developer and emergency services. Additionally, the DA included provisions for emergency response planning, which would encompass protocols for managing incidents such as fires.

- Concerns were raised regarding the decommissioning fund. If the proponent ceased to exist between years 1–5 of the project, responsibility for decommissioning would follow a layered structure designed to minimize municipal risk. As outlined in the development agreement, the proponent was required to initiate a decommissioning fund at the start of construction. This fund serves as the primary financial resource for decommissioning activities. In addition to this, other mechanisms were in place, including decommissioning requirements tied to Crown land leases and private property agreements, which provide further layers of financial and legal protection. These instruments were designed to be triggered before any responsibility would fall to the municipality. According to the municipal solicitor’s opinion, the likelihood of municipal liability was very low.
- Concerns were raised regarding the pattern of development, and this topic has arisen previously. It was suggested that in this case, the current pattern of development was considered to be very strong, particularly in relation to rural residential development. Acting Director Fougere advised that when assessing criteria, the designation and intent of the zoning were key factors. The Municipal Planning Strategy (MPS) identified the area in question as falling under the Resource designation and Resource zoning, which prioritized resource-based or resource-type uses as the primary purpose for the land. This context supports the proposed development as being consistent with the intended land use pattern. Residential and commercial uses were considered secondary to resource development in this designation. Therefore, the development was seen as aligned with both the existing pattern and the long-term planning vision for the area.
- Concern was raised with the definition of “dwellings,” particularly regarding the status of camps, which were not classified as dwellings. Some individuals regularly use their camps and may even spend more time there than at their primary residences, leading to questions about how these structures should be treated. Acting Director Fougere clarified that, under the definitions provided in the Municipal Government Act (MGA), wood camps and similar seasonal structures were not considered dwellings. A dwelling was defined as a permanent, full-time residence, and unless a structure meets that standard, specifically being used as a primary place of residence, then it does not qualify as a dwelling under the MGA.
- Concerns were raised regarding shadow flicker and the potential impacts of having two wind farms located in close proximity to one another. Specifically, there was interest in understanding whether the cumulative effect of multiple projects had been assessed. Director Fougere clarified that WHRM staff do not independently measure shadow flicker impacts; instead, they rely on the findings of the environmental assessment to determine whether the project meets regulatory requirements. The 30-minute threshold referenced in the assessment was based solely on the proposed project in isolation and did not take into account the potential combined effects with other nearby wind farms.

- There has been ongoing discussion about whether the gate should exist and, if so, whether it should be open or locked, with valid arguments and expert opinions on both sides. Supporters of keeping the gate locked cited public safety and emergency management, noting the importance of a controlled evacuation plan, while concerns have also been raised about bottlenecks, waste dumping, increased traffic, and potential theft if the road remains open. The gate was originally included in the development agreement for public protection, and it was hoped a solution could be found to ensure both safety and secure access for Hamlet residents.
- Given the current situation this summer and the heightened fears and threats of fire, it was encouraged that a clear plan be put in place to address fire containment. The importance of proactive measures was emphasized to ensure community safety and preparedness in the event of a wildfire or related emergency.
- Concerns were raised about wells outside of 800m being potentially impacted and all of West Hants water sources come from that area as well.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR IVEY THAT COUNCIL GIVE SECOND READING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW A WIND FARM ON PIDS 45399540, 45399573, 45381217, 45381209, 45399532, 45060068, AND 45060076 WHICH IS SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT A AS THIS COUNCIL REPORT FILE #25-18B DATED SEPTEMBER 23, 2025 AND FURTHER AMENDED TO REQUIRE THAT THE EGRESS ROAD BE GATED.

MOVED BY COUNCILLORS REMME AND LEARY-PINCH THAT COUNCIL AMEND THE MOTION TO INCLUDE THAT THE DECOMMISSIONING FUND BEING FULLY FUNDED BY YEAR FIVE. MOTION CARRIED

Full motion as amended:

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR IVEY THAT COUNCIL GIVE SECOND READING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW A WIND FARM ON PIDS 45399540, 45399573, 45381217, 45381209, 45399532, 45060068, AND 45060076 WHICH IS SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT A AS THIS COUNCIL REPORT FILE #25-18B DATED SEPTEMBER 23, 2025 AND FURTHER AMENDED TO REQUIRE THAT THE EGRESS ROAD BE GATED AND THAT THE DECOMMISSIONING FUND BEING FULLY FUNDED BY YEAR FIVE. MOTION DEFEATED. Nays: Ivey, Leary-Pinch, B. Morton, Wheadon and Remme

The second motion was not made as it was null and void due to the first motion being defeated.

A break occurred at 8:45 p.m. The meeting reconvened at 9:01 p.m.

9. Presentations (9:01 p.m.)

- a) West Hants RCMP 5 Year Multi Year Financial Plan (9:01 p.m.)

Sergeant Timothy Doyle, Detachment Commander and Constable Nugget presented the West Hants RCMP Multi-Year Financial Plan for review and approval. The presentation covered the Current Fiscal Year Projections (April 1, 2025-March 31, 2026), the 5 Year Financial Plan (2026/27-2030/31), explained where costs were allocated and projected costs in years to come.

Discussion Points:

- The Federal 10% Cost Share (613,461) was in addition to the Municipal 90% Cost Share for a total projected cost of \$6,729,197 for RCMP services in 2026/27.
- There will always be a percentage of officers unavailable due to medical, sick, parental leave, and other factors. Reducing the overall RCMP complement would further decrease the number of officers available to serve the municipality, resulting in fewer officers than are currently in service.

MOVED BY COUNCILLORS WHEADON AND B. SMITH THAT COUNCIL APPROVES IN PRINCIPLE OF THE RCMP MULTIPLE-YEAR FINANCIAL PLAN FOR 2025-2031. MOTION CARRIED

b) Barrier Free Small Business Accessibility Grant Policy Recommendation Report (9:20 p.m.)
Director Kehoe reviewed the report. The Barrier Free Small Business Accessibility Grant Program will have one annual intake, with applications aligning with the Grants and Contributions Program. Targeted at small businesses with fewer than 99 employees, the program will support improvements such as ramps, accessible doors, handrails, and level landings. A separate policy was recommended to distinguish this program from the existing Grants & Contributions Policy (RCOFN-12.00).

Discussion Points:

- The current budget amount for grants was \$254,000. This grant would be included in that budgeted amount.

MOVED BY COUNCILLORS LEARY-PINCH AND WHEADON THAT COUNCIL ADOPT THE BARRIER FREE SMALL BUSINESS ACCESSIBILITY GRANT POLICY RCOFN-015.00. MOTION CARRIED

c) Trail Grading and Finishing WHRMCD-07 Recommendation Report (9:23 p.m.)
Manager Bennett reviewed the report.

Discussion Points:

- The trail will be multi-use, accommodating walking, cycling, horseback riding, ATVs, and will be accessible to all users.
- The larger stones placed on the trail were necessary for culvert replacement and would be part of the base layer. They would be grated down prior to gravel be placed on top to improve access.
- The proposed project was expected to be completed by the second week of November.
- The first chart represented the original tender specs. The specs were revised in the tender which resulted in Axeman being the low compliant bidder.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVES THE AWARD OF TENDER WHRMCD25-07 RFP TO AXEMAN CONSTRUCTION. FOR THE GRADING AND GRAVEL ON THE

RAIL LINE TRAIL IN THE AMOUNT OF \$149,760.00 PLUS APPLICABLE TAXES TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES A CONTINGENCY AMOUNT OF \$7,500 PLUS APPLICABLE TAXES FOR THE PROJECT, TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED

d) Windsor WTP Expansion - GRID Application Recommendation Report (9:29 p.m.)

Environmental Technologist McCarthy reviewed the report. The Province of Nova Scotia launched the GRID program, offering up to 50% funding for priority municipal infrastructure projects that address capacity, accessibility, and support housing. Eligible categories included water, wastewater, stormwater, climate change adaptation, and accessibility.

The Windsor Water Treatment Plant (WTP) Expansion aligns well with GRID goals. The project was shovel-ready, addresses critical capacity needs, supports growth, and has secured funding. All construction costs after August 12, 2025, were eligible, despite the tender being awarded earlier. If approved, the municipal cost share would be reduced from \$5.3M + HST to \$2.65M + HST.

MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT COUNCIL APPROVE THE WINDSOR WTP EXPANSION PROJECT FOR SUBMITTAL UNDER THE GROWTH AND RENEWAL FOR INFRASTRUCTURE DEVELOPMENT (GRID) PROGRAM. MOTION CARRIED

e) Development Agreement PID 45053220, King Street, Windsor (9:34 p.m.)

Planner Hong reviewed the report. On April 3, 2025, UPLAND Planning Design Studio applied on behalf of Pinnacle Construction Ltd. to build a 72-unit apartment on a vacant 1.67-acre lot on King Street in Windsor. The project was part of the provincial Land for Housing program and will include 25% affordable units for 25 years. The proposed building will be four storeys with a basement and have 72 parking spaces. A Public Information Meeting (PIM) was held in June. At that time residents raised concerns about traffic, neighborhood fit, and loss of green space. In September, the Planning Committee supported the project but noted the need for more accessible parking. While the local by-law requires only one accessible space, provincial rules require four, which the developer will need to include and will be reflected in the updated agreement.

Discussion Points:

- A conceptual design will be shared during the Public Hearing and Second Reading.
- Seven written comments and one phone call was received during the public comment period.
- There was support to see this proposal especially with 25% (18 units) were dedicated to affordable housing. Affordable housing as housing that was at least 20% below average market rate in the Windsor area and market rate was determined by the Province.
- The development agreement provided the developer with greater flexibility in what could be built on the property, as permitted through the Municipal Planning Strategy (MPS) policy. The proposal included a four-storey building above grade with an additional

basement level, totaling five levels of living space, and remained within the maximum height limit of 80 feet set for the Windsor area.

- The building also benefited from relaxed setback requirements due to the upward slope of the property toward the rear; stricter setbacks would have made the building appear taller than it currently does.
- During the Public Information Meeting, several residents, including those from Dykeland Lodge, expressed concerns about the size and height of the building, noting that it would overlook their properties.

MOVED BY COUNCILLORS B. SMITH AND P. MORTON THAT COUNCIL GIVES FIRST READING AND HOLDS A PUBLIC HEARING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW FOR A NEW MULTIPLE UNIT RESIDENTIAL BUILDING AT PID 45053220 ON KING STREET, WINDSOR IN A MANNER SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT C OF THE REPORT FILE #25-15 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE REPORT DATED SEPTEMBER 11, 2025. MOTION CARRIED. Nays: Wheadon

MOVED BY COUNCILLORS B. SMITH AND P. MORTON THAT COUNCIL REQUIRES THAT THE DEVELOPMENT AGREEMENT WITH MATTHEW MOORE BE SIGNED WITHIN 120 DAYS FROM THE DATE OF FINAL APPROVAL BY COUNCIL OR THE DATE THAT ANY APPEALS HAVE BEEN DISPOSED OF; OTHERWISE THIS APPROVAL WILL BE VOID AND OBLIGATIONS ARISING HEREUNDER SHALL BE AT AN END. MOTION CARRIED. Nays: Wheadon

10. Unfinished Business/Postponed Motions (9:55 p.m.)

a) Elmcroft Play Structure Recommendation Report (9:55 p.m.)

Director Kehoe reviewed the report, noting that while the existing playground remains operational due to ongoing maintenance, it was nearing the end of its useful life. Replacement was being recommended to ensure continued safety, reliability, and to support modernization efforts. Given limited relocation options, the proposed plan includes moving the new structure slightly closer to Stannus Street to improve visibility, deter vandalism, and enhance overall safety. In alignment with Nova Scotia's Accessibility Act (Bill 59) and the Municipality's Equity, Anti-Racism, and Accessibility Strategy, the new playground will incorporate accessible features and pathways to meet the required accessibility standards by April 1, 2026.

Despite the pending Parks & Recreation Needs Assessment, it was recommended to proceed with replacement now due to the playground's condition, remove the current structure this fall and tender for a new accessible playground for installation in spring or early summer of 2026.

Discussion Points:

- Item was not included in the current budget but was included in the 5-year Capital Budget plan. Funds would come from the Canada Community building Fund (CCBF).
- Playground equipment needed to be removed this fall due to safety reasons.
- \$50,000 was identified for site preparation.

- To help keep the new proposed play structure safe and clean, rubber safety mats were recommended as they were easy to clean and more accessible.

MOVED BY COUNCILLORS B. SMITH AND IVEY THAT COUNCIL DIRECT STAFF TO PROCEED WITH THE TENDERING PROCESS FOR THE REPLACEMENT OF THE ELMCROFT PLAY STRUCTURE. MOTION CARRIED.

Nays: Leary-Pinch, B. Morton and Wheadon

b) 2025-26 Tax Rate Re the Correction from 2023-24 Budget (10:01 p.m.)

Councillor Ivey reviewed the report noting that the budget process was discussed over a period of several meetings. The recent increase in the West Hants residential tax rate, initially set at 9 cents and later reduced to 4 cents per \$100 of assessed value, was attributed to fixed costs including RCMP services, the 76 Morison building, former CAO pensions, and existing debt. Council was advised that lowering the rate would require cuts to general-funded items or the use of reserves. West Hants' slower debt reduction, due to its larger size, also impacts the rate. However, it was recently revealed that a miscalculation of RCMP costs from the 2023–24 budget may have contributed to the increase—information that had not previously been shared. As a result, further clarification has been requested as part of the 2025–26 budget process to better understand the basis of the 4-cent increase, despite the operating, utility, and reserve budgets being approved in June.

MOVED BY COUNCILLORS IVEY AND THAT B. SMITH THAT COUNCIL DIRECTS THE CAO TO ENGAGE STAFF TO PROVIDE A REPORT TO COUNCIL IDENTIFYING THE COSTS WHICH CONTRIBUTE TO THE INCREASED RESIDENTIAL AREA RATE OF 4 CENTS FOR THE RESIDENTS OF WEST HANTS FOR THE 2025-26 FISCAL TAX YEAR, THE COSTS WHICH RESULTED IN A BUDGETED AMOUNT WITHIN THE WEST HANTS OPERATING RESERVE OF \$ 1.180 MILLION FOR PURPOSES OF REDUCING A POTENTIAL TAX RATE INCREASE FOR WEST HANTS RESIDENTIAL PROPERTIES IN 2024-25 FISCAL TAX YEAR, THE IDENTIFICATION OF CHANGES IN ANY AREA RATED OR GENERAL RATED COST ALLOCATIONS AS WELL AS ANY MISCALCULATIONS OR OVERSIGHTS THAT MAY HAVE CONTRIBUTED TO THE UPWARD PRESSURE ON THE WEST HANTS TAX RATES WHICH MAY INCLUDE THE GENERAL RATING OR ROADS, INCREASED PRINCIPAL AND INTEREST PAYMENTS, ALLOCATION OF COSTS FOR RCMP AND / OR ANY OTHER ITEMS DEEMED RELEVANT, THE CALCULATIONS USED IN DETERMINING THE OPERATING RESERVE RATIO (10% OF REVENUES). MOTION CARRIED. Nays: P. Morton, Francis and Zebian

11. Mayor's Report – A report will follow at the next Council meeting.

12. Financial Updates (10:07 p.m.)

a) Water Consumption as of July 31, 2025

Director Rochon noted the first quarter water data, read in June and billed in July, showed a 26.2% variance from total bulk water consumption, which included bulk water flushing and non-

revenue water from main breaks. It was noted that one of the two meters at the West Hants TMP 5 Back Road location was reporting lower readings and has been flagged for investigation. Any impacts from recent conservation efforts and leak detection initiatives are expected to be reflected in the next quarter.

**MOVED BY COUNCILLOR WHEADON AND DEPUTY MAYOR FRANCIS
THAT COUNCIL CONTINUE THE MEETING PAST 10 P.M. MOTION
CARRIED**

Councillor Remme was out of the room and did participate in the vote. The March 31, 2025 Capital report for water will be presented in October, along with the June 2025 Capital report.

12. Committee(s) of Council Excerpts/Recommendations

a) Committee of the Whole Excerpts (September 9, 2025)

i. 2025 Fall Debenture Report (10:09 p.m.)

Discussion Points:

- The Municipal Finance Division updated the average borrowing interest to 7%.

**MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR WHEADON
THAT COUNCIL APPROVES A TEMPORARY BORROWING RESOLUTION IN
THE AMOUNT OF \$563,401, AS OUTLINED IN THE SEPTEMBER 9, IN THE
FALL 2025 DEBENTURE REPORT. FURTHER THE MAYOR AND MUNICIPAL
CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE
ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO
EXCEED 7% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO
ISSUE A 5-YEAR DEBENTURE OF \$261,356, FOR FIRE EQUIPMENT
PURCHASED FOR HANTSPORT FIRE DEPARTMENT AND ELECTRONIC
METER READING SYSTEM. FURTHER THE MAYOR AND MUNICIPAL
CLERK TO SIGN THE RESOLUTION FOR PRE-APPROVAL OF DEBENTURE
ISSUANCE, SUBJECT TO INTEREST RATE CONFIRMATION NOT TO
EXCEED 7% TO ENABLE WEST HANTS REGIONAL MUNICIPALITY TO
ISSUE A 10-YEAR DEBENTURE OF \$302,045, FOR THE PURCHASE OF A
RTV TRAILER FOR BROOKLYN FIRE DEPARTMENT AND SIDEWALK
MACHINE, AND REPAIRS TO THE WINDSOR FIRE DEPARTMENT
APPARATUS AREA. MOTION CARRIED.**

ii. Appointment of Alternate Development Officer (10:12 p.m.)

**MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. MORTON
THAT COUNCIL APPOINT WILLIAM OVERHOLT AS ALTERNATE
DEVELOPMENT OFFICER IN THE ABSENCE OF THE DEVELOPMENT
OFFICER EFFECTIVE SEPTEMBER 24TH, 2025 IN ACCORDANCE WITH
SECTION 243 OF THE MUNICIPAL GOVERNMENT ACT. MOTION CARRIED**

iii. Diverse, Equitable, Inclusive Communities Committee Member Appointment (10:13 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR WHEADON THAT COUNCIL APPOINTS JESS WEST AS VOTING CITIZEN MEMBER TO BECOME A REPRESENTATIVE AND SUPPORT TO THE DIVERSE, EQUITY AND INCLUSIVE COMMUNITIES COMMITTEE FOR A TWO (2) YEAR TERM BEGINNING SEPTEMBER 23, 2025 UNTIL SEPTEMBER 23, 2027. MOTION CARRIED

- iv. Emergency Sludge Pumping and Repairs (10:15 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES THE EMERGENCY PUMPING AND TRANSPORTATION OF APPROXIMATELY 700,000L OF SLUDGE FROM THE FALMOUTH WASTEWATER TREATMENT PLANT DIGESTERS TO ALLOW CRITICAL EMERGENCY REPAIRS TO THE AERATION SYSTEM FOR THE QUOTED PRICE \$63,000.00 PLUS APPLICABLE TAXES, TO BE FUNDED THROUGH THE SEWER RESERVES. MOTION CARRIED

- v. O'Brien Street Renewal Engineering Services RFP Award (10:15 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. MORTON THAT COUNCIL APPROVE THE AWARD OF THE O'BRIEN STREET RENEWAL ENGINEERING DESIGN AND TENDERING SERVICES TO CBCL LTD. FOR THE PRICE OF \$122,895 BEFORE APPLICABLE TAXES. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. MORTON THAT COUNCIL APPROVE THE AWARD OF THE O'BRIEN STREET RENEWAL ENGINEERING PROJECT MANAGEMENT SERVICES TO CBCL LTD. FOR THE PRICE OF \$52,235 BEFORE APPLICABLE TAXES, PENDING APPROVAL OF THE CONSTRUCTION CONTRACT. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. MORTON THAT COUNCIL APPROVE AN ENGINEERING CONTINGENCY AMOUNT OF \$24,870 BEFORE APPLICABLE TAXES. MOTION CARRIED

- vi. Transportation Feasibility Study RFP Award WHRMPL 25-01 (10:16 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVE AWARDED RFP# WHRMPL25-01 FOR CONSULTING SERVICES TO COMPLETE A ZERO-EMISSIONS TRANSPORTATION FEASIBILITY STUDY TO WSP CANADA INC., FOR THE PROPOSED COST OF \$92,845.00 PLUS APPLICABLE TAXES. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVE A 10% CONSULTING CONTINGENCY IN THE AMOUNT OF \$9,284.50 PLUS APPLICABLE TAXES FOR THE ZERO-EMISSIONS TRANSPORTATION FEASIBILITY STUDY. MOTION CARRIED

- vii. Updated HMCC Resolution (10:18 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVE THE UPDATED 2025-26 HANTSPORT MEMORIAL COMMUNITY CENTRE AREA RATE CHARGE AS PRESENTED TO COUNCIL ON SEPTEMBER 9, 2025. MOTION CARRIED

viii. WHRM Active Transportation Plan (10:19 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. MORTON THAT COUNCIL APPROVE AND ADOPT THE WEST HANTS REGIONAL MUNICIPALITY ACTIVE TRANSPORTATION & TRAIL STRATEGY 2025 AS PRESENTED. MOTION CARRIED

ix. Windsor Sidewalk Replacement Tender Award (10:20 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMPW25-11 — WINDSOR SIDEWALK REPLACEMENT — TO SHEEHY CONSTRUCTION LTD. FOR THE TENDERED PRICE OF \$396,456.85 BEFORE APPLICABLE TAXES, TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVE A CONSTRUCTION CONTINGENCY AMOUNT OF \$59,468.53 BEFORE APPLICABLE TAXES, TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED

b) Planning and Heritage Advisory Committee Excerpt (First Reading) - Item was moved up on the agenda.

13. Councillor(s) Municipal Business/Activity Reports (10:20 p.m.)

Written reports were included in the agenda package.

14. Councillor(s) Municipal Advisory Board Activity Reports (10:21 p.m.)

Written reports were included in the agenda package.

a) Police Advisory Board

A frequently raised concern, particularly in the Windsor area, was drug activity. A question was brought forward regarding whether this issue is discussed at Police Advisory Board meetings. It was clarified that drug-related matters are typically handled by a separate policing division and are addressed through undercover operations, rather than being discussed in detail at public advisory meetings.

15. New Business

a) Avon View High School Ice Time Invoice - Request for Leniency Regarding Outstanding Ice Time Invoice -Item was removed from the agenda.

b) Installation of Street Lights in The Crossing Request for Decision (10:24 p.m.)

Councillor B. Morton reviewed the report. Since 2020 residents of the Crossing, particularly on Edward Drive, have requested streetlights on roads without existing lighting. Although a policy was created to guide the process, it has proven challenging to navigate, causing delays and

placing a heavy burden on the community. Recent efforts to move the request forward under the current policy gathered around 50 signatures, though the process was time-consuming due to the need for repeated visits. Residents were seeking lights every 2–3 poles for safety and cost efficiency. As most municipal roads with streetlights were general rated, applying the same approach here would ensure consistency and fairness.

Discussion Points:

- Some streets in The Crossing were lit by decorative lights previously installed by the developer; however, the majority of roads remain unlit. These unlit roads were assumed by the Municipality before the adoption of updated municipal specifications that now require street lighting.
- The Street Light policy outlines the process for addressing roads that currently do not have street lighting and provides guidance on how requests for new streetlights should be managed.
- It was suggested that, if this item were to be supported, all municipal roads should be considered, and that cost information be brought forward during the next budget cycle for further discussion. It was emphasized that this should be approached comprehensively, rather than selecting specific areas.

MOVED BY COUNCILLORS B. MORTON AND WHEADON THAT COUNCIL DIRECT STAFF TO BEGIN THE PROCESS TO INSTALL LIGHTS ON THE UNLIT ROADS IN THE CROSSING, BEGINNING WITH EDWARD DRIVE, BASED ON THE SUPPORT GATHERED FROM RESIDENTS AND FUND THESE STREET LIGHTS AS GENERAL RATED, CONSISTENT WITH THE APPROACH TAKEN FOR OTHER MUNICIPAL ROADS WITH STREET LIGHTS. MOTION DEFEATED. Nays: Ivey, B. Smith, P. Morton, Jannasch and Francis

b) Traffic Calming in The Crossing Request for Decision (10:35 p.m.)

Councillor B. Morton reviewed the report. The Crossing was a high dense neighborhood with mostly senior residents, narrow roads, and no sidewalks, raising significant safety concerns, especially as traffic has increased due to new road connections and school bus usage. Despite efforts through the existing Traffic Calming Policy, residents feel it has been ineffective. A formal request was being made for Council to direct staff to immediately begin implementing effective traffic calming measures, such as speed bumps on Edward Drive, Irven Drive, and Community Way to improve safety. Although there are other roads within West Hants that would benefit from traffic calming, this initiative was viewed as a first step to making it a safer area and could serve as a model for future projects in other areas.

Discussion Points:

- Data was collected on Community Way, capturing vehicle counts, the percentage of speed violations, and average speeds. The results did not support the implementation of traffic calming measures based on current policy thresholds
- Despite the data findings, residents continued to express concerns about traffic safety and requested that traffic calming measures be implemented.
- Speed bumps were identified as the preferred method due to their perceived simplicity and quick implementation.

- While there was recognition that many areas across the region experience speeding concerns, challenges with the current traffic calming policy were acknowledged. There was discussion around the need to possibly review and revise the policy to better respond to community concerns.
- It was noted that perceived speeding is not always supported by actual speed data, making enforcement or mitigation difficult in the absence of concrete evidence.
- Concerns were raised regarding inconsistencies in the traffic volume data. However, Director Richard clarified that while vehicle counts may vary, the radar-calibrated equipment ensures the speed data was accurate and cannot be reset.
- Concern was expressed that if traffic calming were implemented in one area despite data not supporting it, a consistent and comprehensive approach should be considered for all areas facing similar concerns, rather than selecting specific locations.
- The current speed limits follow provincial standards.
- Flashing speed signs were highlighted as a cost-effective, portable, and effective tool for addressing speed concerns and may be a practical alternative to speed bumps.

MOVED BY COUNCILLORS B. MORTON AND WHEADON THAT COUNCIL DIRECT STAFF TO BEGIN THE PROCESS OF IMPLEMENTING TRAFFIC CALMING MEASURES IN THE CROSSING IMMEDIATELY, FOCUSING ON THE MAIN ROADS EDWARD DRIVE, IRVEN DRIVE, AND COMMUNITY WAY. MOTION DEFEATED. Nays: Ivey, B. Smith, P. Morton, Francis and Jannasch

c) Closure of the Windsor Court House – Proposal to Deem Property Surplus and Issue Request for Proposals (10:48 p.m.)

CAO Phillips reviewed the report noting the former Windsor Courthouse, built in 1950 and owned by WHRM since 2020, has been vacant since the Department of Justice ended its lease on July 1, 2025. As the building was no longer needed for municipal use and would require significant upgrades to meet current codes, staff recommend declaring it surplus and issuing a public RFP to explore redevelopment. Divesting the property would reduce ongoing costs and support economic development goals. Leasing was not advised due to financial and administrative inefficiencies.

Discussion Points:

- The formal RFP process provides the ability to reject a proponent; this can also be outlined within the Purchase and Sale as well. These provisions will be incorporated into the RFP to ensure appropriate protections were in place.

MOVED BY COUNCILLOR LEARY-PINCH AND DEPUTY MAYOR FRANCIS THAT COUNCIL DEEM THE PROPERTY AND BUILDING KNOWN AS THE HANTS COUNTY COURT HOUSE LOCATED AT 226 KING STREET (PID #45059987) AS SURPLUS AND THAT STAFF BE DIRECTED TO PREPARE AND ISSUE A REQUEST FOR PROPOSALS (RFP) FOR ITS FUTURE USE, SALE, OR REDEVELOPMENT. MOTION CARRIED

d) Consulting Services Comprehensive Needs Assessment Parks & Recreation Facilities WHRMCD25-08 Recommendation Report (10:53 p.m.)

Director Kehoe reviewed the report noting part of the approved 2025–26 Capital Budget, allocated funds for a Comprehensive Needs Assessment for Parks and Recreation Facilities. The assessment will guide long-term planning, identify gaps, and provide strategies for future investment over the next eight years. Although the recommended consultant's bid was slightly higher, it included 213 additional project hours, particularly for community engagement, which offered greater value and enhanced the quality of public input.

Discussion Points:

- The assessment would encompass the entire region.
- The additional project hours would be beneficial in navigating the area, as West Hants covers a large geographic region and would take a substantial amount of time to cover.

MOVED BY COUNCILLOR LEARY-PINCH AND DEPUTY MAYOR FRANCIS THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMCD25-08 REQUEST FOR PROPOSALS CONSULTING SERVICES FOR A COMPREHENSIVE NEEDS ASSESSMENT FOR PARKS & RECREATION FACILITIES CONTRACT TO EASTPOINT ENGINEERING AND ASBB ECONOMICS AND RESEARCH FOR THE TENDERED PRICE OF \$64,971.00 PLUS APPLICABLE TAXES. MOTION CARRIED

MOVED BY COUNCILLOR LEARY-PINCH AND B. MORTON THAT COUNCIL APPROVE A CONTINGENCY AMOUNT OF \$3,248.55 PLUS APPLICABLE TAXES FOR THIS PROJECT. MOTION CARRIED

e) Windsor WTP Expansion – GRID Application Recommendation Report – Item was moved up on the agenda.

16. Correspondence (10:56 p.m.)

a) Information

- i. General Correspondence Received Activity Log (as of September 19, 2025)
 - a) 2025-09-16 NSFM Letter to Elected Officials Re Strong Mayors Powers

b) Outgoing Correspondence Log (as of September 19, 2025) – None

17. In-Camera - None

18. Next Meeting Date / Adjournment – October 14, 2025 Committee of the Whole Meeting
The meeting adjourned at 10:57 p.m. as there was no further business to discuss.

Mayor Zebian (Chair)

Deanna Snair, Municipal Clerk