

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda Amended December 2, 2025

November 25, 2025 - 6:00 p.m.

In-person, Sanford Council Chambers, 76 Morison Dr, Windsor, NS

Virtual via Zoom (also YouTube Livestream)



1. Call to Order
2. Attendance
3. Announcements
4. Approval of the Agenda, including additions or deletions
5. Declaration(s) of Conflict of Interest
6. Approval of Previous Meeting Minutes
 - a) 2025-10-28 Council Minutes
 - b) 2025-10-28 PH Minutes - PID 45053220 King Street, Windsor Development Agreement
 - c) Request to pause Public Hearing and Second Reading for the Peace and Good Order By-Law RCOPG-001 until February 2026 to allow for review through a DEI lens
7. Public Hearings
 - a) ~~Peace and Good Order By Law - Clerk Snair~~
 - b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong
8. Second Readings (as it pertains to Public Hearings)
 - a) ~~Peace and Good Order By Law - Clerk Snair~~
 - b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong
9. Planning and Heritage Advisory Committee Excerpts (First Reading) – **Moved up on the agenda**
 - a) Rezoning: PIDs 45055282, 45439098 and 45190386, Wentworth Rd, Windsor and Development Agreement - Planner Hong and Planner Dunphy
 - b) Rezoning: PID 45038510, Highway 14, Windsor Forks – Planner Dunphy
 - c) Rezoning 5988 Highway 215, Kempt Shore – Planner Hong
10. Unfinished Business/Postponed Motions
 - a) Property Assessed Clean Energy Program Expansion: Adaptation Financing Recommendation Report – Coordinator Ogilvie – **Moved up on the agenda**
 - b) Wentworth Road & Payzant Drive Intersection Improvements Information Report – Director Richard
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 (November 12, 2025)
 - i. Community Splash Pad
 - ii. Pipe Crawler Camera
 - iii. Rescheduling December Meetings Due to Holiday Season
 - iv. Resident Appointment to the Planning and Heritage Advisory Committee
 - v. Waste Pick up Crew Recommendation Report
 - vi. WHRM Organizational Review Consultant Selection

 - b) Diverse Equitable and Inclusive Communities Committee (November 10, 2025)
 - i. ~~Request to pause Public Hearing and Second Reading for the Peace and Good Order By Law RCOPG 001 until February 2026 to allow for review through a DEI lens~~
 - ii. Request for Funding for a Warming Centre

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

- ~~15. Councillor(s) Municipal Advisory Board Activity Reports~~

16. New Business
 - a) Newport Landing Waterfront Park Playground RFP Award Recommendation Report – Director Kehoe

17. Correspondence
 - a) General Correspondence Received Activity Log (as of November 21, 2025)
 - i. Seamus Marriott Zwicker Lake Property Owners Committee Re Reflection & Questions

 - b) Requests (as of November 21, 2025)
 - i. Letter from Royal Canadian Legion Branch 009 Re Generator

 - c) Outgoing Correspondence Log (as of November 21, 2025) - None

18. In-Camera
 - a) 2025-07-22 Council In-Camera Minutes

b) MGA 22(2)(a) Land Matter

19. Next Meeting Date / Adjournment – December 2, 2025 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Minutes

November 11, 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

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

Kari Fougere, Acting Dir. Planning & Development

Todd Richard, Dir. Public Works

Tim Bouter, Project Engineer

Will Hong, Planner

John Ogilvie, Climate Action Coordinator

Deanna Snair, Municipal Clerk

Carlee Rochon, Dir. Finance

Kathy Kehoe, Dir. Community Dev.

Troy Burgess, Manager Public Works

Alex Dunphy, Senior Planner

Presenter and Gallery:

Lori Maxwell, Hants Shore Childcare Association

5 members of the public

1 member of the public attending via ZOOM

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.

A reminder was shared about the upcoming Christmas Angelas webathon on December 7, 2025. The committee were still looking for volunteers for anyone interested in participating.

Appreciation was expressed to all who attended the Mrs. Claus breakfast this past weekend at the Ardoise Hall.

A reminder was shared about the upcoming community breakfast being hosted at the Ellershouse Community Hall this coming Saturday from 7:30 – 10:30 a.m.

A reminder was shared about the upcoming Windsor Township Business Association's Business and Community Social event at the James Roue Beverage Company on December 5th from 5-8 p.m.

A reminder was shared about the upcoming Avon Valley Share the Warmth drive on December 6th, 2025 at the Windsor Community Centre. The collection phase runs until November 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 Tree lighting and Santa drive-by at the Southwest Hants Fire Station on November 29, 2025.

Appreciation was extended to all who participated in making the Santa Claus Parade of Lights such a successful event. Additional appreciation was expressed to VanEssa Roberts for all her hard work and dedication to the event.

4. Approval of the Agenda including additions or deletions (6:05 p.m.)

Moved Item 13 (b)(i) to Item 6 (c)

Removed Item 12 (a) and 12 (d)

**MOVED BY COUNCILLORS JANNASCH AND LEARY-PINCH THAT
THE AGENDA BE APPROVED AS AMENDED. MOTION CARRIED**

5. Declaration of Conflict of Interest - None

6. Approval of the Previous Meeting Minutes (6:06 p.m.)

a) 2025-10-28 Council Meeting Minutes

b) 2025-10-28 PH Minutes – PID 45053220 King Street, Windsor Development Agreement

An edit was proposed to the 2025-10-28 PH Minutes – PID 45053220 King Street, Windsor Development Agreement, with consensus to amend the minutes to reflect the discussion the minutes were accepted as presented.

c) Review of the Draft Noise By-law Through a DEI Lens Recommendation Report

**MOVED BY COUNCILLORS IVEY AND LEARY-PINCH THAT COUNCIL
PAUSE THE PEACE AND GOOD ORDER BY-LAW RCOPG-001 PUBLIC
HEARING TO ALLOW APPROPRIATE REVIEW WITH THE DIVERSE,
EQUITABLE AND INCLUSIVE COMMUNITIES COMMITTEE. MOTION
CARRIED. Nays: Zebian**

Two (2) members of the gallery left at 6:11 p.m.

7. Public Hearings (6:11 p.m.)

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

a) Peace and Good Order By-Law

Public Hearing and Second Reading did not occur.

b) PID Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong (6:11 pm)

The meeting moved into Public Hearing at 6:11 pm. Further information on the Public Hearing was available in the 2025-11-25 Public Hearing Minutes.

MOVED BY COUNCILLORS LEARY-PINCH AND IVEY THAT COUNCIL MOVE INTO PUBLIC HEARING AT 6:11 P.M. MOTION CARRIED

At 6:36 p.m. the Public Hearing concluded, and the regular Council meeting resumed.

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

b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington (6:36 p.m.)

Discussion Points:

- Traffic will consist primarily of residential vehicles, with the highest volumes occurring during drop-off and pick-up times. There may also be some traffic after hours by those accessing the park for private usage.
- Provincial Department of Public Works has authority and oversight over these roads as they are not owned by the Municipality.

MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT COUNCIL GIVES SECOND READING AND APPROVES AMENDING THE 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.

At 6:43 pm, Ms. Maxwell and the one (1) member attending the meeting via ZOOM left the meeting.

9. Planning and Heritage Advisory Committee Excerpts (First Reading) (6:43 p.m.)

a) Rezoning: PIDs 45055282, 45439098 and 45190386, Wentworth Rd, Windsor and Development Agreement - Planner Hong and Planner Dunphy

Planner Hong and Senior Planner Dunphy jointly presented the report. Planner Hong noted that a completed application was submitted on January 27, 2025, by Brighter Community Planning on behalf of J.D. Irving, Ltd., requesting amendments to the Windsor Municipal Planning Strategy and Land Use By-law. The proposal included redesignating and rezoning PID 45439098 entirely to Commercial and rezoning PID 45190386 from Agriculture to Medium Density Residential (R-2), while removing it from the Wentworth Road Gateway District. The application also connects to a separate development agreement that would permit a large-format retail store and smaller

retail units, though this was not contingent on the current land-use amendments. A Public Information Meeting was held with no public comments received, and staff clarified PID boundary updates and agricultural evaluation requirements during review. After discussion, the Planning and Heritage Advisory Committee recommended approval of the application.

At 6:46 p.m. Mayor Zebian left the meeting.

Planner Dunphy reviewed the file noting a development agreement application was submitted on March 13, 2025, by Brighter Community Planning on behalf of J.D. Irving, Limited, to permit a large-format retail store and several smaller retail units. While the application includes related rezoning components, those were being addressed separately and do not affect the development agreement itself. A Public Information Meeting generated one question regarding lighting, which the applicant confirmed would be fully shielded. When the proposal was presented to the Planning and Heritage Advisory Committee on November 13, 2025, discussions focused on stormwater cost-sharing, existing stormwater ponds, pedestrian access, and details of the traffic study. Staff could not fully address these technical questions and will bring the Municipal Project Engineer and Traffic Authority to First Reading for further clarification. Despite these concerns, the Committee recommended approval.

At 6:52 p.m. Mayor Zebian returned to the meeting.

Discussion Points:

- The proposal does not have direct access to Wentworth Road, but a future development could allow shared access via a connection through the parking area.
- Municipal cost sharing was half of \$281,000 for stormwater management.
- The traffic study was completed by a consultant hired by the applicant. In addition to the proponent's study, the Municipality conducted its own review and obtained a separate memo from the same consultant in February for the Wentworth/Payzant intersection.
- The planning framework in Windsor differs from that of West Hants. West Hants planning documents require an agrologist report, whereas Windsor's planning documents do not. As a result, there was currently no mechanism within the Windsor planning framework to require or provide such a study.
- The draft Development Agreement includes requirements for pedestrian access. Pedestrian connections must be provided from any street access point through the parking area to the main entrances. These can be accommodated through sidewalks, trails, and crosswalks. He noted that the municipality can only require improvements on the site itself; anything off-site would need to be negotiated separately. If the traffic study identifies improvements that directly benefit the development, the developer would be responsible for those. Any improvements beyond that would fall under municipal responsibility.
- The current designation of the property was split between commercial and residential. The existing zoning was divided between Wentworth Road Commercial and Agricultural. The proposed change will not create any new split zoning, as the properties have already been subdivided. Instead, the zoning will be adjusted to align with the new subdivision lines, preparing the property for future use.

Mayor Zebian was not present for the entire review of the report and did not participate in voting.

MOVED BY COUNCILLORS LEARY-PINCH AND B. SMITH THAT COUNCIL GIVE FIRST READING AND HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE GENERALIZED FUTURE LAND USE MAP OF THE WINDSOR MUNICIPAL PLANNING STRATEGY TO INCLUDE PIDS 45439098 AND 45190386 IN THE COMMERCIAL DESIGNATION AS SHOWN IN THE REPORT #25-11/12 TO THE PLANNING AND HERITAGE ADVISORY DATED NOVEMBER 13, 2025. MOTION CARRIED

MOVED BY COUNCILLORS LEARY-PINCH AND B. SMITH THAT COUNCIL GIVE FIRST READING AND HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE ZONING MAP OF THE WINDSOR LAND USE BY-LAW TO REZONE A PORTION OF PID 45190386 FROM AGRICULTURE (AG) TO A SPLIT ZONE OF WENTWORTH ROAD COMMERCIAL (WR-C) AND MEDIUM DENSITY RESIDENTIAL (R-2) AND AMENDING THE SCHEDULE B OF THE WINDSOR LAND USE BY-LAW TO ADJUST THE WENTWORTH ROAD GATEWAY DISTRICT BOUNDARY AS SHOWN IN THE REPORT #25-11/12 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED NOVEMBER 13, 2025. MOTION CARRIED

MOVED BY COUNCILLORS B. SMITH AND J. SMITH THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER ENTERING INTO A DEVELOPMENT AGREEMENT TO ALLOW A LARGE-FORMAT RETAIL STORE AND SEVERAL SMALLER RETAIL STORES ON COLE DRIVE (PIDS 45439098, 45190386 & 45055282) IN WINDSOR BY DEVELOPMENT AGREEMENT, WHICH IS SUBSTANTIVELY THE SAME AS THE DRAFT SET OUT IN ATTACHMENT B OF THE REPORT FILE #25-07 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED NOVEMBER 13, 2025. MOTION CARRIED

MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT COUNCIL REQUIRES THAT THE DEVELOPMENT AGREEMENT WITH J. D. IRVING, LIMITED WHICH PERMITS A LARGE-FORMAT RETAIL STORE AND SEVERAL SMALLER RETAIL STORES ON COLE DRIVE (PIDS 45439098, 45190386 & 45055282) IN WINDSOR 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

MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT COUNCIL APPROVES THE NECESSARY LAND TRANSFER OF A PORTION OF PID 45055282 TO THE OWNER AND A PORTION OF PID 45439098 TO THE

MUNICIPALITY, AS WELL AS AN EASEMENT ACROSS A PORTION OF PID 45055282 IN FAVOUR OF THE MUNICIPALITY AND TWO EASEMENTS ACROSS PID 45439098 IN FAVOUR OF THE MUNICIPALITY, AS PART OF THIS DEVELOPMENT AGREEMENT. MOTION CARRIED

b) Rezoning: PID 45038510, Highway 14, Windsor Forks – Planner Dunphy (7:26 p.m.)

Planner Dunphy noted that on July 30, 2025, an application was received from Stanley Boyd to rezone a property from Rural Commercial (RC) to General Resource (GR) for subdivision and low-density residential development. A Public Information Meeting held on September 3 had no attendees or public feedback. On November 13, staff presented the application to the Planning and Heritage Advisory Committee, which recommended approval after discussing lot usage and consulting the Fire Chief, with no expected fire safety concerns.

Mayor Zebian was not present for the entire review of the report and did not participate in voting on the matter.

MOVED BY COUNCILLOR LEARY-PINCH AND DEPUTY MAYOR FRANCIS THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW TO REZONE PID 45038510 ON HIGHWAY 14 IN WINDSOR FORKS FROM THE RURAL COMMERCIAL (RC) ZONE TO THE GENERAL RESOURCE (GR) ZONE AS SHOWN IN THE REPORT #25-21 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED NOVEMBER 13, 2025. MOTION CARRIED

Planner Dunphy left the meeting at 7:34 p.m.

c) Rezoning 5988 Highway 215, Kempt Shore (7:34 p.m.)

Planner Hong noted a completed application was received on August 18, 2025 from Renee Redden to rezone a lot from Rural Commercial (RC) to General Resource (GR) to allow construction of a single-unit dwelling. The lot, formerly a credit union demolished in 2023, cannot support standalone residential use under RC zoning. A Public Information Meeting on October 8 received no public feedback. On November 13, the Planning and Heritage Advisory Committee reviewed the application and recommended approval.

MOVED BY COUNCILLORS JANNASCH AND WHEADON THAT COUNCIL GIVE FIRST READING AND HOLD A PUBLIC HEARING TO CONSIDER AMENDING SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW TO REZONE PID 45179462 AT 5988 HIGHWAY 215 IN KEMPT SHORE FROM RURAL COMMERCIAL (RC) TO GENERAL RESOURCE (GR) ZONE AS SHOWN IN THE REPORT #25-22 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED NOVEMBER 13, 2025. MOTION CARRIED

10. Unfinished Business/Postponed Motions

a) RFP Award – Property Assessed Clean Energy Program Expansion: Adaptation Financing Recommendation Report – Coordinator Ogilvie – ***Moved up on the agenda*** (7:41 p.m.)

Coordinator Ogilvie noted that following the October 28, 2025 Council motion, staff began exploring a municipal program to support residents with well failures, reviewing other Nova

Scotia models and potential FCM funding to expand PACE programs for climate resilience. A joint application with SwitchPACE CIC and Pictou County was being proposed. While current regulations limit PACE financing to water and sewage equipment, this allows preparation for broader adaptation measures. Research with the Clean Foundation outlined program models, loans, and eligibility. Expanding PACE offers streamlined administration, faster launch, and homeowner support, with municipal funds as a temporary option for well-related financing.

Discussion Points:

- The \$20,000 In-kind donation was West Hants portion, essentially it was staff time allocated to the project. Work provided in lieu of cash funding.
- The core purpose of the adaptation funding from FCM was to support climate adaptation in general, whether related to drought response, flood mitigation, wildfire resilience, or increased hurricane impacts due to climate change. This funding broadly addresses a wide range of climate-related adaptation needs.
- Currently, the Municipal Government Act (MGA) limits PACE programs to water-based initiatives only (such as equipment for water supply, use, storage, conservation, and on-site sewage disposal). The intent of the report was to design a holistic program so that, if the province ever amends the MGA to include other climate impacts, the Municipality will be well positioned to apply for that expanded funding.
- The Municipality's \$20,000 portion was not refundable through the program. This amount represented the Municipality's contribution toward completing the study. There was no expectation at the time that additional funding would be needed for the program.
- FCM has confirmed there will be no requirement for the Municipality to contribute capital funding to the project. There may be future in-kind contributions required, but this has not yet been determined.
- SwitchPACE would manage the day-to-day administrative aspects of the program, with municipal staff providing oversight.
- The funding from FCM would be shared between the joint applicants and used to support the loans provided to residents.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL ENDORSE EXPANDING THE PROPERTY ASSESSED CLEAN ENERGY PROGRAM IN THE MANNER DESCRIBED IN ATTACHMENT A TO THE STAFF REPORT TITLED "PROPERTY ASSESSED CLEAN ENERGY PROGRAM EXPANSION: ADAPTATION FINANCING", DATED NOVEMBER 25, 2025, TO COUNCIL, TO INCLUDE FINANCING FOR RESIDENTIAL CLIMATE CHANGE ADAPTATION MEASURES WITH THE ASSISTANCE OF SWITCHPACE CIC. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVES ALLOCATING \$20,000, FROM THE 2025-26 CLIMATE ACTION COMMITTEE WORK PLAN BUDGET, AS PART OF AN APPLICATION TO THE FEDERATION OF CANADIAN MUNICIPALITIES FOR FUNDING TO COMPLETE A FEASIBILITY AND DESIGN STUDY TO EXPAND

THE PROPERTY ASSESSED CLEAN ENERGY PROGRAM FOR RESIDENTIAL CLIMATE CHANGE ADAPTATION MEASURES. MOTION CARRIED

At 7:52pm, Coordinator Ogilvie left the meeting.

b) Wentworth Road & Payzant Drive Intersection Improvements Information Report (7:52 p.m.) Director Richard provided a brief history of discussions on traffic improvements at the Wentworth–Payzant intersection, including earlier estimates for traffic signals (\$1.1M in 2021) and a roundabout (\$1.815M). Council later directed staff to prepare a Class D estimate for traffic signals, which is now \$3.04M (non-tendered).

The 2025–26 capital budget includes \$51,930 for studies, design, and land needs, and the five-year capital plan allocates \$5.7M in 2026–27 to support either traffic lights or a roundabout. Staff recommended shifting the project timeline because the Payzant–King Street connection was ready to tender and will change traffic patterns. Completing this connection first will help reduce congestion during future work at Wentworth–Payzant and avoid overlapping construction. In addition, some land acquisition was still required.

Discussion Points:

- Payzant to King Street connection was hoping to go out for tender either this week or early next week with the hope of an early Spring start date.
- Several factors influenced the original roundabout cost, including receiving only one bid, limited access to the site (one way in and one way out), a preference for a more aesthetically pleasing design. With increased competition and more bidders now participating in tenders, there was a possibility that updated costing could come in lower than the previous estimate.
- It was felt that a broader traffic study would be valuable. The Integrated Resource Plan was intended to provide a higher-level view of all intersections, but several variables such as the Province’s potential plan to convert the Cole Drive intersection to a roundabout could significantly affect the study’s results and overall traffic dynamics.
- Three parcels of land were required for the roundabout. Two have been successfully acquired, but one property owner remains reluctant. This remaining parcel was needed for either the roundabout or traffic signal option.
- The culvert under Wentworth Road/Tregothic Creek was identified as undersized for a 1-in-100-year storm. While it functions adequately most of the time, it can hold back water during major storms. This issue was being incorporated into the Integrated Resource Plan and stormwater planning work with CBCL to assess future needs. Because the culvert sits just outside the roundabout/traffic signal area, completing this work simultaneously would be ideal but more likely to be a separate project. It was included in the long-range project forecast.
- There was value in having another discussion regarding the overall Payzant-to-King buildout, especially as the Province continues to explore the possibility of a roundabout. It was prudent to revisit the matter to ensure that whatever decision was made was the right one to move forward with and considered future needs.

A break occurred at 8:06 p.m. The meeting reconvened at 8:17 p.m.

11. Mayor’s Report (8:17 p.m.)

Mayor Zebian provided a written report that was included in the agenda package.

12. Financial Updates (8:17 p.m.)

a) Water Consumption – This report will be presented at the December Council meeting.

b) General Operating

As of August 31, 2024, the forecast for March 31, 2026 showed a surplus of \$115,126. Compared to the June forecast, expenses have increased by 0.3%, while revenues have decreased by 0.8%. Much of the revenue was associated with transfers from other levels of government, which continue to be projected at strong levels, as well as the deed transfer tax. Other revenues from permits, licenses, rentals, tax certificates, and investment income were also projecting higher at this time. Sewer revenues were now projecting lower (previously projected higher), which aligned with observed water consumption trends. Transportation revenue was currently projecting higher due to the addition of the Dial-A-Ride service.

Discussion Points:

- Host Communities (Landfill) revenues were projected to be consistent with the prior year. Current projections were slightly higher; however, the increase was not as significant as last year. The budget was adjusted upward based on the prior year's performance to reduce the variance between actuals, and projected revenues.
- Reporting was behind. It was expected that the next report will be caught up and include information through October 31, 2025.

c) Water Utility Operating

As of August 31, 2025, the projected deficit was \$618,975, which represented a change from the previous update. Revenues increased by 0.4%, bringing them to 4.7% below budget, while expenses increased by 1.7%, placing them 9.4% over budget. Rate sales were projecting lower, and non-operating revenue was also trending lower, consistent with the June 30 update, due to shifts in prime rates and broader Bank of Canada trends. Bulk water revenue was still projected to be realized; however, with drought conditions easing as precipitation increase, it was expected that usage will taper off and return to more typical levels as seen in prior years. On the expenditure side, higher depreciation costs were anticipated as several projects transition from work-in-progress to depreciable assets. In Transportation and Distribution, the account has not yet reached the 5% variance threshold but has been flagged for monitoring.

Discussion Points:

- Clarity was requested regarding some of the numbers presented in the report. Staff were asked to take a closer look at the figures and formulas to ensure their accuracy. There were also questions about the "percent to budget" column, as some of the values did not appear to align correctly.
- Depreciation costs increased significantly. The projections were based on 2024–25 year-end depreciation levels and used to estimate the assets expected to come online this year. A request was made to review this amount for clarity regarding the rationale behind the substantial increase in depreciation before the year end.

d) Financial Update – Capital Report

This report will be presented at the December Council meeting.

13. Committee(s) of Council Excerpts/Recommendations

a) Committee of the Whole Excerpts (November 12, 2025)

i. Community Splash Pad (8:30 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL DIRECT STAFF TO REPORT BACK AT THE DECEMBER COMMITTEE OF THE WHOLE MEETING ON THE APPROXIMATE COST OF INSTALLING A SPLASH PAD WITHIN THE WEST HANTS REGIONAL MUNICIPALITY, POTENTIAL LOCATIONS, VENDORS, AND FUNDING POSSIBILITIES FOR COUNCILS' CONSIDERATION FOR THE 2026/2027 BUDGET. MOTION CARRIED. Nays: Remme, Jannasch and Ivey

ii. Pipe Crawler Camera (8:30 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVES THE PURCHASE OF A PIPE CRAWLER CAMERA SYSTEM, OUTFITTED IN A CUSTOM-BUILT ENCLOSED TRAILER FROM DEEP TREKKER FOR A TOTAL BUDGET NOT TO EXCEED \$166,864 INCLUDING APPLICABLE TAXES. MOTION CARRIED. Nays: Remme, Jannasch and Ivey

iii. Rescheduling December Meetings Due to Holiday Season (8:31 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVE THE RESCHEDULING OF THE WHRM COMMITTEE OF THE WHOLE MEETING FROM DECEMBER 9TH, 2025 TO DECEMBER 2ND AND THE WHRM COUNCIL MEETING FROM DECEMBER 23RD, 2025 TO DECEMBER 9TH, 2025 AND THAT NOTICE OF THE CHANGE BE PROVIDED TO THE PUBLIC. MOTION CARRIED

iv. Resident Appointment to the Planning and Heritage Advisory Committee (8:31 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPOINTS BETH EASSON AS A RESIDENT MEMBER OF THE PLANNING AND HERITAGE ADVISORY COMMITTEE COMMENCING NOVEMBER 25, 2025 UNTIL OCTOBER 31, 2027. MOTION CARRIED

v. Waste Pick up Crew Recommendation Report (8:32 p.m.)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL DIRECT STAFF TO PREPARE A REPORT FOR THE DECEMBER COMMITTEE OF THE WHOLE MEETING ON THE POSSIBILITY OF CREATING A DEDICATED WASTE PICK-UP CREW FOR THE MUNICIPALITY, AS WELL AS INFORMATION ON PAST PROGRAMS SUCH AS ADOPT A HIGHWAY OR OTHER PROGRAMS THROUGH REGION 6 THAT HAVE BEEN SUCCESSFUL IN THE PAST; ALL INCLUDING COSTS AND ANYTHING ELSE THAT MAY BE RELEVANT FOR COUNCILS

CONSIDERATION FOR FURTHER DIRECTION AT THAT POINT. MOTION CARRIED. MOTION CARRIED. Nays: Ivey

vi. WHRM Organizational Review Consultant Selection (8:32 p.m.)

Discussion Points:

- The timeline for completing the review will be shared at the next meeting.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR IVEY THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMAD25-01 REQUEST FOR CONSULTING SERVICES FOR THE WEST HANTS REGIONAL MUNICIPALITY ORGANIZATIONAL REVIEW CONTRACT TO CAPSTONE PROJECT SOLUTIONS INC. FOR THE TENDERED PRICE OF \$56,010 BEFORE APPLICABLE TAXES, TO BE FUNDED THROUGH THE OPERATING RESERVE. FURTHER THAT COUNCIL APPROVE A CONTINGENCY ALLOCATION OF 25% EQUALLING \$14,003 TO SUPPORT THE ORGANIZATIONAL REVIEW TO BE FUNDED THROUGH THE OPERATING RESERVE. MOTION CARRIED.

b) Diverse Equitable and Inclusive Communities Committee Excerpt (November 10th, 2025)

- i. Request to pause Public Hearing and Second Reading for the Peace and Good Order By-Law RCOPG-001 until February 2026 to allow for review through a DEI lens – **Moved up on the agenda**

- ii. Request for Funding for a Warming Centre (8:36 p.m.)

CAO Phillips reviewed the report from the Diverse, Equitable, and Inclusive Communities (DEICC) Committee highlighting the committee’s strong concern for individuals experiencing homelessness within the community. This issue has been discussed at the DEICC table on multiple occasions. Key concerns raised by the committee included the lack of appropriate housing options for those living rough, especially as winter approaches, was highlighted as a critical issue and the committee emphasized the urgency of having a warming centre in place, noting potential life-or-death impacts for those living rough. Members expressed the severity of the situation during committee discussions.

Discussions also addressed the existing site at the Hants Aquatic Centre and the facility’s state of readiness should a warming centre be established. Currently, community service groups that provide such services have not been able to collectively coordinate volunteers or resources to operate the centre. This gap underscored the critical need for funding to ensure the warming centre becomes operational.

Councillor Bonnie Smith left the meeting at 8:41 p.m.

An update was shared from Caremongers, the lead organization that supported the warming centre last year. Although they previously were not registered as a not-for-profit organization, which limited their ability to apply for grants or funding opportunities, they have since completed the necessary steps to become a registered not-for-profit and were actively working with the Department of Opportunities and Social Development to secure funding opportunities. As of the

latest update, Caremongers has not yet received funding but has taken all possible steps to advance the process. In addition, Posse's governance structure does not permit them to operate a shelter/warming centre. In summary, the committee emphasized the urgency of supporting those living rough, particularly with the winter season approaching, and highlighted the critical role of funding and organizational readiness in establishing a warming centre.

There was considerable discussion, similar to earlier budget deliberations. At that time, Council decided not to provide additional funding beyond the in-kind contributions (space and operational costs) because it was difficult to agree on a budget that already required a tax increase and the delay or removal of several projects. The current funding request would result in the Municipality fully funding the initiative without support from other levels of government, even though housing was their mandate.

Several viewpoints were shared. One opinion felt the funding request was reasonable given the need for winter support. A reminder was shared that facility was ready to open, with WHRM providing the space and \$10,000 in operating funds. Equipment was previously purchased, and all retrofits were completed last year; staffing or volunteers were the only remaining need.

Other concerns included the possibility that additional municipal funding could affect Caremongers' provincial grant application, and a decision had previously been made to not exceed the approved \$10,000.

Questions were raised around other local agencies having already received similar provincial support, it was suggested there was value in having information about which organizations help unhoused individuals and how they are funded.

In addition to this discussion, WHRM has yet to receive a response from the Province regarding funding for a warming centre or shelter, although it was noted the Province has provided funding to a service provider to support individuals living rough on municipal land. The initial 9ve in Kentville (Tiny Meadows pallet homes) was referenced as an example that was a great initiative, however that was provincially funded program through Open Arms.

Overall, the group agreed that the Municipality has already provided substantial support. Organizations were encouraged to continue seeking provincial funding or consider volunteer-based options, as the space remains available

MOVED BY COUNCILLOR IVEY THAT COUNCIL ALLOCATE UP TO \$60,000 TOWARDS FUNDING AND OPENING A WARMING CENTRE FOR THE 2025/26 WINTER.

As the motion was not seconded, the matter was not considered.

Councillor Bonnie Smith rejoined the meeting at 8:57 p.m.

14. Councillor(s) Municipal Business/Activity Reports

Written reports were included in the agenda package.

15. Councillor(s) Municipal Advisory Board Activity Reports - None

16. New Business

- a) Newport Landing Waterfront Park Playground RFP Award Recommendation Report (8:59 p.m.)

Director Kehoe noted that in preparation for creating the RFP, staff met with community members to identify the key priorities for developing the playground area. During these discussions, participants emphasized the importance of incorporating elements such as a natural playground design, features suitable for all ages, and a focus on accessibility and inclusiveness. Community members also expressed strong interest in being involved in future consultation regarding the final design and selected features. As part of the 2025–26 Capital Budget, \$100,000 was allocated for the installation of the new playground.

Discussion Points:

- The project was funded through Canada Community Building Fund (CCBF).

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR MCLEAN THAT COUNCIL APPROVES THE AWARD OF TENDER WHRMCD25-09 RFP TO COBEQUID TRAIL CONSULTING (COBEQUID) FOR THE PLAYGROUND DESIGN AND INSTALL FOR NEWPORT LANDING WATERFRONT PARK IN THE AMOUNT OF \$84,406 PLUS APPLICABLE TAXES TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR MCLEAN THAT COUNCIL APPROVES A CONTINGENCY AMOUNT OF \$8,441 PLUS APPLICABLE TAXES FOR THE PROJECT, TO BE FUNDED THROUGH THE CANADA COMMUNITY BUILDING FUND. MOTION CARRIED.

17. Correspondence (9:02 p.m.)

a) General Correspondence Received Activity Log (as of November 21, 2025)

- i. Seamus Marriott Zwicker Lake Property Owners Committee Re Reflection & Questions
A report will be forthcoming at a future meeting.

b) Requests (as of November 21, 2025)

- i. Letter from Royal Canadian Legion Branch 009 Re Funding for a Generator
A discussion was held with the Legion, and they were advised to submit a grant application in accordance with policy.

c) Outgoing Correspondence Log (as of November 21, 2025) – None

18. In-Camera (9:03 p.m.)

a) 2025-07-22 Council In-Camera Minutes

b) MGA 22(2)(a) Land Matter

MOVED BY COUNCILLOR LEARY-PINCH AND DEPUTY MAYOR FRANCIS THAT THE MEETING MOVE IN-CAMERA AT 9:03 P.M. MOTION CARRIED

MOVED BY COUNCILORS B. MORTON AND LEARY-PINCH THAT THE MEETING MOVE OUT OF IN-CAMERA AT 9:13 P.M. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL APPROVE THE PURCHASE OF A PORTION OF PID

45364031 AS PER THE TERMS AND CONDITIONS AS DISCUSSED IN-CAMERA. MOTION CARRIED.

19. Next Meeting Date / Adjournment

With no further business, the meeting adjourned at 9:13 p.m. The next meeting will be the Committee of the Whole meeting on December 2, 2025, at 6 p.m.

Mayor Zebian (Chair)

Deanna Snair, Municipal Clerk