

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda

June 23, 2026 - 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) 2026-05-26 Council Minutes
7. Public Hearings
 - a) MPS and LUB amendments to allow approval of Development and Building Permits before Final Subdivision Approval on lots with Tentative Subdivision Approval – Manager Robertson
8. Second Readings (as it pertains to Public Hearings)
 - a) MPS and LUB amendments to allow approval of Development and Building Permits before Final Subdivision Approval on lots with Tentative Subdivision Approval – Manager Robertson
9. Planning and Heritage Advisory Committee (First Reading) **(Moved up on the agenda)**
 - a) Rezoning: 5398 Highway 14, Curry's Corner - Planner Hong
 - b) Plan Review Recommendation Report - Manager Fougere
10. Unfinished Business/Postponed Motions
 - a) Notice Re: Reserve Fund Policy Change – Director Rochon
 - b) Budget Approvals - Operating, Capital and Special Reserve Fund Budgets – Director Rochon
 - c) Tregothic Marsh Report – CAO Phillips
11. Mayor's Report
12. Committee(s) of Council Excerpts/Recommendations

- a) Committee of the Whole Excerpts (June 9, 2026)
 - i. 2026 Grants and Contributions
 - ii. Curbside Waste Collection Pilot Program (includes updated Curbside Waste Collection Pilot Program Policy)
 - iii. Water Consumption Reports
 - b) Audit Committee Excerpt (June 17, 2026)
13. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)
14. Councillor(s) Municipal Advisory Board Activity/Information Reports
- a) Accessibility Advisory Committee Information Report
 - b) Valley REN LOC Information Report
 - c) VCFN Information Report
15. New Business
- a) Tender Award - 17,000lb Rubber Tire Backhoe Recommendation Report – Director Richard
 - b) Consulting Award - Davidson Lake Water Withdrawal Application Recommendation Report –Director Richard
16. Correspondence
- a) 2024-2028 Council Term General Correspondence Received Ledger as of June 19, 2026
 - i. Library Closure Concerns and Petition
 - b) 2024-2028 Council Term Correspondence Sent as of June 19, 2026 - None
17. In-Camera
- a) 2026-05-26 Council In-Camera Minutes
 - b) MGA 22(2)(e) Contractual Matter
 - c) MGA 22(2)(e) Contractual Matter
18. Next Meeting Date / Adjournment – July 14, 2026 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Minutes

June 23, 2026 - 6:00 p.m.

Sanford Council Chambers, 76 Morison Dr, Windsor, NS

And virtually via Zoom (also YouTube Livestreamed)



1. **Call to Order** – The meeting was called to order at 6:01 pm

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 (6:04 pm)

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
Todd Richard, Dir. Public Works
Carlee Rochon, Dir. Financial Services
Sara Poirier, Dir. Planning & Development
Kari Fougere, Man Planning & Development
Will Hong, Planner

Deanna Snair, Municipal Clerk
Tim Bouter, Project Engineer
Kathy Kehoe, Dir Community Dev
Derek Robertson, Manager Dev. Control
Alex Dunphy, Senior Planner
Kevin Bennett, Man. Parks & Rec. Facilities

Presenter and Gallery:

Thirteen (13) in the gallery
Erin Suave, Senior Planner WSP (ZOOM)

3. **Announcements** (6:01 pm)

Mayor Zebian provided the Land Acknowledgement, Code of Conduct reminder and Emergency Evacuation details.

A reminder was shared about the upcoming breakfast hosted by the Ellershouse Community Hall this coming Saturday at 7:30 am. All were encouraged to attend.

A reminder was shared about the upcoming crib game being held at the Little Red Schoolhouse on June 25th beginning at 6:30 pm.

A reminder was shared about the upcoming ice cream social hosted by the Sweets Corner Community Hall on June 27th.

A reminder was shared about the Jam session scheduled for June 29th at 7pm at the South West Fire Hall.

A reminder was shared about the Canada Day celebrations in Ellershouse on July 1st. There will be live music and a free BBQ from 2 – 5pm on July 1st.

A reminder was shared about the Canada Day celebrations in Hantsport on July 1st. Festivities begin at 7:30 am with a breakfast and end with fireworks that evening at dusk. Activities would be ongoing throughout the entire day.

Windsor Day Care Centre will be celebrating 50 years on July 4th from 10 am – 1 pm at Victoria Park. All were encouraged to attend.

Congratulations were extended to all the graduates in West Hants.

On behalf of Council, Mayor Zebian had the honour of recognizing Taylor Linloff for being an inspiring role model at NSCC. In addition, Taylor was also recognized as the 2026 Board of Governors Award recipient.

On behalf of Council, Mayor Zebian had the honour of recognizing Margo and Merv Ferguson for being inspiring members of the West Hants family by keeping our community clean, safe, and welcoming.

4. Approval of the Agenda including additions or deletions (6:10 pm)

The agenda was approved as circulated.

5. Declaration of Conflict of Interest (6:10 pm)

Councillor McLean declared conflict on item 15(a) due to being a shareholder.

6. Approval of the Previous Meeting Minutes (6:10 pm)

a) 2026-05-26 Council Minutes

The minutes were approved as presented.

7. Public Hearings

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

a) MPS and LUB amendments to allow approval of Development and Building Permits before Final Subdivision Approval on lots with Tentative Subdivision Approval (6:10 pm)

The meeting moved into Public Hearing at 6:10 pm. Further information on the Public Hearing was available in the 2026-06-23 Public Hearing Minutes.

**MOVED BY COUNCILLOR LEARY-PINCH AND DEPUTY MAYOR FRANCIS
THAT THE MEETING MOVE INTO PUBLIC HEARING AT 6:10 P.M.
MOTION CARRIED**

At 6:28 p.m. the Public Hearing concluded, and the regular Council meeting resumed.

8. Second Readings

a) MPS and LUB amendments to allow approval of Development and Building Permits before Final Subdivision Approval on lots with Tentative Subdivision Approval (6:28 pm)

Discussion Points:

- Developers who choose not to wait for the new permitting process can still move forward using the previous process, the same as before.
- This change was viewed as a positive step as it will help shorten timelines for developers, but concern was also raised that developers may put increased pressure on staff or Councillors to approve Final Subdivision Plans or issue Occupancy Permits. It was

suggested that the wording in the policy needed to be strict and clear, so it is understood and the concern did not surface.

MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COUNCIL GIVES SECOND READING AND APPROVES AMENDING THE TOWN OF WINDSOR AND MUNICIPALITY OF THE DISTRICT OF WEST HANTS MUNICIPAL PLANNING STRATEGIES AND LAND USE BY-LAWS, AND WHRM BUILDING CODE ACT BY-LAW, IN A MANNER SUBSTANTIVELY THE SAME AS PROPOSED IN ATTACHMENTS A AND B OF THE REPORT #26-03 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED MAY 14TH, 2026. MOTION CARRIED. Nays: Jannasch

Councillor B. Morton declared conflict with item 9(a) as he was part of the application.

9. Planning and Heritage Advisory Committee (First Reading) (Moved up on the agenda)

a) Rezoning: 5398 Highway 14, Curry's Corner (6:30 pm)

Planner Hong reviewed the report noting a completed application was submitted on April 26, 2026, proposing to rezone part of 5398 Highway 14 from Institutional to Low Density Residential to allow future residential use and subdivision. A Public Information Meeting was held May 20, with minimal public feedback. Staff presented the proposal to the Planning and Heritage Advisory Committee on June 11, where questions were raised about lot size, septic suitability, proximity to agricultural land, and public input. The Committee recommended in favour of the application.

MOVED BY COUNCILLORS IVEY AND WHEADON THAT COUNCIL GIVES FIRST READING AND WILL HOLD A PUBLIC HEARING TO CONSIDER AMENDING THE MAPS OF SCHEDULE A OF THE WEST HANTS LAND USE BY-LAW TO REZONE A PORTION OF LOT AS IDENTIFIED AS PID 45075439 FROM INSTITUTIONAL (I) TO THE LOW DENSITY RESIDENTIAL (R-1) ZONE AS SHOWN IN THE REPORT #26-07 TO THE PLANNING AND HERITAGE ADVISORY COMMITTEE DATED JUNE 11, 2026. MOTION CARRIED

Councillor B. Morton returned to the meeting at 6:37 pm

b) Plan Review Recommendation Report (6:37 pm)

Manager Fougere, Senior Planner Dunphy and Erin Suave from WSP reviewed the presentation and report. The presentation by Manager Fougere, Senior Planner Dunphy, and Erin Suave (WSP) provided Council with an overview of the Municipal Plan Review and sought direction on next steps toward adopting a consolidated regional planning framework for the former Towns of Windsor and Hantsport and the former Municipality of West Hants. The presentation summarized the four-phase project, background research, community engagement, and drafting the proposed documents. In addition, the presentation highlighted extensive public and stakeholder input emphasizing managed growth, housing diversity, transportation improvements, environmental protection, and climate resilience. Key updates to the draft Municipal Planning Strategy, Land Use By-law, and Subdivision By-law included a new growth hierarchy, updated environmental and stormwater policies, transportation and recreation provisions, strengthened agricultural protections, and refined cultural and heritage policies. Staff

also outlined PAC/HAC feedback, including the Committee's request for additional time and a workshop to better understand the updated documents. Council was presented with three options for consideration: Option 1: As per PAC/HAC request-stop the process and prepare a tracked changes document and host a workshop with Council and PAC/HAC. Option 2: Staff host a full day workshop with Council and PAC/HAC to review proposed planning documents, or Option 3: Proceed with First Reading. Staff were recommending the latter.

It was noted the proposed planning documents established a 25-year framework for growth but were intended to function as "living documents" that would be updated as needed. Completing this review was a significant milestone following municipal consolidation and would modernize the planning framework across all communities. The new documents would reduce inconsistencies, provide greater clarity for landowners, and equip staff to address emerging priorities such as stormwater management. A single consolidated set of documents would also streamline internal processes and free staff capacity for other major initiatives, including coastal planning. It was also noted that giving the documents First Reading signaled intent but did not bring them into effect, and it would temporarily increase staff workload as applications must be reviewed against both the existing and proposed frameworks.

Discussion Points:

- The recommendation was appreciated; however, concerns were raised that going line by line through every change was a large amount of work and the major changes have already been highlighted. In addition, these were living documents and will continue to evolve.
- There was support for a workshop with staff and the Planning Committee to review details, without stopping progress as it was felt there were still many questions that needed clarification.
- The effort to date was valued; however, the volume of information was substantial, and some issues (e.g., secondary egress, shared garbage collection) were still not addressed in the proposed documents. Value was seen in reviewing the major substantive changes and respond to specific questions, rather than minor "housekeeping" edits like spelling or punctuation.
- It was felt that the Planning and Heritage's intention was not for either Option 1 or Option 2 alone, but a combination of both (a summary of changes and a workshop to understand them).
- It was noted that the number of changes was so large, it would take months to identify them all. If it was that difficult for those who worked on the documents, it was unrealistic to expect Council, the Planning Committee or the public to fully understand the changes without a clear summary.

MOVED BY COUNCILLORS IVEY AND MCLEAN THAT COUNCIL DIRECT STAFF TO UNDERTAKE A COMBINATION OF OPTION 1 AND 2, WHICH IS THE ADDITION OF THE INFORMATION IDENTIFYING THE CHANGES AND SUBSEQUENT WORKSHOPS. MOTION CARRIED. Nays: Zebian, B. Smith, J. Smith. P. Morton and Francis

10. Unfinished Business/Postponed Motions

a) Advance Notice Re: Reserve Fund Policy Change (7:12 pm)

Notice was provided to Council that amendments to the Reserve Policy would be presented for consideration at the upcoming Committee of the Whole meeting in July. Any feedback on the draft policy attached to the report was appreciated.

Discussion Points/Feedback:

- Special Reserves were listed in the draft policy, but there was no description, characterization, or explanation of what they were intended for. It was important to understand the purpose of each reserve, and it would be valuable if the policy identified what each Special Reserve was, why it existed and what it can be used for.
- Operating funding may be used for operating or capital expenditures; depending on the specific grant agreement or legislative requirement. This flexibility should be acknowledged in the policy.
- The draft suggested the water utility was separate, but the water utility also has reserve funds. There was value in having these noted within the policy (placed in their own section or part of the same document) to avoid having to consult multiple documents.
- The draft policy did not distinguish between cash accounts and reserve funds. What were referred to as 'cash accounts' were simply bank accounts, not reserve funds. Without knowing the difference, it was hard to understand which accounts or funds Council had authority over and which were restricted or outside Council's control.

b) Budget Approvals - Operating, Capital and Special Reserve Fund Budgets (7:23 pm)

Director Rochon noted the Reserve budget was previously presented and was being shared this evening to tidy up some housekeeping items and a motion of Council was required to approve the Reserve budget to allow the Reserve budget to be posted on the municipal website.

MOVED BY COUNCILLORS LEARY-PINCH AND WHEADON THAT COUNCIL APPROVE THE 2026-27 RESERVE BUDGET AS PRESENTED TO COMMITTEE OF THE WHOLE ON MAY 12TH, 2026. MOTION CARRIED.

Nays: Ivey

c) Tregothic Marsh Report (7:25 pm)

CAO Phillips reviewed the report. The Tregothic Marsh Body (TMB), one of more than 80 marsh bodies representing property owners across Nova Scotia, advises on development proposals affecting marshlands and can request regulatory changes. In 2022, the TMB approved new restrictions banning residential or commercial structures and non-agricultural ponds, in addition to existing prohibitions on landfills, drilled wells, and unauthorized hunting. In May 2026, Brighter Community Planning & Consulting, on behalf of Brison Developments, asked the Agricultural Marshland Conservation Commission to reverse these 2022 additions and restore the earlier regulations, while maintaining support for the broader regulatory framework and the Marshland Administrator's role.

At 7:27 pm Mayor Zebian and Deputy Mayor Francis declared conflict due to owning land in the area and left the meeting. Councillor P. Morton assumed the chair.

Discussion Points:

- Concern was raised about WHRM having a conflict with this matter. WHRM was a landowner within the Marsh; not the decisionmaker regarding regulatory changes or variance applications. WHRM has no authority over amendments to the regulations or decisions related to variances.
- It was understood that the regulations were strengthened in 2022 to provide a higher level of protection for the Marsh. Marshlands serve an essential function: they absorb and hold water during flood events, preventing overflow into roads, infrastructure, and surrounding areas. The intent of the regulatory changes was to safeguard this natural flood-mitigation system.
- Each Marsh Body operates differently, and levels of activity vary. When a Marsh Body was inactive, applications for variances or amendments were referred to the Provincial Marsh Body Administrator, who determines whether a project proceeds.
- It was felt that the proposed request carried significant financial implications. These included the costs associated with flooding, damage to homes, impacts on municipal infrastructure, and potential property buyouts. These financial risks must be considered when evaluating the request.

MOVED BY COUNCILLORS J. SMITH AND B. MORTON THAT COUNCIL DIRECT THE CHIEF ADMINISTRATIVE OFFICER OR DESIGNATE TO REQUEST AN AMENDMENT TO THE TREGOTHIC MARSH BODY LAND USE REGULATIONS MADE UNDER THE AGRICULTURAL MARSHLAND CONSERVATION ACT BY THE PROVINCE OF NOVA SCOTIA TO REMOVE ITEMS (B) RESIDENTIAL OR COMMERCIAL STRUCTURES AND (D) NEW PONDS FOR NON-AGRICULTURAL USES FROM THE LIST OF NON-PERMITTED USES FOUND IN ARTICLE 3 OF THE REGULATIONS. MOTION DEFEATED. Nays: Ivey, Wheadon, Leary-Pinch, B. Smith, Remme, Jannasch

At 7:43 pm Mayor Zebian and Deputy Mayor Francis returned to the meeting. Mayor Zebian assumed the chair.

11. Mayor's Report (7:43 pm)

Mayor Zebian provided a verbal report highlighting recent meetings, events, and community engagement activities. Participated in a meeting with Minister MacDonald from DMA to discuss a range of municipal matters, participated in the Peace Run, attended the Scotia Gold grand opening in Windsor, and attended the Falmouth Tug of War event. He also attended Avon View High School's Tractor Day, met with the Windsor Oxen, and attended the Hants Learning Network Association AGM, along with several community breakfasts across the region. He with the incoming Avon View High School Student Council for the fall term and attended a resident meeting regarding the Hantsport Library closure. He also took part in a video promoting the ParticipACTION Challenge and has been involved in ongoing discussions about the library, including a meeting with the MLA and a representative from the Premier's Office. He noted that residents were pleased with the level of community activity, with planters being installed, roadwork progressing, and the Payzant to King connection project now underway.

12. Committee(s) of Council Excerpts/Recommendations

a) Committee of the Whole Excerpts (June 9, 2026)

i. 2026 Grants and Contributions Excerpt (7:49 pm)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL ADOPTS THE ATTACHED SUMMARY EXCLUDING THE WINDSOR DAY CARE CENTRE, AS PRESENTED, RECOMMENDING GRANT FUNDING TO THE LISTED RECIPIENTS AND AUTHORIZING STAFF TO RELEASE FUNDS ONCE ALL REQUIREMENTS, AS OUTLINED UNDER THE GRANTS AND CONTRIBUTION POLICY AND THE BARRIER-FREE SMALL BUSINESS ACCESSIBILITY GRANT POLICY, HAVE BEEN MET. MOTION CARRIED

Councillor B. Smith declared conflict and left the table. She did not participate in the vote.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL AWARD GRANT FUNDING TO THE WINDSOR DAY CARE CENTRE AND AUTHORIZES STAFF TO RELEASE FUNDS ONCE ALL REQUIREMENTS, AS OUTLINED UNDER THE GRANTS AND CONTRIBUTION POLICY AND THE BARRIER-FREE SMALL BUSINESS ACCESSIBILITY GRANT POLICY HAVE BEEN MET. MOTION CARRIED.

Nays: Jannasch

Councillor B. Smith returned to the table at 7:50 pm.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL RECOMMENDS FURTHER, IT IS RECOMMENDED THE FOLLOWING GRANTS BE APPROVED FROM THE CANADA COMMUNITY BUILDING FUND:

A. ANNAPOLIS VALLEY REGIONAL CENTRE FOR EDUCATION - FALMOUTH DISTRICT ELEMENTARY SCHOOL – TO ASSIST WITH THE CONSTRUCTION OF A NEW INCLUSIVE AND ACCESSIBLE PLAYGROUND - \$30,000

B. FALMOUTH FAMILY PARK SOCIETY - TO ASSIST WITH THE COST ASSOCIATED WITH PREPARING A 40X60 BLOCK OF THE PARK TO RECEIVE PLAYGROUND EQUIPMENT PURCHASED IN 2025 - \$4,000

C. ANNAPOLIS VALLEY REGIONAL CENTRE FOR EDUCATION - WINDSOR ELEMENTARY SCHOOL HOME & SCHOOL ASSOCIATION – TO ASSIST WITH THE COSTS ASSOCIATED WITH THE WINDSOR ELEMENTARY COMMUNITY PLAY HUB TO SUPPORT ACCESSIBLE PATHWAYS TO THE COMMUNITY PLAY HUB - \$3,500

D. WEST HANTS BASEBALL ASSOCIATION – TO ASSIST WITH THE COST ASSOCIATED WITH WASHROOM ACCESSIBILITY UPGRADES AT COYOTE PARK TO IMPROVE SAFE, INCLUSIVE ACCESS FOR ATHLETES, FAMILIES AND SPECTATORS OF ALL ABILITIES - \$2,500. MOTION CARRIED

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT FURTHER, COUNCIL TO APPROVE FROM THE 5% RESERVE FUND:

A. BROOKLYN VOLUNTEER FIRE DEPARTMENT AUXILIARY – TO ASSIST WITH THE COST ASSOCIATED WITH UPGRADING SECTIONS OF THE TRAIL SURFACE AND ENTRY POINTS TO PROVIDE SAFER ACCESS FOR THE PUBLIC, REPLACEMENT OF A SMALL WOODEN BRIDGE, AND TO REPLACE OLD SIGNAGE - \$2,500

B. GLOOSCAP HERITAGE ARCHERS ASSOCIATION - TO ASSIST WITH THE COSTS ASSOCIATED TO REPLACE THE OUTDOOR TARGETS ON THE OUTDOOR TARGET RANGE AND TO BUILD A LOCKABLE, PROTECTIVE OVERHEAD COVERING FOR THEM - \$2,500

C. HANT SNO-DUSTERS – TO ASSIST WITH THE COST OF ASSOCIATED WITH TRAIL BUILDING, TRAIL MAINTENANCE, SIGNAGE, BRIDGE BUILDING AND SAFETY FOR ALL RECREATION GROUPS USING THE TRAIL SYSTEMS YEARLY - \$2,500

D. HANTSPORT MEMORIAL COMMUNITY CENTRE – TO ASSIST WITH COSTS ASSOCIATED WITH PURCHASING THREE COMMERCIAL-GRADE ACCESSIBLE PICNIC TABLES TO SUPPORT THE ONGOING OUTDOOR BASKETBALL REVITALIZATION - \$3,000. MOTION CARRIED

ii. Curbside Waste Collection Pilot Program (7:53 pm)

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL DIRECT STAFF TO IMPLEMENT A CURBSIDE WASTE COLLECTION PILOT PROGRAM SPECIFIC TO DESTINATION WAY AND COZY CRERSCENT IN VAUGHAN FOR A PERIOD OF 1 YEAR COMMENCING JULY 1, 2026 UNTIL JUNE 30, 2027 FOR AN AMOUNT UP TO \$3400.00 THAT MEET THE CRITERIA WITHIN THE PRIVATE ROAD POLICY AND FUNDED THROUGH THE REGIONAL OPERATING RESERVE. MOTION CARRIED. Nays: Ivey and Jannasch

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR LEARY-PINCH THAT COUNCIL DIRECT STAFF TO REPORT BACK TO COUNCIL WITH FINDINGS BY JANUARY 2027 (PRIOR TO 2027/28 BUDGET DELIBERATIONS), INCLUDING COSTS, IMPACTS, AND RECOMMENDATIONS FOR A FUTURE POLICY REGARDING PRIVATE ROAD SERVICING FOR THE 2027/28 BUDGET CONSIDERATIONS. MOTION CARRIED

A suggestion was made to remove Moonshadow Run from the policy because it did not meet the criteria for curbside collection and its removal may reduce confusion. No motion was made to amend the main motion.

iii. Water Consumption Reports (7:57 pm)

Concern was raised about relaxing reporting timelines, given ongoing issues with the accuracy and completeness of water utility reports. Final meter reads from March have still not been received, despite billing occurring in mid-April. With previous reporting requirements still unmet, it was questioned why reporting expectations would be reduced at this time.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL DIRECT STAFF TO PRESENT THE WEST HANTS REGIONAL WATER CONSUMPTION REPORTS ON A QUARTERLY BASIS, IN ORDER TO IMPROVE ACCURACY, MONITORING, AND INFORMED DECISION-MAKING. MOTION CARRIED. Nays: B. Smith, Ivey, Wheadon, Zebian and McLean

A break occurred at 7:59 pm. The meeting reconvened at 8:11 pm.

b) Audit Committee Excerpt (June 17, 2026) (8:11 pm)

Recommendation Report for Auditing Services - The Municipality was legally required to conduct annual audits for both the general government and its water utilities. After issuing a Request for Proposals in April 2026, three firms submitted bids. Following evaluation, BDO Canada LLP received the highest overall score and demonstrated the strongest alignment with the Municipality's needs. Their proposal met all mandatory requirements, offered solid municipal experience, and dedicated an appropriate number of hours with strong involvement from senior staff. After addressing committee questions about bidder qualifications, staff recommended awarding the audit contract to BDO Canada LLP.

MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON THAT COUNCIL AWARD A CONTRACT TO BDO CANADA LLP TO PERFORM ANNUAL AUDITING SERVICES FOR WEST HANTS REGIONAL MUNICIPALITY AND THE WATER UTILITY, AND TO PERFORM ANNUAL FINANCIAL STATEMENT COMPILATION SERVICES FOR HANTSPORT FIRE DEPARTMENT FOR FISCAL YEAR ENDS MARCH 31, 2026, THROUGH TO MARCH 31, 2030. MOTION CARRIED. Nays: Ivey

13. Councillor(s) Municipal Business/Activity Reports (8:13 pm)

Written reports were included in the agenda package.

14. Councillor(s) Municipal Advisory Board Activity Reports (8:13 pm)

- a) Accessibility Advisory Committee Information Report
- b) Valley REN LOC Information Report
- c) VCFN Information Report

Written reports were included in the agenda package.

Councillor Mclean declared conflict and left the meeting at 8:13 pm

15. New Business

a) Tender Award - 17,000lb Rubber Tire Backhoe Recommendation Report (8:13 pm)

Director Richard reviewed the report noting the 2026–27 Capital Budget included funding to replace the Municipality's aging 2011 CASE 580 backhoe, which has reached the end of its service

life and can no longer reliably support essential Public Works operations. After tendering the project through Canoe Procurement, two compliant bids were received, with Toromont CAT offering the lowest price for a fully outfitted unit with a five-year warranty. The total project cost is estimated at \$266,049.94, coming in more than \$45,000 under budget and reducing long-term debt servicing requirements.

Discussion Points:

- WHRM only has one (1) backhoe.
- Two tenders were received for the backhoe, one for a John Deere unit and one for a CAT unit.
- The surplus value of the existing equipment was difficult to estimate, as it would be sent to auction.
- Due to the history of high repair costs and not being reliable, it was not recommended to retain the backhoe for lighter duties or as a backup unit.

MOVED BY COUNCILLORS WHEADON AND B. SMITH THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMPW26-05 — 17,000LB RUBBER TIRE BACKHOE — TO TOROMONT CAT FOR THE TENDERED PRICE OF \$253,662.08 BEFORE APPLICABLE TAXES. MOTION CARRIED

Councillor Mclean returned to the meeting at 8:19 pm.

b) Consulting Award — Davidson Lake Water Withdrawal Application Recommendation Report (8:19 pm)

CBCL Ltd. was engaged to update the safe yield assessment for Davidson Lake, the water source for Hantsport and Glooscap First Nation, using expanded monitoring data collected since 2017. The updated analysis showed the lake can sustainably support a 25% higher withdrawal rate than currently approved, enabling future growth in the Hantsport service area. To apply for this increased withdrawal limit, several studies were required, and CBCL has proposed completing them for \$80,673 plus HST. Given the importance of securing additional water supply capacity and available room in the capital plan due to deferred major projects, staff recommended adding this initiative to the 2026–27 capital plan, funded through the Depreciation Fund.

Discussion Points:

- Going through the application process was the only way to increase the withdrawal capacity. The plant had the physical capacity, but its withdrawal was capped by the existing permit.
- The studies were expected to take about three months, after that the application would be submitted. The typical review period was around 60 days. If everything stayed on schedule, approval was anticipated in the fall; however, any delays would likely push the timeline into the spring.
- The approved withdrawal rate was 850 m³/day (30-day average); however, the actual withdrawal has been in the 600 m³/day range.
- Concerns were raised about the interconnection not moving ahead this year and how that might affect the project. It was noted that the scope of the interconnect changed due to the booster station location. The hope was that rising construction activity, and competition would help stabilize costs. In addition, WHRM was also waiting for the CHIFF

funding program to open so an application for external funding could be submitted to support the project.

- Questions were raised about Hantsport non-revenue water (about 30%), capturing those losses was an important way to increase capacity. Because Hantsport was a small, tight system, leaks were easier to detect, and staff were diligent about tracking them. Several known trouble spots and past leak areas were already included in the capital plan for street renewals.
- Depending on the type of growth that occurs will determine how far in the future this increase will carry us.
- There were no concerns about the existing infrastructure, the plant was built to handle higher flows, the only limit was the withdrawal permit.
- The new studies will use last year's drought as a benchmark. Despite the drought last year, Davidson Lake performed well. Based on that data, it was felt that increasing the permitted withdrawal amount will increase capacity and support future growth in Hantsport.
- Davidson Lake was spring-fed and has more water than WHRM currently uses. Since there's no spillway at the lake, all the water was piped directly to the treatment plant. Any overflow or discharge from the plant, along with water from the small creeks and tributaries downstream of the lake, eventually flows into the Halfway River. In other words, the unused water leaves the system downstream and can't be captured at the lake.

**MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON
THAT COUNCIL APPROVE THE AWARD OF THE DAVIDSON LAKE WATER
WITHDRAWAL APPLICATION TO CBCL LTD. FOR THE AMOUNT OF
\$80,673.00 + HST BEFORE APPLICABLE TAXES. MOTION CARRIED**

**MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR P. MORTON
THAT COUNCIL APPROVE AN ENGINEERING CONTINGENCY AMOUNT OF
\$12,100.95 BEFORE APPLICABLE TAXES. MOTION CARRIED**

16. Correspondence (8:38 pm)

- a) General 2024-2028 Council Term General Correspondence Received Ledger as of June 19, 2026
 - i. Library Closure and Concerns
- b) 2024-2028 Council Term Correspondence Sent as of June 19, 2026 - None

17. In-Camera

- a) 20256-05-26 Council In-Camera Minutes
- b) MGA 22(2)(e) Contractual Matter
- c) MGA 22(2)(e) Contractual Matter

**MOVED BY COUNCILLORS LEARY-PINCH AND P. MORTON THAT THE
MEETING MOVE IN-CAMERA AT 8:39 P.M. MOTION CARRIED**

**MOVED BY COUNCILLORS P. MORTON AND LEARY-PINCH THAT THE
MEETING MOVE OUT IN-CAMERA AT 9:45 P.M. MOTION CARRIED**

18. Next Meeting Date / Adjournment

With no further business, the meeting adjourned at 9:45 pm. The next meeting will be the Committee of the Whole meeting on July 14, 2026.

Mayor Zebian (Chair)

Deanna Snair, Municipal Clerk