

WEST HANTS REGIONAL MUNICIPALITY

Special Council Meeting Agenda

February 3, 2026 - 5:00 p.m.

Sanford Council Chambers, 76 Morison Dr, Windsor, NS

And virtually via Zoom (also YouTube Livestreamed)

Agenda is subject to change due to additions that may not be able to be reflected until after the meeting.



West Hants
something inspiring awaits

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. In- Camera
 - a) MGA 22(2)(g) Legal
7. Unfinished Business/Postponed Motions
 - a) Update on Warming Centre Funding Application to the Province – CAO Phillips
8. Next Meeting Date / Adjournment

WEST HANTS REGIONAL MUNICIPALITY

Special Council Meeting Minutes

February 3, 2026 - 5:00 p.m.

Sanford Council Chambers, 76 Morison Dr, Windsor, NS

And virtually via Zoom (also YouTube Livestreamed)



1. **As Call to Order** – The meeting was called to order at 5:02 p.m.

2. **Attendance**

Council:

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 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

Regrets:

Abraham Zebian, Mayor

Scott McLean, Councillor, District 2

Staff:

Mark Phillips, Chief Administrative Officer

Deanna Snair, Municipal Clerk

Tim Bouter, Project Engineer

Todd Richard, Dir. Public Works

Carlee Rochon, Dir. Finance

Regrets:

Kari Fougere, Acting Dir. Planning & Development

Kathy Kehoe, Dir. Community Dev.

No members of the public were present.

3. **Announcements** (5:02 p.m.) – No announcements were made.

4. **Approval of the Agenda including additions or deletions** (5:02 p.m.)

As no changes/additions were proposed, the agenda was approved as presented.

5. **Declaration of Conflict of Interest** (5:05 p.m.)

Councillor B. Smith declared conflict on Item 7(a) as she sits on the Board of Directors.

6. **In-Camera**

a) MGA 22(2)(g) Legal

MOVED BY COUNCILLORS P. MORTON AND J. SMITH THAT THE MEETING MOVE IN-CAMERA AT 5:04 P.M. MOTION CARRIED

MOVED BY COUNCILLORS P. MORTON AND J. SMITH THAT THE MEETING MOVE IN-CAMERA AT 5:41 P.M. MOTION CARRIED

A small break occurred to explore the technical issue. The regular session of Council resumed at 5:41 p.m.

7. Unfinished Business/Postponed Motions (5:47 p.m.)

a) Update on Warming Centre Funding Agreement Application to the Province

At 5:56 p.m. Councillor B. Smith declared conflict and left the meeting at 5:56 p.m.

An update from the Chief Administrative Officer was provided. Progress toward establishing a warming centre in Windsor/West Hants has advanced, with Caremongers formally established as a recognized non-profit, policies completed, a coordinator appointed, and no identified facility barriers. The primary outstanding issue remained confirmation of provincial funding through the Department of Opportunities and Social Development, including clarity on insurance deductible coverage. Caremongers advised they continue to work towards pursuing this funding opportunity.

Questions remain regarding the implications of an unsuccessful application on future funding for a warming centre in the next year or subsequent years, as this would need to be addressed by the province. Given the current housing situation, it was hoped that this opportunity would be available should a group come forward willing to take on the initiative and work with the province to establish such a facility.

Financially, the current \$20,000 allocation was projected to be fully expended by March 5, 2026, prompting consideration of a potential municipal funding extension to allow Caremongers to continue its application efforts.

Discussion Points:

- The aquatic centre does not have a commercial kitchen. Small appliances were being used, and food and services rely heavily on community donations.
- Provincial funding beyond March 31, 2026 has not yet been determined. Caremongers have advised that they only intend to continue operating the service until the end of March 2026. The current model was understood to be a short-term winter alleviation measure rather than a long-term solution. That said, the Province has indicated a preference to support an ongoing warming centre, provided a service provider or partner organization was willing to step forward.
- WHRM currently administers payroll for paid volunteers at the Warming Centre, including Workers' Compensation coverage. Caremongers have indicated that if WHRM administering payroll became an issue, they have a volunteer who could assume this responsibility. However, it was suggested that WHRM continue to administer payroll and invoice Caremongers for the total payroll costs.
- It has not been confirmed whether WHRM would be retroactively reimbursed the \$20,000 in bridge funding provided to support payroll if provincial funding was approved. Earlier discussions suggested funding could be retroactive to the operational start date, potentially allowing reimbursement for staffing and facility operating costs, but this remains unconfirmed.
- There was no formal written agreement in place with Caremongers. Typically, groups using municipal facilities were required to carry their own insurance. As in previous years, Caremongers have been added to WHRM's insurance policy to cover their activities; however, once provincial funding was in place, they would be expected to carry their own insurance independently.

- Caremongers do have an insurance policy available but were awaiting confirmation from the Province that the \$2,500 deductible would be covered, which was significantly lower than previously estimated. While Caremongers are covered under WHRM's insurance, WHRM assumes the risk should an incident occur.
- Council has identified partnerships as a strategic priority, and collaboration with the Province aligns well with this objective. This situation presents an opportunity to establish a longer-term solution with provincial support and could become a positive announcement for West Hants.
- Historically, WHRM has supported not-for-profit organizations through formal funding agreements. Any continuation of funding would require a Council motion during budget deliberations. Facility use could also be formalized through a facility use or rental agreement.
- This was viewed as an opportunity for a non-profit partner to operate a 12-month, year-round warming centre through Provincial support, ensuring West Hants does not miss this opportunity.

MOVED BY COUNCILLORS REMME AND JANNASCH THAT COUNCIL APPROVE EXTENDING THE DEADLINE FOR THE USE OF THE \$20,000 FUNDING ALLOCATION WHICH WOULD ALLOW THE FUNDS TO BE USED UNTIL FULLY EXPENDED. MOTION CARRIED

8. Next Meeting Date / Adjournment

With no further business, the meeting adjourned at 6:34 p.m. The next meeting will be the Committee of the Whole meeting on February 10, 2026, at 6 p.m.

Deputy Mayor Francis (Chair)

Deanna Snair, Municipal Clerk