

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda Amended October 31, 2025

October 28, 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) 2025-09-23 Council Minutes
 - b) 2025-09-23 PH Minutes - Bear Lake Windfarm Development Agreement
 - c) 2025-10-07 Special Council Minutes
 7. Public Hearings
 - a) Peace and Good Order By-Law Recommendation Report - Postpone until November Council meeting (Advertising deadline was not met).
 - b) PID 45053220 King Street, Windsor Development Agreement – Planner Hong
 8. Second Readings (as it pertains to Public Hearings)
 - b) PID 45053220 King Street, Windsor Development Agreement – Planner Hong
 9. Planning and Heritage Advisory Committee Excerpts (First Reading) – ***Moved up on the agenda***
 - a) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong
 10. Unfinished Business/Postponed Motions
 - a) RFP Award — Integrated Resource Plan with Supplementary Information – Project Engineer Bouter
 11. Mayor’s Report
 12. Financial Updates
 - a) Water Consumption
 - b) **General Operating**
 - c) **Water Utility Operating**

d) **Financial Update – Capital Budget**

13. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (October 14, 2025)
 - i. Accessibility Advisory Committee 2026 Work Plan
 - ii. Citizen Advisory Committee Member Appointments
 - iii. Design Exceedance - Windsor & Falmouth Interconnection
 - iv. Exploring Municipal Support for Residents with Dry Failed Well
 - v. Municipal Complex
 - vi. Review of Utility Assistance Rebate Policy

 - b) Diverse Equitable and Inclusive Communities Committee Excerpt (October 6th, 2025)

14. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)

15. Councillor(s) Municipal Advisory Board Activity Reports
 - a) Accessibility Advisory Committee Information Report
 - b) Police Advisory Board (PAB) Information Report
 - c) Valley REN Liaison and Oversight Committee Information Report

16. New Business (moved up on the agenda) - None

17. Correspondence
 - a) Information - General Correspondence Received Activity Log (as of October 24, 2025)
 - i. 2025-10-07 Annapolis Valley Regional Library Letter to West Hants Regional Municipal Council
 - ii. 2025-10-20 Correspondence from Honourable John A. Lohr Re Colleen Freake - Water + Sanitation - Hants (WHRM copied)
 - iii. 2025-10-22 Letter from AMANS President to Councils - AMANS Professional Service Fee
 - iv. 2025-10-23 Letter from Minister MacDonald to Mayors, Wardens & Councillors

 - b) Avon Causeway Activity Log
 - i. Darren Porter Re CLC committee and meetings regarding the highway 101 twinning project

 - c) Requests (as of October 24, 2025)
 - i. Alicia Hennessey Re Windsor Stormwater Management Plan Question
 - ii. Jennifer Moore Re Request to Revisit Buyout Program

 - d) Outgoing Correspondence Log (as of October 24, 2025) – None

- 18 In-Camera - None
- 9 Next Meeting Date / Adjournment – November 12, 2025 Committee of the Whole Meeting 6 m.

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Minutes

October 28, 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

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 Leary-Pinch, Councillor, District 7

Paul Morton, Councillor, District 8

John Smith, Councillor, District 9

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

Staff:

Mark Phillips, Chief Administrative Officer

Kari Fougere, Acting Dir. Planning & Development

Todd Richard, Dir. Public Works

Will Hong, Planner

Vanessa Lake, Planning Assistant

Carlee Rochon, Dir. Finance

Tim Bouter, Project Engineer

Regrets:

Deanna Snair, Municipal Clerk

Kathy Kehoe, Dir. Community Dev.

Presenter and Gallery:

Mark Stewart, EverWind

Brendan Chard, EverWind

4 members of the public

Rebecca Crump, EverWind

Jeff Bonazza, EverWind

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 was instrumental in making the First Annual Roland Newcomb Pumpkin Regatta a success, and thanks were given to the excellent folks who brought it back to Windsor.

A reminder was shared about the upcoming Halloween Fair at Three Mile Plains Elementary School scheduled for October 29, 2025, from 5:30 to 7:30 p.m.

A reminder was shared about the upcoming Stormwater Management public meeting, which will be held on November 4, 2025, at 6 p.m. at the Super 8 in Windsor.

A reminder was shared about the upcoming Build Your Own Municipal Budget workshop scheduled for November 6, 2025, in Brooklyn from 2:00pm-4:00pm and 5:00pm-7:00pm.

A reminder was shared that the mandatory water restrictions remain in effect. Under these restrictions, no outdoor water use was permitted. This included lawn/flower watering and use of sprinklers, bathing or washing livestock/pets, washing driveways, sidewalks, houses or any vehicle, and filling swimming pools or hot tubs. This restriction will remain in place until further notice.

A reminder was shared about the upcoming 9th annual Avon Valley Share the Warmth drive. The collection phase will run from November 1 to 30 and donations can be dropped off at the Credit Union in Windsor, the Credit Union in Brooklyn, and at the West Hants Sports Complex.

A reminder was shared about the upcoming Brooklyn Fire Department Auxiliary Craft Fair, scheduled for November 1. It was also noted that the Avon River Arts' *Long Winter Nights* exhibition will open at The Bread Gallery on Sunday, November 2, at 2:00 p.m.

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

With no proposed 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) 2025-09-23 Council Meeting Minutes

b) 2025-09-23 PH Minutes – Bear Lake Windfarm Development Agreement

c) 2025-10-07 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) Peace and Good Order By-Law Recommendation Report (6:05 p.m.)

The advertising deadline was not met, and the Public Hearing could not be held. Staff recommended the Public Hearing be held in November. Public comments will still be accepted at this time.

MOVED BY COUNCILLOR J. SMITH AND DEPUTY MAYOR FRANCIS THAT COUNCIL POSTPONES PUBLIC HEARING AND SECOND READING FOR THE PEACE AND GOOD ORDER BY-LAW RCOPG-001 UNTIL NOVEMBER 25, 2025, AT 6 P.M. MOTION CARRIED

b) PID 45053220 King Street, Windsor Development Agreement – Planner Hong (6:08pm)

The meeting moved into Public Hearing at 6:08pm. Further information on the Public Hearing is available in the 2025-10-28 Public Hearing Minutes.

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

At 6:58 p.m. the Public Hearing concluded, and the regular Council meeting resumed.

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

b) PID 45053220 King Street (6:58 p.m.)

Council discussed the matter further.

- It was acknowledged that the trees were considered a substantive matter in the development agreement; however, there was disappointment that more information had not been provided. It was noted that the site plan appeared rather cramped and might not be able to accommodate the replanting of all the trees. The existing trees are quite substantial, and questions were raised regarding the size of the replacement trees. It was also requested that more details be provided on how the trees will be managed.
- It was noted that the development was impressive; however, concerns were expressed that the site plan appeared tight, particularly regarding the proposed reduction of the front street setback. Additional concerns were raised about the project's density in relation to the surrounding area, as well as the ability to replace the trees on such a constrained lot. It was also noted that there was a perception that the project was evaluated under current WMPS policy rather than the previous policy under which it was originally submitted.
- It was mentioned that during the Public Information Meeting that the public would like to see the old stone wall and pillars preserved. Concerns were also expressed about the suitability of the proposed development for the area, as well as residents' privacy, given that the new building would overlook their yards.
- Appreciation was expressed for clarifying that the water and sewer systems are separate. It was noted that the area where the proposed development is located has a mature, small-scale, low-density character. Concerns were also raised regarding potential traffic generation associated with the development.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL GIVES SECOND READING AND APPROVES 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: Zebian, Jannasch, Wheadon, P. Morton and Ivey

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL REQUIRES THAT THE DEVELOPMENT AGREEMENT WITH PINNACLE CONSTRUCTION LTD. 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.

At 7:07pm, Mr. Garg and Mr. Watson left the meeting.

9. Planning and Heritage Advisory Committee Excerpts (First Reading)

a) Rezoning PID 45285103 Old Walton Rd, Upper Burlington

Planner Hong reviewed the report, noting that a completed application was received from the Chief Administrative Officer on July 18, 2025, to rezone the subject property to provide an opportunity for the Hants Shore Childcare Association to explore establishing a licensed childcare centre. The process included a review of the current and proposed zoning designations, the compatibility of the proposed use with surrounding land uses, and consistency with the policies of the Municipal Planning Strategy and Land Use Bylaw. Consideration was also given to site suitability, including access, parking, and servicing requirements, as well as potential impacts on adjacent properties. Staff noted the importance of supporting access to childcare services within the community while ensuring the proposal aligns with planning principles and municipal objectives. Public engagement and next steps in the rezoning process were also discussed.

MOVED BY COUNCILLORS B. SMITH AND J. SMITH THAT COUNCIL GIVES 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

10. Unfinished Business/Postponed Motions

a) RFP Award – Integrated Resource Plan with Supplementary Information

Project Engineer Bouter noted that at the October 14, 2025, Committee of the Whole (COTW) meeting, Council voted 5-5, resulting in a defeated motion on the award recommendation. While Council considers the Integrated Resource Plan vital, concerns were raised regarding the process. Project Engineer Bouter provided a supplementary report to clarify the process, summarizing it with six main points: 1) Terms of Reference, 2) Procurement Standard, 3) Evaluation Methodology, 4) Technical Proficiency, 5) Background Knowledge, and 6) Funding Source. Based on these standards, CBCL received the highest score.

Discussion Points:

- The additional information provided was appreciated. It was explained that the asset management software, called Cartegraph, allowed staff to map all infrastructure and integrate it into the Geographic Information System (GIS). Staff were currently working to consolidate the data. The Integrated Resource Plan (IRP) would have a consultant review this information to identify capacity limitations and determine the best options to support regional growth, given those limitations. Essentially, the IRP would serve as a planning document for asset management over the next 25 years.
- It was asked whether the projects were undertaken in the correct order and what would happen if circumstances change during the IRP discussions. It was explained that collaboration between staff and consultants is critical to ensure priorities are properly identified. The IRP would build on earlier work conducted by staff and could be integrated into other plans moving forward. The IRP will also assess potential consequences on a broader scale, enabling staff to plan accordingly. Given their familiarity with West Hants, CBCL will be able to start work immediately without spending excessive time gathering background information.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR J. SMITH THAT COUNCIL APPROVE THE AWARD OF THE INTEGRATED RESOURCE PLAN TO CBCL LTD. FOR THE PRICE OF \$229,795.00 BEFORE APPLICABLE TAXES. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR J. SMITH THAT COUNCIL APPROVE AN ENGINEERING CONTINGENCY AMOUNT OF \$5,413.65 BEFORE APPLICABLE TAXES. MOTION CARRIED

At 7:38pm, Project Engineer Bouter and Planner Hong left the meeting.

11. Mayor's Report (7:38 p.m.)

Mayor Zebian provided a verbal report. Over the past two months, he attended a wide range of community and municipal activities. These included courthouse tours, municipal complex discussions, site visits for development agreements and rezonings, and meetings with current and potential developers showing strong regional interest. Several community events were attended, including the Hants County Exhibition, Garlic Festival, Honey Harvest Festival, Halloween Scavenger Hunt, West Hants Volunteer Awards, Windsor Oxen home opener, and the Grant Entry of the Glooscap Mawio'mi, as well as the Provincial Volunteer Awards celebrating local volunteer Rob Davies. Engagement with schools, Neighbourhood Watch groups, and organizations like Landing Strong has increased, alongside meetings with CUPE representatives and politicians at various levels. Resident interactions—via phone calls, emails, and drop-ins—covered topics from water, development agreements, and grants to community events, the DAR line, curbside waste on private roads, and recreational infrastructure projects such as Elmcroft Park's play structure and a splash pad loan. Additionally, site visits included the Mill Lakes watershed, highlighting low water levels, and participation in the Planning & Heritage Advisory Committee meeting on October 9, 2025.

12. Financial Updates (7:46 p.m.)

a) Water Consumption

Director Rochon noted the report reflected billing completed in the first quarter (July) and any new connections or disconnections that have occurred between then and August. Overall, a variance of approximately 25.9% was projected between the bulk meter consumption for Three Mile Plains and the bulk master meter. Staff are following up on the bulk meters and are awaiting confirmation from the Public Works department

Discussion Points:

- Confirmation was requested regarding the \$105,000 listed for Falmouth in Q2. It was explained that this was not a significant increase from the first quarter and noted that the amount could have resulted from a resident moving or closing their account, pro-rated billing, or other adjustments.
- A question was raised regarding the Three Mile Plains meter showing only about a third of its average consumption. A request has been made for Public Works to investigate. It was noted that a battery needed to be replaced but it was being confirmed which meter at that location was affected. It was noted the last battery issue occurred at a different site on Underwood Road. Public Works has indicated that much of the equipment in Three Mile Plains and Falmouth was aging, and battery checks are part of their review of the bulk meters.
- A question was raised regarding when the bulk water filling station in Falmouth might be returned to service. It was noted this station would likely remain closed due to the mandatory water restrictions. The watersheds were still in deficit, and the region continued to face drought conditions. The filling station may not be brought back online until next spring.

b) General Operating

Director Rochon noted the report was effective to the end of June 2025, or approximately 25% of the year. The chart showed expected totals if everything were to incur evenly. Currently, staff were projecting a surplus of \$545,942. Revenues were projecting higher by about 1% and a lot of this was associated with deed transfer tax, sewer, and transfers from federal and provincial government-associated grants. Expenses were at -0.4% and a lot of this was associated to transportation. This was because, after the budget was approved, Dial-a-Ride was approved and was added into that total. Government general services were lower due to staff shortages.

Discussion Points:

- Dial-a-Ride was not included in the budget because the previous agreement had ended. After the operating budget was approved, a motion was brought back to Council to update and renew the agreement.
- Property tax collection was projected to be close to average. The actuals shown on the chart reflected adjustments made through Property Valuation Services Corporation (PVSC).

c) Water Utility Update

Director Rochon reviewed the report, which was effective to the end of June 2025. The utility was projecting a deficit of \$564,088, primarily due to lower revenue projections resulting from

the mandatory water conservation order. However, increased revenue was noted from the bulk water stations. Several assets were finalized and brought online last year, resulting in higher depreciation expenses, which are expected to continue increasing as additional assets are completed by March 31.

Discussion Points:

- It was noted that water rate sales might dip slightly due to conservation measures; however, in the first quarter, revenues were significantly higher than normal. A question was raised about whether this increase was an anomaly. It was clarified that the reported figure included both consumption and base amounts. Staff reviewed the October billing cycle and based projections on that data.
- It was also observed that the higher figure was likely influenced by recent rate adjustments, and if the trend continued, it could result in a substantial increase in water revenue. Assuming conservation measures remain in place, the recent rainfall may influence residents' water usage habits. Based on current projections, third-quarter results were expected to be around 1.2 compared to the 1.7 reflected in the budget, noting that the upcoming quarter was typically one of the slowest.
- A question was raised regarding the significant projected increase in administration and general expenditures, despite actuals being lower than expected for the first quarter. It was explained that administration and depreciation fees were not billed until the end of the year. The current figures were based on last year's depreciation, and it was anticipated that depreciation will exceed \$1 million, which was consistent with current trends. This places WHRM approximately \$300,000 over budget.
- The audits were underway, and upcoming Committee of the Whole (COTW) excerpts on the agenda included the approval of new Audit Committee members. Staff were currently working with both MNP and Kent & Duffett on the audit process.

d) Financial Update – Capital Report

Director Rochon briefly reviewed the report, which covered activity up to March 31, 2025. As of that date, 54% of projects were completed, 23.6% were in progress, 10.9% were carried over to 2025–2026, and another 10.9% had not yet started. One project was cancelled. Actual expenditures totaled \$12.9 million at the end of March. Projects to date amounted to \$20.4 million, compared to the total capital budget of \$26.3 million last year, resulting in a variance of \$5.9 million. Any comments or questions on this report will be addressed again when the June 30th report is brought forward to Council.

A break occurred at 8:03pm. The Council meeting reconvened at 8:12pm.

13. Committee(s) of Council Excerpts/Recommendations

a) Committee of the Whole Excerpts (October 14, 2025)

- i. Accessibility Advisory Committee 2026 Work Plan (8:12 p.m.)

**MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT
COUNCIL ADOPT THE WORK PLAN AS PRESENTED. MOTION CARRIED**

- ii. Citizen Advisory Committee Member Appointments (8:12 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL APPROVES CARLA RAFUSE BE APPOINTED TO THE POLICE ADVISORY BOARD FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027, DAVE MOORE BE APPOINTED TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE AS A WINDSOR REPRESENTATIVE FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027, LISA SISSON BE APPOINTED TO THE CLIMATE ACTION COMMITTEE FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027, LAUHLIN MCKENZIE BE APPOINTED TO THE AUDIT COMMITTEE FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027, NICOLE HUBLEY BE APPOINTED TO THE AUDIT COMMITTEE FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027 AND VICKI ROBERTSON BE APPOINTED TO THE AUDIT COMMITTEE FOR THE TERM OCTOBER 28, 2025 TO OCTOBER 31, 2027. MOTION CARRIED

- iii. Design Exceedance – Windsor & Falmouth Interconnection (8:13 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL APPROVE AN ADDITIONAL \$50,060 BEFORE APPLICABLE TAXES TO CBCL LTD. FOR CHANGES TO THE DESIGN PHASE SCOPE OF THE WINDSOR & FALMOUTH INTERCONNECTION PROJECT. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL APPROVE \$10,200 BEFORE APPLICABLE TAXES TO CBCL LTD. FOR TENDER PHASE SERVICES FOR THE WINDSOR & FALMOUTH INTERCONNECTION PROJECT. MOTION CARRIED

- iv. Exploring Municipal Support for Residents with Dry Failed Well (8:14p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL DIRECT STAFF TO PREPARE A REPORT ON THE FEASIBILITY OF ESTABLISHING A MUNICIPAL PROGRAM TO SUPPORT RESIDENTS EXPERIENCING WELL FAILURES, INCLUDING A REVIEW OF MODELS USED IN OTHER NOVA SCOTIA MUNICIPALITIES. MOTION CARRIED

- v. Municipal Complex (8:16 p.m.)

Discussion Points:

- Disappointment was expressed that more information was not provided regarding alternative options or comparisons, and that asbestos abatement or renovations to make the building a safe and functional space were not considered. It was felt that there would be value in seeing a cost estimate for this work. It was also noted that there had been no discussion about the potential availability and feasibility of purchasing a local building.
- The concern was raised that Council may have missed an opportunity to explore other options and has lost focus. Additionally, it was suggested that other organizations in the region could utilize the space and contribute rental income.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL DIRECT STAFF TO CONTINUE WITH CONCEPTUAL PLANS AND DESIGN OF 100 KING STREET, WINDSOR TO CONSOLIDATE MUNICIPAL ADMINISTRATIVE OPERATIONS. MOTION CARRIED. Nays: Ivey and McLean

vi. Review of Utility Assistance Rebate Policy (8:17 p.m.)

Discussion Points:

- The intent was to review the entire policy and determine whether support could be provided in real-time throughout the year, rather than on an annual basis. This was an exploration of information, not a commitment.
- It was meant to address two separate matters and was intended for emergency situations to help cover unexpected costs.
- Concerns were raised that the haulers were the actual customers of the Municipality, while the residents were customers of the haulers.
- It was reiterated that the request was simply for staff to investigate potential solutions, no commitment was being made at this stage. The intention was to create a more immediate option than what was currently available.

MOVED BY DEPUTY MAYOR FRANCIS AND SECONDED BY COUNCILLOR REMME THAT COUNCIL DIRECT STAFF TO REVIEW THE UTILITY ASSISTANCE REBATE POLICY AND EXPLORE WAYS IT COULD BE EXPANDED TO SUPPORT RESIDENTS WHO RELY ON WATER HAULERS BECAUSE OF DROUGHT AND FAILED WELLS, AND REPORT BACK WITH RECOMMENDATIONS. MOTION CARRIED. Nays: Mayor Zebian and P. Morton

b) Diverse Equitable and Inclusive Communities Committee Excerpt (October 6th, 2025)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL DIRECT THE CHIEF ADMINISTRATIVE OFFICER TO WRITE A LETTER TO THE PROVINCE REQUESTING THE IMMEDIATE PUBLIC RELEASE OF THE ENVIRONMENTAL RACISM PANEL REPORT. MOTION CARRIED. Nays: Zebian, P. Morton, Francis and McLean

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR IVEY THAT COUNCIL DIRECT THE CHIEF ADMINISTRATIVE OFFICER TO WRITE A LETTER TO THE PROVINCE URGING THEM TO TAKE THE RESPONSIBILITY FOR PROVIDING A WARMING SHELTER IN WEST HANTS FOR THE COMING WINTER. MOTION CARRIED. Nays: Zebian, P. Morton and Francis

14. Councillor(s) Municipal Business/Activity Reports

Written reports were included in the agenda package. A request was made for information regarding the follow-up to traffic calming measures in the Brooklyn school zone. As this is a Provincial road, an application has been submitted to the Province to collect traffic data to determine whether a flashing road sign is warranted. The data collection process was still

ongoing. An update on this matter will be provided at the November Committee of the Whole meeting.

15. Councillor(s) Municipal Advisory Board Activity Reports

Written reports were included in the agenda package.

- a) Accessibility Advisory Committee Information Report
- b) Police Advisory Board (PAB) Information Report
- c) Valley REN Liaison and Oversight Committee Information Report

16. New Business – None

17. Correspondence

a) General Correspondence Received Activity Log (as of October 24, 2025)

- i. 2025-10-07 Annapolis Valley Regional Library Letter to West Hants Regional Municipal Council
- ii. 2025-10-20 Correspondence from Honourable John A. Lohr Re Colleen Freake – Water + Sanitation – Hants (WHRM Copied)
- iii. 2025-10-22 Letter from AMANS President to Councils – AMANS Professional Service Fee

b) Avon River Avon Causeway Activity Log

- i. Darren Porter Re CLC committee and meetings regarding the highway 101 twinning project

c) Requests (as of October 24, 2025)

- i. Alicia Hennessey Re Windsor Stormwater Management Plan Questions
- ii. Jennifer Moore Re Request to Revisit Buyout Program

Consensus was that Council would like to see this item brought back to Committee of the Whole for further discussion and the most recent version of the draft buy-out policy report be circulated beforehand.

d) Outgoing Correspondence Log (as of October 24, 2025) – None

18. In-Camera - None

19. Next Meeting Date / Adjournment

With no further business, the meeting adjourned at 8:34 p.m. The next meeting will be the Committee of the Whole meeting on November 12, 2025, at 6 p.m.

Mayor Zebian (Chair)

Deanna Snair, Municipal Clerk