

WEST HANTS REGIONAL MUNICIPALITY
Council Meeting Agenda - AMENDED
April 26, 2022 - 6:00 p.m.
Virtual via Zoom
(also FB Livestream)

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



1. Call to Order
2. Attendance
3. Announcements
4. Approval of the Agenda, including additions or deletions
 - a) Dashboard Action Items – Information Log
 - b) Dashboard Action Items – Dangerous/Unsightly
5. Declaration(s) of Conflict of Interest
6. Approval of Previous Meeting Minutes
 - a) 2022-03-16 Special Council Meeting Minutes
 - b) 2022-03-22 Council Meeting Minutes
 - c) 2022-03-22 Public Hearing Meeting Minutes, Redesignation and Concurrent Rezoning of 65 Fort Edward
 - d) 2022-03-31 Special Council Meeting Minutes
7. Public Hearings
 - i. Mobile Canteen Vending By-law Amendment Request
 - ii. Wentworth Road Gateway District: WMPS and WLUB Text Amendment
8. Second Readings
 - i. Mobile Canteen Vending By-law Amendment Request
 - ii. Wentworth Road Gateway District: WMPS and WLUB Text Amendment
9. Unfinished Business/Postponed Motions
10. Mayor's Report
11. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (April 12, 2022)
 - i. Accessibility Adoption Plan
 - ii. West Hants Avon River Region Tourism/Economic Development
 - iii. Revisit the closure of exit 6 and the downtown merchants
 - iv. #1792 Project Request for Proclamation or Recognition for 230th anniversary

- v. Foundry Field
- vi. Avon River Discussions
- vii. Partnership Opportunity -AgriSpirit Fund – The Station Food Hub
- viii. Status Update Request – Bowman Road
- ix. Meeting and Committee Procedural Policy – Audio recordings In-camera
- x. In- Camera Land Matter Excerpt 13(a) MGA 22(2)(a)

b) Planning and Heritage Recommendations (April 14, 2022)

- i. College Rd, Windsor, PID 45336203, Development Agreement, First Reading
- ii. Dog Tags By-Law Committee of the Whole Recommendation and First Reading
- iii. Fees Policy Decision Request – Dir. LeMay

12. Councillor Municipal Business/Activity Reports

a) Councillor Ivey, District 11 Information Report

13. Correspondence

a) Information

- 1. Avon Causeway Activity Log
 - i. Current Correspondence sent as of April 20, 2022 - None
- 2. Current Correspondence received as of April 20, 2022
 - i. 2022-03-14 Joseph Feeney, PVSC re Provincial Deed Property Tax
 - ii. 2022-04-21 Darren Porter re Avondale boat launch budget
- 3. Fort Edward Activity Log
 - i. Current correspondence received as of April 20, 2022
- 4. Storm Wastewater Activity Log
 - i. Current Correspondence received as of April 20, 2022

b) Requests – None

c) Outgoing

- 1. Current Correspondence Sent as of April 20, 2022 - None

14. New Business

- a) Former Town of Windsor Debt Balloon Payment Recommendation Report – Dir. Rochon
- b) Provincial Representative Volunteer Recommendation Report – Dir. Kehoe
- c) Newport & District Rink Commission – FCC AgriSpirit Fund Decision Request - Dir. Kehoe
- d) Walking Trails - Councillor Jannasch

15. In-Camera

- a) 2022-03-16 Special Council In-Camera Meeting Minutes
- b) 2022-03-31 Special Council In-Camera Meeting Minutes
- c) Legal Matter MGA 22(2)(a)

16. Next Meeting Date / Adjournment

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Sewer Billing Review - Staff explore what the sewer rates would be if sewer util. fees were put back on the taxes. (Tabled until after budget) (Also at 2020-04-14 COTW mtg)	2020-05-12		In progress	CAO/Fin
Asset Mgmt (Strategic Sustainability) - Strategic Sustainability Plan is needed	2020-05-12	On-going until approx. Oct. 2022	Staff training all Public Works and Community Development Staff	PW
Pedestrian Signage and Barriers - Have consistent and align with Branding outcomes. Staff prepare report for 2021/22 Capital & Operating budgets. (These items should be incorporated into our growth centres). Staff report back.	2020-09-22	Align with Branding outcomes 2021-07, On-going	Pending Beautification Strategy. Street and Community sign options currently being explored	PW/Comm. Dev
Diversity & Inclusion Committee (from Meeting & Committee Procedural Policy Amendments) - Advertise for Committee	2020-10-13	2022 (also with Rad Consulting)	Ongoing	Comm Dev
W. B Stephens Building Design Project Management Tender Award - Defer award until staff obtain additional operational costing information of the other municipal buildings. (100 King Street)	2020-10-27	2022-on going	Ongoing, working group has met twice. Recommendation coming to Council soon. Waiting on structural review	CAO
Panuke Rd Event - Event to be arranged by Mayor	2021-03-09	2021-06	Unknown	Mayor
Noise By-law - Staff revise by-law (Peace and Good Order)	2021-03-23	2022-on going	Ongoing review	Planning/ CAO
Cheverie Land Exchange - Agree	2021-03-23	2022 on going	Pending site visit	CAO
WHRM Land Dispute Policy - CAO Office to establish a practice to keep council informed	2021-04-27	2022-04	Currently reviewing. Policy to follow	CAO
Dog Park - Staff review historical information related to dog park feasibility	2021-06-08	2022-04	Outstanding. Information gathered	Comm. Dev
Glooscap First Nation & WHRM Council Meeting - Send formal invite for a meeting to discuss many topics including reconciliation	2021-06-22		Met on March 15, 2022	Mayor

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Request to Meet with Avon Causeway Gate Stakeholders - Send letter to Glooscap First Nation requesting immediate joint council mtg. to discuss Avon River Causeway/Aboiteau Gate System and Ministerial Order	2021-06-22		Ongoing informal communication continues through the Mayor	Mayor/CAO
Review former By-Laws RV-001 (Mobile Canteen) - Review former By-Laws and create a new all encompassing By-Law with public input.	2021-09-28	2022-06	First reading on March 22, 2022. Public Hearing and Second Reading anticipated on April 26, 2022	CAO/Plan
Outdoor Fires By-Law - Staff review existing Fire-related by-laws and have an all encompassing Regional By-Law	2021-09-28	2022-06	Ongoing review. Approved by Fire Chiefs with Public input received, approved by Fire Chiefs. Retiring for Council consideration at a later date in 2022	CAO
Capped Assessment - Staff provide a new aggregated report that will coincide with PVSC's presentation in January/February.	2021-09-28	2022	Outstanding	Finance
Panuke Road Booster Station - Provide ongoing updates to Council	2022-02-22	ongoing	Pumps delivered. Roof in progress.	PW
Hantsport Fire Station - Provide ongoing progress updates to Council	2022-02-22	ongoing	Interior rough-ins and drywall in progress. August 2022 continues to be the date for substantial completion for the facility	PW
Front End Wheel Loaders - Provide ongoing progress reports to Council	2022-02-22	ongoing	Loader is in Halifax. Dealer is finalizing work on attachments. Expected delivery in the next week.	PW
Fort Edward - Return to the March 22, 2022 with details re: Phase 2 to Archaeological Assessment on 36 and 65 Fort Edward Lands	2022-03-16	2022-03-22	Adjourned until June 28, 2022. Second Reading postponed in order to complete and consider the results of the phase 2 Archaeological Resource Impact Assessment.	CAO
36 and 65 Fort Edward - Set up a site visit for Council	2022-03-16	2022-03-22	Set for March 31, 2022, will be rescheduled for a later date once budget deliberations are completed.	CAO
Tax Sale Notification - Request legal Council review the tax sale conditions to determine the appropriateness of using the print and sale dates as part of the 30 day process. Further that Council receive a presentation on the tax sale process through the Finance Dept.	2022-03-22	2022-05-10	Presentation on May COTW agenda	Fin

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
I.C.I.P Application - approve the application to the Investing in Canada Infrastructure Program (ICIP) for College Road, King Street, Nesbitt Street and Underwood Drive infrastructure projects totalling \$14,012,056.00 Further It is noted that the listed projects will be carried out and completed over the next five (5) fiscal years with all projects to be completed by March 31, 2027.	2022-03-31	2022-04-01		CAO/PW
Noise By-Law - Provide an update and confirm if former By-Laws remain in place	2022-04-12	2022-04-26	Former Noise By-Laws remain in place until repealed. Former Town of Hantsport By-law #101-2 Noise By-law, Former Town of Windsor By-Law # 33 Prevention of Excessive Noise	CAO
Dog Tags and Fees By-Law - Council approve the Dog By-law for the Region of West Hants attached as Appendix B to the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022. Also, Council replace all fees related to dog tags within the Fees policy with the fee schedule shown in Appendix C of the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022, with the change in fees being effective on the date the Regional By-law is effective.	2022-04-12	2022-06	First Reading held on April 26, 2022. Fees will be effective on the date the Regional By-Law is effective.	Plan
Accessibility Plan - approves and adopts the West Hants Regional Municipality Accessibility Plan developed by CBCL Ltd.	2022-04-12	2022-04-26	Pending Councils endorsement	Comm. Dev.
Bowman Road - Inquire to Rews Developments to determine actual services provided for the costs billed to WHRM and then billed to the property owner for demolition and report back to Council no later than April 26, 2022.	2022-04-12	2022-04-26	Pending report at the April 26, 2022 Council meeting	CAO

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Foundry Field - approves the conditional donation of the Foundry Sports Field property inclusive of PID #'s 45044948, 45044930 and 45044971 and directs the Chief Administrative Officer carry out the necessary step to accept the land donation.	2022-04-12	2022-04-26	Pending Council Approval	Comm. Dev/CAO
Meeting and Committee Procedural policy - amend the WHRM's "Meeting and Committee Procedural Policy" Section 9 to align with the historical practices of the former Town of Windsor and former Municipality of the District of West Hants West, to include the use of audio recording equipment for all in-camera discussions such that section 9.3 will include 'in-camera meetings'.	2022-04-12	2022-04-26	Pending Council Approval	CAO
Partnership Opportunity (The Station Food Hub) - meet with the Station Food Hub and provide an update to Council for consideration. Further, If Council wishes to support the application with the Station Food Hub, that staff be directed to write a letter of support for the Station Food Hub's application to Farm Credit Canada.	2022-04-12	2022-04-26	Staff will meet and report back to Council at the April 26, 2022 meeting.	CD/CAO
West Hants Avon River Region Tourism/Economic Development - Craft a letter to our MLA, Premier, Provincial Minister of Tourism and Valley REN and include a copy of the report to show the value we see in what has been identified in the report and look forward to an opportunity to discuss potential further development along the Avon	2022-04-12	2022-04-26	Pending Council Approval	CAO, CD

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Avon River Discussion - Write a letter to Federal Minister of Fisheries acknowledging the letter sent a year ago re: not renewing the Ministerial Order and explain that in hindsight it was not appropriate to send this letter and we wish to withdraw or rescind the request made within this letter.	2022-04-12	2022-04-26	Pending Council Approval	CAO
Avon River Discussion - Write to the assembly of Mikma Chiefs in NS acknowledging the letter previously sent a year ago and recognize that this was an error and we have written the minister of fisheries withdrawing the request and wish to apologize for the oversight.	2022-04-12	2022-04-26	Pending Council Approval	CAO
#1792 Project Request for Proclamation or Recognition for 230th Anniversary - the proclamation made by Kathrin Winkler be brought forward to the next Council meeting to be declared.	2022-04-12	2022-04-26	Pending Council Approval	Mayor/Council
Revisit Exit 6 Closure - write a letter to MLA Melissa Sheehy-Richard, Minister of Transportation regarding the 2 yr closure of exit 6 and encourage a revisit of using exit 7 as the off point for traffic coming into the downtown Windsor and exit 5A could be used as a catch point for anybody who misses the first one.	2022-04-12	2022-04-26	Pending Council Approval	CAO
Land Matter 13(a) - CAO negotiate the potential sale of PID 45321841.	2022-04-12	2022-04-26	Pending Council Approval	CAO

M - Motion
D - Direction/Discussion

West Hants Regional Municipality
Dashboard (Action List)
April 20 2022

Green - Complete
Yellow - In-progress
Red - Not started

<u>Matter</u>	<u>Meeting</u>	<u>M/D</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status</u>	<u>Resp.</u>



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Planner

Date: April 26th, 2022

Subject: Mobile Canteen Vending By-law Amendment Request

LEGISLATIVE AUTHORITY

Municipal Government Act Section 172 (c), (f), and 172 (2) (e)

RECOMENDATION

... that Council gives Second Reading and amends the text of Clause 4.1 (f) of the Mobile Canteen Vending By-law to read as follows: *"No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants, with the exception of community centre and church properties."*

... that Council gives Second Reading and amends the text of the definition of Community Centre in the West Hants Land Use By-law to read as follows: *"Community Centre means any tract of land and the buildings thereon, the control of which is vested in the Municipality or local board or agent which is used for community activities and not used for commercial purposes with the exception of mobile canteens".*

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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Mayor Zebian brought forward a recommendation to Council on September 14th, 2021 to request a staff report on amending the Mobile Canteen Vending By-law (RV-001) to allow mobile canteens to operate on community centre properties.

DISCUSSION

On January 13th, 2022 staff presented an information report to the Planning and Heritage Advisory Committee regarding the request to amend the Mobile Canteen Vending By-law to allow mobile vendors to locate on community centre properties. Staff outlined that the request would require amendments to both the Mobile Canteen Vending By-law and the West Hants Land Use By-law. Staff also discussed the possibility of including church properties within the amendment. The Committee requested further information about taxation and the inclusion of church properties in the amendment from the Planner.

On February 10th, 2022 staff presented a decision request report to the Planning and Heritage Advisory Committee to follow up on the requested amendment to the Mobile Canteen Vending By-law. Staff discussed the surrounding context of both community centre and church properties, access requirements, and parking requirements. Staff also provided information from the Property Valuation Services Corporation regarding the valuation of tax-exempt properties. Staff suggested the inclusion of a statement during the permitting process to notify applicants and property owners that a change in taxation assessment may occur. The Committee then recommended that staff draft amendments to the Land Use By-law and Mobile Canteen Vending By-law to allow the operation of mobile canteens on community centre and church properties and present them to Committee of the Whole.

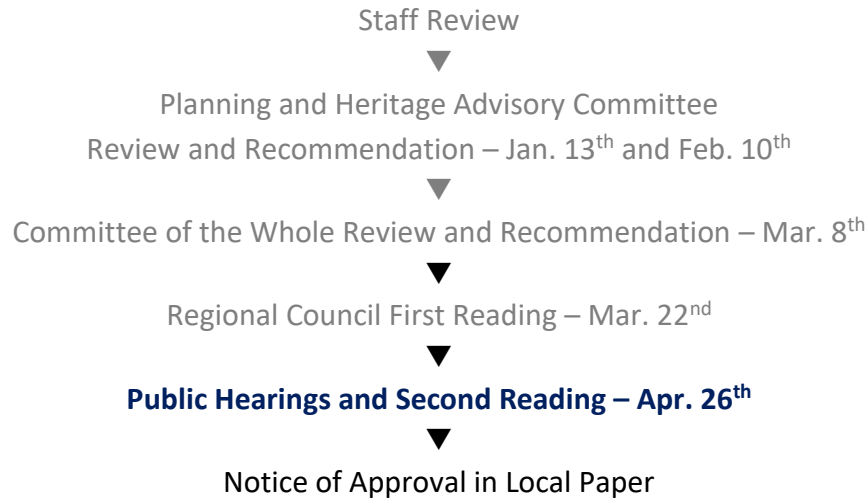
On March 8th, 2022 staff presented a recommendation report to the Committee of the Whole to move forward with the requested amendment to the Mobile Canteen Vending By-law. During the presentation, staff discussed the proposed amendments, the surrounding context of both community centres and church properties, and the taxation implications of allowing mobile canteen operations on community centres and church properties. The Committee of the Whole recommended in favour of the proposed amendments, which will allow staff to take the proposal to Council for First Reading.

On March 22nd, 2022 staff presented a recommendation report to Council for First Reading of the Mobile Canteen Vending By-law and Land Use By-law amendments. Council recommended in favour of holding a public hearing and proceeding to Second Reading for the proposed amendments.

NEXT STEPS

The Council recommendations would result in amendments to both the Mobile Canteen Vending By-law and the West Hants Land Use By-law (WHLUB).

The required process for amendments to each document is as follows:



FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report. There are minor financial implications to the Municipality if Council agrees to amend by-laws. This would include the advertising of the proposed amendments to the specific by-laws.

Any portion of a tax-exempt property used for a non-exempt use may result in taxation of that portion of the property, unless the non-exempt use is deemed insignificant by PVSC.

Allowing community centre properties to be used for mobile vending will not affect the ability of community centres to apply for municipal grants.

ALTERNATIVES

In response to the proposed amendments, Council may:

- recommend that only community centres be included in the amendment to the Land Use By-law and Mobile Canteen Vending By-law; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A 2022-03-22 File 21-20 D Mobile Canteen Council First Reading

CHIEF ADMINISTRATIVE OFFICER REVIEW

I have no further comments. I support the recommendations.

Report Prepared by: _____

Alex Dunphy, Planner

Report Approved by: _____

Madelyn LeMay, Director of Planning and Development

Report Approved by: _____



Mark Phillips, CAO

Attachment A - Mobile Canteen First Reading Report



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Planner

Date: March 22nd, 2022

Subject: Mobile Canteen Vending By-law Amendment Request

LEGISLATIVE AUTHORITY

Municipal Government Act Section 172 (c), (f), and 172 (2) (e)

RECOMENDATION

... that Council gives First Reading and will hold a Public Hearing to consider amending the text of Clause 4.1 (f) of the Mobile Canteen Vending By-law to read as follows: *"No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants, with the exception of community centre and church properties."*

... that Council gives First Reading and will hold a Public Hearing to consider amending the text of the definition of Community Centre in the West Hants Land Use By-law to read as follows: *"Community Centre means any tract of land and the buildings thereon, the control of which is vested in the Municipality or local board or agent which is used for community activities and not used for commercial purposes with the exception of mobile canteens".*

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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Mayor Zebian brought forward a recommendation to Council on September 14th, 2021 to request a staff report on amending the Mobile Canteen Vending By-law (RV-001) to allow mobile canteens to operate on community centre properties.

DISCUSSION

On January 13th, 2022 staff presented an information report to the Planning and Heritage Advisory Committee regarding the request to amend the Mobile Canteen Vending By-law to allow mobile vendors to locate on community centre properties. Staff outlined that the request would require amendments to both the Mobile Canteen Vending By-law and the West Hants Land Use By-law. Staff also discussed the possibility of including church properties within the amendment. The Committee requested further information about taxation and the inclusion of church properties in the amendment from the Planner.

On February 10th, 2022 staff presented a decision request report to the Planning and Heritage Advisory Committee to follow up on the requested amendment to the Mobile Canteen Vending By-law. Staff discussed the surrounding context of both community centre and church properties, access requirements, and parking requirements. Staff also provided information from the Property Valuation Services Corporation regarding the valuation of tax-exempt properties. Staff suggested the inclusion of a statement during the permitting process to notify applicants and property owners that a change in taxation assessment may occur. The Committee then recommended that staff draft amendments to the Land Use By-law and Mobile Canteen Vending By-law to allow the operation of mobile canteens on community centre and church properties and present them to Committee of the Whole.

On March 8th, 2022 staff presented a recommendation report to the Committee of the Whole to move forward with the requested amendment to the Mobile Canteen Vending By-law. During the presentation, staff discussed the proposed amendments, the surrounding context of both community centres and church properties, and the taxation implications of allowing mobile canteen operations on community centres and church properties. The Committee of the Whole recommended in favour of the proposed amendments, which will allow staff to take the proposal to Council for First Reading.

NEXT STEPS

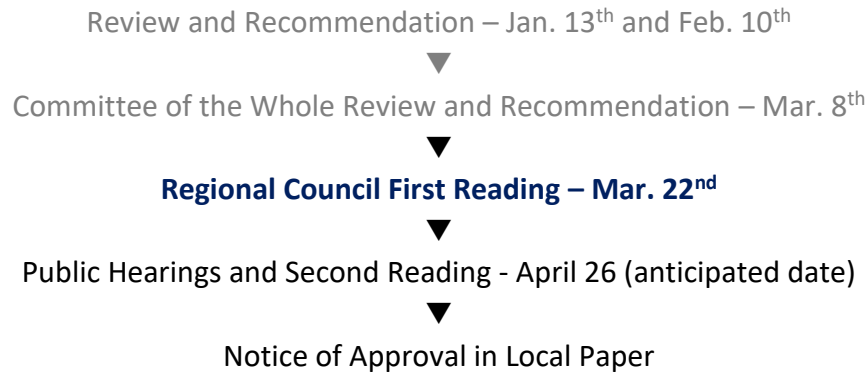
The COTW recommendations would result in amendments to both the Mobile Canteen Vending By-law and the West Hants Land Use By-law (WHLUB).

The required process for amendments to each document is:

Staff Review



Planning and Heritage Advisory Committee



FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report. There are minor financial implications to the Municipality if Council agrees to amend by-laws. This would include the advertising of the proposed amendments to the specific by-laws.

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Allowing community centre properties to be used for mobile vending will not affect the ability of community centres to apply for municipal grants.

ALTERNATIVES

In response to the proposed amendments, Council may:

- recommend that only community centres be included in the amendment to the Land Use By-law and Mobile Canteen Vending By-law; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A 2022-03-08 File 21-20 C Mobile Canteen COTW Recommendation

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Alex Dunphy, Planner

Report Approved by: _____

Madelyn LeMay, Director of Planning and Development

Report Approved by: _____


Mark Phillips, CAO

Attachment A - Mobile Canteen COTW Recommendation Report



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Planner

Date: March 8th, 2022

Subject: Mobile Canteen Vending By-law Amendment Request

LEGISLATIVE AUTHORITY

Municipal Government Act Section 172 (c), (f), and 172 (2) (e)

RECOMENDATION

... that Council gives First Reading and will hold a Public Hearing to consider amending the text of Clause 4.1 (f) of the Mobile Canteen Vending By-law to read as follows: *"No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants, with the exception of community centre and church properties."*

... that Council gives First Reading and will hold a Public Hearing to consider amending the text of the definition of Community Centre in the West Hants Land Use By-law to read as follows: *"Community Centre means any tract of land and the buildings thereon, the control of which is vested in the Municipality or local board or agent which is used for community activities and not used for commercial purposes with the exception of mobile canteens".*

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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Mayor Zebian brought forward a recommendation to Council on September 14th, 2021 to request a staff report on amending the Mobile Canteen Vending By-law (RV-001) to allow mobile canteens to operate on community centre properties.

DISCUSSION

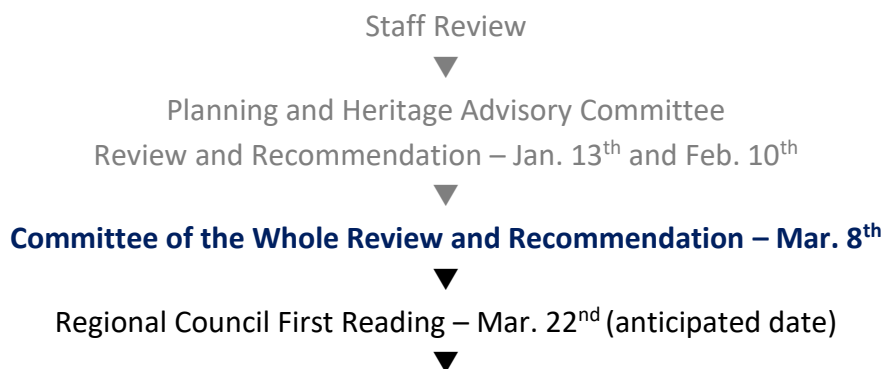
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On February 10th, 2022 staff presented a decision request report to the Planning and Heritage Advisory Committee to follow up on the requested amendment to the Mobile Canteen Vending By-law. Staff discussed the surrounding context of both community centre and church properties, access requirements, and parking requirements. Staff also provided information from the Property Valuation Services Corporation regarding the valuation of tax-exempt properties. Staff suggested the inclusion of a statement during the permitting process to notify applicants and property owners that a change in taxation assessment may occur. The Committee then recommended that staff draft amendments to the Land Use By-law and Mobile Canteen Vending By-law to allow the operation of mobile canteens on community centre and church properties and present them to Committee of the Whole.

NEXT STEPS

The PAC/HAC recommendations would result in amendments to both the Mobile Canteen Vending By-law and the West Hants Land Use By-law (WHLUB).

The required process for amendments to each document is:



Public Hearings and Second Reading - April 26 (anticipated date)



Notice of Approval in Local Paper

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report. There are minor financial implications to the Municipality if Council agrees to amend by-laws. This would include the advertising of the proposed amendments to the specific by-laws.

Any portion of a tax-exempt property used for a non-exempt use may result in taxation of that portion of the property, unless the non-exempt use is deemed insignificant by PVSC.

Allowing community centre properties to be used for mobile vending will not affect the ability of community centres to apply for municipal grants.

ALTERNATIVES

In response to the proposed amendments, Council may:

- recommend that only community centres be included in the amendment to the Land Use By-law and Mobile Canteen Vending By-law; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A 2022-02-10 File 21-20 C Mobile Canteen Decision Request Report

CHIEF ADMINISTRATIVE OFFICER REVIEW

I believe the recommendation is in alignment with past Council, PAC / HAC and staff discussions.

I support the recommendation.

Report Prepared by: _____

Alex Dunphy, Planner

Report Approved by: _____

Madelyn LeMay, Director of Planning and Development

Report Approved by: _____


Mark Phillips, CAO

Attachment A - Mobile Canteen Decision Request Report



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request X	Councillor Activity ☐
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Alex Dunphy, Planner

Date: February 10th, 2022

Subject: Mobile Canteen Vending By-law Amendment Request

LEGISLATIVE AUTHORITY

Municipal Government Act Section 172 (c), (f), and 172 (2) (e)

DECISION REQUEST

This is an information report to the Planning and Heritage Advisory Committee to aid in discussion regarding a proposed amendment to the Mobile Canteen Vending By-law to allow mobile vendors to be located on community centre properties.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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Mayor Zebian brought forward a recommendation to Council on September 14th, 2021 to request a staff report on amending the Mobile Canteen Vending By-law (RV-001) to allow mobile canteens to operate on community centre properties.

DISCUSSION

Community Centres in Land Use By-laws (LUBs)

Previously, staff noted that community centres were only defined in the West Hants Land Use By-law and that definition specifically excluded the possibility of commercial use. The current definition of community centres is *any tract of land and the buildings thereon used for community activities and not used for commercial purposes, and the control of which is vested in the Municipality or local board or agent thereof*. To allow for the possibility of operating a mobile canteen, staff suggest editing the definition to read as *any tract of land and the buildings thereon used for community activities and not used for commercial purposes except mobile canteens, and the control of which is vested in the Municipality or local board or agent thereof*. This definition could then be added to both the Windsor and Hantsport Land Use By-law to ensure conformity between the documents.

Staff have also suggested extending the amendment to include church properties. Across the Windsor, West Hants, and Hantsport Land Use By-laws, the definition of church does not specifically exclude commercial uses. In this case, no amendment to the definition would be necessary to allow mobile canteens to operate on church properties.

Community Centres in the Mobile Canteen Vending By-law

Clause 4.1 (f) of the Mobile Canteen Vending By-law states: *No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants*. To allow for the possibility of operating a mobile canteen, staff suggest editing the Clause to state: *No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants, with the exception of community centre and church properties*.

Parking Requirements for Mobile Canteens, Community Centres, and Churches

Parking requirements for mobile canteens are based on the parking requirement for the main use of the property on which the mobile canteen is located. Across all of the Land Use By-laws, both community centres and churches require one (1) parking space for every 100 sq. ft. of floor area. This parking requirement would also be applied to any mobile canteen locating on a community centre or church property. Generally, mobile canteens with this parking requirement would need to provide very few parking spaces. Correspondence with the Development Officer did not raise any issues with mobile canteens operating on community centre or church properties during lower-use periods of time.

Access Requirements for Mobile Canteens

Staff requested input regarding access requirements for mobile canteens from both the Traffic Authority and the District Manager with the Nova Scotia Department of Public Works (formerly the Department of Transportation). The Traffic Authority stated that each situation is different and dependent on the driveway. However, mobile canteens would not necessarily require a commercial access. The District Manager with the Nova Scotia Department of Public Works stated that most community centres and churches in the region have commercial access and are the preferred location for mobile canteens. The District Manager also informed staff that access permits are issued to the property owner, so would not be issued to the mobile canteen operator.

Surrounding Context of Community Centres and Churches

In general, community centres are located in areas designated Hamlet, Resource, or Agricultural. A common link between these designations is the rural intent of these areas. With community centre properties being primarily located in rural areas, the likelihood of a disturbance due to the operation of a mobile canteen is lower than in a more developed area. Rural areas also generally have a limited supply of commercially designated areas. Allowing mobile canteens on community centre properties would provide more options for the operator to select a property which works for them.

Church properties are mostly located in areas designated Community Use, Residential, Hamlet, or Resource. Unlike the designations of community centres, churches are more evenly distributed between rural and urban areas. The Community Use and Residential designations apply to more populated areas of the Regional Municipality. Similar to community centre properties, mobile canteens on rural church properties are less likely to cause a disturbance for adjacent uses. However, mobile canteens on the church properties located in more urban areas may disrupt adjacent uses by increasing traffic flow.

Taxation Implications Follow-up

During a follow-up conversation with Property Valuation Services Corporation (PVSC), staff requested further information regarding the evaluation of tax-exempt properties. The representative said that properties are evaluated based on the degree of use. This means that if a property is frequently used commercially or if there have been changes to the property to facilitate commercial use, it is more likely to be evaluated as commercial. Some additional factors that account for a commercial evaluation include the addition of permanent structures intended for commercial use or formal agreements to facilitate commercial use.

The PVSC representative also informed staff of the December 1st 'state date'. A 'state date' is the date that the property assessment formally takes place and the assessment is based on the state of the property at that date. So seasonal and mobile businesses are less likely to factor into the consideration to evaluate a property as commercial if there is no evidence of the mobile canteen on the property at this time.

Staff suggest that an authorization statement during the permitting process should be added to the application to read as *any mobile canteen located on a property may cause a change in taxation as determined by PVSC*.

NEXT STEPS

Discussion from PAC/HAC will be incorporated into the report and presentation to COTW.

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report. There may be associated financial implications to the Municipality if Council agrees to amend specific by-laws. This would include the advertising of the proposed amendments to the specific by-laws.

Any amendments to the fees in the policies or by-laws would have a financial impact on business owners within the Region. This financial impact could be positive if the fees are reduced, or negative if the fees are increased.

Any portion of a tax-exempt property used for a non-exempt use may result in taxation of that portion of the property, unless the non-exempt use is deemed insignificant by PVSC.

Allowing community centre properties to be used for mobile vending will not affect the ability for community centres to apply for municipal grants.

ALTERNATIVES

The Planning and Heritage Advisory Committee (PAC/HAC) may:

- recommend staff to draft the amendments to the Land Use By-law and Mobile Canteen Vending By-law; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A West Hants Regional Municipality Churches Map

Attachment B 2022-01-13 Mobile Canteen Information Report for PAC

Report Prepared by: _____

Alex Dunphy, Planner

Report Approved by: _____

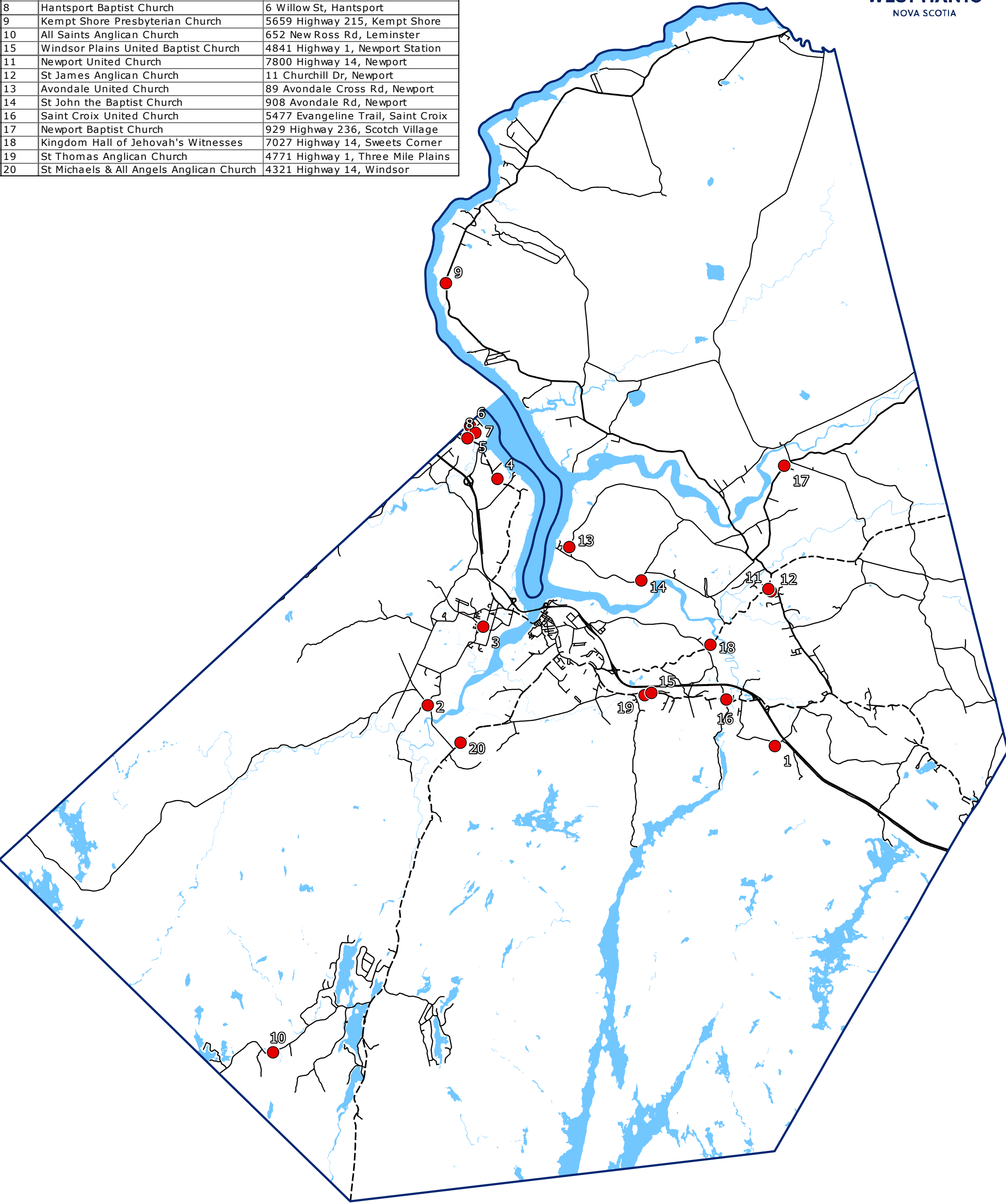
Madelyn LeMay, Director of Planning and Development

Attachment A - West Hants Regional Municipality Churches Map



WEST HANTS
NOVA SCOTIA

NUM	NAME	ADDRESS
1	St Louise Union Church	16 Maple Ave, Ellershouse
2	St George's Anglican Church	465 Sangster Bridge Rd, Falmouth
3	Falmouth United Baptist Church	404 Town Rd, Falmouth
4	Mount Denson Baptist Church	533 Highway 1, Hantsport
5	St Andrew's Anglican Church	59 Main St, Hantsport
6	St Mary's Catholic Church	67 Main St, Hantsport
7	Avon United Church	17 Prince St, Hantsport
8	Hantsport Baptist Church	6 Willow St, Hantsport
9	Kempton Shore Presbyterian Church	5659 Highway 215, Kempton Shore
10	All Saints Anglican Church	652 New Ross Rd, Leminster
15	Windsor Plains United Baptist Church	4841 Highway 1, Newport Station
11	Newport United Church	7800 Highway 14, Newport
12	St James Anglican Church	11 Churchill Dr, Newport
13	Avondale United Church	89 Avondale Cross Rd, Newport
14	St John the Baptist Church	908 Avondale Rd, Newport
16	Saint Croix United Church	5477 Evangeline Trail, Saint Croix
17	Newport Baptist Church	929 Highway 236, Scotch Village
18	Kingdom Hall of Jehovah's Witnesses	7027 Highway 14, Sweets Corner
19	St Thomas Anglican Church	4771 Highway 1, Three Mile Plains
20	St Michaels & All Angels Anglican Church	4321 Highway 14, Windsor



Municipality of the District of West Hants

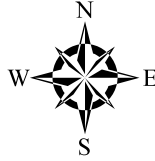
Churches in West Hants

- Church
- Municipal Boundary
- Roads
 - Local (Public and Private)
 - Regional
 - Arterial
 - Collector
- Water

Prepared by:
West Hants Planning Department
February 2019

Base data derived from the Nova Scotia Property
Records Database (NSPRD), Copyright Her Majesty
The Queen in Right of the Province of Nova Scotia

0 2500 5000 7500 10000
Metres
Scale: 1:160,500



Attachment B - 2022-01-13 Mobile Canteen Information Report for PAC



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information X	Recommendation ☐	Decision Request ☐	Councillor Activity ☐
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Alex Dunphy, Planner

Date: January 13th, 2022

Subject: Mobile Canteen Vending By-law Amendment Request

LEGISLATIVE AUTHORITY

Municipal Government Act Section 172 (c), (f), and 172 (2) (e)

RECOMMENDATION

This is an information report to the Planning and Heritage Advisory Committee to aid in discussion regarding a proposed amendment to the Mobile Canteen Vending By-law to allow mobile vendors to be located on community centre properties.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
------------	--	--------------------------------------	---------------------------------	-----------------------------------	---

Mayor Zebian brought forward a recommendation to Council on September 14th, 2021 to request a staff report on amending the Mobile Canteen Vending By-law (RV-001) to allow mobile canteens to operate on community centre properties.

DISCUSSION

Community Centres in Land Use By-laws (LUBs)

Currently, community centres are only defined in the West Hants Land Use By-law and the term is not used in either the Hantsport or Windsor Land Use By-laws. In the West Hants LUB, community centres are defined as *any tract of land and the buildings thereon used for community activities and not used for commercial purposes, and the control of which is vested in the Municipality or local board or agent thereof*. This definition becomes an issue when there is a suggestion to utilize the parking lots for community centres for commercial purposes.

The first issue to address is the restriction of commercial uses in the community centre definition. The restriction cannot be simply removed, as that would permit all commercial uses within community centres. Instead, providing an exception to mobile vendors operating on community centre properties would be a more controlled method. The definition would then also need to be added to both the Hantsport and Windsor LUBs.

The second issue to address is that Clause 4.1 (f) of the Mobile Canteen Vending By-law states: *No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants*. This clause could be removed, however that may have some undesirable consequences such as allowing the operation of mobile vendors on properties without regard to the Land Use By-law. Instead, providing an exception to this clause would be the more controlled method of allow mobile canteens on community centre properties.

Remote Community Centres

As seen on the Community Centres Map (Attachment A), many community centres are located in remote areas of the Municipality. Staff have previously discussed (Attachment B) the possibility of differentiating permit fees between 'urban' and 'rural' mobile canteens. This approach did not meet the goal of Council to take a regional approach to development. Therefore, fee costs should not change based on the location for which permits are issued.

Consideration of Churches or Other Institutional Uses

It appears that some community centres are located on the same property as churches. More research is required to confirm this. Churches often have parking lots which are only intended to be used one day a week. With this in mind, staff are interested in potentially extending the amendment to include churches as eligible properties on which mobile canteens can be operated.

Long-term vs. Short-term Licensing

The current protocol for licensing as per Clause 4.0 (f) of the Mobile Canteen Vending By-law, requires a license to be issued for a specific period of time and additional licenses are required for any change in location or additional period of time. This clause allows for both short-term and long-term licensing for a single location. There are benefits and drawbacks to both styles of licensing.

Long-term licensing is the simplest and most consistent approach for the Municipality. The site plan required for the licence allows the Municipality to approve the setup of the mobile canteen and the mobile canteen owner must then set up based on the site plan. Having a mobile canteen setup in a single location over the course of a season provides consistency for potential customers.

Short-term licensing is more flexible and potentially better suited to mobile canteens. Short-term licensing is partially covered by requiring the licensing authority to consult with the Economic Development Manager or the Event Coordinator for events or holidays. Staff have previously discussed the possibility of introducing a flexible permit to allow operation at a variety of locations over the course of a season. However, flexible permitting was determined to be unfeasible due to the need to individually review site plan criteria for each location that a mobile vendor would be located. During discussions with mobile canteen operators, no interest was shown to change locations during the season.

Taxation Implications

During a conversation with a representative of Property Valuation Services Corporation, staff asked if there were any implications on property taxation for community centres allowing mobile vending. The representative informed staff that any portion of a tax-exempt property used for a non-exempt use would be considered taxable unless the use was considered insignificant. There is no definition for a significant use and instead PVSC determine taxation based on the individual context of each property. Some criteria which factor into the determination of commercial taxation include the percentage of total area of property use and the frequency of use.

Questions for PAC

- Should mobile vending be allowed to locate on community center lands, church properties or land with other institutional uses?
- Does PAC/HAC want to make this recommendation if the community centres may be subject to commercial taxation?

NEXT STEPS

Discussion from PAC/HAC will be incorporated into the report and presentation to COTW.

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report. There may be associated financial implications to the Municipality if Council agrees to amend specific by-laws. This would include the advertising of the proposed amendments to the specific by-laws.

Any amendments to the fees in the policies or by-laws would have a financial impact on business owners within the Region. This financial impact could be positive if the fees are reduced, or negative if the fees are increased.

Any portion of a tax-exempt property used for a non-exempt use is likely to result in taxation of that portion of the property, unless the non-exempt use is deemed insignificant by PVSC.

Allowing community centre properties to be used for mobile vending will not affect the ability for community centres to apply for municipal grants.

ALTERNATIVES

The Planning and Heritage Advisory Committee (PAC/HAC) may:

- recommend staff to continue to collect the necessary information for an amendment; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A West Hants Regional Municipality Community Centres Map

Attachment B 2021-07-27 Mobile Canteen Second Reading Report

Report Prepared by: _____

Alex Dunphy, Planner

Report Approved by: _____

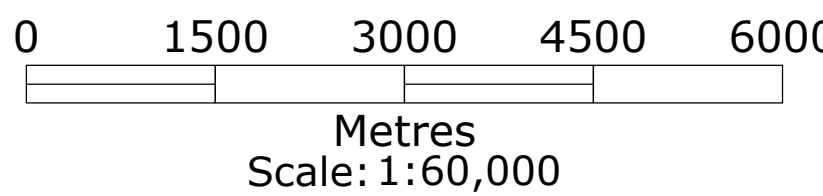
Madelyn LeMay, Director of Planning and Development

Attachment A - West Hants Regional Municipality Community Centres Map

West Hants Regional Municipality

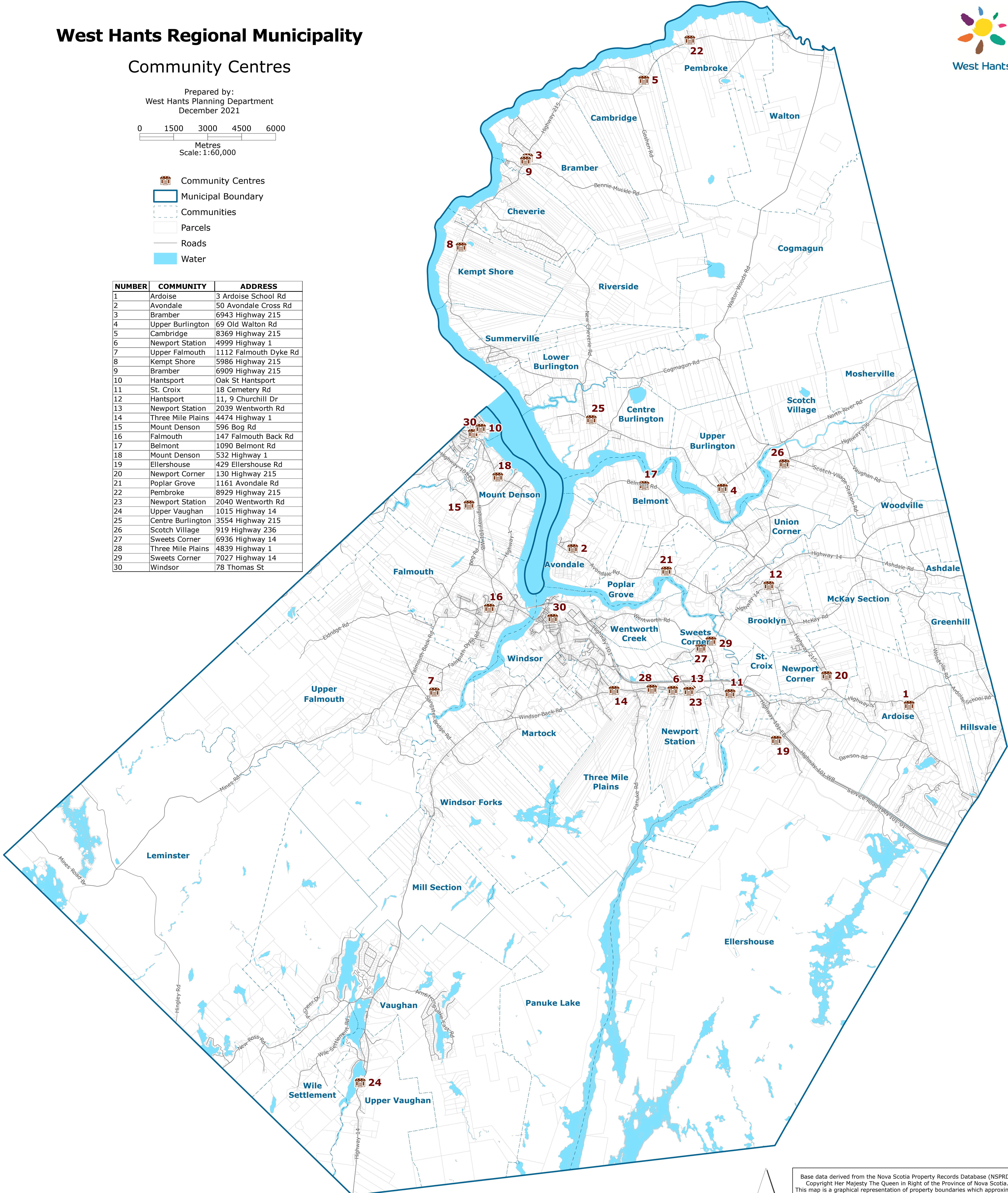
Community Centres

Prepared by:
West Hants Planning Department
December 2021



-  Community Centres
-  Municipal Boundary
-  Communities
-  Parcels
-  Roads
-  Water

NUMBER	COMMUNITY	ADDRESS
1	Ardoise	3 Ardoise School Rd
2	Avondale	50 Avondale Cross Rd
3	Bramber	6943 Highway 215
4	Upper Burlington	69 Old Walton Rd
5	Cambridge	8369 Highway 215
6	Newport Station	4999 Highway 1
7	Upper Falmouth	1112 Falmouth Dyke Rd
8	Kempt Shore	5986 Highway 215
9	Bramber	6909 Highway 215
10	Hantsport	Oak St Hantsport
11	St. Croix	18 Cemetery Rd
12	Hantsport	11, 9 Churchill Dr
13	Newport Station	2039 Wentworth Rd
14	Three Mile Plains	4474 Highway 1
15	Mount Denson	596 Bog Rd
16	Falmouth	147 Falmouth Back Rd
17	Belmont	1090 Belmont Rd
18	Mount Denson	532 Highway 1
19	Ellershouse	429 Ellershouse Rd
20	Newport Corner	130 Highway 215
21	Poplar Grove	1161 Avondale Rd
22	Pembroke	8929 Highway 215
23	Newport Station	2040 Wentworth Rd
24	Upper Vaughan	1015 Highway 14
25	Centre Burlington	3554 Highway 215
26	Scotch Village	919 Highway 236
27	Sweets Corner	6936 Highway 14
28	Three Mile Plains	4839 Highway 1
29	Sweets Corner	7027 Highway 14
30	Windsor	78 Thomas St



Vest Hants



Base data derived from the Nova Scotia Property Records Database (NSPRD),
Copyright Her Majesty The Queen in Right of the Province of Nova Scotia.
This map is a graphical representation of property boundaries which approximate
size, configuration and location of parcels. This is not a land survey and is not
intended for legal descriptions or to calculate exact dimensions or area.

Attachment B - 2021-07-27 Mobile Canteen Second Reading Report



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Members of West Hants Regional Council

Submitted by: _____
Sara Poirier, Planner

Date: 2021-07-27

Subject: Mobile Canteen Vending By-law; File #20-26

LEGISLATIVE AUTHORITY

MGA 172 Power to make By-laws

MGA 173 Vending on Streets

RECOMMENDATION

...that Council approves the Mobile Canteen Vending By-law, RV-001, in a manner substantively the same as the draft set out in Attachment A of the report #20-26 to the Committee of the Whole dated June 6, 2021, which will repeal the Hawkers, Traders and Peddlers Bylaw, Bylaw #15, dated May 6, 1998 and the Temporary Vendor Bylaw, Bylaw #40, dated March 12, 2012 of the former Town of Windsor.

...that Council approves the fees for mobile canteens as outlined in Table 2 Option 3 of the report #20-26 to the Committee of the Whole dated June 6, 2021.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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A motion was approved by Council on September 22, 2020 to "*direct staff to prepare a report for Council on the by-laws and fees applicable for restaurants (including sidewalk cafés) and mobile vending units. It would be helpful to include information on the*

location permissions as well as comparable fees in our region for similar services along with any recommendations for changes staff may deem appropriate”.

Committee of the Whole (COTW) reviewed the staff recommendation report on June 8, 2021. COTW recommended in favour of the draft Mobile Canteen Vending By-law and fees as outlined in Table 2 Option 3 of the staff report which are as follows:

\$25 / special event on public property (14 days or less)

\$100 / three (3) months

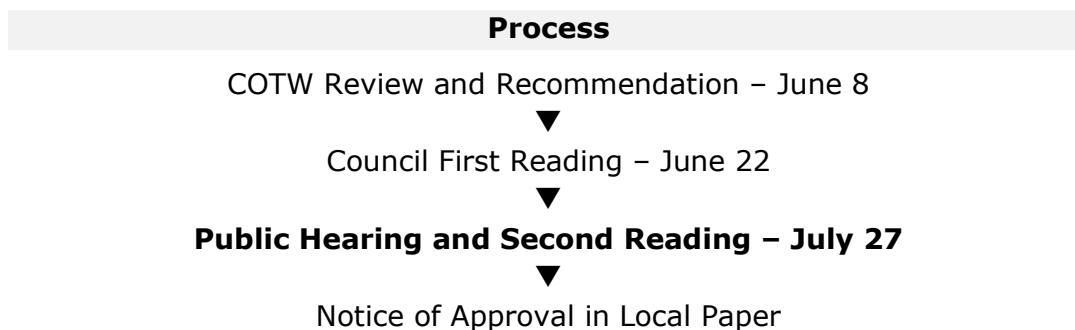
\$200 / an additional three (3) months on the same property

\$300 / an additional three (3) months on the same property

\$400 / an additional three (3) months on the same property

\$1000 / year on the same property

NEXT STEPS



APPENDICIES

Appendix A 2021-06-08 Staff Report to COTW - Mobile Canteen Vending By-law;
File #20-26

CHIEF ADMINISTRATIVE OFFICER REVIEW

The following remarks were made at the June 8, 2021 COTW meeting. My position remains the same regarding this matter.

"I concur with the remarks made in the report. Promoting mobile canteens is a positive reflection on the Municipality. As with Sidewalk Cafes, mobile canteens add to the vibrancy of events, growth centers and our general community. Ensuring the application process is easy helps to attract and retain the canteens and minimizes staff administrative requirements.

With respect to the fees, the recommended option finds a balance between encouraging their presence but increasing the fee in association with the time they are present in the Municipality selling their products. When considering the fee and its purpose it can

be viewed as a mixed fee for the right to conduct business in the municipality (business occupancy) and for the costs associated with the use or provision of municipal services and spaces to accommodate your business (commercial taxation). Compared to other communities, our rural and urban settings and fees charged at festivals and events the proposed rates are very reasonable.

I support the recommendation as presented. "

Report Prepared by: _____
Sara Poirier, Planner

Report Reviewed by: _____
Madelyn LeMay, Director, Planning and Development

Report Approved by:  _____
Mark Phillips, CAO

Appendix A



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Members of West Hants Regional Council

Submitted by: _____
Sara Poirier, Planner

Date: 2021-06-08

Subject: Mobile Canteen Vending By-law; File #20-26

LEGISLATIVE AUTHORITY

MGA 172 Power to make By-laws

MGA 173 Vending on Streets

RECOMMENDATION or DECISION REQUEST

...that Council gives First Reading and will hold Public Hearing to consider approving the Mobile Canteen Vending By-law, RV-001, in a manner substantively the same as the draft set out in Attachment A of the report #20-26 to the Committee of the Whole dated June 6, 2021, which will repeal the Hawkers, Traders and Peddlers Bylaw, Bylaw #15, dated May 6, 1998 and the Temporary Vendor Bylaw, Bylaw #40, dated March 12, 2012 of the former Town of Windsor.

...that Council approve the fees for mobile canteens as outlined in Table 2 Option 2 of the report #20-26 to the Committee of the Whole dated June 8, 2021, until such time that a Regional Fees Policy is in effect.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
--	---	--------------------------------------	---------------------------------	-----------------------------------	--

A motion was approved by Council on September 22, 2020 to *"direct staff to prepare a report for Council on the by-laws and fees applicable for restaurants (including sidewalk cafés) and mobile vending units. It would be helpful to include information on the location permissions as well as comparable fees in our region for similar services along with any recommendations for changes staff may deem appropriate"*.

Background information can be found in the following reports:

September 9, 2020	Restaurants and Mobile Canteens: Agenda Request Form
February 9, 2021	Mobile Canteens and Sidewalk Cafés: Request for Direction Report to COTW
May 13, 2021	Mobile Canteen Vending By-law: Information Report to PAC/HAC

and minutes of the following Committees and Council meeting:

February 9, 2021	Committee of the Whole
May 13, 2021	Planning and Heritage Advisory Committee

DISCUSSION

Mobile Canteen

The Windsor Hawkers, Traders and Peddlers By-law (1998) permits mobile canteens in the community of Windsor if the owner receives a license from the Municipality.

Upon direction of Council, staff reviewed the Hawkers, Traders and Peddlers By-law (1998) and Temporary Vendor By-law (2012) and propose the following changes:

- extend the By-law to the rest of the Region;
- the Development Officer be specified as the licensing authority;
- describe supporting documentation to accompany an application for a mobile canteen;
- ensure applications for mobile canteens consider parking, safety, access to the property, and garbage collection;
- prohibit mobile canteens from having permanent, direct connection to municipal water, wastewater and sewer service;
- permit mobile canteens in areas where restaurants are permitted as per the relevant Land Use By-law;
- outline when a mobile canteen is permitted on municipal property for an event or holiday upon authorization of the CAO;

- outline that for events or holidays the licensing authority will consult with the Economic Development Manager and/or Event Coordinator to determine how many and what type of mobile canteens should be permitted for the event;
- outline a process for refusal or revocation of permits;
- identify a process for appeal by the applicant if the license is refused or revoked;
- specify that fees will be set in the Municipal Fees Policy;
- repeal the Windsor Hawkers, Traders and Peddlers By-law (1998) and Temporary Vendor By-law (2012)

The draft Mobile Canteen Vending By-law was taken to the Planning and Heritage Advisory Committee for discussion on May 13, 2021. The Committee discussed and agreed with the proposed Mobile Canteen Vending By-law as drafted. Staff also discussed the removal of specific licenses for other types of vending including auctioneering, transient vending, temporary vending and mobile refreshment stands. The Committee agreed to recommend removing the requirement for licensing for these specific uses, as there have been limited licenses issued in the past for these uses and not requiring these uses to be licensed does not prevent these uses from happening; it just allows them to happen without charging a fee or requiring a license for the use.

Fees

The Windsor Hawkers, Traders and Peddlers Bylaw (1998) outlines a fee of \$100 for three (3) months for mobile canteens.

Staff investigated the fees for mobile canteens in other Towns and Municipalities in Nova Scotia to see how West Hants Regional Municipality compared (Table 1).

Table 1: Comparison of License Fees for Mobile Canteens with other Towns and Municipalities

	Mobile Canteens
West Hants Regional Municipality	\$100 / three (3) months
Town of Wolfville	\$75 / canteen / event \$75 for vending on private property with a timeline set by the Development Officer
Town of Kentville	\$10 / event less than 10 days \$75 / canteen for a period less than three (3) months
Town of Bridgewater	\$25 / week \$75 / month \$200 / year
Town of Truro	No by-law or policy for mobile canteens

Town of Yarmouth	\$200 / month \$500 / year
Municipality of the District of East Hants	No by-law or policy for mobile canteens
Municipality of the County of Kings	\$500 / year
Municipality of the District of Lunenburg	Vending in Municipal Parks: \$25 / event (1 day) \$250 / season
Halifax Regional Municipality	Vending on Municipal Land: \$915 / year / food service vehicle

Staff compared the fees for two existing mobile canteen permits and provided potential options for changes to the fees (Table 2).

The fees for mobile canteens are comparable to other areas, however Council could determine if they would like to permit reduced time periods instead of only permitting mobile canteens for three (3) months at a time (Table 2, Option 2). Another suggestion from the discussion with staff and the Windsor Township Business Association was to change the fee structure to have one fee for mobile canteens that participate in a short-term event on public property and then have an incremental increase in fees based on how long the mobile canteen is located on one property (Table 2, Option 3).

Table 2: An Example of Possible Fee Amendments to the Hawkers, Traders and Peddlers By-law for Mobile Canteens

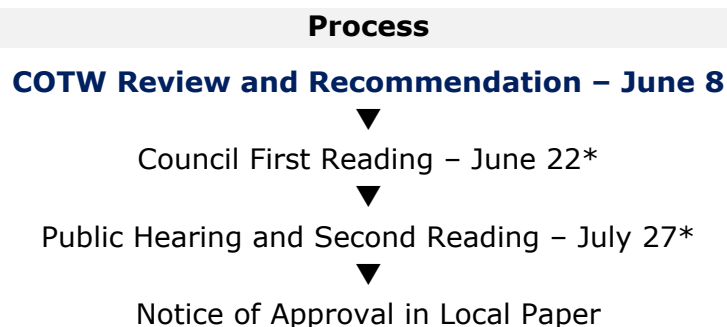
Option 1: Existing Mobile Canteen provisions in the Windsor Hawkers, Traders and Peddlers By-law	Option 2: Amend the Windsor Hawkers, Traders and Peddlers By-law to permit mobile canteens on a monthly, seasonal, or yearly basis	Option 3: Amend the Windsor Hawkers, Traders and Peddlers By-law to permit mobile canteens on a tiered system based on how long they are located on one property
\$100 / three (3) months	\$50 / one (1) month \$100 / three (3) months \$200 / season (May 15 – October 15) \$400 / year	\$25 / special event on public property (14 days or less) \$100 / three (3) months \$200 / an additional three (3) months on the same property

		\$300 / an additional three (3) months on the same property \$400 / an additional three (3) months on the same property \$1000 / year on the same property
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The Planning and Heritage Advisory Committee had a lot of discussion on the proposed fees. Committee members were concerned that increasing the fees would deter mobile canteens in WHRM. PAC/HAC members noted that different fees could be considered for mobile canteens that are not in competition with other businesses (i.e., in the more rural areas of WHRM). They also noted that a mobile canteen is a much different experience than a restaurant and should not necessarily be compared in terms of fees.

Planning staff recommend the fee be amended to align with Table 2, Option 2 and that this fee be required of all mobile canteens throughout WHRM. This would ensure all mobile canteens are treated equally regardless of location in the Municipality and would align with fees required in more rural areas of Nova Scotia.

NEXT STEPS



*anticipated dates; final dates set by Council

FINANCIAL IMPLICATIONS

There are fees associated with advertising the Public Hearing and notice of approval for the Mobile Canteen Vending By-law. The advertising can be accommodated in the budget.

Any amendments to the fees in the by-law would have a financial impact on business owners within the Region. This financial impact could be positive if the fees are reduced, or negative if the fees are increased.

ALTERNATIVES

In response to this recommendation report, Committee of the Whole may:

- recommend that Council hold First Reading and schedule a Public Hearing to consider approving the Mobile Canteen Vending By-law as drafted or as specifically revised by direction of COTW;
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A	Draft WHRM Mobile Canteen Vending By-law
Attachment B	Windsor Hawkers, Traders and Peddlers By-law (1998)
Attachment C	Windsor Temporary Vendor By-law (2012)

CHIEF ADMINISTRATIVE OFFICER REVIEW

I concur with the remarks made in the report. Promoting mobile canteens is a positive reflection on the Municipality. As with Sidewalk Cafes, mobile canteens add to the vibrancy of events, growth centers and our general community. Ensuring the application process is easy helps to attract and retain the canteens and minimizes staff administrative requirements.

With respect to the fees, the recommended option finds a balance between encouraging their presence but increasing the fee in association with the time they are present in the Municipality selling their products. When considering the fee and its purpose it can be viewed as a mixed fee for the right to conduct business in the municipality (business occupancy) and for the costs associated with the use or provision of municipal services and spaces to accommodate your business (commercial taxation). Compared to other communities, our rural and urban settings and fees charged at festivals and events the proposed rates are very reasonable.

I support the recommendation as presented.

Report Prepared by: _____
Sara Poirier, Planner

Report Reviewed by: _____
Madelyn LeMay, Director, Planning and Development

Report Approved by:  _____
Mark Phillips, CAO

MOBILE CANTEEN VENDING BY-LAW

1.0 AUTHORITY

This By-law is made pursuant to the *Municipal Government Act*, RSNS 1998, as amended from time-to-time and hereinafter referred to as the "Act".

Pursuant to Section 172 (c) and (f), *Power to make by-laws*, of the *Act*, Council may make by-laws for municipal purposes, respecting persons, activities and things in, on or near a public place or place that is open to the public, as well as to businesses, business activities and persons engaged in business.

Pursuant to Section 173, *Mobile Canteens*, of the *Act*, Council may regulate vending, any class of vending, mobile vendors and the placement of vending machines on the streets of the Municipality by by-law.

Section 172 (2) (e) of the *Act* enables municipalities to provide for a system of licenses, permits or approvals in any by-law.

2.0 PURPOSE

The purpose of this by-law is to regulate mobile canteens within West Hants Regional Municipality.

This By-law shall be known and may be cited as the Mobile Canteen Vending By-law.

3.0 DEFINITIONS

- (a) "CAO" means the Chief Administrative Officer of West Hants Regional Municipality;
- (b) "Council" means the Council of West Hants Regional Municipality;
- (c) "licensing authority" means the Development Officer for the Municipality who receives applications for licenses under this By-law;
- (d) "mobile canteen" means any vehicle which is required to be licensed and registered pursuant to the *Motor Vehicle Act* and is used for the displaying, storing, transporting of food and beverages for sale directly to the public by a vendor, saving and excepting the sale of direct products of the farm, forest or sea which are not cooked within the vehicle;
- (e) "Municipality" means the West Hants Regional Municipality;
- (f) "person" means an individual, body corporate or non-profit organization;

4.0 APPLICATIONS AND LICENSING

MOBILE CANTEEN VENDING BY-LAW

- (a) All licenses issued in the Municipality shall apply only to the person or business receiving the license.
- (b) A license issued under this By-law shall be publicly displayed at all times at the site of the vendor's business.
- (c) All licenses issued in accordance with this By-law shall be signed by the licensing authority and Clerk and sealed with the seal of the Municipality and shall bear the date of issue;
- (d) Every application for a license shall be made in writing to the licensing authority, and shall contain:
 - (i) the applicable fee as established in the Fees Policy;
 - (ii) the name, mailing address, telephone number, and e-mail address of the applicant;
 - (iii) the corporate or partnership or sole proprietorship business name, if applicable;
 - (iv) the street address of the site of the proposed use;
 - (v) the dates and times proposed for the use;
 - (vi) written permission from the owner if the applicant is proposing to use a site which the applicant does not own.
- (e) The licensing authority shall notify the applicant within fourteen (14) business days of receipt of a complete application of the approval or refusal of the license.
- (f) A license shall be in force for a specific period and shall expire at the conclusion of that period. An additional licence shall be required for any change in location or additional period of time for any licence.

4.1 Criteria for Licensing Mobile Canteens

- (a) No person shall operate any mobile canteen on private or municipal property without first obtaining and paying for a licence from the licensing authority. The mobile canteen must be operated in accordance with the licence issued.
- (b) Mobile canteens shall only be permitted on privately-owned property within the Municipality, except during events or holidays where they may be permitted on property owned by the Municipality if the CAO is satisfied that the mobile canteen is a reasonable use of such property for the specific dates, and is one which will not interfere unduly with other municipal uses of the property.

MOBILE CANTEEN VENDING BY-LAW

- (c) Mobile canteens shall not be permitted to have a permanent direct connection to municipal water, wastewater or sewer service.
- (d) Mobile canteen licensees shall maintain appropriate solid waste bins for applicable streams of solid waste such as compostable, recyclable and residual solid waste and shall be responsible for tidy up and disposal of waste generated by the customers or staff of the Mobile Canteen.
- (e) Every application for a mobile canteen license shall be made in writing to the licensing authority, and shall contain, in addition to the items specified in 4.0 (d) above:
 - (i) The mobile canteen name, and corporate name if applicable;
 - (ii) A copy of the Motor Vehicle Inspection (MVI);
 - (iii) A copy of the insurance;
 - (iv) A copy of the food establishment permit, food handling certification and/or temporary event permit issued by the Province of Nova Scotia;
 - (v) A site plan that shows the proposed location of the mobile canteen and of the existing structures on the lot, access to the property, parking, garbage collection receptacles, and any other items that may assist with the review of the application;
- (f) No licence shall be issued if the application is for a location where the relevant Land Use By-law does not permit restaurants.
- (g) For events or holidays, the licensing authority shall consult with the Economic Development Manager and/or Event Coordinator prior to issuing the license. The Economic Development Manager and/or Event Coordinator shall notify the licensing authority of the maximum number and type of mobile canteens licences that shall be permitted for that event or holiday.

6.0 REFUSAL

The licensing authority shall refuse to issue a permit where:

- (a) the application requirements in Section 4.0 and/or 5.0 have not been met;
- (b) the Traffic Authority determines the proposed site is unsuitable having regard to pedestrian or vehicular traffic movement, access or safety;
- (c) the licensing authority determines the proposed location is not suitable in terms of zoning, lot size, setbacks, access, or available parking as specified in the relevant Land Use By-law;
- (d) for events or holidays, the maximum number and type of mobile canteens specified by the Economic Development Manager and/or Event Coordinator has already been reached or the CAO has declined permission to use municipal property.

MOBILE CANTEEN VENDING BY-LAW

7.0 REVOCATION

The licensing authority shall revoke a permit where:

- (a) the Motor Vehicle Inspection (MVI), insurance or food establishment permit, food handling certification and/or temporary event permit issued by the Province of Nova Scotia has expired or is revoked;
- (b) concerns about pedestrian or vehicular traffic movement, access or safety have been expressed by the Traffic Authority;
- (c) garbage or other waste is not adequately contained and disposed of on-site;
- (d) the licensing fee has not been paid up to date;
- (e) the licensee is in violation of any provision of this By-law or of any other By-law of the Municipality.

8.0 PENALTIES AND ENFORCEMENT

- (a) Any person who fails to comply with any of the provisions of this By-law or a license granted pursuant to this By-law, shall be liable on summary conviction to a penalty of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1000.00), and in default of payment imprisonment for a period of not less than ten (10) days nor more than ninety (90) days.
- (b) The Municipality may apply to a Judge of the Supreme Court of Nova Scotia for an injunction or other order where:
 - (i) Land is being used in contravention of this or any other By-law;
 - (ii) A person is operating a mobile canteen without having paid the license fee or obtained and maintained in good standing a license; or
 - (iii) A breach or continued breach or repetitive breach of this By-law is anticipated.

9.0 APPEALS

- (a) A decision of the licensing authority to refuse to issue or to revoke a license may be appealed to Council within fourteen (14) days of the decision of the licensing authority by written notice of appeal delivered to the Clerk.
- (b) Council shall convene an appeal hearing within 60 days of receipt of the appeal letter and may, following the appeal hearing, confirm or rescind the licensing authority's decision.
- (c) In hearing an appeal for a holiday or events license, Council may substitute its own opinion for that of the Economic Development Manager and/or Event

MOBILE CANTEEN VENDING BY-LAW

Coordinator as to the maximum number of such licenses to issue for the event or holiday.

10.0 REPEAL

The Hawkers, Traders and Peddlers Bylaw, Bylaw #15, of the former Town of Windsor dated May 6, 1998 and the Temporary Vendor Bylaw, Bylaw #40, of the former Town of Windsor dated March 12, 2012 are hereby repealed.

I, (Municipal Clerk Name), Municipal Clerk of the West Hants Regional Municipality, the Province of Nova Scotia, do hereby certify that this is a true copy of the By-law as adopted by the Council of the West Hants Regional Municipality at a meeting duly called and held on the ____ day of ____ (month), ____ (year).

(Signature of Municipal Clerk)
(Typed name of Municipal Clerk)

By-law Adoption	
First Reading:	date
Notice Published:	date
Second Reading & Approval	date
Final Publication	date
Notice to Municipal Affairs	date
Description:	



TOWN OF WINDSOR BYLAW # 15 HAWKERS, TRADERS AND PEDDLERS BYLAW

- 15.01** No person shall either as a wholesaler or retailer to businesses or residents of the Town hawk or peddle nor go from door to door or sell or offer for sale in the Town by sample or otherwise any goods, wares, merchandise or any other article or thing of whatsoever nature or kind nor engage in, carry on, exercise, or pursue the business or calling of a transient merchant who is not and who has not been for at least one year next previously a resident of the Town, shall hawk or peddle nor go from door to door or sell or offer for sale in the Town of Windsor by sample or otherwise any goods, wares, merchandise, or any other article or thing of whatsoever nature or kind nor engage in, carry on, exercise or pursue the business or calling of a transient merchant, trader, peddler, or hawker without first having obtained a license authorizing to do so.
- 15.02** No person, shall as agent, clerk, assistant, servant or employee of any other person or of any corporation who or which is not and has not been for one year next previously a ratepayer of the Town and assessed upon property therein, hawk, or peddle nor go from door to door and sell or offer for sale in the Town of Windsor by sample or otherwise any goods, wares, merchandise, or any other article or thing of any nature, kind, or description nor engage in, carry on, exercise, or pursue the business of calling of a transient merchant, trader, peddler, or hawker within the Town of Windsor, without his principal or employer having first obtained a license authorizing such principal to engage in the business of a transient merchant, trader, peddler, or hawker and to hawk, peddle and go from door to door and sell or offer for sale in the Town, goods, wares, and merchandise under the provisions of the previous Section and designating him as such agent, clerk, assistant, servant or employee.
- 15.03** Any person violating any of the provisions of Sections 15.01, 15.02 in reference to peddlers and hawkers, shall be liable on summary conviction to a penalty of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1000.00), and in default of payment to imprisonment for a period of not less than ten (10) days nor more than ninety (90) days.
- 15.04** Every person applying for a license under Sections 15.01 or 15.02 of these Bylaws shall pay to the Town a license fee of Fifty Dollars (\$50.00) which license shall be valid for a period of up to three months from the date of issue.
- 15.05** Any person coming within the definitions of persons prohibited under Bylaws 15.01 and 15.02 from hawking or peddling or selling without a license, engaging in the business of hawking or peddling or going from door to door and offering

goods, wares, merchandise or other things for sale by sample or otherwise or soliciting persons to subscribe for or take any book, paper, magazine, chart, drawing, photograph, picture or thing shall when required by any person produce and show the license authorizing him to engage in said business or to sell or offer for sale the said goods, wares, merchandise, or other things or to solicit subscriptions, and if he is acting for or on behalf of any other person or corporation, also the license authorizing the said other person or corporation to engage in the said business within the Town, and on refusal or failure to produce such license or licenses as the case may be shall be guilty of the offence of hawking and peddling or soliciting subscriptions, as the case may be, without license, whether he or his employer was or was not the holder of a license.

15.06

- (a) No person shall within the Town of Windsor carry out the operation of a mobile canteen or mobile refreshment stand, without having first obtained a license for the operation of such mobile canteen or mobile stand.
- (b) A mobile canteen means any vehicle used for the displaying, storing or transporting of food and beverages for sale directly to the public by a Vendor, saving and expecting direct products of the farm, forest or sea which is required to be licensed and registered pursuant to the Motor Vehicle Act or propelled by human power whether required to be licensed or not, and includes stands;
- (c) A mobile refreshment stand means any table, showcase, bench, rack, pushcart, wagon, or any other wheeled vehicle or device, which may be moved without the assistance of a motor and which is not required to be licensed and registered pursuant to the Motor Vehicle Act, used for the displaying, storing, transporting or sale of food and beverages directly to the public by a vendor, saving and expecting direct products of the farm, forest or sea;
- (d) Every person applying for a license under this Section shall pay a fee for such license in the amount of One Hundred Dollars (\$100.00) which license shall be valid for a period of three months from the date of issue. (04/28/98).

15.07

- (a) No person shall within the Town of Windsor exercise the office or business of auctioneer nor sell at auction within the Town any real or personal property of any nature, kind, or description without first obtaining an auctioneer's license. Provided, however, that this Section shall not apply to sales at church socials or benevolent bazaars or entertainments nor to the sheriff or other officers of law selling under due process of the law.
- (b) The fee for an auctioneer's license shall be Fifty Dollars (\$50.00) for each day during which an auction is conducted.

15.08

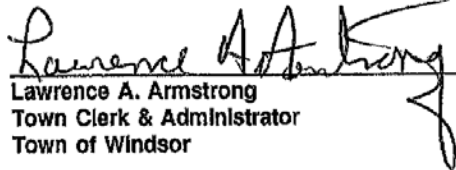
All licenses issued in the Town shall be signed by the Mayor and Chief Administrative Officer and sealed with the seal of the Town and shall bear date of the day of issue.

15.09

The sum to be paid for a license issued under any of these Bylaws shall be paid to the Town Clerk for the purposes of the Town before the issuing of the license.

- 15.10** A license shall be personal to the person to whom it is granted and it is not transferable and it shall entitle only the person named therein to sell under it.
- 15.11** Any person who fails to comply with any of the provisions of this Bylaw shall be liable on summary conviction to a penalty of not less than One Hundred Dollars (\$100.00) and not more than One Thousand Dollars (\$1000.00), and in default of payment imprisonment for a period of not less than ten (10) days nor more than ninety (90) days.
- 15.12** This Bylaw shall not affect the products of the farm, the forest, or the sea.

I certify that the foregoing is a true copy of the by-law passed by the Town of Windsor at a meeting of Windsor Town Council held on the 28th day of April 1998.


Lawrence A. Armstrong
Town Clerk & Administrator
Town of Windsor

- (1) First notice to Council January 27, 1998
- (2) Date of first reading of by-law February 24, 1998
- (3) Date of Publication, seven day notice prior to second reading April 8 & 15, 1998
- (4) Date of second reading of by-law April 28, 1998
- (5) Date of third reading of by-law April 28, 1998
- (6) Date of publication of final passage May 6, 1998



**TOWN OF WINDSOR
BYLAW # 40**

Temporary Vendor Bylaw

AUTHORITY

40.01

Sections 172 (1) (c), (f) of the Municipal Government Act provides municipalities with the power to make bylaws respecting persons, activities and things in, on or near a public place or place that is open to the public, as well as to businesses, business activities and persons engaged in business.

Section 172 (2) (e) of the MGA provides municipalities to, in any bylaw, provide for a system of licenses, permits or approvals.

INTERPRETATION

40.02

In this bylaw:

"bulk" means, but not limited to, items sold in large quantities, wholesale, or liquidation

"CAO" means the Chief Administrative Officer of the Town of Windsor;

"Council" means the Council of the Town of Windsor;

"licensing authority" means the CAO, or such employee or agent of the Town as the CAO may designate to receive applications for licenses under this by-law;

"person" means an individual, guild, agency, or body corporate;

"sell" includes selling, trading, or otherwise transferring for a valuable consideration, whether present or executor;

"Town" means the Town of Windsor;

"temporary vendor" means a person who is selling any of the goods or services set out in Schedule "A" of this by-law at a temporary location, but does not include a person who is operating or carrying on business selling the same goods or services on a permanent basis within the Town of Windsor, Town of Hantsport or Municipality of West Hants' boundaries or those exhibiting products and/or services on the Hants County Exhibition Grounds.

SALES OF GOODS AND SERVICES

40.03 Any person shall sell goods or services in the Town as a temporary vendor in accordance with a license issued pursuant to this by-law.

LICENSING

40.04 Every application for a license shall be made in writing to the licensing authority, and shall contain:

- (a) The name, mailing address, telephone number and, if available, facsimile number and e-mail address of the applicant;
- (b) The corporate or partnership name, if applicable;
- (c) A description of the goods or services the applicant proposes to sell;
- (d) The street address of the site of the proposed sale;
- (e) The dates and times of the proposed sale;
- (f) If the applicant is proposing to sell at a site of which the applicant is not the owner, written permission from the owner; and
- (g) Confirmation of liability insurance in a minimum amount of \$1,000,000 for each occurrence in respect of operations at the proposed site of sale.

40.05 After receipt of a completed application, the licensing authority shall issue a license:

- (a) upon confirming that the proposed site of the sale is zoned for such use under any applicable Land Use By-Law; and
- (b) upon receipt of the license fee.

40.06 A license issued under this by-law shall:

- (a) include the description of the goods or services and the site and times of sale referred to in section 40.04; and
- (b) be conspicuously displayed at all times at the site of the vendor's business.

40.07 A license issued under this by-law shall be in force for the period during which a temporary vendor is authorized to offer goods or services for sale, shall expire at the conclusion of that period, and must be reissued for each subsequent sale of goods or services by a temporary vendor.

40.08 Revocation

A license may be revoked where:

- (a) The licensee is in violation of any provision of this by-law or of any other by-law of the Town;

40.09 Appeals

A decision of the licensing authority to refuse to issue or to revoke a license may be appealed to Council within fourteen days of the decision of the licensing authority by written notice of appeal delivered to the CAO. Council shall convene an appeal hearing and may, following the appeal hearing, confirm or rescind the licensing authority's decision.

PENALTIES AND ENFORCEMENT

40.10 Every person who contravenes or fails to comply with any provision of this by-law or a license granted pursuant to this by-law, or any person who owns or controls premises or property used for unlicensed sale of goods or services by a transient vendor commits an offence and is liable on conviction to a penalty of not less than \$5000 and not more than \$10,000 or, in default of payment, to imprisonment for a period of not less than 30 days.

40.11 The Town may apply to a judge of the Supreme Court of Nova Scotia for an injunction or other order where:

- (a) Land is being used in contravention of this by-law;
- (b) A person is selling goods or services without having paid the license fee required; or
- (c) A breach of this by-law is anticipated or is of a continuing nature.

LICENSE FEES

40.12 The fee for the issuance of a license under this by-law shall be the fee set out in Schedule "A" for the applicable good or service being sold.

EFFECTIVE DATE

40.13 This Bylaw shall be effective upon publication.

SCHEDULE "A"

Goods or services to be licensed

1. Bulk motor vehicles as defined in the Motor Vehicle Act of Nova Scotia but does not include motorized wheelchairs.
License fee \$250
2. Bulk furniture normally sold at a furniture or department store in Windsor but does not include furniture sold at a licensed auction.
License fee \$250
3. Bulk appliances normally sold at a furniture store, hardware store or department store in Windsor but does not include appliances sold at a licensed auction.
License fee \$250
4. Bulk building materials used to construct/renovate home and/or commercial buildings. License fee \$250

CAO/Clerk's Annotation (Office Use Only)

Date of first reading:	December 20, 2011
Dates of advertisement of Notice of Intent to Consider:	January 05 & February 02, 2012
Date of second reading:	February 28, 2012
*Date of advertisement of Passage of Bylaw:	March 08, 2012
Date of mailing to Minister a certified copy of Bylaw:	March 12, 2012

I certify that this Temporary Vendors Bylaw #40 was adopted by Council and published as indicated above.



Louis Coutinho, CAO
Town of Windsor



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Sara Poirier, Senior Planner

Date: 2022-04-26

Subject: WMPS and WLUB Text Amendments: Wentworth Road Gateway District; File #22-01 C

LEGISLATIVE AUTHORITY

Section 230 of the Municipal Government Act.

RECOMMENDATION

Should Council wish to approve the Windsor Municipal Planning Strategy and Windsor Land Use By-law text amendments following Public Hearing, the following motion would be in order:

...that Council gives Second Reading to and approves amending the text of the Windsor Municipal Planning Strategy and the Windsor Land Use By-law to allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings, by development agreement in the Wentworth Road Gateway District in a manner substantively the same as the draft set out in Attachments A and B of the Planning and Heritage Advisory Committee report #22-01 dated March 10, 2022.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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A completed application was received on January 20, 2022, from Chrystal Fuller from Brighter Community Planning & Consulting on behalf of the property owner Faisal Al-Hammadi of FH Development Group Inc. The application was to consider permitting a mixed-use development consisting of grouped multiple unit residential buildings and townhouses on the lot at PID 45059631 on Wentworth Road.

The lot is currently vacant and is owned by FH Development Group Inc.; Mr. Al-Hammadi is the President of that company.

Staff recommend amending the text of the planning documents related to the Wentworth Road Gateway District which would then allow Council to consider the requested uses by development agreement.

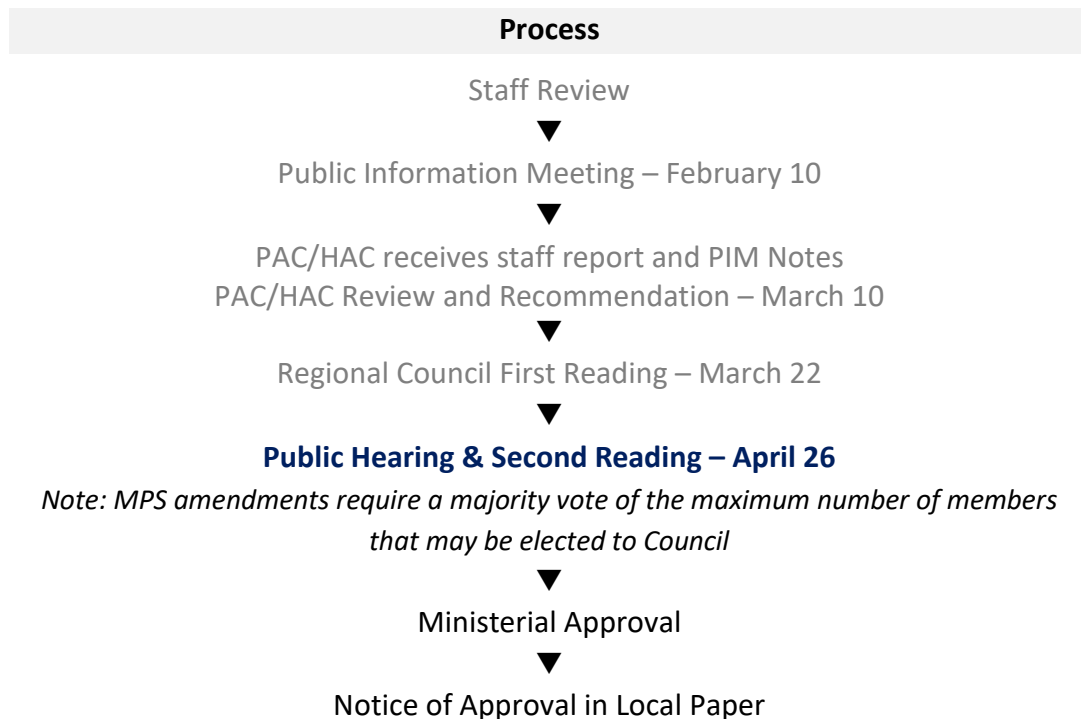
A Public Information Meeting was held virtually and broadcast live on the Municipal Facebook page on February 10, 2022 to consider the amendments.

On March 10, 2022 staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC). PAC/HAC recommended in favour of the amendments.

Council held first reading on March 22, 2022 (Appendix A).

NEXT STEPS

The process for this application is as follows:



APPENDICIES

Appendix A 2021-03-22 Report to Council - WMPS and WLUB Text Amendments: Wentworth Road Gateway District; File #22-01 B

Report Prepared by: _____
Sara Poirier, Senior Planner

Report Reviewed by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer

Appendix A



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Sara Poirier, Senior Planner

Date: 2022-03-22

Subject: WMPS and WLUB Text Amendments: Wentworth Road Gateway District; File #22-01 B

LEGISLATIVE AUTHORITY

Section 230 of the Municipal Government Act.

RECOMMENDATION

Should Council wish to proceed to Public Hearing, the following motion would be in order:

...that Council gives First Reading and will hold a Public Hearing to consider amending the text of the Windsor Municipal Planning Strategy and the Windsor Land Use By-law to allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings, by development agreement in the Wentworth Road Gateway District in a manner substantively the same as the draft set out in Attachments A and B of the Planning and Heritage Advisory Committee report #22-01 dated March 10, 2022.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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A completed application was received on January 20, 2022, from Chrystal Fuller from Brighter Community Planning & Consulting on behalf of the property owner Faisal Al-Hammadi of FH Development Group Inc. The application was to consider permitting a mixed-use development consisting of grouped multiple unit residential buildings and townhouses on the lot at PID 45059631 on Wentworth Road.

The lot is currently vacant and is owned by FH Development Group Inc.; Mr. Al-Hammadi is the President of that company.

Staff recommend amending the text of the planning documents related to the Wentworth Road Gateway District which would then allow Council to consider the requested uses by development agreement.

DISCUSSION

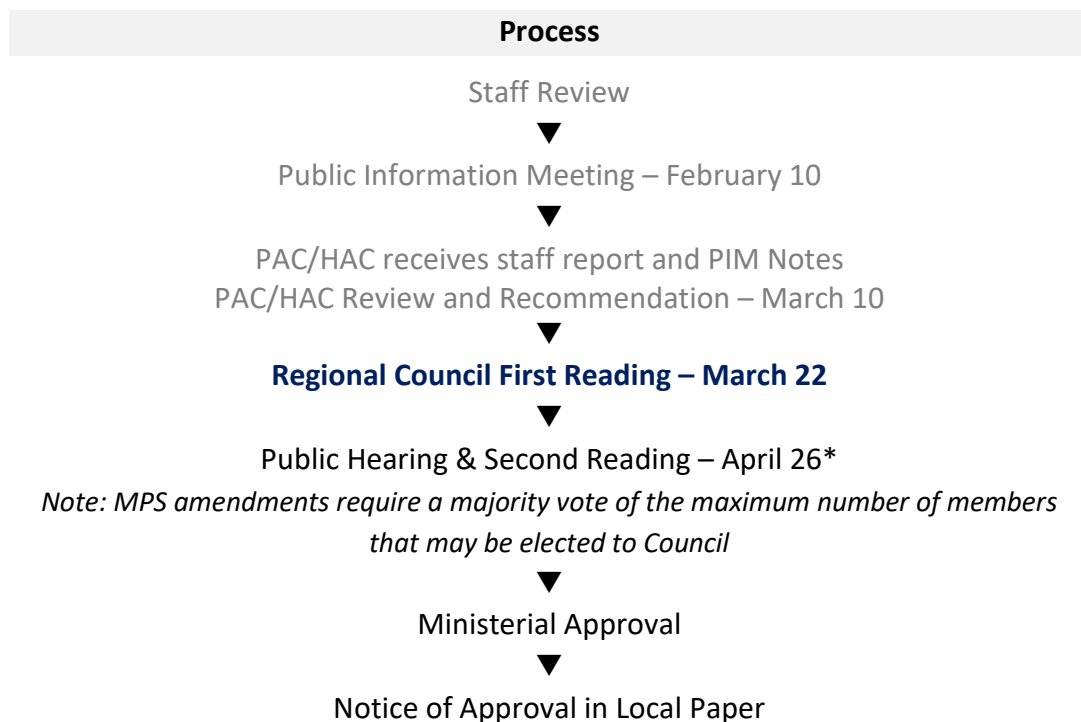
A Public Information Meeting was held on February 10, 2022.

On March 10, 2022 staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A).

PAC/HAC recommended in favour of the amendments on March 10, 2022.

NEXT STEPS

The process for this application is as follows:



*anticipated dates; final dates set by Council

FINANCIAL IMPLICATIONS

There are no anticipated costs to the Municipality with regard to amending the text of the Windsor Municipal Planning Strategy and Windsor Land Use By-law.

ALTERNATIVES

In response to the application, Council may decide to:

- hold First Reading and authorize a Public Hearing to approve the WMPS and WLUB text amendments as drafted or as specifically revised by direction of PAC/HAC;
- provide alternative direction such as requesting further information on a specific topic.

APPENDICIES

Appendix A 2021-03-10 Staff Report - WMPS and WLUB Text Amendments: Wentworth Road Gateway District; File #22-01

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____
Sara Poirier, Senior Planner

Report Reviewed by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Sara Poirier, Senior Planner

Date: 2022-03-10

Subject: WMPS and WLUB Text Amendments: Wentworth Road Gateway District; File #22-01

LEGISLATIVE AUTHORITY

Section 230 of the Municipal Government Act.

RECOMMENDATION

To allow the request, staff recommends that the PAC/HAC forward a positive recommendation by passing the following motion:

...that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the text of the Windsor Municipal Planning Strategy and the Windsor Land Use By-law to allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings, by development agreement in the Wentworth Road Gateway District in a manner substantively the same as the draft set out in Attachments A and B of the Planning and Heritage Advisory Committee report #22-01 dated March 10, 2022.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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A completed application was received on January 20, 2022, from Chrystal Fuller from Brighter Community Planning & Consulting on behalf of the property owner Faisal Al-Hammadi of FH Development Group Inc. The application was to consider permitting a mixed-use development consisting of grouped multiple unit residential buildings and townhouses on the lot at PID 45059631 on Wentworth Road.

The lot is currently vacant and is owned by FH Development Group Inc.; Mr. Al-Hammadi is the President of that company.

DISCUSSION

The 8.43-acre subject lot is located on Wentworth Road in Windsor. The lot is currently designated Commercial on the Generalized Future Land Use Map (Figure 1) of the Windsor Municipal Planning Strategy (WMPS). It is also located in the Wentworth Road Gateway District. Part 8.0 of the WMPS contains the overall intention for properties designated Commercial in Windsor and Section 8.6 describes the intention for development in the Wentworth Road Gateway District.

The subject lot is zoned Wentworth Road Commercial (WR-C) on the Zoning Map of the Windsor Land Use By-law (WLUB) (Figure 2). Residential uses are permitted in the Wentworth Road Commercial (WR-C) zone however not on the ground floor. Grouped dwellings on the same lot are not permitted.

Almost the entire subject lot is located within the Environmental Constraints area and is within the Tregothic Marsh. The Windsor Dykeland's Background Report (2001) specifies that the subject lot, and approximately 40 percent of the properties within the Tregothic Marsh, have been exempted by the Province from the requirements of Section 41 of the *Agricultural Marshland Conservation Act*. The *Agricultural Marshland Conservation Act* (2001) protects marshland for agricultural purposes. Being exempt from this portion of the Act means that the owner would not have to apply to the marsh body to allow any future construction within the designated area of the subject lot.

Properties within the Environmental Constraints designation must meet more stringent requirements including completing an environmental study before being issued a development permit for any new building. The property owner is proposing to develop a currently vacant lot

therefore any of the buildings to be constructed on the Environmental Constraints area of the subject lot would have to meet Section 27.0 of the WLUB. Section 27.0 of the WLUB outlines the requirement for an environmental study to be completed prior to receiving a development permit. The study should describe site conditions and suitable construction methods for the specific lot.

The subject lot directly abuts properties with a variety of different zoning and designations. The designation of the properties abutting the subject lot include Agriculture and Commercial and the zoning of these abutting lots are Wentworth Road Commercial (WR-C), General Commercial (GC), and Agriculture (AG).

History of Subject Lot

The subject lot (PID 45059631) was the location of former Windsor High School which was decommissioned in 2004. The subject lot was owned by the Municipality until 2021 when it was deemed to be surplus property and advertised for sale publicly. The lot was sold to FH Development Group Inc.

A completed application was received on January 20, 2022, to consider permitting a mixed-use development consisting of grouped multiple unit residential buildings and townhouses on the subject lot.

Grouped Dwellings

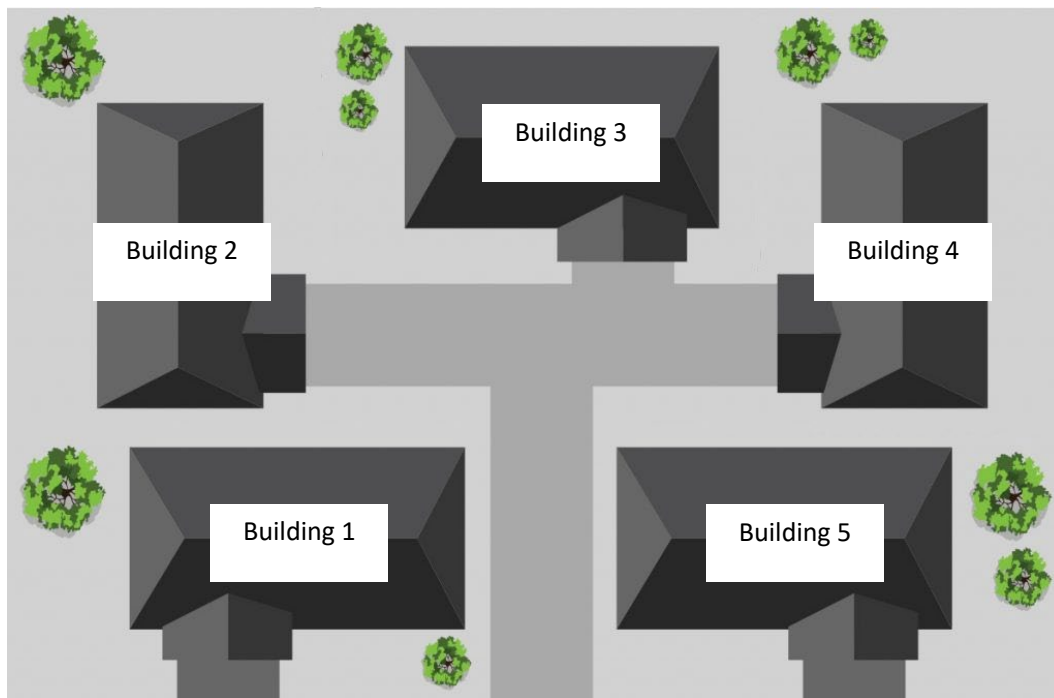
The WLUB defines grouped dwelling as “two or more dwelling units which are contained in two or more buildings designed to be part of a group of dwellings clustered on a single lot”. An example of a development with grouped dwellings is provided in Figure 1. In a grouped dwelling development, driveways, parking areas and amenity space are typically shared amongst all buildings to create a more cohesive and compact development.

The WLUB permits grouped dwellings as-of-right in the High Density Residential (R-4) zone. Grouped dwellings are also permitted to be considered in the Residential designation by development agreement in accordance with Policy 5.4.6.

Grouped dwellings can be beneficial for the following reasons:

- they increase density in serviced areas and promote an efficient use of water and sewer services;
- the shared parking and driveways reduce hardscaping and help manage stormwater more effectively on the lot;
- if placed centrally, they can promote a more active community where active transportation is used more frequently as a means to access services and facilities;
- they can allow a variety of housing options for future residents (i.e., this development the property owner is proposing includes apartment units and townhouses);
- they promote a sense of community through shared amenity spaces.

Figure 1: Grouped dwelling example



Staff are recommending Council consider grouped dwellings in the Wentworth Road Gateway District by development agreement as grouped dwellings would align with the vision of the District to be a vibrant gateway to downtown Windsor that promotes walkability and active transportation use. The District is also located in proximity to a variety of existing services, restaurants, stores, recreational facilities and trails.

Windsor Municipal Planning Strategy

Wentworth Road Gateway District

Part 8.0 of the WMPS contains the overall intention for properties designated Commercial in Windsor and Section 8.6 describes the intention for development in the Wentworth Road Gateway District. The Wentworth Road Gateway District extends from the Highway 101 overpass to O'Brien Street in Windsor. There are approximately 35 lots including the subject lot located within the Wentworth Road Gateway District.

Wentworth Road is described as one of the main entrance routes into Windsor and therefore Council created increased regulations to ensure development in this area is attractive to visitors. Council created the following objectives for developments within the Wentworth Road Gateway District:

- to identify Wentworth Road as important entrance route into Windsor, for pedestrians and cyclists as well as for vehicles;
- to promote a sense of welcome and arrival to town; and
- to assist in visitor orientation and direction to the Town Centre, as the main business district.

To achieve these objectives, new developments within this special development area are required to provide landscaping and other features that contribute to the overall attractiveness of the streetscape and create a safe and pleasant pedestrian environment, as well as allowing for efficient traffic movement.

The Wentworth Road Commercial (WR-C) zone permits a wide range of general commercial and highway commercial uses, as well as large format retail stores within a specified size limit as-of-right. Policy 8.6.15 of the WMPS permits Council to consider “*proposals for large format retail stores exceeding 50,000 ft² (4,645 m²) in commercial floor area, regional shopping centres, institutional uses, mixed use, multiple unit residential, or light industrial development by development agreement*” within the Wentworth Road Gateway District, subject to specific criteria. Mixed use, multiple unit residential developments are already permitted to be considered by development agreement. However, there is no mention of considering grouped dwellings in the policy.

Proposed Amendments

The proposal for the subject lot does include mixed-use multiple-unit dwellings, however these uses are contained within grouped dwellings on the subject lot and the proposal also includes townhouses grouped on the lot. Grouped dwellings and townhouses are not permitted in the underlying zone or allowed in Policy 8.6.15 to be considered by development agreement. Therefore, staff are proposing an amendment to Policy 8.6.15 of the WMPS and Section 6.1 (j) of the WLUB to allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed-use apartment dwellings by development agreement in the Wentworth Road Gateway District.

Policy 16.1.1 (c) states that “it shall be the policy of Council to review and make amendments to this Strategy when Council deems it necessary because of a change in policy intentions or the development environment.” Since the former Windsor High School was decommissioned in 2004 and demolished the subject lot has sat vacant and not been developed. This proposal would reflect a change in the development environment.

Section 219 (1) of the *Municipal Government Act* states that where a council adopts a municipal planning strategy amendment that contains policies about regulating land use and development, the council shall, at the same time, adopt a land-use by-law amendment that shall enable the policies to be carried out. This allows both the amendment to the text of the Municipal Planning Strategy and the Land Use By-law to happen concurrently.

Proposed amendments to the text of the WMPS can be found in Attachment A.

Windsor Land Use By-law

Proposed Amendments

Section 6.0 of the WLUB outlines all the developments Council may consider by development agreement. Section 6.0 (j) states “development proposals in the Wentworth Road Gateway District in accordance with Policy 8.6.15 of the Municipal Planning Strategy for: large format retail stores exceeding 50,000 ft² (4,645 m²) in commercial floor area; regional shopping centres; institutional uses; mixed use; multiple unit residential; or light industrial

development”. This section will need to be amended to align with the WMPS amendment. The proposed amendments to the text of the WLUB are located in Attachment B.

WMPS Specific Criteria

There are no specific criteria for this amendment.

WMPS General Criteria

As this is a text amendment to the WMPS and WLUB most of the general criteria for amendments set out in the WMPS Policy 16.3.1 do not apply, as these amendments will specify that applications for comprehensively designed developments of grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed-use apartment dwellings within the Wentworth Road Gateway District will be considered by development agreement. Any proposed development for grouped dwellings within the Wentworth Road Gateway District would have to go through the development agreement process at which time staff would evaluate the specific application against the specific and general criteria. The general criteria are examined in detail in Attachment B.

MUNICIPAL CLIMATE CHANGE ACTION PLAN

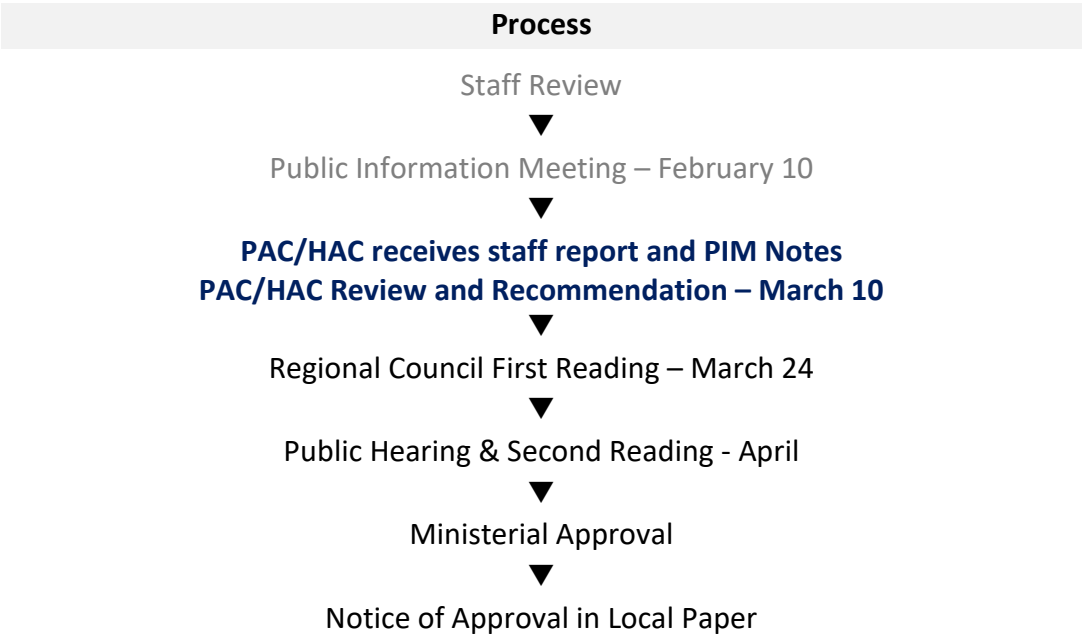
The Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) highlights two simulated flooding scenarios. The first scenario is based on a storm surge that occurred in 1997, which shows the expected damage is to occur along the coastline. The second scenario shows the simulated flooding extent for probable maximum flood due to climate change. Under this scenario most of the community of Windsor will experience extensive flooding. The Wentworth Road Gateway District appears to experience flooding in this scenario.

This proposed amendment will allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed-use apartment dwellings by development agreement in the Wentworth Road Gateway District. Through the development agreement process staff will write clauses in the development agreement to require the developer to provide an environmental study and a stormwater management plan prior to receiving development permits for development on the subject lot. The environmental study will ensure that the proposed development is constructed in a manner suitable for the site conditions and in a way that addresses any potential flooding issues. The stormwater management plan will ensure the stormwater is managed by the developer on-site and will not impact abutting properties. The Public Works Department will be requested to comment on this in more detail during the development agreement process.

NEXT STEPS

As noted above, the proposed amendments have been considered within the context of the general policies of the WMPS and are consistent with the intent, objectives, policies and criteria of the WMPS. As a result, it is reasonable to amend the text of the WMPS and the WLUB to

enable Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed-use apartment dwellings by development agreement in the Wentworth Road Gateway District.



*anticipated dates; final dates set by Council

FINANCIAL IMPLICATIONS

There are no anticipated costs to the Municipality with regard to amending the text of the Windsor Municipal Planning Strategy and Windsor Land Use By-law.

ALTERNATIVES

In response to the application, PAC/HAC may recommend that Council:

- hold First Reading and authorize a Public Hearing to approve the WMPS and WLUB text amendments as drafted or as specifically revised by direction of PAC/HAC;
- provide alternative direction such as requesting further information on a specific topic.

ATTACHMENTS

Figure 2	Wentworth Road Gateway District Map
Attachment A	Draft Amendments to the Windsor Municipal Planning Strategy
Attachment B	Draft Amendments to the Windsor Land Use By-law
Attachment C	General Criteria for Amendment

Attachment D

Public Information Meeting Notes

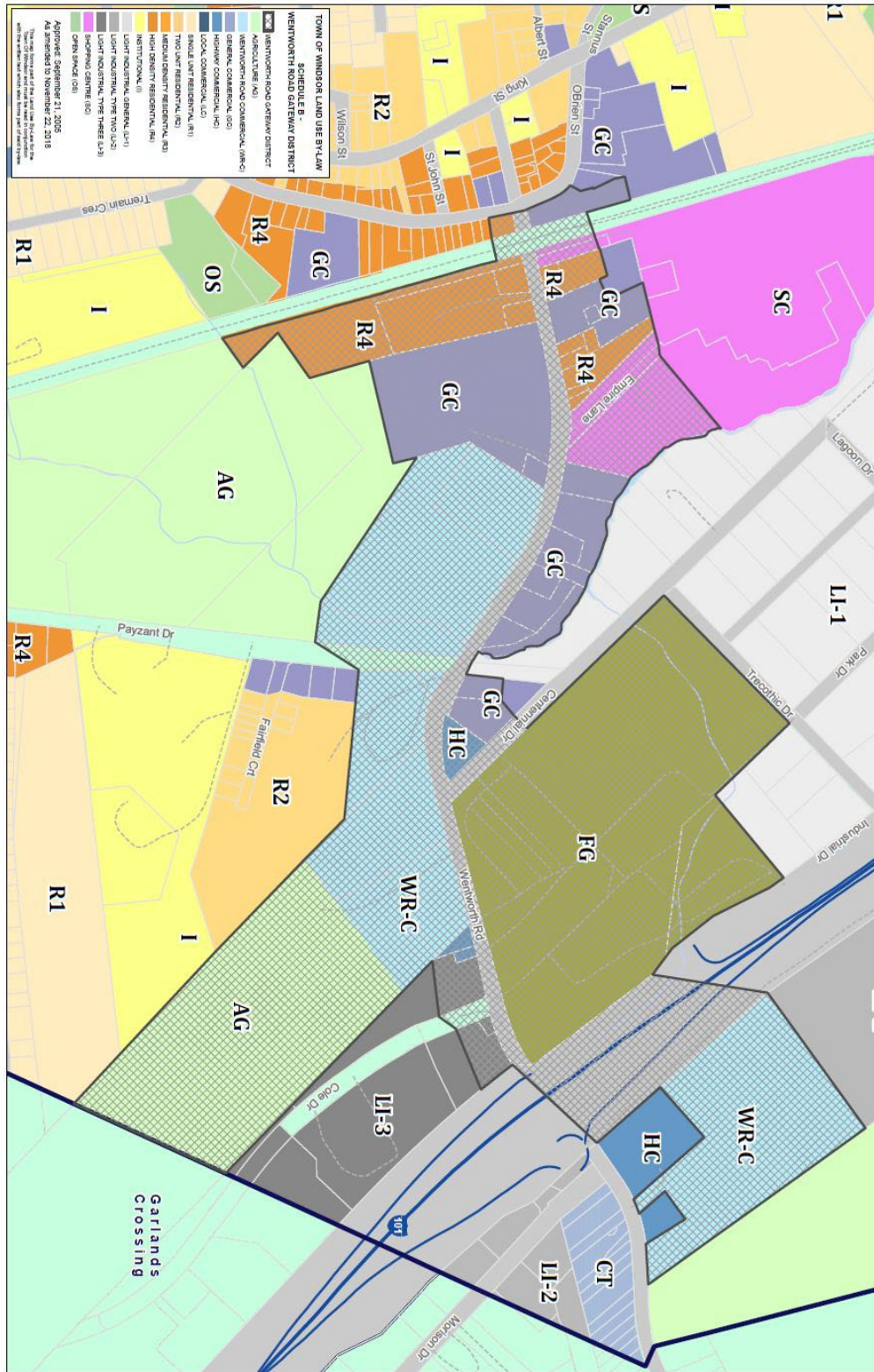
Report Prepared by: _____

Sara Poirier, Senior Planner

Report Reviewed by: _____

Madelyn LeMay, Director of Planning and Development

Figure 2
Wentworth Road Gateway District



Attachment A

Draft Amendments to the Windsor Municipal Planning Strategy

Text amendments to the Windsor Municipal Planning Strategy to allow Council to consider grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings by development agreement in the Wentworth Road Gateway District.

[Blue text = Amendments to the WMPS]

8.0 COMMERCIAL

8.6 Wentworth Road Gateway District

The development of the Wentworth Road area between Highway 101 and O'Brien Street is of concern to Council for several reasons. As one of the main entrance routes to ~~the town~~ Windsor, it is important that the streetscape present an attractive appearance. Furthermore, this is one of the few areas of ~~town~~ Windsor where there is an existing concentration of commercial uses, as well as land with potential for new development or redevelopment.

Council intends to recognize the role of Wentworth Road as an entrance to Windsor by designating it as a Gateway District. Within the District, a combination of public and private initiatives and development controls will be used to achieve the following objectives:

- to identify Wentworth Road as important entrance route into Windsor, for pedestrians and cyclists as well as for vehicles;
- to promote a sense of welcome and arrival ~~to town~~; and
- to assist in visitor orientation and direction to the Town Centre, as the main business district.

Landscaping, signage for identification and wayfinding, and provisions for pedestrian and bicycle movement are the key measures that will be used to achieve these objectives. The intent is to treat the District as an important and special place. In particular, new developments must contribute to the overall attractiveness of the streetscape. By 2010, ~~Town~~ Windsor Council will have invested close to \$5 million in street upgrades to Wentworth Road with traffic signals and turning lanes to improve traffic flow, repaving, wide sidewalks on both sides of the street and street trees. These upgrades will make the area more attractive to new and existing businesses and their customers. Council feels it is important that those wishing to develop on Wentworth Road also do their share by ensuring their developments enhance the appearance of the District and make adequate provision for efficient traffic movement and a pleasant pedestrian environment.

...

Policy 8.6.15 It shall be the policy of Council that within the Wentworth Road Gateway District, Council will consider proposals for ~~comprehensively designed~~

developments of grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings, large format retail stores exceeding 50,000 ft² (4,645 m²) in commercial floor area, regional shopping centres, institutional uses, mixed use, multiple unit residential, or light industrial development by development agreement in accordance with the relevant policies of this Strategy and the specific provisions for development in the Wentworth Road Gateway District as contained in Policy 8.6.16.

Policy 8.6.16 It shall be the policy of Council to have due regard to the following in reviewing proposals in the Wentworth Road Gateway District for rezoning to the WR-C zone pursuant to Policy 8.6.14 or development agreements pursuant to Policy 8.6.15:

- (a) the proposed use will not conflict with neighbouring uses;
- (b) the architectural design and scale of the proposed development is compatible with surrounding commercial and/or residential buildings and enhances the appearance of the streetscape, consistent with the objectives of the Wentworth Road Gateway District;
- (c) the building design incorporates windows and other elements in the street level façade to avoid the appearance of solid blank walls;
- (d) the developer provides a traffic study, acceptable to the Town and conducted by a qualified person, which demonstrates that the surrounding street network will efficiently accommodate the anticipated traffic flows and that the development will not necessitate major infrastructure improvements such as traffic lights at the expense of the Town;
- (e) the provisions of Policies 8.6.4 and 8.6.8;
- (f) any other matter which may be addressed in a development agreement or land use by-law; and
- (g) the provisions of Policy 16.3.1

Attachment B

Draft Amendments to the Windsor Land Use By-law

Text amendments to the Windsor Land Use By-law to carry out the intent of the WMPS amendments.

[Blue text = Amendments to the WLUB]

6.0 DEVELOPMENT AGREEMENTS

Developments to be considered by Development Agreement

6.1 The following developments may be considered only by development agreement in accordance with the Municipal Government Act and the Municipal Planning Strategy:

- (j) development proposals in the Wentworth Road Gateway District in accordance with Policy 8.6.15 of the Municipal Planning Strategy for: [comprehensively designed developments of grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings](#), large format retail stores exceeding 50,000 ft² (4,645 m²) in commercial floor area; regional shopping centres; institutional uses; mixed use; multiple unit residential; or light industrial development;

Attachment C

General Criteria for Amendment

Policy 16.3.1 In considering development agreements and amendments to the Town of Windsor Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider:

CRITERIA	COMMENT
<i>(a) whether the proposal is considered premature or inappropriate in terms of:</i>	
<i>(i) the adequacy of sewer and water services;</i>	As this is a text amendment to the WMPS and WLUB most of the criteria are not applicable as these amendments specify that applications for comprehensively designed developments of grouped dwellings with three or more dwelling units which may include townhouse dwellings, triplex dwellings and mixed use apartment dwellings within the Wentworth Road Gateway District will be considered by development agreement. Any proposed development for grouped dwellings within the Wentworth Road Gateway District would have to go through the development agreement process at which time staff would evaluate the specific application against the criteria.
<i>(ii) the adequacy of school facilities;</i>	Not applicable at this time.
<i>(iii) the adequacy of fire protection;</i>	Not applicable at this time.
<i>(iv) the adequacy of road networks adjacent to, or leading to the development; and</i>	Wentworth Road Gateway District includes properties along Wentworth Road from Highway 101 to O'Brien Street. Wentworth Road is designated an arterial road on the Transportation Map of the WMPS. The specifics of any proposed developments including proposed traffic volume and driveway entrances would be evaluated through the development agreement process.
<i>(v) the financial capacity of the Town to absorb any costs relating to the development.</i>	Not applicable.

<i>(b) the suitability with any aspect relative to the movement of auto, rail and pedestrian traffic;</i>	As noted in (a) (iv) the specifics of any proposed developments would be evaluated through the development agreement process.
<i>(c) the adequacy of the dimensions and shape of the lot for the intended use;</i>	Not applicable at this time.
<i>(d) the pattern of development which the proposal might create;</i>	Policy 8.6.15 already permits Council to consider mixed use, multiple unit developments within the Wentworth Road Gateway District by development agreement. It is not anticipated that amending this policy to provide Council the opportunity to consider grouped dwellings will significantly change the pattern of development in the area.
<i>(e) the suitability of the area in terms of steepness of grade, soil and geological conditions, location of water courses, marshes or bogs and susceptibility of flooding;</i>	Lots within the Wentworth Road Gateway District are relatively flat. Approximately half of the lots within the District are within the Environmental Constraints area which means any new building would have to be constructed to meet Section 27.0 of the WLUB, including providing an environmental study describing site conditions and suitable construction methods prior to receiving a development permit. It is the responsibility of the property owner to ensure the site is suitable for the proposed uses.
<i>(f) whether the proposal meets the requirements of the appropriate provincial or federal agencies as well as whether it conforms to all other relevant municipal by-laws and regulations; and</i>	All Municipal, Provincial and Federal regulations will have to be met.
<i>(g) any other matter required by relevant policies of this Strategy.</i>	There are no other relevant policies of this Strategy.

Attachment D
Public Information Meeting Notes
February 10 – February 25, 2022
File 22-01
Wentworth Road Gateway District Text Amendments

Meeting date and time	A virtual Public Information Meeting was held on February 10, 2022, beginning at 6:24 p.m. The meeting was live broadcast on the Municipal Facebook page.
Attending	In attendance: One (1) Councillor: • Councillor Ivey (Chair) Five (5) members of staff: • Director LeMay • Senior Planner Poirier • Planner Dunphy • Meeting Secretary Lake • CAO Mark Phillips The following members of the public requested Zoom invites to the meeting: • Linda Card
Applicant Faisal Al-Hammadi, FH Development Group Inc. Property Wentworth Road, PID 45059631	Planner Poirier outlined the application to amend the text of the Windsor Municipal Planning Strategy and Windsor Land Use By-law to allow Council to consider grouped dwellings, including townhouses and mixed use, multiple unit residential buildings, by development agreement in the Wentworth Road Gateway District. A formal presentation was not made by the applicant.
Comments	Comments from the public could be submitted to Planner Poirier by mail, e-mail and telephone between February 10 and noon on February 25, 2022. No written or verbal comments were received from the public.
Adjournment	The meeting was adjourned at 6:30 p.m.



Committee of the Whole Excerpts
April 12, 2022

Accessibility Plan Adoption

The Accessibility Plan has been drafted by CBCL in consultation with the Accessibility Advisory Committee, public, municipal staff, and councillors. Tools such as virtual focus groups, online and paper surveys, an interactive mapping tool, and former studies/reports were utilized to gather initial feedback and analyze the unique priorities of our communities.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL APPROVES AND ADOPTS THE WEST HANTS REGIONAL MUNICIPALITY ACCESSIBILITY PLAN DEVELOPED BY CBCL LTD.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole

Submitted by: Bekah Craik, Active Living Coordinator

Date: April 12, 2022

Subject: Accessibility Plan Adoption

LEGISLATIVE AUTHORITY

Nova Scotia Accessibility Act 2017

WHRM Meeting and Committee Procedural Policy RCOGE-003.00, Appendix 'D' – Accessibility Advisory Committee

RECOMMENDATION or DECISION REQUEST

It is recommended that Committee of the Whole recommend to Council that:

Council approves and adopts the West Hants Regional Municipality Accessibility Plan developed by CBCL Ltd.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☒	Economic ☐	Councillor Activity ☐
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In 2017, Nova Scotia passed the Accessibility Act, becoming the third Canadian province to adopt accessibility legislation. The act recognizes accessibility as a human right and outlines how we will improve accessibility by preventing and removing barriers. It sets a goal of an accessible Nova Scotia by 2030. The government's strategy for achieving an accessible province by 2030 is described in Access by Design 2030. This strategy outlines how the government will work with municipalities and other partners and stakeholders to implement the Accessibility Act and improve accessibility for all Nova Scotians.

On March 18, 2021, the West Hants Accessibility Advisory Committee had their first meeting to begin the work of hiring a consultant to develop an Accessibility Plan. An RFP was drafted and posted to the Nova Scotia Procurement website and closed September 23, 2021. Members of the Accessibility Advisory Committee reviewed the proposals and submitted a recommendation to Council. Council awarded the tender to CBCL on November 23, 2021.

DISCUSSION

The Accessibility Plan has been drafted by CBCL in consultation with the Accessibility Advisory Committee, public, municipal staff, and councillors. Tools such as virtual focus groups, online and paper surveys, an interactive mapping tool, and former studies/reports were utilized to gather initial feedback and analyze the unique priorities of our communities. The draft Accessibility Plan was then circulated to municipal staff, the Accessibility Advisory Committee, Council, and posted to the public to offer further edits and ensure first voice feedback was captured correctly.

NEXT STEPS

The next steps will be:

- (1) Council approves and adopts the plan;
- (2) Accessibility Advisory Committee and supporting municipal staff review priorities and develop an action plan for implementation, monitoring, and evaluating.

FINANCIAL IMPLICATIONS

There will be financial implications as the Plan gets implemented. Associated financial impacts will be identified in operating and capital budgets as necessary.

ALTERNATIVES

Council may decide not to approve and adopt the plan. Revisions and edits may be necessary before approval can take place.

ATTACHMENTS

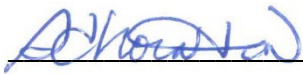
West Hants Accessibility Plan

Accessibility Report Card

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____
Bekah Craik, Active Living Coordinator

Report Reviewed by:  _____
Shelleena Thornton, Municipal Operations Supervisor

Report Approved by:  _____
Mark Phillips, CAO

West Hants Regional Municipality

ACCESSIBILITY PLAN



March 31, 2022

Bekah Craik
Active Living Coordinator
West Hants Regional Municipality

Shelleena Thornton
Municipal Operations Supervisor and Emergency Management Coordinator
West Hants Regional Municipality

Dear Mrs. Craik and Mrs. Thornton:

RE: West Hants Regional Accessibility Plan

We are pleased to provide this Accessibility Plan for the West Hants Regional Municipality. The Plan was synthesized from an engagement program consisting of print and online surveys, participatory mapping, and municipal staff and public workshops.

The Plan summarizes the Municipality's commitment to addressing accessibility barriers within the six focus areas: Awareness, Programs & Services, Information & Communication, Transportation, Employment, and the Built Environment. It identifies current conditions, past achievements, and barriers identified to date under each focus area. The Plan lays out recommended policies to be adopted by the municipality and actions to be taken over the next 3 years and over the longer term.

Yours very truly,

CBCL Limited



Prepared by:
Emma MacEachern
Urban Planner
Direct: 902-421-7241 Ext. 2747
E-Mail: emaceachern@cbcl.ca



Reviewed by:
Emanuel Nicolescu, MCIP, LPP
Urban & Transportation Planner

Project No: 211067.00

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WELCOME

On behalf of the West Hants Accessibility Advisory Committee (AAC), Council, and municipal staff, we invite you to read the Municipality's first Accessibility Plan. The West Hants Regional Municipality is committed to becoming a welcoming, inclusive, and accepting place for all people. It is our intent to strive to meet the needs of those facing accessibility barriers through the process of identification, removal, and mitigation, and by meeting the requirements of the Nova Scotia Accessibility Act. Nova Scotia is the third province in Canada that has adopted an accessibility law.

In accordance with section 44 (2) of the Accessibility Act, the West Hants Regional Municipality AAC is composed of at least fifty percent of members who are "persons with disabilities or representatives from organizations representing persons with disabilities". We have a very active committee that has brought many different first voice lenses and experiences to the table to determine priorities and hire the consultants; we are undertaking to work with a 'nothing for us without us' approach. Through the development of the plan, public engagement was an integral key component in preparing the Accessibility Plan. The input from West Hants residents helped identify existing barriers in our region and pinpointed areas we should prioritize.

Updates to the plan will continue to flow through the AAC to Council, and a full update every three years will allow the Municipality to address barriers to accessing municipal buildings, infrastructure, programs, and services. The plan reflects the goal of West Hants to be responsive to the needs of people with disabilities. With this aim in mind, we encourage you to view the Accessibility Plan as a "living document," and to voice

questions, concerns, and suggestions for continual improvement and evolution. The Accessibility Advisory Committee and the Nova Scotia Accessibility Directorate rely on your input.

To the Committee Members who have helped create the Municipality's Accessibility Plan, thank you. Serving on the Committee has been an opportunity for engagement, learning, and growth, and we appreciate the time you have devoted to our meetings and everyone's contribution of expertise and experience. We are proud of this plan and look forward to seeing it put into practice to improve accessibility for our residents and visitors in our communities.

We trust you will appreciate the great improvements we are constantly making in West Hants Regional Municipality and that you will always find something inspiring awaiting you.

INTRODUCTION

West Hants Regional Municipality is committed to providing the opportunity for equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. We believe in equity, diversity, and inclusion, and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by identifying and mitigating barriers to accessibility and by meeting our accessibility requirements under the Nova Scotia Accessibility Act.

We recognize the value in making meaningful changes in our communities to work toward achieving the provincial goal of an accessible Nova Scotia by 2030. Bringing together diverse perspectives and experiences to achieve this goal will not only help to improve the quality of life for the 30% of Nova Scotians with a disability, but it will also create the opportunity to increase accessibility awareness and promote the rights of persons with disabilities and draw attention to the benefits of an inclusive and accessible society for all.

Limitations

The Accessibility Plan was developed using the information received through the community engagement process. Due to Covid-19 gathering limit restrictions in place throughout the consultation period, scheduled in-person engagement events were held virtually. This places a possible limitation on the amount of feedback received as many West Hants Regional Municipality residents do not have access to reliable internet, are not comfortable using computers, and/or face accessibility barriers that prevent them from participating virtually. Attempts to reach as many diverse voices as possible were made by offering accommodations to support virtual participation and mailing out paper surveys to all households within the Municipality.

An accessible West Hants is a diverse, inclusive, aware, accepting, and accessible community that is always growing, learning, and improving as it continually develops.

– AAC member

How to Read this Plan



The Accessibility Plan is broken down into this Introduction, six (6) chapters covering the areas of focus, and three (3) appendices. Chapters outlining each of the six (6) areas of focus are broken down under identical headings which provide the information outlined in this section. Lastly, the appendices provide additional material to help provide a more complete understanding of the Accessibility Advisory Committee structure, the Plan development process, and the policy context.

Our Commitment: The Municipality's commitment to accessibility in the area of focus.

The Starting Point

Achievements: The Municipality's achievements to date in identifying, removing, and preventing barriers in policies, programs, practices, and services.

Barriers: Barriers in the Municipality that hinder or challenge the full and effective participation in society of persons with disabilities.

Recommended Policies: Recommended principles that the Municipality use as a basis for making decisions.

Actions

Top Priorities: Recommended actions the Municipality take by March 31, 2025, to improve accessibility.

Other Priorities: Recommended actions the Municipality take by 2030 to improve accessibility.

Glossary of terms

AAC: Accessibility Advisory Committee

Access: A place that is easily reached, an environment that is easily navigated, or a program or service that can easily be obtained.

Accessibility: Refers to the design of products, devices, services, or environments for people who experience disabilities.

Accessibility Act (2017): The law enacted by the Province of Nova Scotia to achieve accessibility by preventing barriers to accessibility, developing and implementing Provincial accessibility standards, and defining the role of an accessibility directorate in supporting and advancing accessibility initiatives and broader disability-related issues.
(<https://nslegislature.ca/sites/default/files/legc/statutes/accessibility.pdf>)

Accommodation: The personalized adaption of a workplace to overcome the barriers faced by persons with disabilities.

Active Transportation: Using your own power to get from one place to another. This includes walking, biking, skateboarding, in-line skating/rollerblading, jogging and running, non-mechanized wheel chairing.

Asset Management Plan: The Municipality's plan for how to manage municipal infrastructure to provide services to residents and other users in a way that meets their expectations, and is financially sustainable into the future.

ASL: American Sign Language

Barrier: Anything that hinders or challenges the full and effective participation in society of persons with disabilities, information or communications barrier, an attitudinal barrier, a technological barrier, a policy, or a practice.

CART: Communication Access Realtime Translation

CSA: Canadian Standards Association

Disability: Nova Scotia's Accessibility Act defines a disability as "a physical, mental, intellectual, learning

or sensory impairment, including an episodic disability, that, in interaction with a barrier, hinders an individual's full and effective participation in society."

Equity/Equitable: A commitment to fairness. Equitable access is different from equal access. Equality means each individual or group is provided with the same resources or opportunities. Equity recognizes that each person has different circumstances and allocates the exact resources and opportunities needed to reach an equal outcome.

Invisible Disability: A disability that is not immediately noticeable. Invisible disabilities can include brain injuries, chronic pain, hearing loss, mental health conditions, gastrointestinal disorders, vision loss, and much more.

MPS: Municipal Planning Strategy

Plain Language: Language that is clear and easy for the reader or listener to understand.

Retrofit: To add features that were not included in the original design.

RHFAC: Rick Hansen Foundation Accessibility Certification. (Learn more at www.rickhansen.com/become-accessible/rating-certification.)

Tactile: Related to the sense of touch.

Visible Disability: A disability that is immediately apparent to other people. Visible disabilities can include cerebral palsy, amputations, paralysis, Down's syndrome, and many more.

WCAG: Web Content Accessibility Guidelines. (Learn more at www.w3.org/WAI/standards-guidelines/wcag.)



Areas of Focus

Awareness: Promoting awareness about the importance of accessibility and inclusion.

Employment: Making municipal workplaces accessible, and supporting people with disabilities in finding meaningful employment.

Programs and Services: Ensuring that people with disabilities have equitable access to programs and services.

Information and Communication: Ensuring all people can receive, understand, and share the information they need.

Transportation: Making it easier for everyone to get where they need to go.

Built Environment: Making public buildings, streets, sidewalks, and shared spaces accessible to all.

Understanding Disability

According to the World Health Organization, almost everyone will temporarily or permanently experience a disability throughout their lifetime. A person may be born with a disability, or they may develop a disability later in life. Disability can worsen, remain the same, or improve over time and can be caused by, or as a result of, several factors including disease, illness, injury, or substance abuse.

Due to the complex, wide-ranging nature of disabilities, there is no single definition used to define a disability. The most widely accepted definition, provided by the World Health Organization, defines disability as “an umbrella term for impairments, activity limitations and participation restrictions. It denotes the negative aspects of the interaction between a person’s health condition(s) and that individual’s contextual factors (environmental and personal factors).” Simply put, a disability is a condition of the body or mind that makes it more

difficult for a person to do certain activities and interact with the world around them.

Types of Disabilities

Many different types of disabilities can affect a person’s:

- Vision
- Hearing
- Mobility
- Memory
- Communication
- Ability to learn
- Mental health
- Social Relationships

Some disabilities are visible to others, while other disabilities (such as chronic pain, brain injuries, and asthma) are not; these are known as an invisible disability. While there are no universally adopted set of disability groups, disability can be broken down into different types to help provide people with a general understanding of shared experiences

related to disability and underlying health conditions. It is important to note that people can have more than one type of disability.

The following disability types were adapted from the Canadian Survey of Disability, and should not be considered to be a complete list.

Seeing: People with a seeing disability face difficulties seeing that limits their daily activities. Seeing disabilities can range from partial vision loss to complete blindness.

Hearing: People with a hearing disability face difficulties hearing that limit their daily activities. Hearing disabilities can range from partial hearing loss to complete deafness.

Mobility: People with a mobility disability face serious difficulties with their ability to move around, including walking or using stairs. Mobility-related disability can be congenital, or the result of injury, aging, disease, or other reasons.

Flexibility: People with a flexibility disability face serious difficulties with their ability to move their joints, including bending down or reaching.

Dexterity: People with a dexterity disability face serious difficulties performing tasks, especially tasks with their hands including picking up small objects. Dexterity-related disability frequently co-occurs with other types of disability, particularly mobility, flexibility, and/or pain-related disability.

Pain-related: People with a pain-related disability face difficulties that limit their daily activities because of constant or re-occurring pain. Pain-related disability frequently co-occurs with other types of disability, particularly mobility, flexibility, and mental health-related disability.

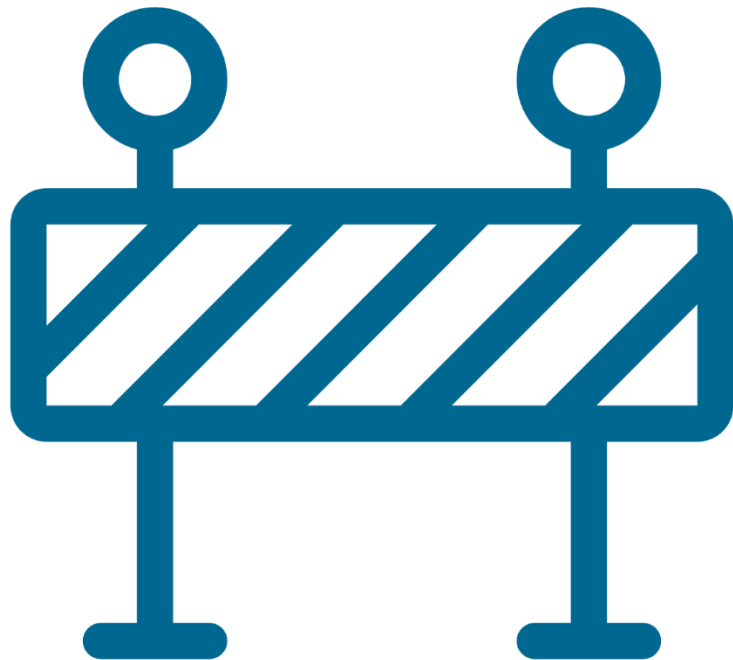
Learning: People with a learning disability face difficulties receiving, understanding, and using information that limits their daily activities. A learning disability may also affect a person's attention span, social, organizational, and reasoning skills.

Developmental: Developmental disabilities are a group of conditions as a result of physical or mental challenges that arise before adulthood. These conditions may create difficulties with language, mobility, learning, and independent living.

Memory: People with a memory disability face difficulties that limit their daily activities as a result of ongoing memory problems or periods of confusion. Memory disability can affect both long and short-term memory.

Mental health-related: People with a mental health-related disability experience limitations in their daily activities because of difficulties with an emotional, psychological, or mental health condition. People with a mental health-related disability often have at least one other type of disability.

Other: There are many other types of disabilities resulting from various conditions and long-term health problems that affect how a person lives their day-to-day life.



Types of Barriers

Attitudinal barriers are behaviors, perceptions, and assumptions that discriminate against people with disabilities.

Information and communication barriers occur when a person with a disability cannot easily receive and/or understand information that is available to others.

Physical barriers are elements in the built environment preventing physical access for people with disabilities.

Systemic barriers are policies, practices, or procedures preventing equal access to municipal employment, programs, or services.

Technological barriers occur when a device or technological platform is not accessible to its intended audience and cannot be used with assistive devices.

Transportation barriers are due to a lack of adequate transportation that interfered with a person's ability to be independent and function in society.

AWARENESS

Our Commitment

West Hants Regional Municipality is committed to being an accessibility leader and fostering positive community attitudes toward accessibility and inclusion.

The Starting Point

Achievements

- Improvements to accessibility in the built environment, recreation programming, and the delivery of information and communication are becoming more prevalent.

Barriers

- Lack of community awareness around different types of disabilities that exist, both visible and non-visible, and the barriers people with disabilities face.
- Limited educational and training opportunities to increase the capacity of the Municipality to be an accessibility champion.

Recommended Policies

The West Hants Regional Municipality will:

- Increase accessibility awareness through the delivery of public information campaigns.
- Facilitate regular activities to improve the Municipality's knowledge and understanding of accessibility challenges across West Hants Regional Municipality.
- Engage and collaborate with local disability stakeholder groups to gather insight and lived experiences.
- Demonstrate inclusivity in municipal publications and communication material.

Actions

Top Priorities

- Actively work to increase the representation of people with disabilities on all municipal committees by extending invitations to disability support networks and groups.
- Regularly promote the Accessibility Plan and actions completed to improve accessibility.

- Provide accessible and inclusive workplace training for Council, senior leadership, and key staff members.
- Build strategies to support people with disabilities to participate on Municipal committees.

Other Priorities

- Develop a communications strategy that reflects the diversity of our West Hants and promotes the Municipality's commitment to accessibility.
- Promote and celebrate National Accessibility Week, taking place annually in the last week of May.
- Explore opportunities to promote and celebrate other accessibility and inclusion initiatives.

BUILT ENVIRONMENT

Our Commitment

West Hants Regional Municipality is committed to providing public buildings and public spaces that are accessible to people of all ages and abilities. We will encourage citizens and the business community to take action to make other private and public spaces accessible.

The Starting Point

Achievements

- The West Hants Sports Complex includes some accessibility features.
- The Municipality is developing an Asset Management program to effectively manage municipal assets while considering budgets, service levels, and risks as well as strategic plans including the Accessibility Plan.
- Tactile indicators are installed on new sidewalks and sidewalk renewal projects.
- When issuing building permits to businesses, the Planning and Development Department actively provides informational material about adaptable housing, barriers free washrooms, appropriate

doorway sizes, and other accessibility content before projects are approved and constructed.

- Many entryways into public buildings have automatic doors installed.
- Accessible washrooms have been installed at some public buildings and outdoor public spaces.
- Community Development Department staff, in partnership with the Accessibility Advisory Committee members, have been completing informal accessibility audits of trails and other facilities.
- The leisure pool at West Hants Aquatic Centre has a beachfront-style entrance and access lift for accessibility.
- West Hants Sports Complex provides dedicated low sensory times for skating and the walking track.
- Members of municipal staff are completing RHFAC Professional designation training.
- The Municipality has put in wheelchair-accessible picnic tables at several parks.

Barriers

- Many sidewalks and crosswalks throughout the municipality are in inadequate condition.
- Snow clearing often creates barriers for people using sidewalks and crosswalks.
- Many trails are not accessible to people with mobility challenges.
- The wheelchair lift at the West Hants Aquatic Centre's outdoor pool is not suitable for permanent outdoor use and not all staff are trained to set up and operate the lift.
- Many businesses do not have accessible entryways.
- Snow clearing is prioritized for cars before pedestrians.
- Many public washrooms do not meet accessibility standards.
- There are no playgrounds with accessible play equipment (see Programs and Services).
- Some accessible parking spaces do not have adequate curb cuts or are not conveniently located.
- Some accessibility barriers remain at the West Hants Sports Complex.

- The lower ramped entrance to the Windsor Community Centre is not wide enough to turn and the door into the building is not accessible.
- The accessible shower room at the West Hants Aquatic Centre does not have a bench for changing.

Recommended Policies

The West Hants Regional Municipality will:

- Provide basic access for people of all ages and abilities to public buildings, public washrooms, and public parks.
- Improve the condition and availability of sidewalks, curb cuts, and pedestrian crossings to comply with the CSA Accessible Design for the Built Environment B-651 standard.
- By 2024, evaluate and prioritize retrofits to existing municipal buildings and facilities to meet, at minimum, the accessibility requirements in the latest version of the Nova Scotia Building Code Regulation.
- Strive to have all new municipal buildings and major renovation projects meet the requirements of RHFAC Gold.
- Provide accessible parking at municipal buildings and facilities that meet the requirements of the latest version of the Nova Scotia Building Code Regulation.

Actions

Top Priorities

- Initiate accessibility audits at key facilities
- Ensure that any proposed changes to the built environment are reviewed by the Accessibility Advisory Committee.
- Commit a portion of the annual budget to go toward the installations and maintenance required for improving the accessibility of public buildings and public spaces.
- Support local businesses in making accessibility improvements by promoting the provincial ACCESS-Ability Grant and providing resources for other funding opportunities.
- Install visual or vibration-based smoke alarms in municipal buildings.

Other Priorities

- Detail a sidewalk/crosswalk remediation plan with timeline and budget according to updated provincial standards.
- Establish a standardized process in the project planning stage for evaluating and prioritizing capital projects which consider the degree of impact on accessibility.
- Conduct a review of zoning and land use by-laws to identify opportunities to improve accessibility and support aging in place.
- Explore incentives for renovations and new builds that aim to achieve Rick Hansen Accessibility Certification. Consider:
 - Establishment of a municipal grant program to financially support small businesses completing accessibility improvement projects.
 - Deduction of accessibility certification costs from development fees;
 - Fast-tracking of development application approval process; and/or
 - Waiving of development fees.

An accessible municipality would be barrier-free for people of all abilities with easy access to washrooms, social meeting areas, recreation areas, retail areas, and sidewalks/parking lots. It would be inclusive, accommodating, and wheelchair/walker accessible. It would be the envy of other municipalities in the province!

– AAC member

EMPLOYMENT

Our Commitment

West Hants Regional Municipality will seek to remove barriers to ensure municipal workplaces are accessible and will support equitable access to employment through our employment policies and practices.

The Starting Point

Achievements

- Most municipal services are located on the first floor or are accessible by elevator.
- Ergonomic assessments are available for staff to ensure their workspaces are set up to meet their physical needs.
- The Municipality provides mental health support to employees through the Employee Assistance Program.
- Municipal job openings are advertised via marginalized networks through print and digital media.

Barriers

- The lower level of the West Hants Municipal Building (76 Morison Dr) is not wheelchair accessible from the main floor. Wheelchair access to the lower level is only available from a side entrance.
- Staff members have limited access to accessibility-related information and resources.
- Job openings are posted through the Municipality's website and are no longer posted in local newspapers.
- Staff is not trained to recognize employment barriers and identify appropriate job accommodations.

Recommended Policies

The West Hants Regional Municipality will:

- Offer accommodations to job candidates during the hiring process.
- Offer accommodations to employees to provide them with the support they need to succeed at their job.

- Offer training and awareness programs to staff and Council to foster a welcoming and inclusive corporate environment.

Actions

Top Priorities

- Require Council and all municipal staff to complete the *Working with Abilities* online training provided free of cost by the Nova Scotia Human Rights Commission.
- Undertake an anonymous survey to establish a baseline employee demographic and track the number of employees with disabilities, both diagnosed and self-identifying, with the intention of reflecting the diversity of the Municipality in the municipal workforce.
- Assign designated liaisons to serve as the main point of contact for accessibility matters within each department.
- Establish a centralized accommodation fund to pay for assistive technology, devices, and accommodations for employees.

Other Priorities

- Undertake assessments of municipal workplaces to identify areas where accessibility improvements can be made (i.e., staff common areas including washrooms and kitchens, doorways, and workspaces).
- Provide and promote ongoing opportunities for municipal staff to complete further accessibility training relevant to their assigned job duties and tasks (i.e., plain language, inclusive customer service, accessible employment practices, accessible information, and communication practices).
- Develop a formal process for requesting accessibility accommodations.

PROGRAMS + SERVICES

Our Commitment

West Hants Regional Municipality will ensure that people of all ages and abilities have equitable access to the programs and services we provide. This includes ensuring that there are policies, practices, and tools in place to advance the equitable delivery of programs and services.

The Starting Point

Achievements

- Creation of an adaptive equipment loan program and inclusive programming options.
- Payment terminals at the Municipal Office customer service counter have been updated. The new wireless terminals have larger screens, large font number pads, and support contactless payment (tap).

Barriers

- Limited inclusive and accessible recreation programming.
- The cost to participate in programs is out of reach for people on a limited income.

- Not all facilities hosting recreation programming are accessible for all ages and abilities.

Recommended Policies

The West Hants Regional Municipality will:

- Increase customer service support to better serve people with non-visible and visible disabilities.
- Increase recreation program offerings to provide equitable opportunities for people with disabilities to participate.
- Ensure public parks and open spaces can be enjoyed by people of all ages and abilities.
- Improve snow clearance.
- Consider accessibility as a part of policy development and decision-making processes.

Actions

Top Priorities

- Provide annual accessibility and inclusion customer service training for new and existing customer service, sports complex, aquatic centre, and recreation programming staff.

- Introduce the use of assessment of accessibility impact as a part of staff reports to Council.
- Undertake a review of recreation programming to identify barriers to participation, feasible adaptations to eliminate barriers, and/or new inclusive programming opportunities.
- Train staff in the safe and proper use of adaptive recreation equipment.
- Prioritize snow clearance on sidewalks and crosswalks, and provide training to plow operators to increase awareness about maintaining barrier-free access.
- Investigate opportunities for partnerships with local organizations with expertise in adaptive sport and recreation to support the development of adaptive sports programming.

Other Priorities

- Support the continued growth of the adaptive equipment loan program by growing the inventory and providing recreation staff with the training necessary for proper equipment use.
- Upgrade to wireless payment terminals at applicable public facilities.
- Develop an accessible trail marketing strategy.

- Investigate the development of an Accessibility and Inclusion Specialist position within the Community Development Department.

An accessible WHRM to me is a place where everyone can access services that they need no matter their race, gender, or disability.

– AAC member

INFORMATION + COMMUNICATION

Our Commitment

West Hants Regional Municipality will ensure the information and communications that we share can be received and understood by people of all ages and abilities.

The Starting Point

Achievements

- Council and committee meetings are streamed live on the internet through Facebook Live. The live stream includes closed captioning. Meeting videos are posted to the Municipality's Facebook page, along with a short video providing meeting highlights.
- Council and committee meeting agendas and minutes are posted on the Municipality's website.
- Forms can now be downloaded and submitted online through the Municipality's Website.

Barriers

- It can be hard to find things on the Municipality's website if you don't know where to look.
- Most of the key municipal documents are not available in accessible formats like large print.
- The Municipality's website can be challenging or impossible to navigate for people with visual impairments.
- There is not enough wayfinding signage to support people with vision and hearing impairments.
- Live caption technology is not always accurate.
- Limited internet access throughout West Hants prevents some people from attending public meetings and events hosted virtually.
- Plain language is not consistently used in written material.
- Public meeting highlight videos are not accessible to people with visual impairments.
- Information about municipal programs is not widely disseminated.

Recommended Policies

The West Hants Regional Municipality will:

- Provide, on request, information in an accessible format or with communication supports that consider a person's individual need, at no additional charge.
- Host in-person public meetings in barrier-free locations.
- Train front-line staff in inclusive customer service and to provide information in accessible formats.
- Increase accessibility across the Municipality's website, social media, and online resources.

Actions

Top Priorities

- Establish a dedicated stream of communication for accessibility-related information. Information should be available in digital and print formats.
- Train relevant staff in the use of plain language and accessible document formatting.
- Create modified versions of key municipal documents and resources such as forms, bills and statements, and brochures in accessible

formats. Accessible formats should include at minimum large print, plain language, and screen reader compatible digital communications.

- Develop an accessible signage and wayfinding toolkit to support people with vision or hearing impairments.
- Create promotional material to build awareness of adaptive recreation and inclusive programming. This could include video content and print material.

Other Priorities

- Ensure the Municipality's website and any downloadable content meet the latest WCGA guidelines.
- Include braille on staff business cards.
- Explore the use of mapping platforms to improve wayfinding in public buildings.
- Provide ASL and/or CART services upon request at Council meetings and other meetings hosted by the Municipality.
- Explore alternative methods to deliver information such as infographics and video content.

- Review the feasibility of permanently allowing opportunities for both in-person and virtual participation on Municipal committees and at public meetings coordinated by the Municipality.

An accessible West Hants is one where I
am able to go where I need to go
without worrying if I can get in or not,
can use the washroom, and be able to
get around the place inside.

– AAC member

TRANSPORTATION

Our Commitment

West Hants Regional Municipality will make it easier for people of all ages and abilities to get where they need to go. We will ensure equitable access to publicly funded community-based transportation services and AT options.

The Starting Point

Achievements

- The Municipality provides funding to support West Hants Dial-a-Ride.
- The Public Works Department is actively working to expand the sidewalk network and improve accessibility on new build and sidewalk renewal projects.
- The Municipality initiated the AT Plan to create a broader and more accessible AT network.

Barriers

- There is no municipally-operated public transportation service.

- Facilities are widespread across the Municipality, making access challenging for those who cannot drive or do not have access to a car.
- The cost of private community transportation offerings can be a barrier for those on a limited income.
- Many sidewalks are in poor condition which can be a barrier for people with mobility challenges (see Built Environment).
- Snow cleared from the streets often blocks sidewalks and pathways (see Programs and Services).
- AT network is not well developed outside of urban areas.

Recommended Policies

The West Hants Regional Municipality will:

- Continue to provide support to community-based transportation services.
- Improve the accessibility and availability of transportation services, AT, and parking infrastructure for people with disabilities.

- Consider the needs of people with disabilities when exploring the feasibility of any future public transit services.
- Ensure and maintain a broad and safe AT network across the Municipality which includes paved shoulders and other dedicated AT facilities.

Actions

Top Priorities

- Prioritize the implementation of the AT Plan.
- Initiate a public transit feasibility study to investigate appropriate transit models for a municipally-operated transit service.
- Prioritize support for West Hants Dial-a-Ride to help them expand their service offerings.
- Actively promote and increase awareness of community-based transportation providers including West Hants Dial-a-Ride and the Windsor Senior Citizen Bus Society.
- Prioritize AT facilities in the Asset Management Plan.
- Improve lighting on the Municipal road and trail network.

Other Priorities

- Explore opportunities and incentives for accessible taxi service.
- Explore opportunities to further expand community-based transportation services across the Municipality.

IMPLEMENTING THE PLAN

Action taken to improve accessibility will be guided by the commitments of the Accessibility Plan. As new policies and programs are introduced, the Municipality will continually assess the impact on accessibility to ensure planning aligns with the Municipality's commitments and advances the vision of an equitable, inclusive, and barrier-free West Hants. The following section outlines how the Municipality, in consultation with the AAC, will follow a whole of government approach to implement, monitor, and evaluate the Accessibility Plan.

Responsibilities

Council

- Adopt and oversee the Accessibility Plan.
- Allocate adequate funding to satisfy the commitments of the Municipality under the Accessibility Plan.

Chief Administrative Officer

- Oversee the implementation of the Accessibility Plan in partnership with senior leadership from each department.

- Assign an Accessibility Coordinator.

Accessibility Coordinator

- Work with the AAC to identify and provide advice on removing accessibility barriers in new policies and programs.
- Receive and respond to public concerns, complaints, and suggestions.

Accessibility Advisory Committee

- Provide ongoing feedback and recommendations to Council.
- Provide guidance to the Accessibility Coordinator to support the development and ongoing review of the Accessibility Plan.

Schedule

The Municipality will strive to implement all top priorities in this plan by March 31, 2025, and all other priorities by 2030, in conjunction with capital infrastructure plans.

Monitoring

- The AAC will prepare an annual Accessibility Report Card. The Accessibility Report Card will measure the performance of the policies and actions outlined in this plan.
- The Accessibility Report Card will be a public document and will be posted on the Municipality's website.
- The AAC will review new accessibility standards, directives, and guidelines from the Province as they are released to determine if any updates to the plan are required.

Evaluation Framework

The AAC will lead a review and evaluation of the Accessibility Plan every three years. The first review will be initiated before the 2025/26 fiscal year.

Questions and Complaints

- Anyone can lodge a complaint, pose a question, or express a concern about accessibility in the West Hants Regional Municipality. Questions and complaints should be directed to the Accessibility Coordinator.
- The Accessibility Coordinator will respond within a reasonable amount of time. Before responding, the Coordinator will consult with the staff person responsible for the area of inquiry. The Coordinator's response will contain reasons for the decision.
- Anyone can appeal to Council if they are not satisfied with the response from the Accessibility Coordinator. Council may refer any appeal to the Accessibility Advisory Committee for additional review and recommendations before issuing a final response to the complainant.
- The Accessibility Coordinator will keep a record of all complaints, questions, and concerns submitted to them, and will provide summary updates to the Accessibility Advisory Committee

regularly. These updates will become part of the Accessibility Advisory Committee's continual review of the Accessibility Plan and may inform future changes.

My vision of an accessible West Hants is of a community that is inclusive, flexible, and committed to continuous improvement. Accessibility as an integral feature of everything we do would be the end goal. Ideally, the Municipality champions, then maintains the momentum of positive change.

– AAC member

APPENDIX A – COMMITTEE MEMBERS

Debbie Francis, (Committee Chair) Councillor

Michel Bourgeois, (Vice-Chair) Resident Member

Roseanna Boyd, Resident Member

Jordan Stephens, Resident Member

Jennifer Davison, Resident Member

Kelly Ann Jobson, Resident Member

Denise Long, Resident Member

Bekah Craik, Staff Member / Support

Mark Phillips, Staff Member / Support

Shelleena Thornton, Staff Member / Support

Troy Burgess, Staff Member / Support

Tina McKay, Staff Member / Support

APPENDIX B – COMMUNITY ENGAGEMENT + WHAT WE HEARD

Online Public Engagement

The planning process for the West Hants Regional Municipality Accessibility Plan began in August with the project kick-off workshop attended by the Accessibility Advisory Committee. This event allowed us to establish a baseline of achievements, barriers, and opportunities to help identify priorities within the plan. Based on the feedback received from the Accessibility Advisory Committee, we developed an online engagement platform using Social Pinpoint to gather further public and stakeholder feedback to assess existing conditions relating to accessibility and further identify plan priorities. The online engagement platform included opportunities to

participate via an online survey and a participatory mapping exercise to locate barriers in the built environment. The online engagement platform was open for comment from December 24, 2021, until January 28, 2022. In addition, a hardcopy survey was mailed out to West Hants residents to ensure equal opportunity to provide feedback was given regardless of access to the internet.

Public Workshop

On January 26th, 2022, the Municipality held a public virtual workshop (held virtually due to Covid-19 restrictions) to engage with the public about their experiences with accessibility in the West Hants Regional Municipality. Participants were invited to share virtual sticky notes identifying barriers they face accessing programs and services, information and communication, employment, and transportation. Participants were also invited to participate in the online mapping exercise to identify and map accessibility barriers and achievements in the built environment. The results of the mapping exercise are included in the mapped barriers and achievements represented in Figure 2 and Figure 2.

Mapping Results

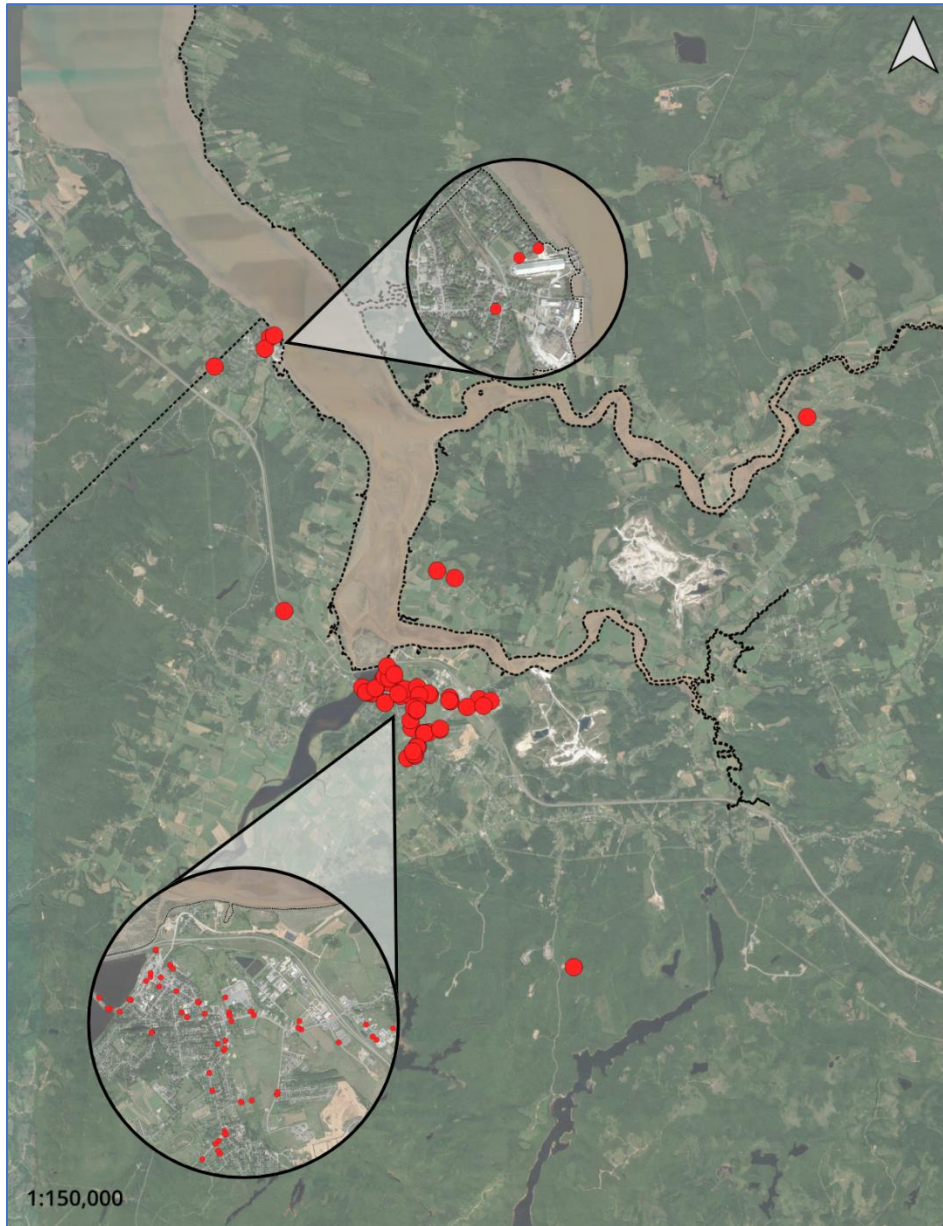


Figure 2: Accessibility Barriers

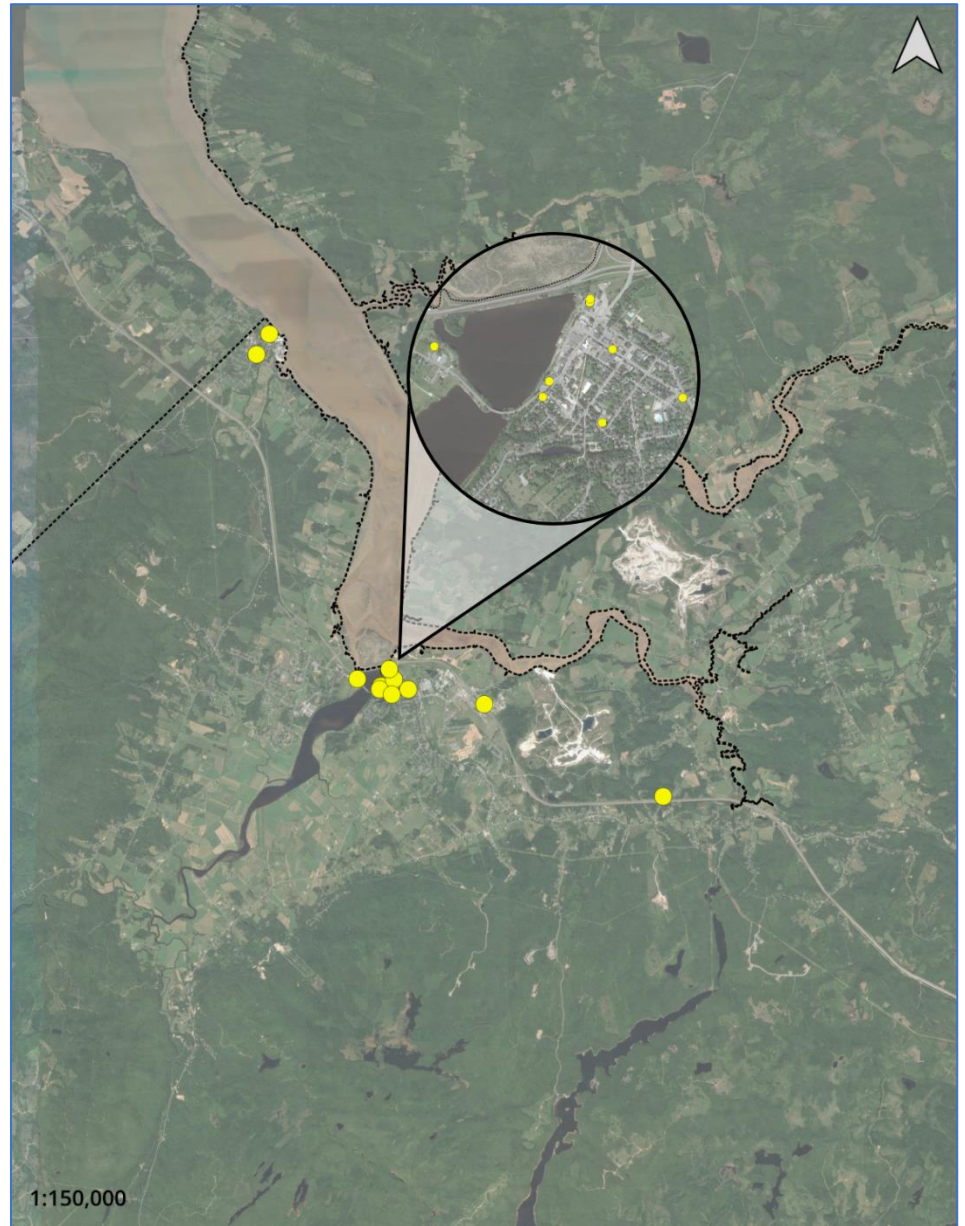
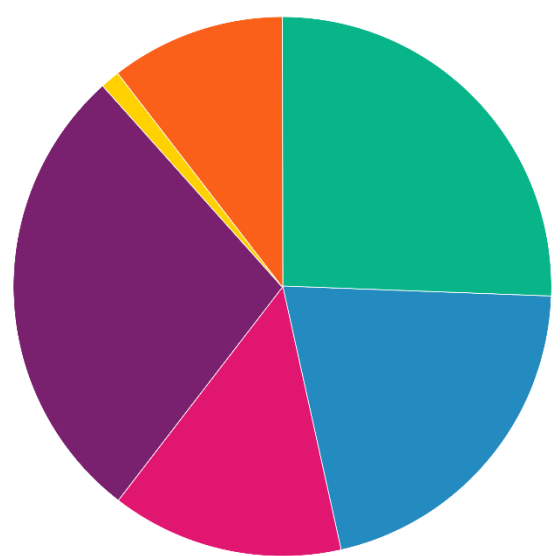


Figure 2: Accessibility Achievements

What We Heard

Survey Summary



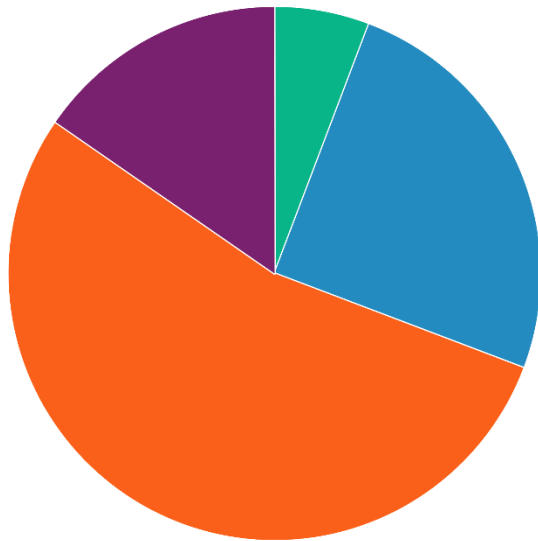
Q1 – Please select all that apply to you.

- Person with a disability
- Family member, friend, or caregiver of a person with a disability
- Employee or volunteer at an organization representing people with disabilities
- Resident of the West Hants Regional Municipality
- Employed within the West Hants Regional Municipality
- Business owner/operator within West Hants Regional Municipality

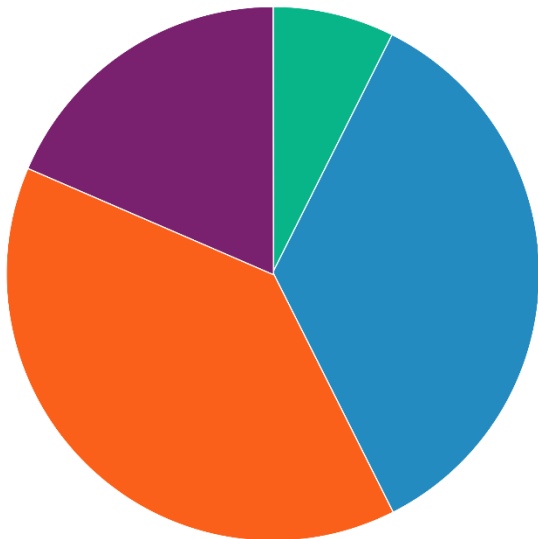
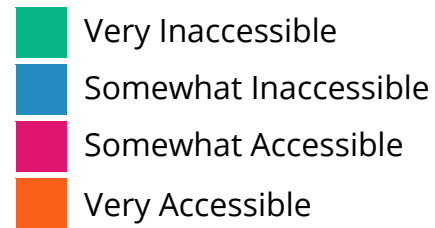


Q2 – Which type of barriers have you experienced most in West Hants?

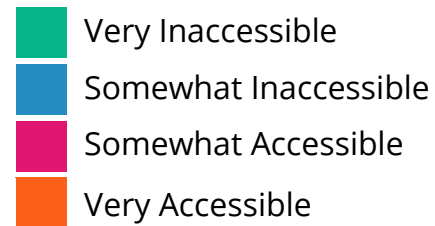
- Attitudinal Barriers
- Communication Barriers
- Physical Barriers
- Systemic Barriers
- Technological Barriers
- Transportation Barriers

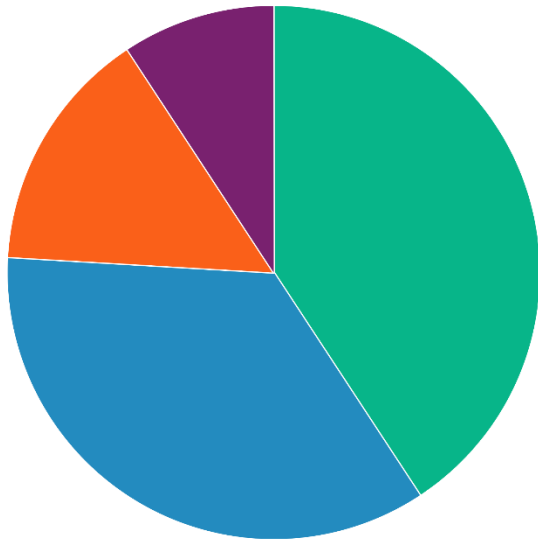


Q3 – How accessible are goods and services offered by the Municipality?

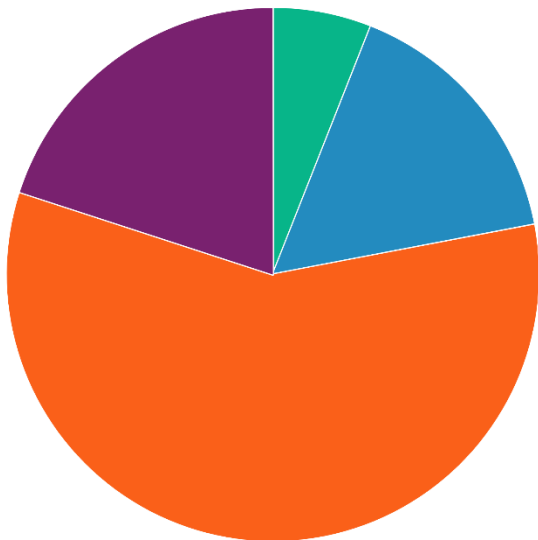
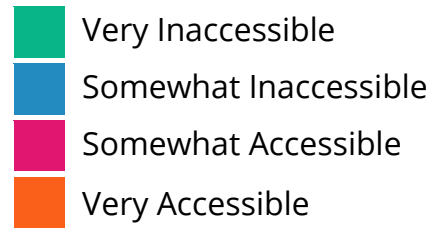


Q4 – How accessible is information and communication material provided by the Municipality?

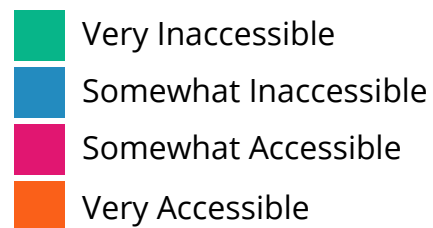


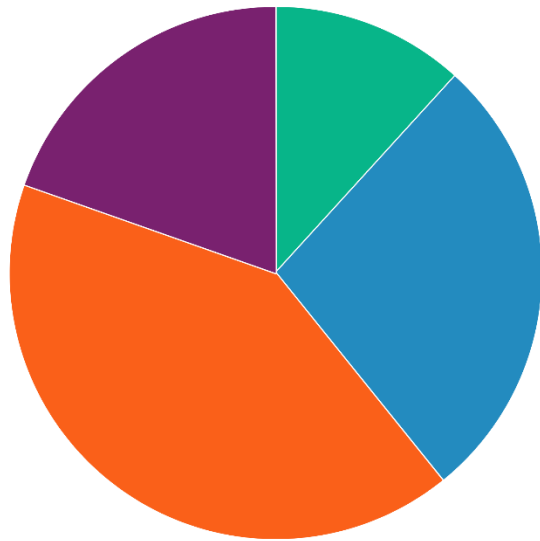


Q5 – How accessible is transportation throughout the Municipality?

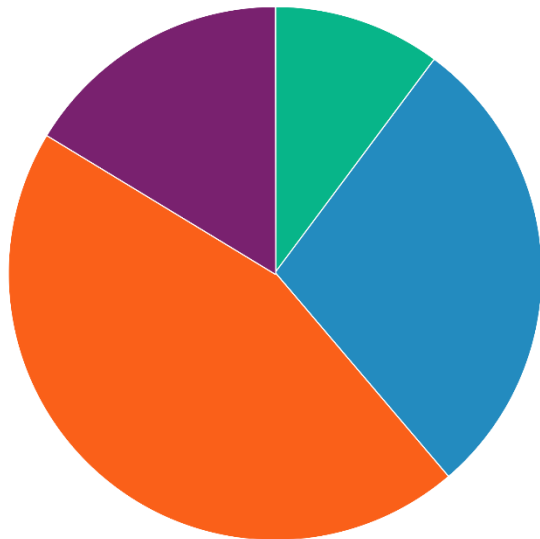
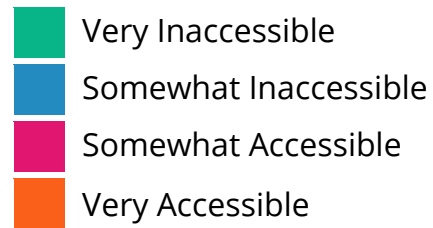


Q6 – How accessible are municipally-owned buildings throughout the Municipality?

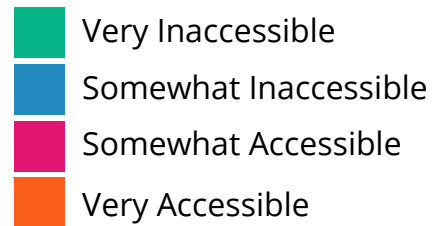




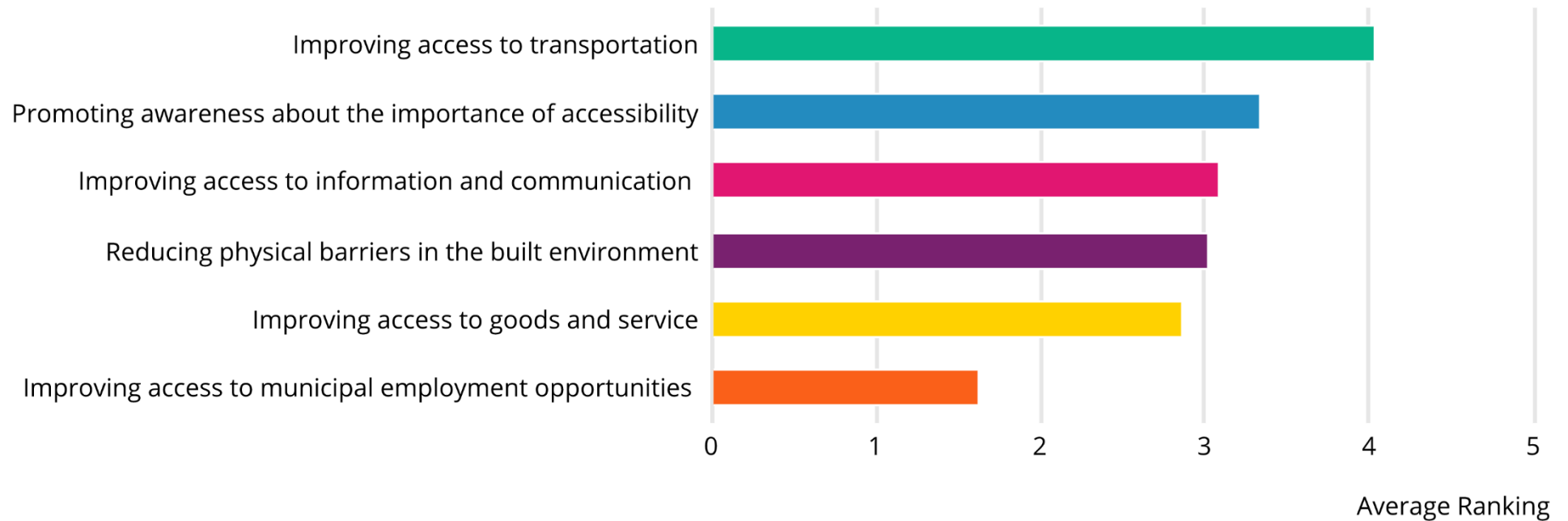
Q7 – How accessible are outdoor facilities (ex. parks, trails, and open spaces) throughout the Municipality?



Q8 – How restrictive are barriers on finding and/or maintaining employment with West Hants Regional Municipality?



Q9 – Please rank the following from one (1) to six (6) in order of priority for improving accessibility in West Hants.



Q10 – What are some ways to remove barriers that could be done right away and that you believe could be implemented easily? What improvements could be made in the long term that would have the greatest impact on improving accessibility in West Hants?

Key Findings

- Invest in affordable public transit options and/or further invest in existing community transportation services.
- Sidewalk and crosswalk improvements.
- Promote funding opportunities for local businesses to make accessibility improvements.
- Hold public education events throughout the Municipality.
- Provide information through a variety of formats and outlets – video content on YouTube and Facebook, print (including large print options), municipal website content compliant with accessibility standards, phone.
- Increase inclusive programming/service offerings.
- Accessible public washrooms.



Q12 – What steps should the Municipality take to promote awareness about the importance of accessibility?

Key Findings

- Involve community members with disabilities in the decision-making process.
- Host more community events that provide educational opportunities to teach people about different types of disabilities and the importance of accessibility.
- Meet with local businesses to provide education and support them in making accessibility improvements.
- Invest in public education/awareness campaigns (ex. video/social media content from the perspective of people with different types of disabilities about how different types of barriers effect their lives).
- Spotlight and celebrate contributions to the community made by people with disabilities.
- Ensure that all municipal staff are trained in accessibility and inclusion and are aware of the things they can do to improve accessibility.
- Partner with community organizations that work in the accessibility realm.
- Establish a regular and dedicated stream of communication for accessibility-related information.



APPENDIX C – POLICY CONTEXT

This section provides an overview of key components from relevant municipal documents that support various actions of the Accessibility Plan.

Parks and Open Space Plan

- Supports improved signage and wayfinding.
- Prioritizes the maintenance of trails.
- Recognizes the need for improved seating and picnic areas.
- Recognizes the need to enhance trail accessibility.
- Prioritizes the need for regrading trails and picnic areas to improve accessibility.
- Prioritizes the need for new pathways and surfaces in parks to increase accessibility.

Hantsport MPS

- Establishes policy of Council to continue to maintain the parks within the Town and to provide recreational services for all residents.
- Lists goal of providing parks and recreational opportunities.

Active Living Strategy

- Prioritizes providing recreational programs and opportunities for all residents.
- Prioritizes providing safe places to walk.

Active Transportation Plan

- Notes the importance of making users of AT infrastructure feel safe.
- Recognizes the need for entrance signage to improve a sense of arrival and communicate usage.

West Hants Trails Plan

- Lists goal to provide opportunities for West Hants residents to participate in a variety of physical activities in their communities.
- Outlines vision for residents of all ages to use and enjoy the trails.

Windsor Municipal Planning Strategy

- States that Council will work to ensure that sidewalks and crosswalks are accessible to disabled residents.
- Promotes pedestrian-friendly networks within the Town, including parks, open space, and the waterfront, through pedestrian trails and bike paths or multi-use trails.

Community Engagement Report

- Recommends building a strategy and a phased approach to building new centres and enhancing existing ones, through repairs and programming.
- Recommends starting a safe streets and trails initiative to improve the quality of life for residents.
- Prioritizes improved accessibility of information and spaces and identifies the need for non-digital forms of communication.
- Identifies need for improved public transit to connect residents to communities and regional services.
- Identifies need for greater diversity, representation, and inclusion.
- Identifies need for improvements to community infrastructure such as trails and roads.



West Hants
something inspiring awaits



West Hants Regional Municipality Accessibility Plan

Report Card

Action	Timeframe	Status	Progress Update
Awareness			
Actively work to increase the representation of people with disabilities on all municipal committees by extending invitations to disability support networks and groups.	Top Priority Strive to implement by March 31, 2025.		
Regularly promote the Accessibility Plan and actions completed to improve accessibility.	Top Priority Strive to implement by March 31, 2025.		
Provide accessible and inclusive workplace training for Council, senior leadership, and key staff members.	Top Priority Strive to implement by March 31, 2025.		
Build strategies to support people with disabilities to participate on Municipal committees.	Top Priority Strive to implement by March 31, 2025.		
Develop a communications strategy that reflects the diversity of our West Hants and promotes the Municipality's commitment to accessibility.	Other Priority Strive to implement by 2030.		
Promote and celebrate National Accessibility Week, taking place annually in the last week of May.	Other Priority Strive to implement by 2030.		

● Initiated
 ● Underway
 ● To be Initiated
 ● Alternative Action Taken

Action	Timeframe	Status	Progress Update
Explore opportunities to promote and celebrate other accessibility and inclusion initiatives.	Other Priority Strive to implement by 2030.		
Built Environment			
Initiate accessibility audits at key facilities	Top Priority Strive to implement by March 31, 2025.		
Ensure that any proposed changes to the built environment are reviewed by the Accessibility Advisory Committee.	Top Priority Strive to implement by March 31, 2025.		
Commit a portion of the annual budget to go toward the installations and maintenance required for improving the accessibility of public buildings and public spaces.	Top Priority Strive to implement by March 31, 2025.		
Support local businesses in making accessibility improvements by promoting the provincial ACCESS-Ability Grant and providing resources for other funding opportunities.	Top Priority Strive to implement by March 31, 2025.		
Install visual or vibration-based smoke alarms in municipal buildings.	Top Priority Strive to implement by March 31, 2025.		
Detail a sidewalk/crosswalk remediation plan with timeline and budget according to updated provincial standards.	Other Priority Strive to implement by 2030.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Action	Timeframe	Status	Progress Update
Establish a standardized process in the project planning stage for evaluating and prioritizing capital projects which consider the degree of impact on accessibility.	Other Priority Strive to implement by 2030.		
Conduct a review of zoning and land use by-laws to identify opportunities to improve accessibility and support aging in place.	Other Priority Strive to implement by 2030.		
Explore incentives for renovations and new builds that aim to achieve Rick Hansen Accessibility Certification.	Other Priority Strive to implement by 2030.		
Employment			
Require Council and all municipal staff to complete the Working with Abilities online training provided free of cost by the Nova Scotia Human Rights Commission.	Top Priority Strive to implement by March 31, 2025.		
Undertake an anonymous survey to establish a baseline employee demographic and track the number of employees with disabilities, both diagnosed and self-identifying, with the intention of reflecting the diversity of the Municipality in the municipal workforce.	Top Priority Strive to implement by March 31, 2025.		
Assign designated liaisons to serve as the main point of contact for accessibility matters within each department.	Top Priority Strive to implement by March 31, 2025.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Action	Timeframe	Status	Progress Update
Establish a centralized accommodation fund to pay for assistive technology, devices, and accommodations for employees.	Top Priority Strive to implement by March 31, 2025.		
Undertake assessments of municipal workplaces to identify areas where accessibility improvements can be made.	Other Priority Strive to implement by 2030.		
Provide and promote ongoing opportunities for municipal staff to complete further accessibility training relevant to their assigned job duties and tasks.	Other Priority Strive to implement by 2030.		
Develop a formal process for requesting accessibility accommodations.	Other Priority Strive to implement by 2030.		

Programs and Services

Provide annual accessibility and inclusion customer service training for new and existing customer service, sports complex, aquatic centre, and recreation programming staff.	Top Priority Strive to implement by March 31, 2025.		
Introduce the use of assessment of accessibility impact as a part of staff reports to Council.	Top Priority Strive to implement by March 31, 2025.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Action	Timeframe	Status	Progress Update
Undertake a review of recreation programming to identify barriers to participation, feasible adaptations to eliminate barriers, and/or new inclusive programming opportunities.	Top Priority Strive to implement by March 31, 2025.		
Train staff in the safe and proper use of adaptive recreation equipment.	Top Priority Strive to implement by March 31, 2025.		
Prioritize snow clearance on sidewalks and crosswalks, and provide training to plow operators to increase awareness about maintaining barrier-free access.	Top Priority Strive to implement by March 31, 2025.		
Investigate opportunities for partnerships with local organizations with expertise in adaptive sport and recreation to support the development of adaptive sports programming.	Top Priority Strive to implement by March 31, 2025.		
Support the continued growth of the adaptive equipment loan program by growing the inventory and providing recreation staff with the training necessary for proper equipment use.	Other Priority Strive to implement by 2030.		
Upgrade to wireless payment terminals at applicable public facilities.	Other Priority Strive to implement by 2030.		
Develop an accessible trail marketing strategy.	Other Priority Strive to implement by 2030.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Action	Timeframe	Status	Progress Update
Investigate the development of an Accessibility and Inclusion Specialist position within the Community Development Department.	Other Priority Strive to implement by 2030.		
Information and Communication			
Establish a dedicated stream of communication for accessibility-related information. Information should be available in digital and print formats.	Top Priority Strive to implement by March 31, 2025.		
Train relevant staff in the use of plain language and accessible document formatting.	Top Priority Strive to implement by March 31, 2025.		
Create modified versions of key municipal documents and resources such as forms, bills and statements, and brochures in accessible formats.	Top Priority Strive to implement by March 31, 2025.		
Develop an accessible signage and wayfinding toolkit to support people with vision or hearing impairments.	Top Priority Strive to implement by March 31, 2025.		
Create promotional material to build awareness of adaptive recreation and inclusive programming.	Top Priority Strive to implement by March 31, 2025.		
Ensure the Municipality's website and any downloadable content meet the latest WCGA guidelines.	Other Priority Strive to implement by 2030.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Action	Timeframe	Status	Progress Update
Include braille on staff business cards.	Other Priority Strive to implement by 2030.		
Explore the use of mapping platforms to improve wayfinding in public buildings.	Other Priority Strive to implement by 2030.		
Provide ASL and/or CART services upon request at Council meetings and other meetings hosted by the Municipality.	Other Priority Strive to implement other priorities by 2030.		
Explore alternative methods to deliver information such as infographics and video content.	Other Priority Strive to implement by 2030.		
Review the feasibility of permanently allowing opportunities for both in-person and virtual participation on Municipal committees and at public meetings coordinated by the Municipality.	Other Priority Strive to implement by 2030.		
Transportation			
Prioritize the implementation of the AT Plan.	Top Priority Strive to implement by March 31, 2025.		
Initiate a public transit feasibility study to investigate appropriate transit models for a municipally operated transit service.	Top Priority Strive to implement by March 31, 2025.		
Prioritize support for West Hants Dial-a-Ride to help them expand their service offerings.	Top Priority Strive to implement by March 31, 2025.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken

Actively promote and increase awareness of community-based transportation providers including West Hants Dial-a-Ride and the Windsor Senior Citizen Bus Society.	Top Priority Strive to implement by March 31, 2025.		
Action	Timeframe	Status	Progress Update
Prioritize AT facilities in the Asset Management Plan.	Top Priority Strive to implement by March 31, 2025.		
Improve lighting on the Municipal road and trail network.	Top Priority Strive to implement by March 31, 2025.		
Explore opportunities and incentives for accessible taxi service.	Other Priority Strive to implement by 2030.		
Explore opportunities to further expand community-based transportation services across the Municipality.	Other Priority Strive to implement by 2030.		

 Initiated
  Underway
  To be Initiated
  Alternative Action Taken



Committee of the Whole Excerpts
April 12, 2022

West Hants Avon River Region Tourism - Economic Development

The West Hants Destination Assessment Report was undertaken by Harvey Sawler (ilmagine) in 2019 and issued in January of 2020. The purpose of reviewing the 2020 West Hants Destination Assessment Report now and placing it before Council, is to determine if West Hants Council feels a sense of alignment with the vision that the Bay of Fundy / Avon product affords as an opportunity for attracting tourists as well as determining if this would also serve for attraction permanent residents to live in West Hants.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT STAFF TO CRAFT A LETTER TO GO OFF TO OUR MLA PERHAPS EVEN THE PREMIER, THE PROVINCIAL MINISTER OF TOURISM AS WELL AS THE VALLEY REN WITH A COPY OF THE REPORT AND THE VALUE WE SEE IN WHAT'S BEEN IDENTIFIED AND WE LOOK FORWARD ANY OPPORTUNITY TO DISCUSS POTENTIAL FURTHER DEVELOPMENT ALONG THE AVON.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ✓	Recommendation	Decision Request ☐	Councillor Activity ✓
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To: Committee of the Whole – West Hants Regional Municipal Council

Submitted by: Jim Ivey, Windsor South, District 11

Date: April 12, 2021

Subject: West Hants Tourism as a Destination & Economic Development

LEGISLATIVE AUTHORITY

N/A

RECOMMENDATION or DECISION REQUEST

TBD based on Discussion

BACKGROUND

The West Hants Destination Assessment Report was undertaken by Harvey Sawler (ilmanage) in 2019. The report's original purpose was to provide a sense of branding and direction for enhanced and expanded tourism opportunities in the West Hants region as well as a path to achieve them with local area businesses and the Municipality.

The report was issued in January 2020 with the consolidation of Windsor and West Hants on the doorstep nearing completion. The report was ultimately provided to the new West Hants Council as a footnoted resource in the branding exercise undertaken in 2020-21. The resulting successful new brand is: "West Hants, Something Inspiring Awaits"

The purpose of reviewing the 2020 West Hants Destination Assessment Report now and placing it before Council, is to determine if West Hants Council feels a sense of alignment with the vision that the Bay of Fundy / Avon product affords as an opportunity for attracting tourists as well as determining if this would also serve for attraction permanent residents to live in West Hants, (not just to travel here for short-term stays).

To note, risk exists within our region with the ongoing highway twinning and aboiteau project as it is increasingly apparent that the return of a Lake Pisiquid or a modified lake environment is nearly exhausted.

With little time to waste, it is equally important to consider the current status of the project and its impact on West Hants and the ensuing health of the Avon River which is dependent on a proper solution for the highway twinning project.

Property ✓	Public ✓ Opinion	Environment ✓	Social ✓	Economic ✓	Councillor ✓ Activity
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DISCUSSION

Tourism Nova Scotia announced in 2015 a goal for doubling the value of tourism in Nova Scotia from a value of \$2 billion to \$4 billion by 2024. The opportunity within West Hants, the Bay of Fundy and the Avon River region exists to play a significant role in achieving that goal.

From the ilmagine Destination Assessment report, a summary review of the strengths and opportunities within the West Hants Region include:

Strengths

- *Within immediate striking distance* of Nova Scotia's premier destination experience – *Halifax*.
- The must-pass thoroughfare to increasingly in-demand Fundy and Annapolis Valley destination experiences.
- Recent planning has introduced a new brand for West Hants (Something Inspiring Awaits) (this point updated to reflect new brand).
- There is clear evidence of latent enthusiasm for a new generation of tourism development within the destination area.

Opportunities

- West Hants has, under the umbrella of its new brand approach, ***"Something Inspiring Awaits"*** the potential to occupy significant 'destination territory' in relation to the Bay of Fundy, *one of the natural / marine wonders of the world* and *one of the 7 wonders of North America*.
- *Everything about the destination area leads to the Bay of Fundy* – everything flows to the sea – the area has experienced centuries of life on the Bay of Fundy.
- The potential to convince the immediate urban market that the subject area can deliver on Bay of Fundy and other iconic experiences
- Research demands that attention be paid to the seven Atlantic Canada Travel Motivators, led by *Atlantic seacoast and scenic viewing experiences*.

- *West Hants has the potential to capture every customer intent on other parts of the Fundy and Annapolis Valley experience.*

West Hants Unique Selling Proposition:

The Avon River Confluence Factor

- The Avon watershed confluence includes: the Avon River, the St. Croix River, the Cogmagun River, the Kennetcook River, the Hebert River, the Meander River.
- Both the science (the nature-based story) and the historical (the culture-based story) attributes of West Hants stem from the watershed and its influences. In ilmage's view, the evidence is irrefutable.

As described on the Avon River Heritage Society website:

For at least 10,500 years, and possibly longer, people have been attracted to this part of the world. The beauty of the land, the wonder of the tides and the plentiful resources have compelled people to call this place their home.

People have altered the landscape and, of course, the land has altered the people...the Minas Basin, including the Avon River, is recognized internationally as an ecologically important area because of its importance to birds and marine life.

And the Vision Can Be....

West Hants and the Avon River Confluence can be competitively positioned as one of Atlantic Canada's outstanding ecological and cultural treasures linking unique aspects of natural and human history to one of the marine wonders of the world – the Bay of Fundy.

...

Threats & Weaknesses:

Threats and weaknesses identified in the report are primality tactical marketing issues that are able to be overcome with relative ease aside from a lack of roofed accommodation which will necessitate a dedicated focus accompanied by increased demand.

Of greater concern (not included in the Destination Assessment report), is the increased sedimentation of the lake and the ongoing uncertainty surrounding the aboiteau as a component of the highway twinning process.

Increased Sedimentation:

- As identified by the design consultants in the Sept 18, 2018 CLC meeting, the fresh water lake scenario will result in increased sedimentation of the lake.

- Recently a study was completed involving historical and current data gathered for cross-sectional analysis of the lake-bed elevations and the dynamics of the upstream Avon River.
- The study affirms that increased sedimentation has occurred with 15 of depth lost in elevation over the last 50 years along with increased elevation of existing intertidal sandbars.

NEXT STEPS

Discussion – To Be Determined

FINANCIAL IMPLICATIONS

TBD

ALTERNATIVES

TBD

ATTACHMENTS

West Hants Destination Assessment Report – Included in Agenda Package

CHIEF ADMINISTRATIVE OFFICER REVIEW

Report Prepared by: _____
(Name and Title)

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
(Name and Title)



WEST HANTS
NOVA SCOTIA

West Hants Destination Assessment Report

January 2020



iImagine
Half a century of fresh ideas.
www.harveysawler.com

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1. Introduction

Overview

Tourism is now, more than ever before, a global industry which is increasingly competitive. In order to heighten competitiveness and to grow tourism in their communities, some leaders are becoming increasingly more interventionist and creative as they recognize the natural relationship between tourism and community and the built and experiential assets which can set them apart within regional, domestic-national and international marketplaces. One organization whose leaders are moving in the right direction is the Municipality of West Hants, Nova Scotia, which is determined to heighten its overall destination stature, to enhance individual destination experiences and to build greater capacity to be more competitive.

In the summer of 2019, the Municipality issued a formal Request for Proposals (RFP) seeking the services of a qualified consultant in the delivery of a three-phase project: a broad destination assessment; Accelerated Market Readiness (AMR) consultations with several tourism operations; and recommendations toward future capacity-building. Imagine, one of the leading tourism consulting firms in Canada and highly active in jurisdictions from Atlantic Canada to Alberta, was awarded this assignment.



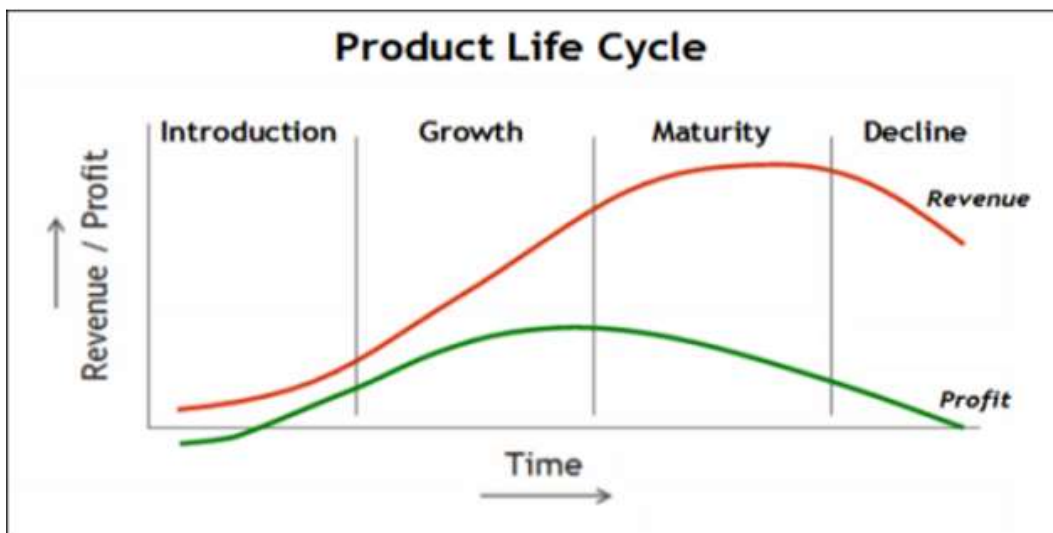
The Product Life Cycle

One of the recurring problems within the tourism sector is that it rarely sees itself for what it is – one of the countless consumable things within the domestic and international marketplaces – all of which as products share one thing in common – their respective need to generate demand and to constantly renew and re-invent themselves if they wish to remain competitive and *be* in-demand. This is the Product Life Cycle, the crossroad of longevity, sustainability and enduring or dying products. The cycle is a phenomenon which impacts all consumer products, services and experiences, an occurrence that is actually ‘supposed to happen’ as the result of the following factors:

- The passage of time.

- The arrival of competitors.
- Increasingly sophisticated and demanding consumers.
- Emerging media forms.
- New technologies.
- Partial displacement by alternative and new destinations, products and experiences.
- And other internal and external factors depending on local, national and international conditions.

Figure 1 – The Product Life Cycle Model



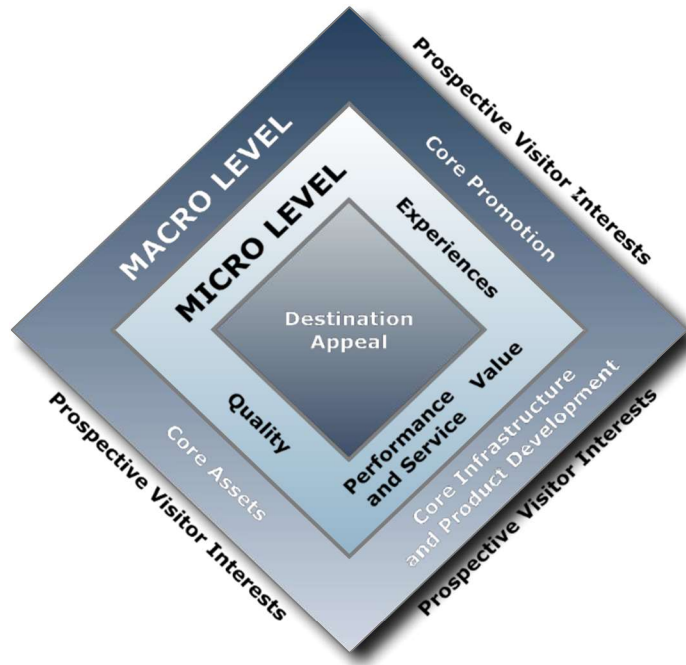
The Atlantic Canada Opportunities Agency (ACOA), has long recognized that much of Atlantic Canada's tourism product is tired or is tiring and is in need of rejuvenation. The Municipality of West Hants region is no exception in this regard. The region's natural Product Life Cycle has undoubtedly had an impact on the destination's products, services and experiences. The Municipality's efforts in support of this project demonstrates that its leadership recognizes the value of intervening to renew existing travel products, services and experiences, and of stimulating the development of new ones.

There are two ways to mitigate the perils of the Product Life Cycle: to renew or reinvigorate the destination area's products, services and experiences, thereby creating a return to the cycle's Introduction phase in an effort to stave off the ever-encroaching Decline phase; or to create wholly new products and experiences. iImagine has, for this assignment, focused on both streams of activity.

Macro and Micro Tourism

The value of enhancing existing experiences and creating new ones is exhibited in Figure 2 by way of iImagine's Macro/Micro destination development model. This model illustrates the fact that individual products and experiences combine to create overall destination stature; as goes the appeal of West hants' individual products, services and experiences, so goes the appeal of the overall destination.

Figure 2 – Macro and Micro Tourism



This is where the value of AMR, as one example, enters the destination-building equation – by intervening with individual products, services and experiences (in this case beginning with a total of five operations) to challenge, consult, mentor and advise regarding ways to improve the micro – and ultimately the macro – value of the Municipality as a true, in-demand destination area.

2. The Assignment

iImagine has worked with the Municipality's senior leadership and associated stakeholders toward meeting or surpassing market demand and to gain competitiveness in an increasingly competitive industry. As prescribed, iImagine has executed the assignment through the following phases:

Phase I – The Destination Assessment Phase

An initial community assessment of the region's tourism industry and its performance.

Phase II – The Accelerated Market Readiness (AMR) Phase

Conducting AMR processes to a total of five individual enterprises, including an AMR orientation, two on-site, one-on-one mentoring sessions, the provision of a draft AMR report and the provision of a final AMR report.

Phase III – The Capacity-Building Sessions Phase

Recommending a series (a campaign) of capacity building workshops/sessions to the Municipality for implementation, including the delivery of an initial workshop, the topic for which is to be determined.

3. Situation Analysis

Overview

The situation analysis is intended to take into account all internal and external elements impacting the Municipality of West Hants and its ability to mature and flourish as a travel destination area, including but not limited to: the Sustainable Tourism Community Screening Tool; a SWOT analysis; an environmental scan; desktop research, examination of web-based and other marketing supports; existing documentation and plans, inputs from stakeholders; site visitation and orientation, etc.

The ACOA Sustainable Tourism Community Screener Tool

By subjecting the destination area to the ACOA Sustainable Tourism Community Screener which analyzes tourism sector potential by examining the social, environmental and economic traits and characteristics of the community and surrounding environs, there is clear evidence that tourism is a strong relevant sector to the local economy. Through this screener process, the West Hants region achieved a score of 64.5 out of a maximum potential of 100 (scores in excess of 60 indicate that the region has acceptable potential for incremental touristic economic development). Because the screener has its origins at ACOA, this scoring outcome has set the stage for ACOA to listen to and consider investment in the destination area.

SUSTAINABLE TOURISM SCREENING TOOL			
Municipality of West Hants			
TOURISM SNAPSHOT			
NAME:	West Hants – population 15,000		
	8% of visitors to the Bay of Fundy and Annapolis Valley region visited Windsor		
	Town of Windsor Various other Consolidation		
Local? Regional? Local?):	West Hants provincial - Windsor national		
ation to each:	Hants County Exhibition, Ski Martock, Pumpkin Regatta		
	Oldest agricultural fair in North America, Fort Edward, Acadian archeology		
for the proposed tourism leader/ development	Municipality with corporate and citizenry support		
op tourism in your area?	Regional Economic Development, ACOA, Tourism Nova Scotia, Tourism Atlantic, GMIST		
Reason 1:	Building the tourism economy and create jobs		
Reason 2:	quality, healthy active lifestyle, attract and retain diverse culture		
TOURISM SITUATION (BASELINE)			
UNIQUENESS/	DRAWING POWER	ACTIVITIES	HIGHEST P SCO

SWOT – Strengths, Weaknesses, Opportunities and Threats

Imagine undertook a SWOT analysis which was shared with and contributed to by the client.

Strengths
Within immediate striking distance of Nova Scotia's premier destination experience – Halifax.
The must-pass thoroughfare to increasingly in-demand Fundy and Annapolis Valley destination experiences.
Recent planning has taken West Hants to the threshold of a new brand (the potential of Avon or The Avon Peninsula has strong potential).
There is clear evidence of latent enthusiasm for a new generation of tourism development within the destination area.
Weaknesses
No clear identity or theme.
No clear unique selling proposition (USP).
No clear 100% Point(s).
Weaknesses in terms of quality, authentic attractions, products, services and experiences – particularly acute on the roofed accommodations front.
No established capacity for destination development and management.
Any linkage to 'the valley' is a market-submissive position.
Opportunities
West Hants has, under the umbrella of a new positioning and brand approach, the potential to occupy significant 'destination territory' in relation to the Bay of Fundy, one of the marine wonders of the world.
Everything about the destination area leads to the Bay of Fundy – everything flows to the sea – the area has experienced centuries of life on the Bay of Fundy.
The potential to convince the immediate urban market that the subject area can deliver on Bay of Fundy and other iconic experiences through research-based, sound, proven destination planning techniques.
Research ground zero demands that attention be paid to the seven Atlantic Canada Travel Motivators, led by Atlantic seacoast and scenic viewing experiences.
West Hants has the potential to capture every customer intent on other parts of the Fundy and Annapolis Valley experience.
The Municipality can play a leading role in building capacity to propel destination development and design.
The idea of choosing a cluster and leading with it as a form of destination stimulus or <i>ignition</i> is one primary consideration (e.g. a spatial plan which delivers on the introduction of 25 powerful scenic moments at strategic elevated and coastal sites throughout the Municipality).
Any place where tourism is flourishing, the public sector is leading the way toward investment and toward both tangible and intangible development.
Yes, the private sector needs to make its legitimate contribution – but the conditions need to be right.
It is proven that where governments (especially at the municipal level) invest heavily in tourism, communities will enjoy a rapid and substantial return on investment.
Where municipalities (e.g. Sydney, N.S.) do not make substantial investments in tourism, economies lag behind.
Threats
Continuing with any form of market-submissive position relative to the Valley.
Investing too little to launch any new destination concept under a new municipal name – it's all in or stay home – you only get to 'launch' once.

2018 Tourism Industry Review and Background Report (East Hants, West Hants and Windsor)

In 2018, the Municipality of East Hants, Municipality of West Hants, and The Town of Windsor partnered to conduct a tourism industry review, a joint effort which included:

- Creating a tourism asset inventory of their combined communities (referred to as the region).
- Conducting an analysis of the region's assets in the fixed roof accommodation, campground, food establishments, and attraction sub-sectors.

- Exploring opportunities that might advance the economic development of their respective communities

Undertaken by the combined consulting team of Customer Service Consulting and Creative Curve of Dartmouth and Halifax respectively, the July 2018 report provided:

- A starting document of tourism assets in the region to be used for future planning.
- An identification of the strengths, weaknesses, opportunities, and threats using a SWOT analysis of the region.
- A review of visitor statistics in the accommodation and campgrounds category and the identification any trends and opportunities.
- Identification of how tourism asset mix and visitor needs can be matched.
- Examples of municipalities collaborating on tourism projects.
- Suggested ways to differentiate the region.
- Recommendations for moving forward.

iImagine has reviewed the 2018 report and notes the following highlights:

- The report does an excellent job of inventorying the touristic assets of the study region and of cataloguing then-recent data, most of which was sourced through Tourism Nova Scotia.
- The report recommends a series of short-term and long terms actions focused on an overarching direction for East Hants, West Hants and Windsor to work together as a unified destination area (website development, marketing themes, festival and event enhancements, etc.).

iImagine's overarching recommended direction for West Hants is not to attempt destination development by focusing primarily on marketing-related activities (unified websites, marketing) and not to attempt destination development activities in tandem with East Hants. This is not a commentary on local politics or political jurisdictions or boundaries – rather the commentary is related solely to what is likely attainable from a sustainable tourism community planning approach, and how iImagine views the destination area through the eyes of the customer. iImagine contends that destination development needs to be focused first and foremost on research and serious product development initiatives, with websites and other aspects of marketing playing only a secondary, latter-stages role. It is complex enough focusing on destination development in Windsor and the multitude of communities within West Hants: adding East Hants to the mix would make matters impossibly complex. From a customers' perspective, there is little evidence that local residents or visitors are likely to pattern their travel based on a municipal boundaries-driven concept: simply put, the majority of potential visitors to West Hants are very simply going to pass through or originate in Halifax, with most of their dispersal occurring directly along Route 101. In this regard, West Hants' challenge is to establish a genuinely product-driven destination brand of its own, thereby carving out market share of people traditionally destined for the Annapolis Valley and the Bay of Fundy, and by attracting new audiences with wholly new products, services and experiences which support the West Hants brand (see report Recommendation #3).

Top 12 West Hants Experiences (Source: Municipality of West Hants Website)

West Hants' primary tourism assets are highlighted within a top 12 list of experiences which is showcased on the Municipality's website:

- Ski Martock and the Ontree Fun and Adventure Park
- Avondale Ski Winery.
- Sainte-Famille Wines.
- Schoolhouse Brewery.
- Flying Apron Inn and Cookery.
- Meander River Farm and Brewery. Acoustic Maritime Music Festival.
- Castle Fredrick Farms.
- Acoustic Maritime Music Festival.
- Hantsport Music Fest Society.
- Avon River Heritage Society Museum & Avondale Gallery.
- Avon River Golf and Country Club.
- Windsor-West Hants Pumpkin Festival.

This top 12 list does not include a range of other known and hidden assets that exist within the destination area. The full and complete inventory of top tier, second tier and third tier assets should be comprehensively investigated and documented for future planning and investment reference.

Recreational Assets

The Municipality's website also lists a wide and varied inventory of recreational assets:

- Armstrong Lake Park
- Avondale Wharf and Waterfront
- Brooklyn Fire Hall Trail
- Cheverie Salt Marsh Restoration Trail
- Chittick Park
- Dr. Silas Rand Park
- Eldridge Road Recreation Site
- Falls Lake Municipal Land Trail
- Falmouth Mini Park and Causeway Trail
- Fundy Centennial Park
- Hobarts Beach
- Irishmans Road Recreation Site
- Kempt Quarry Recreation Site
- McDade Park
- Shamrock Ball Field
- St. Croix Recreation Site
- Upper Burlington Planters Trail

The Municipality's recreational assets are likely under-utilized in terms of their touristic potential. Each of the assets should be comprehensively examined through a touristic lens for future planning and investment reference. These assets should serve as part of an excellent front line of attack on identifying iconic places and spaces within the destination area which are worthy of investment.

Visitor Data and Other Situation Factors

iImagine's additional situation analysis of the West Hants destination area has also revealed the following:

- As evidenced in the latest (2017) Nova Scotia visitor Exit Survey, the Bay of Fundy and Annapolis Valley Tourism Region enjoyed the following statistical outcomes:

Statistic	What this means to West Hants
28% of overall visitors to Nova Scotia visited the region for at least 30 minutes but not overnight, compared to 31% for Halifax and 28% for the South Shore region.	Within the high-demand Fundy and Annapolis Valley tourism region, West Hants could take advantage of the fact it is at the closest point of potential capture from the key point of visitor arrival/origin – Halifax.
38% over overall visitors to Nova Scotia visited the region for 30 minutes or overnight, compared with 74% for Halifax and 32% for the South Shore	West Hants will not be able to fulfill its potential of growing a true tourism economy without the development of high quality, well-themed accommodations.
22% of overall visitors to Nova Scotia visited the region for at least one night, compared to 65% for Halifax and 14% for the South Shore.	The region within which West Hants is associated (Fundy and the Annapolis Valley) has proven that it can perform at a higher level of overnight visitation than the South Shore region.
24% of Pleasure Travelers to Nova Scotia visited the region for at least 30 minutes but not overnight, compared with 32% for Halifax and 40% for the South Shore	West Hants can contribute to increasing visitation to the Fundy and Annapolis Valley region if it creates a new product-driven brand proposition that does not mirror or submit to the existing ‘Valley’ or ‘Fundy’ propositions.
27% of Pleasure Travelers to Nova Scotia visited the region for at least 30 minutes or overnight, compared with 65% for Halifax and 20% for the South Shore	West Hants will not be able to fulfill its potential of growing a true tourism economy without the development of high quality, well-themed accommodations.
42% of Pleasure Travelers to Nova Scotia visited the region for at least one night, compared with 73% for Halifax and 45% for the South Shore	The region within which West Hants is associated (Fundy and the Annapolis Valley) has proven that it can perform at a higher level of overnight visitation than the South Shore region.
Of overall travelers to Nova Scotia who visited the region, the community capture rate for Windsor was 8% (the highest community capture rate in West Hants), compared with 42% for Truro, 23% for Wolfville and 18% for Digby	A new, well funded, exclusive product-driven brand proposition that does not mirror or submit to the existing ‘Valley’ or ‘Fundy’ propositions is essential to building tourism in West Hants.
Visits by trip purpose to the region were 42% Pleasure Travelers, 38% Visiting Friends and Relatives (VFR) and 24% Business Travelers	West Hants has the potential to build tourism across all three of the primary visitor types impacting Nova Scotia.
Points of origin for overall travelers to the region were 37% from Canada, 44% from the United States and 47% from overseas	West Hants has equal to or greater proximity to key markets than most other regions in Nova Scotia (e.g. accessible to Canada, the United States and Halifax International Airport).
Percentage by Canadian market of origin who visited the region were 33% from Atlantic Canada, 34% from Quebec, 40% from Ontario and 53 from Western Canada	West Hants should begin concentrating the 33% Atlantic Canada visitation factor by introducing and creating awareness about a new, exclusive, product-driven brand that does not mirror or submit to the existing ‘Valley’ or ‘Fundy’ propositions.
Percentage by U.S. market of origin who visited the region were 44% from New England, 32% from Mid-Atlantic and 48% from Other U.S.	West Hants should ride on the coattails of Tourism Nova Scotia with regard to the U.S. market by assuming responsibility for and providing Tourism Nova Scotia with a new, exclusive, product-driven brand that does not mirror or submit to the existing ‘Valley’ or ‘Fundy’ propositions.
45% of visitors to the region were first time visitors	West Hants should strategically align with Tourism Nova Scotia in concentrating on first-time visitors to

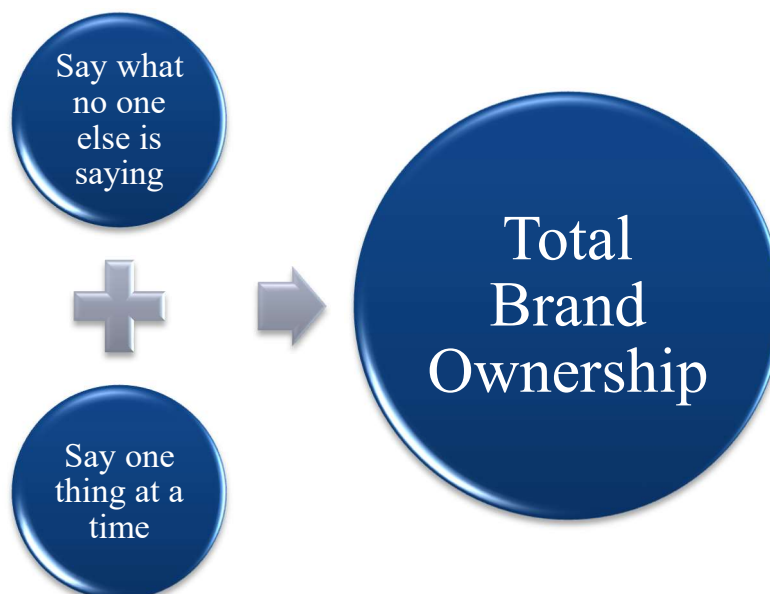
	the province. West Hants can instill a positive new, exclusive, product-driven brand proposition into first time visitors with less concern over having to compete with actual previous experiences enjoyed by repeat visitors.
Approximately 50% of parties visiting the region were two people traveling together staying 1-3 nights of average length of stay in Nova Scotia of 5.1 nights	The nature and cultural-based attributes of West Hants are a good product match for at least half of the party types overnighing Nova Scotia.
The majority of visitors to the region were age 25-64 years of age with the highest percentage 55-64 years of age	The nature and cultural-based attributes of West Hants are a good product match for the majority of visitors to Nova Scotia.
54% of visitors to Nova Scotia are university educated	The nature and cultural-based attributes of West Hants are a good match for the education levels of the majority of visitors to Nova Scotia.
56% of visitors to Nova Scotia earning \$80,000 + HHI	The proposed new, exclusive products and experiences planned for West Hants should be made affordable to the majority of visitors to Nova Scotia.
Average spending per party for overall visitors to Nova Scotia was \$1,447	West Hants should strategically align with Tourism Nova Scotia in concentrating on first-time visitors to the province (see below).
Average spending per party for first-time visitors to Nova Scotia was \$2,182	West Hants should strategically align with Tourism Nova Scotia in concentrating on first-time visitors to the province.
Trip purpose by activity for overall visitors to Nova Scotia was 59% for Outdoor, 36% for Coastal experiences, 34% for beach, 24% for hiking and 13% for tidal experiences	The nature and cultural-based attributes of West Hants are an excellent product match for the primary trip activities aspired to by visitors to Nova Scotia.

-
- There exists sufficient statistical and anecdotal evidence to understand that the West Hants region lacks competitiveness, visitation and awareness when compared with other destination areas within striking distance of Halifax. For example, Nova Scotia's 2017 Visitor Exit Survey shows that the community capture rate for the Town of Windsor (at 8%) ranks 8th within the Bay of Fundy and Annapolis Valley region, compared for example to Truro at 42%, Wolfville at 23% and Digby, by no means in close proximity to the primary market of Halifax, at 18%.
- The West Hants region, therefore, has not risen to its desired level of destination competitiveness enjoyed by numerous other competitor municipal jurisdictions. The problem, as always, is not marketing-related – rather the problem is derived from a lack of in-demand products, services and experiences. While West Hants falls within the Bay of Fundy and Annapolis Valley touring region, the Municipality does not fare well against neighbouring communities which have increasingly emerged as some of the 'destination darlings' of Nova Scotia's tourism sector (Wolfville, Lunenburg, Mahone Bay, Chester).
- West Hants lacks destination stature it can call its own – the area brand lacks ownership, failing to deliver on a clear and unequivocal product and experiential-supported unique selling proposition (USP) which can drive consumer interest locally, provincially regionally, domestically within Canada and internationally (see Figures 3 and 4).

Figure 3 – The USP Model



Figure 4 – Principles of Total Brand Ownership



- With clear room for growth (as indicated by the Sustainable Tourism Community Screener and existing occupancy data), there would appear to be an urgent need to identify the destination area's USP or USP's and to build a new, product-driven brand that is predicated on that USP or USP's.
- In order to be relevant, the longstanding Key Travel Motivators to Atlantic Canada need to serve as a focus for West Hants and its stakeholders:
 - Atlantic Canada's Seacoast Experiences – highly relevant to the West Hants destination area.
 - Sightseeing and Scenic Viewing Experiences – highly relevant to the West Hants destination area.
 - Heritage and Cultural Experiences – highly relevant to the West Hants destination area.
 - Themed Outdoor Adventure Experiences – highly relevant to the West Hants destination area.
 - Themed Culinary Experiences – highly relevant to the West Hants destination area.
 - Themed Accommodations Experiences – having high potential in the West Hants destination area.
 - Major and International Events – having high potential in the West Hants destination area.
- West Hants needs to understand and adhere to the Tourism Nova Scotia strategy – Driving Export Revenue, the four key pillars of which are:
 - Attracting first-time visitors to Nova Scotia.
 - Investing in markets of highest return.
 - Focusing on world class experiences.
 - Building Nova Scotia's tourism confidence.

Explorer Quotient (EQ)

West Hants needs to be strategically aligned with Tourism Nova Scotia's three key market types as identified by the Explorer Quotient (EQ) formula. EQ is a form of market segmentation technique that groups customers into segments based on common criteria such as demographics, geography, interests and travel behaviours...better understanding about what drives a person's travel selection and purchasing decisions. The Explorer Quotient (EQ) Market Segmentation Tool.

Market segmentation is a marketing analysis technique that groups customers into segments based on common criteria such as demographics, geography, interests and travel behaviours. Market segmentation helps tourism businesses and organizations identify and understand the people most likely to be interested in their product or service. The Explorer Quotient or 'EQ' as it is referred to in tourism industry terminology, builds on the classic segmentation criteria and incorporates psychographics - people's social values and world views - to arrive at an exceptionally comprehensive picture of what drives a person's travel selection and purchasing decisions. EQ was developed specifically for Destination Canada by Environics Research Group, based on years of international travel motivation research.

Tourism Nova Scotia began using EQ as the province's lead market segmentation tool in 2015. Using EQ has helped Nova Scotia to identify who is most drawn to the province's unique landscapes, cultures and experiences, and to tailor their marketing approach to appeal to these potential visitors. The three EQ types that offer the best fit with what Nova Scotia has to offer as a tourism destination are:

1. Authentic Experiencers – With a foot in both worlds, they appreciate the understated beauty of natural and cultural environments. They enjoy using all of their senses when they explore and really get to know the places they visit. They quickly adapt to personal challenges and risks, easily figuring out how to make the most of every situation. They want to be fully immersed in their travel experience and tend to stay away from group tours and rigid plans. They are: spontaneous; discrete; ethical; eco-conscious; independent; open-minded; and curious. They are seeking: nature reserves; world heritage sites; hiking trails; museums; home-stays; and campsites. Their values include: learning travel – like to learn everything about a place, time, or culture; nature – enjoy vast natural settings and wonders; cultural immersion – prefer integrating into the local culture; personal development – seek self-improvement through understanding others.
2. Cultural Explorers – They seek constant opportunities to embrace, discover, and immerse themselves in the entire experience of the culture, people and settings of the places they visit. Not content to just visit historic sites and watch from the sidelines, they want to participate in the modern-day culture as well. They often attempt to converse with locals, attend local festivals, or go off the beaten path to discover how people truly live. They are: positive; open-minded; curious; risk-takers; flexible; easy-going; energetic; and creative. They are seeking: heritage sites; cultural events; museums; festivals; B&Bs; and hostels. Their travel values include: companion experiences – prefer traveling with like-minded people; living history/culture – enjoy ancient history and modern culture; learning travel – seek to learn everything about a place, time, or culture; constant exploration; and they always plan for the next outing.
3. Free Spirits – Something of a thrill-seeking hedonist, travel satisfies their insatiable need for the exciting and the exotic. They like the best of everything and want to be surrounded by others who feel the same way. They have a lot of energy and want to see and do everything. Young, or young-at-heart, they travel for the thrill and emotional charge of doing things. They just can't stay at home. They are: open-minded; ambitious; enthusiastic; fun-loving; adventurous; curious; and social. They are seeking: luxury hotels; tourism hot spots; top restaurants; night club; and group tours. Their travel values include: sampling travel – like to see and experience a bit of everything; constant exploration – always plan for the next trip; companion experiences – prefer traveling with like-minded people; indulgence – seek the best they can afford.

Consultations should be held with EQ-knowledgeable resource people at Tourism Nova Scotia in order to determine which of the three strategic EQ types aligns most emphatically with West Hants' unique selling propositions and existing and potential travel products, services and experiences.

- West Hants also needs to be strategically aligned with the new ACOA tourism innovation action plan, as depicted in Figure 5. The plan begins with the ACOA Tourism Innovation Continuum and cascades into a series of sequential thrusts involving both Product Innovations and Marketing Innovations.

Figure 5 – The ACOA Tourism Innovation Action Plan



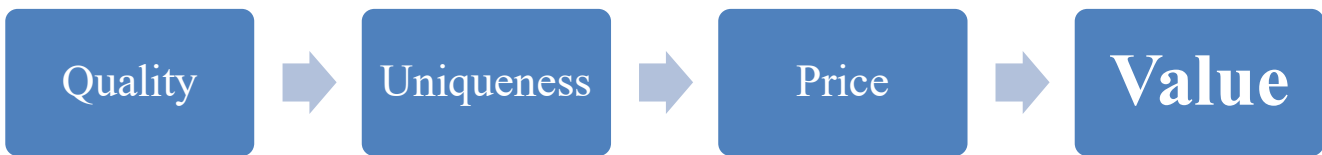
Product Innovations strongly emphasize the concepts of Value-Added Products, Product Clustering and Plant Maximization. ACOA will be actively engaged in the identification of existing and potential businesses whose products, services and experiences exhibit the highest potential for: Extracting the highest yield from visitors; operating over the longest periods of time; operating uniquely outside of the traditional core high season; emotive reasons to travel which have minimal bearing from weather, accessibility or cost There are the three key thrusts within the Product Innovation approach:



Value-Added Products will contribute to a competitive new Atlantic Tourism Value Equation. This approach is predicated on the development and growth of high quality, highly unique and higher return products, services and experiences. It is anticipated that destinations such as West Hants which are able to deliver on this equation will command ACOA's attention.

Imagine has approached the West Hants assignment through the lens of the value-added product equation, where new products, services and experiences are to be featured, merchandised and sold based on retail principles and the development of a customized value equation where Quality + Uniqueness + Price arrive at a clear Value point for visitors to Nova Scotia and Atlantic Canada and

influencers of travel to Nova Scotia and Atlantic Canada.



Product Clustering will contribute to a competitive new destination-building equation. **Like-Product Clusters** will enhance destination area values for visitors by underscoring a strong sense of place by ensuring a critical mass of activity. **Diverse Product Clusters** will enhance destination area values for visitors by underscoring convenience, selection, diversity and multiple cultural exposures. Diverse Product Clusters provide confidence for investors. **Composite Product Clusters** will enhance destination area values for visitors by combining both Like-Product Clusters and Diverse Product Clusters and by underscoring sense of place, convenience, selection, diversity and multiple cultural exposures. Destinations such as West Hants which perform well in product clustering will command ACOA’s attention.



Maximizing Plant Capacity will be pursued as ACOA will be actively engaged in the identification of existing and potential businesses whose products, services and experiences exhibit the highest potential for: extracting the highest yield from visitors (e.g. domestic and international golf enthusiasts playing golf at Cabot Links, Cape Breton Island, Nova Scotia); operating over the longest periods of time (e.g. domestic and international luxury-seekers staying at Fogo Island Inn, Newfoundland and Labrador); operating uniquely outside of the traditional core high season (e.g. foodies engaged in culinary and storytelling experiences with Uncorked Tours, New Brunswick); emotive reasons to travel which have minimal bearing from weather, accessibility or cost (e.g. Japanese ‘young office ladies’ and their families making their pilgrimage to Green Gables Heritage Place, Prince Edward Island).

Marketing Innovations strongly emphasizing Connectivity/Content, Communities of Interests and Artificial Intelligence. There are three key thrusts within the Marketing Innovations approach:



Destinations and destination properties will be more competitive as a result of heightened **Connectivity and Content** (e.g. enhanced website construction, domain acquisitions, optimization, mobile applications, app development, social media strategy development, digital marketing, use of and attentiveness to social media, exposure to E-Tools such as Learnsphere, etc.) and by the quality and market readiness of web and social media content (e.g. simplified messaging, high quality photos and

videos, interactivity, the profile of social media, etc.).

Communities of Interest (COI's) are set to drive much of the future tourism marketing support mechanisms and programming at ACOA. ACOA now has first-hand evidence concerning the wide-ranging interdependencies in the social media/social marketing milieu – the infinite number of things, activities or concepts which are shared and correlated, including such common variables as age, gender, marital status, hobbies, genealogy, chain of command, location, ideas, financial transactions, trade relationships, political affiliations, club memberships, occupations, education and economic status – people who are tied or linked together exchange ideas and thoughts about a given interest or passion, but may know (or care) little about each other outside of this area. In contrast to a spatial community, a COI is defined not by space, but by some common bond or feeling of attachment. The potential of COI's is likely to radically alter virtually all of ACOA's tourism partnerships and programming going forward.

Perhaps more than any other area of ACOA involvement and support to the Atlantic tourism sector, the Agency research can close capacity gaps concerning trends, opportunities and applications for **Artificial Intelligence** (AI). What is known is that AI is no longer just 'coming' – it is here! ACOA and its partners will recognize that technology is and will radically continue to alter the entire complexion of the tourism industry.

Product-Driven Branding and Market Positioning

As stated previously in this report, brands are not built on marketing. They are built upon the identification of one or more unequivocal USP's and the enhancement or development of tangible and intangible products, services and experiences.

Sustainable Tourism Community Planning Models

The two most oft-mentioned sustainable tourism community planning models in Atlantic Canada today are ACOA's STEP (Sustainable Tourism Expansion Program) and STAR (Strategic Tourism for Areas and Regions). As the architect of STEP and delivery agent for nine of the 15 STEP initiatives undertaken over the past 15 years in Atlantic Canada, Harvey Sawler (iImagine) is well-versed on the strengths and shortcomings of this innovative program. He also conceived in the 1990s of the original sustainable tourism community planning model – the Bouctouche Bay Eco-Tourism Inc. Lessons Learned program – from which STEP was originally derived. STAR, in turn therefore, is a derivative of both the Bouctouche program and STEP. Notwithstanding their value in certain circumstances, time and experience have identified clear shortcomings in both STEP and STAR (e.g. lengthy processes, volunteer burnout, overly-expansive geographic planning regions, trying to work with too many communities at once, repetition of already-completed studies and research). As a result, iImagine has been working on the creation of less complex, more agile and less costly hybrid planning models such as the recently completed, ACOA-funded, 100-day Accelerated Destination Development and Design (ADDD) pilot program in Stanley Bridge, P.E.I. The main point of this issue is that West Hants is a suitable candidate for a more customized or hybrid planning model versus the off-the-shelf, status quo programs (see report Recommendation #5).

Product-Driven Branding Best Practice – Kawarthas Northumberland

There are numerous best practices which demonstrate how a community or destination area can successfully seize on a single thematic which can be shared and built upon by wide and varied interests without trying to say a hundred things at once. This strategic ability to seize on the single theme

requires that destination leaders stay the course with respect to:

- Recognizing that a successful destination brand must be based on either a nature-based or cultural-based product theme or a nature and cultural-based theme that is naturally interwoven.
- Recognizing that a successful destination brand cannot be all things to all people.
- Recognizing that a successful brand can only say one thing at a time.
- Recognizing that a successful brand must demonstrate exclusivity and total brand ownership.
- Recognizing that a powerful destination brand can drive visitation to a community or region – once in the destination area visitors will disburse to quality in-demand other products, services and experiences.

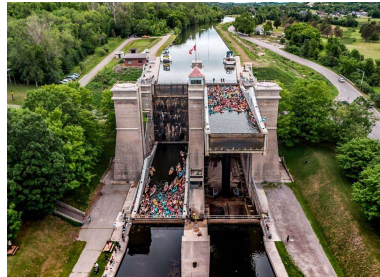
The Kawarthas Northumberland region (known as Regional Tourism Organization 8 or RTO8) of Ontario has destination complexity which is as significant or more so than the West Hants scenario. Kawarthas Northumberland covers a vast geographic area containing three separate destination management organizations – this presented RTO8 with a true destination positioning and branding dilemma. Each destination organization and community that each represented wanted to say something different. This problem was made worse by the fact that none of the three were exhibiting total brand ownership in any manner. However, all of the communities and destination organizations in RTO8 share one iconic thing in common: The Trent-Severn Waterway National Historic Site of Canada.

The Trent–Severn Waterway is a 386-kilometre-long canal route (240 miles) connecting Lake Ontario at Trenton to Georgian Bay, Lake Huron, at Port Severn. Its major natural waterways include the Trent River, Otonabee River, Kawartha Lakes, Lake Simcoe, Lake Couchiching and Severn River. Its scenic, meandering route has been called "one of the finest interconnected systems of navigation in the world".

Figure 6 – Routing of the Trent-Severn Waterway National Historic Site of Canada



The canal was surveyed as a military route, but the first lock was built in 1833 as a commercial venture. This connected a number of lakes and rivers near the centre of the waterway, opening a large area to navigation by steamship. The government had begun construction of three additional locks when the Upper Canada Rebellion of 1837 broke out. This led the government to re-examine the project, concluding that the route would have too many locks to allow rapid movement for military purposes. They decided that the locks under construction would be completed, but the rest could be turned into timber slides. This left the completed inland section with no outlet, which business interests addressed by connecting to the route with a number of new toll roads, plank roads, and later, railways.



Sir John A. Macdonald's government restarted construction in the 1880s, adding a number of new locks and pushing the route westward before construction once again halted. For many years after this, the canal was used as a political tool to garner votes from areas along the route, with little construction being carried out. It was not until just before the turn of the century that a number of political changes built up incredible pressure on Wilfrid Laurier's Liberals and serious work started once again. The canal reached Peterborough and Lake Simcoe in 1904. The final sections were greatly delayed by World War I, with the link to Trenton opening in 1918, followed by the link to Georgian Bay in early 1920. The first complete transit of the waterway was made in July of that year.

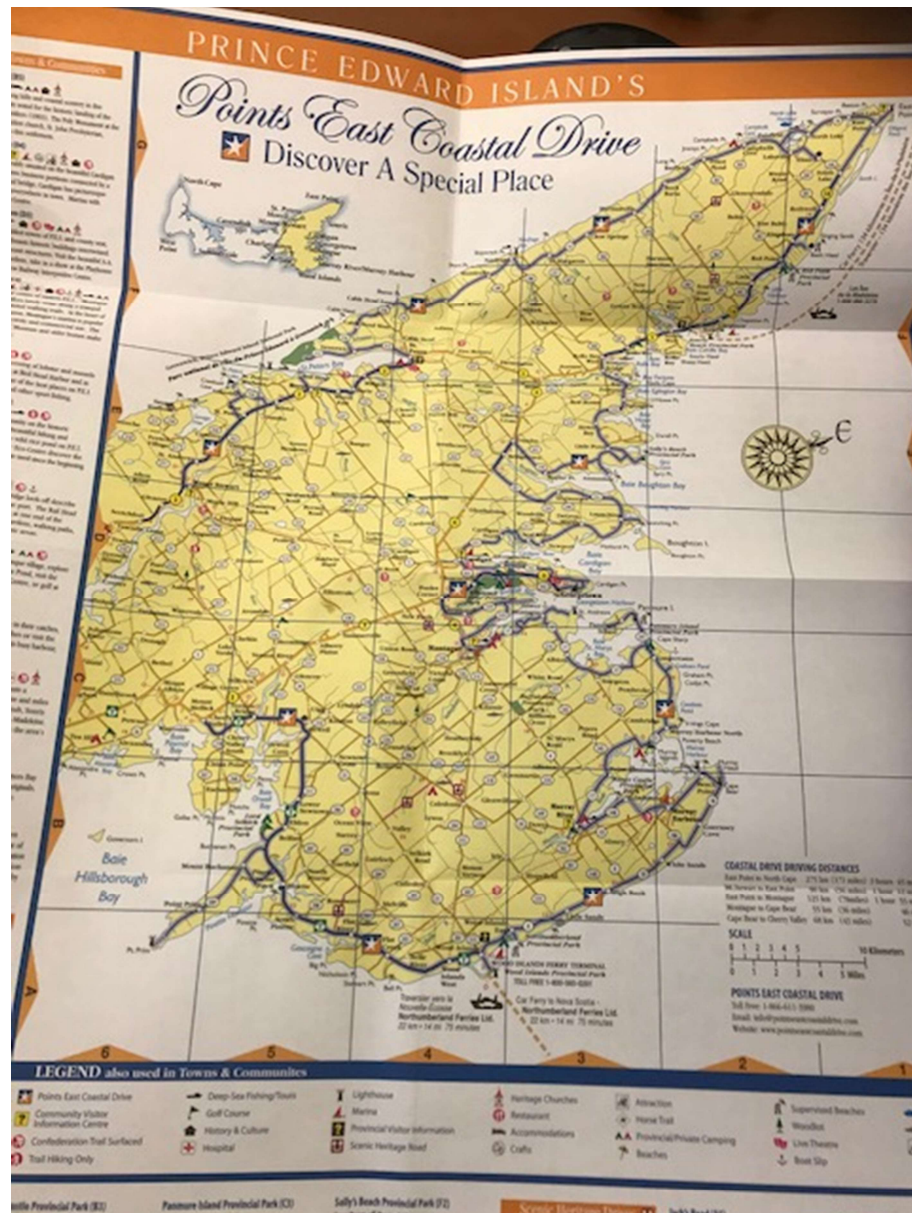
The Trent-Severn is pure, authentic and distinct both culturally and historically. It is also pure and authentic in nature terms, winding its way through numerous natural phenomena. There are also scores of communities and experiences linked to the canal. However, it took two years of analysis, persuasion and destination-building before RTO8's tourism strategy finally adopted the Trent-Severn as its primary, overarching destination theme.

It is iImagine's contention that the principle underlying the decision for RTO8 to adopt the Trent-Severn as its destination product-thematic thread is very similar to the underlying decision required by West Hants and the opportunity presented by the Avon River confluence.

Product-Driven Branding Best Practice – Points East Coastal Drive, Prince Edward Island

For years, the Points East Coastal Drive touring region on P.E.I. lacked a sense of identity and brand strength that the Island East Tourism Group Inc. (the governing body for tourism development in eastern P.E.I.) could bank on to increase awareness and increase visitation. With benign message such as 'Discover A Special Place', Points East had failed to identify a product-driven approach to destination brand development. This message exhibited zero ownership and failed to connect to any element of tangible or intangible product.

Figure 7 – Former East ‘Discover A Special Place’ Positioning



Through a destination revitalization strategy facilitated and authored by ilmagine, it became obvious that the Points East region’s primary asset was its beaches – 72 in all – each of which had a unique value or experience. This process also revealed that quality beach experiences were within close proximity to one another, as well as to the communities of eastern P.E.I. and that there are arguably more beach products within the relatively compact touring region of Points East than any other place in Canada. Finally, research revealed that at least two of the Points East beaches are considered among the top beach experiences in Canada: the Singing Sands beaches at Basin Head/South Lake/Kingsboro and Greenwich, which forms part of the P.E.I. National Park of Canada.

The marketing determination was to focus on the concept of ‘50 Beaches’. With this new product-driven brand strategy in hand, the Island East Tourism Group Inc. has never looked back, focusing

most of its energy and investment on the amazing diversity of its beach experiences.

Figure 8 – Points East Coastal Drive Brand Renewal



The Points East Coastal Drive brand family goes on to introduce a series of additional unique sub-brands, each of which showcases a unique experiential idea, bolstered by one of its primary promotional tools, Points East Cinema, which showcases a series of high-quality experiential videos.



West Hants's Core Product and USP – The Avon River Confluence Factor

The Avon watershed confluence includes: the Avon River, the St. Croix River, the Cogmagun River, the Kennetcook River, the Hebert River, the Meander River. Both the science (the nature-based story) and the historical (the culture-based story) attributes of West Hants stem from the watershed and its influences. In iImagine's view, the evidence is irrefutable. As described on the Avon River Heritage Society website:

For at least 10,500 years, and possibly longer, people have been attracted to this part of the world. The beauty of the land, the wonder of the tides and the plentiful resources have compelled people to call this place their home. People have altered the landscape and, of course, the land has altered the people...the Minas Basin, including the Avon River, is recognized internationally as an ecologically important area because of its importance to birds and marine life.

This area has been designated a "Western Hemispheric Shorebird Reserve" by Environment Canada and the Nova Department of Lands and Forests. Only 15 such sites exist in the Americas (Canada, U.S., Mexico, Central and South America). It is an important foraging and overwintering location for waterfowl like Canada Geese and Black Ducks and a wetlands of international importance.



This is also the final feeding grounds of many migratory birds, where they build up reserves of fat to burn as they fly south. Many can double their body weight in only a week of feeding. The mudflats of the region attract about half of the world's semipalmated sandpipers, which stop to feed here on their way south from breeding grounds in the Arctic. Disturbing these birds will force them to burn the energy they need for the trip. Bald eagles and peregrine falcons, among other birds, nest and feed in this area.

This area has also been declared an "Ecologically and Biologically Significant Area" by the Canadian Department of Fisheries and Oceans because of the unique marine life found here. The Minas Basin, where both fish and birds feed on mud shrimp, makes an ideal home for marine life. 70 species of fish live in the Minas Basin, many of which also travel up the Avon at

high tide. This includes Atlantic salmon, gaspereau, American eel, striped bass, and sturgeon, one of the oldest fish species on earth. The cloudy water sometimes hides predators such as dogfish and great white sharks. When the tide goes out, much of the river turns to dry land. Some animals survive by retreating into water pockets or holding their breath until the water returns.

Marine mammals such as seals, porpoises, dolphins, and historically, whales have all lived in the Minas Basin and travelled up the Avon. Harbour porpoises, one of the smallest marine mammals, feed on herring and other small fish and sometimes follow the gaspereau up the river to feed...the Avon Peninsula features a unique Karst environment, which is a distinctive topography in which the landscape is largely shaped by the dissolving action of water on carbonate bedrock like limestone, dolomite, or gypsum.

This geological process, which occurs over many thousands of years, results in unusual surface and subsurface features ranging from sinkholes, vertical shafts, disappearing streams, and springs, to complex underground drainage systems and caves.



As rain falls through the atmosphere, it picks up CO₂ which dissolves in the droplets. Once the rain hits the ground, it percolates through the soil, picking up more CO₂ to form a weak solution of carbonic acid: $H_2O + CO_2 = H_2CO_3$. The infiltrating water naturally exploits any cracks or crevices in the rock. Over long periods, with a continuous supply of CO₂ - enriched water, carbonate bedrock begins to dissolve. Openings in the bedrock increase in size and an underground drainage system begins to develop, allowing more water to pass, further accelerating the formation of Karst. Eventually this leads to the development of subsurface caves.

Karst landscapes comprise an important component of the Earth's geodiversity. Karst and its dependent ecosystems are sensitive and vulnerable to an array of human impacts, and require careful management. Caves frequently contain features that are fragile, like speleothems, sediments, and bones, as well as biota that are very sensitive to disturbance from human activities.

Located in the heart of the Avon Peninsula is the Wiscoq Valley. Wiscoq Cave, which means Black Ash in the native tongue of the Mi'kmaq people, is located in an area of mature Acadian forest dominated by Eastern Hemlock, White Ash and White Birch. Within the valley is the Wiscoq Cave, a natural dissolution cave formed in Mississippian age gypsum-anhydrite evaporites. In the immediate vicinity of the cave outcropping gypsum bedrock has eroded into an extremely rugged Karst terrain: referred to locally as "plaster land".

iImagine has included the foregoing Avon River Heritage Society website excerpt simply to reinforce the point that this is a very important place within the Bay of Fundy region and within Canada's natural history, ecological and cultural makeup. The Avon's significance is further exemplified by documented history focusing on the area's Mi'kmaq heritage (including settlement and records of the area and its rivers as vital travel corridors to Indigenous people), its Acadian heritage, its New England Planter heritage, African Nova Scotia heritage, shipbuilding and the golden age of sail, etc. The Avon nature and cultural-based experience is, in iImagine's view, a destination-in-waiting.

Secondary USP's

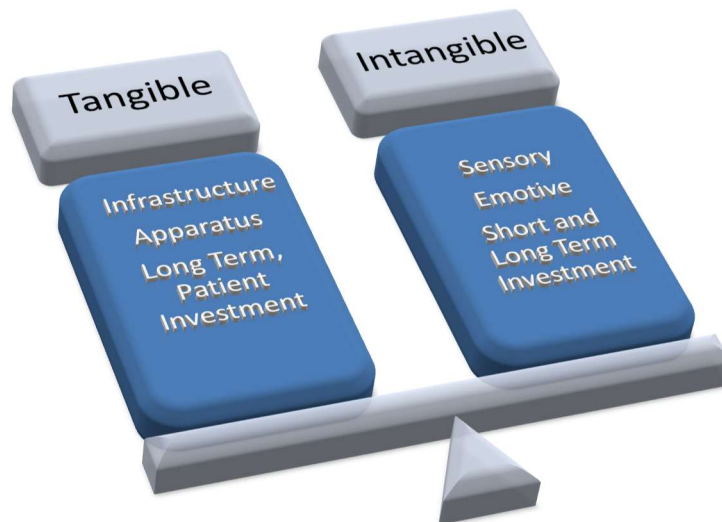
Undoubtedly West Hants stakeholders will argue for themes alternative to Avon. There will always be room for sub-themes to play a role in supporting the overarching/master Municipal and destination theme and brand. However, there is a hierarchy to the use of USP's, the use of themes and their relationship to the overarching/master brand. The Birthplace of Hockey theme is the most obvious example. The 'Birthplace' theme should definitely have a role within the hierarchy of describing why West Hants (Avon) has significance as a place to visit, reside in and invest in, but it is too limiting (too one-dimensional) to serve as the overarching/master theme and brand. Avon, on the other hand, presents an exhaustive range of places, products, services and experiences upon which to build a strong tourism economy as exemplified through the following (draft) market positioning statement:

Avon and the Avon River Confluence will be competitively positioned as one of Atlantic Canada's outstanding ecological and cultural treasures linking unique aspects of natural and human history to one of the marine wonders of the world – the Bay of Fundy.

Avon-Themed Product and Experiential Development

The tourism leadership of West Hants must recognize that tourism development must achieve a balance of both Tangible and Intangible products, services and experiences. Infrastructure, in the absence of accompanying pre-determined experiences, in an antiquated approach to development. Experiences, in the absence of supporting infrastructure, can also result in product weaknesses.

Figure 9 – Tangible and Intangible Tourism Development



Success in tourism, as in all sectors of the consumer economy, requires a formulaic approach to demand generation. Marketing is not the pivotal aspect of demand generation. As illustrated in the ACOA Tourism Innovation Continuum, the process requires significant patience, planning, analysis and investment which begins with research, which drives the identification and development of in-demand products, services and experiences, which drive the brand, which drives the marketing which ultimately drives consumer demand.

Figure 10 – The Demand Generator Model



Unveiling West Hants' Hidden Assets

Working from the knowledge and understanding of resident scientific and cultural experts, combined with knowledgeable destination development experts, West Hants should undertake to unveil the region's hidden or lesser known assets, including but not limited to:

- Using nature and culture to establish a master brand and experiential sub-brands which confront the current tendency to take a submissive market position to the better-known Annapolis Valley and Bay of Fundy destination points.
- 100% Points where both residents and visitors can congregate and enjoy a new generation of experiences.
- Accessible Avon River confluence and Bay of Fundy scenic vista points having development potential, as well as the potential of constituting a scenic touring network which confronts the current tendency to bypass West Hants in favour of better-known Annapolis Valley and Bay of Fundy destination points.
- Stories about people, events, places and phenomena which invite interpretation, monetization and overnight visitation which confront the current tendency to bypass West Hants in favour of better-known Annapolis Valley and Bay of Fundy destination points.

Patient Development

The tourism leadership of West Hants must recognize that product and experiential development does not happen overnight. It is important to think of investment in the tourism sector as requiring patience and to stay on strategy. One scenario contributing to staying on strategy involves the revealing or unveiling of a product-driven destination brand accompanied by a phased plan for building products over a period of perhaps eight years as illustrated in Figure 11.

Figure 11 – Avon Tourism Product Development Timeline Scenario



Proposed Windsor Township Brand Approach

Concurrent with this assignment, the Windsor Business Enhancement Society (WBES), representing the downtown merchants and businesses of the Town of Windsor, is finalizing a new brand approach for the town based on the concept 'Windsor Township' and the accompanying theme – Welcome to the

Valley. iImagine's consultation with the WBES leadership included exposure to this brand package with the conclusion that Windsor Township (including its graphic representation) is a simple, exemplary brand approach which evokes a strong heritage community sentiment. As per numerous other comments in this report, iImagine does not endorse any positioning or branding initiative which perpetuates the 'Welcome to the Valley' signature line, slogan or descriptor.

4. Assignment Phase I – The Destination Assessment Phase

Overview

Phase I began by subjecting the West Hants destination area to the ACOA Sustainable Tourism Community Screener, through which the area achieved a score of 64.5 out of a maximum potential of 100 (scores in excess of 60 indicate that the region has strong potential for incremental touristic economic development).

The destination assessment phase led to a stakeholder workshop and discussions focusing on strengths, weaknesses, opportunities and threats facing West Hants, highlighted by the lack of a competitive brand, a lack of product definition and a lack of destination awareness.

Working from all of the Phase I evidence and supported by the findings of the Phase II AMR activity, iImagine has gone on to create a series of key recommendations (see report Section 6).

5. Assignment Phase II – The Accelerated Market Readiness (AMR) Phase

Overview

The AMR Program has functioned for several years as an ACOA (Atlantic Canada Opportunities Agency) business improvement model that offers individual tourism operators and organizations the ability to: increase their standards of excellence; be more responsive to emerging tourism trends; and become more profitable. AMR program delivers effective, real-world, one-on-one business mentoring by providing existing tourism operators with the opportunity to engage with an independent qualified tourism expert on any and all issues specific to their own existing or envisioned operation – providing solutions to 'what keeps them awake at night', how to establish a business and gauging the degree to which they are or can become truly "market ready". Market readiness involves maximizing the provision of leading customer experiences for visitors to the West Hants touring region which provide profitability for the tourism operator.

AMR Process and Methodology

Resolving What Keeps You Awake at Night – AMR really is as simple as just that...it is not about abstract business theories...it is about confronting real-world tourism enterprise challenges which keep entrepreneur and organizational leaders awake at night!

Transforming Good into Great – Destination organizations such as DATA, as leaders and catalysts toward AMR through subsidized programming, are responsible for identifying and informing tourism operators with the most promise about the potential benefits of AMR.

Pre-AMR Telephone Interview – The assigned pre-certified AMR consultant will contact candidate operators by telephone to introduce himself/herself, to review the process and help the operator prepare for mentoring.

Intensive One-on-One Mentoring – Following a pre-consultation review of the AMR candidate (website and Facebook review, review of documentation, etc.), the certified AMR consultant and the candidate operator engage in a 24-hour process involving a site visit, a ‘kitchen-table-talk’ review of issues, the authorship of a draft AMR report and a second face-to-face consultation during which the draft report is reviewed and critiqued. The consultant then prepares a final report in the immediate days which follow. There are no boundaries to issues involved in the mentoring process: product and experiential development and delivery, business planning, operations, branding, marketing, etc.

Total Brand Ownership – One of the most common determinants of a successful AMR process involves the state of the positioning, theming and branding of the candidate operation. Consultants will work from the premise that until the operation’s brand is right – that it exhibits ‘total brand ownership’ – then nothing else can be successfully resolved.

Experiential Discovery – Experiential invention (or experiential discovery) is one of the other most common determinants of a successful AMR process. Through the application of proven formulas and by examining consumer demand and best practices – practical, attainable, new experiences will emerge.

Experiential Renewal – Experiential re-invention (or experiential renewal) is often a more logical and affordable pathway to during a AMR consultation. The AMR consultant will assist the operator in determining the balance between experiential renewal and experiential discovery.

Aftercare – AMR does not work if the consultant simply vanishes into thin air. The assigned AMR consultant continues to provide Aftercare, ensuring a continuing dialogue with clients to help ensure their success.

iImagine was assigned to conduct AMR consultations with a total of six candidate operations during the period December 2019 through to January 2020, including:

- The Schoolhouse Brewery.
- The Avon River Heritage Society.
- Meander River Farm and Brewery.
- Ski Martock.
- Wine and Beer Tours of Nova Scotia.
- Avondale Sky Winery.
- Bent Ridge Winery/Bent Nail Brewery.

The candidate operations could not have been more varied by tourism sub-sector. Notwithstanding their differences, the following issues were among the most common to emerge throughout the process:

- Lack of a cohesive West Hants region destination brand for operators to rally around.

- The need to enhance brand, positioning and thematic clarity and ownership.
- The need to enhance the physical state of the property.
- The need to enhance the experiential state of the property.
- The need to enhance the property website and associated social media activities and habits.
- Packaging.
- Partnerships.
- The need to increase traffic and profitability.
- A general lack of business planning.
- The need to identify practical solutions through entities such as Tourism Nova Scotia, ACOA, CBDC, the Gros Morne Institute of Sustainable Tourism (GMIST), etc.

The sixth candidate operation – Bent Ridge Winery/Bent Nail Brewery – was determined by iImagine to be too far advanced for the AMR process. This is a rare occurrence. However, the owners, brothers Steven and Glenn Dodge, offer a uniquely high level of hospitality experience. Steven Dodge, in particular, has worked in numerous operational and leadership roles across the national airline sector, the hotel sector, the food and beverage sector and destination development. It was decided between the consultant and Mr. Dodge (with the approval of the project manager) to instead focus the energies of the AMR-prompted discussion on efforts to help build capacity within the West Hants tourism sector. Because the three-part iImagine assignments happened to coincide with an upswell in destination development activism in West Hants, and because Mr. Dodge expressed an interest in playing a leadership role in support of this activism, it was decided to concentrate on how his industry expertise could aid and abet the destination development cause. This ongoing discussion leads into Assignment Phase III and the concept of mounting one of the first in a series of tourism sector capacity-building workshops, specifically one tentatively themed: *Let's Get Organized!* – an effort toward industry mobilization.

The five individual AMR reports which were completed have been delivered to the respective subject operators, as well as to West Hants' project coordinator.

6. Assignment Phase III – The Capacity-Building Sessions Phase

Overview

The final phase of the project called upon iImagine to identify a series of workshop themes which West Hants can use to stimulate operator interest, to build skills, knowledge and to build capacity.

In addition to recommending a series of themes, iImagine's proposal included the provision of the initial 2-3-hour workshop. Currently it is intended that the inaugural workshop in the series should be themed on *'Destination Management Organization (DMO) Best Practices'*.

This inaugural workshop, like all the others proposed for the series, would be marketed and hosted by

The Municipality of West Hants (or an alternative designated partner entity) to the Municipality's community of existing and latent tourism stakeholders.

iImagine is recommending that all of the capacity-building workshops be delivered as a package, allowing West Hants to wage a 'campaign' toward product and market readiness over a series of months or perhaps a year. The series would be announced and marketed all at once, allowing stakeholders to select subjects of interest which are most relevant to their individual businesses. The series could be called *Growing Tourism in West Hants: Interactive Workshops for Entrepreneurs and Community Leaders*.

Following are a series of recommended workshop themes, together with potential corresponding time frames, content and delivery agents.

Theme	Timing	Content/Delivery Agents
Destination Management Organization (DMO) Best Practices	February or March 2020	This inaugural workshop in the series would identify DMO best practices in Atlantic Canada, Canada and the U.S., helping to set the stage for the second proposed workshop – Let's Get Organized! Delivery Agent: iImagine
Let's Get Organized!	March 2020	A one-day symposium intended to stimulate gross-roots tourism development, identify tourism leaders and action destination development in West Hants Delivery Agent: TBD
The Perry Gotell Story	April 2020	A half-day interactive workshop guiding tourism operators to 'just be themselves' when delivering tourism products, services and experiences Delivery Agent: Gros Morne Institute of Sustainable Tourism (GMIST) and Perry Gotell, Tranquility Cove Adventures
Accelerated Market Readiness (AMR)	May 2020	A half--day interactive workshop aimed at identifying and recruiting future West Hants AMR candidates Delivery Agent: TBD
USP's and Total Brand Ownership	September 2020	A half-day interactive workshop guiding tourism operators in the identification of their Unique Selling Proposition(s) (USP's) and achieving total brand ownership Delivery Agent: TBD
Tangible and Intangible Tourism	October 2020	A half-day interactive workshop guiding tourism operators through the need to achieve a perfect balance between the tangible and intangible aspects of tourism Delivery Agent: TBD

The World is Flat – Marketing through Communities-of-Interest (COI's)	November 2020	A half-day interactive workshop designed to explain the trend toward social media-driven marketing using passionate communities-of-interest Delivery Agent: Tourism Atlantic/ACOA
How to Operate an Inn or B&B for Profit	January 2021	A half-day interactive workshop exposing best practices in the establishment of an inn or bed and breakfast Delivery Agent: TBD

The key to the success of the proposed capacity-building workshop campaign is in the delivery. In order to stimulate enthusiasm and to excite the tourism stakeholders, iImagine recommends that the best available/best affordable workshop leaders be engaged to deliver the series. The all-inclusive budget in support of the delivery of the series approximates \$25,000-\$30,000.

7. Recommendations

iImagine is pleased to make the following key recommendations toward the growth and competitiveness of tourism in the West Hants destination area.

Recommendation #1 – Guiding Principles and Tools

West Hants should adopt a set of Guiding Principles and Tools to assist destination planners in carrying out their strategic initiatives over the coming months and years.

Figure 12 – Recommended West Hants Tourism Development Guiding Principles and Tools



The Tourism Innovation Continuum

Pivotal to the ACOA tourism action plan – *Growth and Prosperity: The ACOA Tourism Innovation Action Plan – Advancing Atlantic Canada Tourism’s Competitiveness and Productive Capacity*, the continuum model is based on an ideology devised to strongly reinforce that tourism must be a customer-driven sector just like any other consumer product. The Continuum illustrates how research leads to new or renewed products and services, which lead to unique selling propositions (or brands), which lead to the opportunity to execute effective marketing campaigns.

Figure 13 – The ACOA Tourism Innovation Continuum



The 12 Essentials of Leading Travel Experiences

The *12 Essentials of Leading Travel Experiences* is a packaging and experiential development tool which has been effectively used in scores of strategic planning processes at the individual operator level, the community level, the touring route level, the provincial level and for national entities such as Parks Canada.

Figure 14 – The 12 Essentials of Leading Travel Experiences



Design Excellence

Every tangible element of the destination property – from graphic design (e.g. brand and web development) to the physical/spatial design and planning – should be subjected to the ideal of achieving design excellence.

Total Brand Ownership

A primary objective is to ensure – as is exemplified within the 12 Essentials assessment tool – that the experience pursues the principle: *if you can't own the brand, you don't want it!*

Know your customer intimately

One of the greatest challenges in destination-building today is finding the time to truly know and understand one's customers. It is imperative that DATA continues to work with Tourism Nova Scotia and other partners to develop a clear and unequivocal understanding concerning the question – *Who is the Customer?*

Partnership Strategic Alignment

DATA will continue to develop an enriched appreciation for their strategic alignment with key partners such as Tourism Atlantic (ACOA), ACOA Nova Scotia, Tourism Nova Scotia, and other influencers and partners.

Tangible and Intangible Development

The concepts and designs for all tourism products, services and experiences will be predicated on both the tangible and intangible elements of tourism product development. The tangible elements skew toward natural attributes and infrastructure while the intangible elements skew toward the experiential.

Recommendation #2 – Unique Selling Proposition (USP)

West Hants should ratify that its overarching USP is based on the nature and culture-based attributes of the Avon River confluence and its relationship to one of the marine wonders of the world, the Bay of Fundy.

Recommendation #3 – Brand Proposition

West Hants should pursue the development of 'Avon' as the central aspect of its tourism municipal and tourism brand (e.g. Destination Avon).

Recommendation #4 – Destination Development Planning Jurisdiction

West Hants should concentrate on West Hants and resist the temptation and external influences to complicate the destination development process by over-reaching the planning territory/jurisdiction as suggested in the 2018 tourism review and report by Customer Service Consulting and Creative Curve. Combining with East Hants, for example, will make the destination development process significantly more complex than focusing singularly on West Hants, which some would argue, is already sufficiently complex because of the large number of communities and interests within the Municipality.

Recommendation #5 – Destination Development Planning Process

West Hants should work with funding partners to identify an appropriate model for sustainable tourism community development that matches the destination's actual needs. Caution should be exercised

regarding the application of off-the-shelf sustainable tourism community planning models (e.g. STEP or STAR) versus a hybrid, less time-consumptive model which delves (for example) directly into the identification, spatial planning and monetization of West Hants' iconic places and spaces.

Recommendation #6 – Capacity-Building Workshop Series

West Hants should pursue partnership funding in order to wage a campaign in support of a multi-themed capacity-building workshop series over the next 18-24 months.

Recommendation #7 – Accelerated Market Readiness (AMR) Programming

Building on the five AMR interventions undertaken through this project, West Hants should pursue partnership funding to identify and complete a target of 20 additional business-based market readiness assessments over the next three years.



Committee of the Whole Excerpts
April 12, 2022

Revisit the closure of Exit 6

The anticipated two (2) year closure of exit 6 will have drastic effects on the Windsor business merchants. There is potential for lost income as many visitors may drive past the area without stopping in Windsor to frequent the local business community.

The recommended motion was that Committee of the Whole recommend that ...

DIRECT STAFF TO PROPOSE A LETTER TO GO TO MLA MELISSA SHEEHY-RICHARD AS WELL AS THE MINISTER OF TRANSPORTATION WITH REGARDS TO THE TWO-YEAR CLOSURE OF EXIT 6 AND ENCOURAGING A REVISIT OF USING EXIT 7 AS THE OFF POINT FOR TRAFFIC COMING INTO DOWNTOWN WINDSOR AND EXIT 5A COULD BE USED AS THE CATCH POINT FOR ANYBODY WHO MISSES THE FIRST ONE.



Committee of the Whole Excerpts
April 12, 2022

#1792Project: Request for Proclamation or Recognition for 230th Anniversary

January 15, 2022 marks the 230th anniversary of the exodus from Nova Scotia to Sierra Leone and is seen as an essential part of the history not only of the Maritimes but of all Canadians.

The recommended motion was that Committee of the Whole recommend that ...

THE PROCLAMATION REQUESTED BY KATHRIN WINKLER BE BROUGHT FORWARD TO OUR NEXT COUNCIL MEETING AT THE END OF THE MONTH TO BE DECLARED.

From: kathrin winkler <winkler.kathrin2@gmail.com>

Date: April 5, 2022 at 10:49:18 AM ADT

To: PublicOnlyCouncilEmail <allcouncil@westhants.ca>, Abraham Zebian <AZebian@westhants.ca>

Subject: #1792Project: Request for Proclamation or Recognition for 230th Anniversary

Dear Mayor Zebian, CAO ,and Council,

Thank you for your ongoing leadership and commitment to the community. This is a followup on behalf of the #1792Project and our request to you, as Mayor and Council is to **undertake a motion and/or proclamation to recognize this year as the 230th anniversary** of a remarkable exodus that can claim not only to be the first, but the largest single exodus of African descendants returning to the continent of Africa.

We are inviting high school students in your municipality to participate in this educational project and as a part of that invitation we are including the local proclamations and acknowledgements of the 230th anniversary year. Students throughout the province have submitted over 500 letters to date and representation by students in your area is so important. We are certain that students will be interested in connecting history and education to their own municipal government in this way.

As we have mentioned previously, the courage to take this sea journey to Sierra Leone at the height of the trans-Atlantic chattel slave trade is without precedent. It is a Maritime story and a Canadian story. The story of 15 ships prepared in the dead of winter - the Lucretia, the Somerset, the Beaver, the Parr, the Venus, the Mary, the Catherine, the Prince William, the Sierra Leone, the Morning Star, the Eleanor, the Felicity, Prince Fleury, the Brothers, and the Betsey. It is a story of resilience of the 1,196 seafarers, and a story of failure of community and government to provide safe haven here on these shores for these Black Loyalists. Just as the Blue Nose and the Titanic, their names should be known by every Nova Scotian!

We are following up on our request. For your information, here is the link to the celebration on March 10 to mark the arrival of the 15 ships in Freetown, Sierra Leone. Please enjoy watching, but if you are under time restraints we respectfully direct you to the reading of all municipalities in Nova Scotia who have proclaimed (time 1:35 on Youtube) and to Mayor Yvonne Aki-Sawyer's livestream address(time 55:17 on Youtube).

Our request today are as follows:

1. That your council undertakes a motion and/or proclamation to recognize that January 15, 2022, the 230th anniversary of the exodus from Nova Scotia to Sierra Leone is an essential part of the history not only of the Maritimes but of all Canadians.
2. We ask you to share this proclamation so that it can be part of the 2nd Wave of #Project1792. Students in your municipality will receive a copy of the proclamation sent to their school as well as a poster from the Maritime Museum to acknowledge their participation in the "Book of Letters" project.

Please don't hesitate to contact us if your council is open to a presentation or is in need of more information.

Please send proclamations marked **#1792Project** to ***Auburn Drive H.S., 300 Auburn Drive, Dartmouth, NS B2W 6E9***. **Please share them on social media.** Municipal proclamations will be included in the 'Book of Letters'.

Sincerely,

#1792Project Karen Hudson, kathrin winkler, Carol Millett Students at Auburn Drive H.S.

Sample Proclamation : Municipal Council and Mayor

Whereas January 15, 2022 is the 230th anniversary of 15 ships departing the harbour of Halifax in 1792, and that the conditions and causes that led to the exodus of 1,196 self liberated Black Loyalist were conditions of abject institutionalized racism and that this departure took place at the height of the transatlantic chattel slave trade one of the cruelest chapters in the history of humanity.

Whereas the recognizes that people of African descent have been a part of Canadian society since the early 1600s and that their enslavement occurred on this land for centuries and that the Black Loyalists departure is linked to the failure of institutional, political and societal will to fulfill the promises that were made to the communities that left for Sierra Leone.

Whereas is committed to promote histories such as the 15 Ships to Sierra Leone that often have been left in a vacuum of erasure. The resources provided for well known monumentation have historically been funded at the expense of those erasures.

Whereascontinues to recognize the ongoing significance of the UN Decade of African Descent and the importance of recognizing the history of Black Loyalists in Nova Scotia and how all communities in Nova Scotia continue to be affected by the historic rift of the Black community.

Whereas we recognize that secure housing and land was promised to these early settlers and very few received what was owed. Despite petitions (by Thomas Peters)the promised land and supplies were not provided . For many Black Loyalists, shared Mi'kmaq knowledge was key to survival in the first winters. Reparations for injustice is the path forward.

Thereby be it resolved that I, Mayor_____ declare January 15, 2022 the Day of Black Loyalist Exodus: 15 Ships to Sierra Leone #1792Project and that we mark this year as the 230th anniversary of the 15 Ships to Sierra Leone #1792Project.

in peace and friendship

kathrin

I acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) Peoples first signed with the British Crown in 1725. The treaties did not deal with surrender of lands and resources but in fact recognized Mi'kmaq and Wolastoqiyik (Maliseet) title and established the rules for what was to be an ongoing relationship between nations.

As descendants of Africans stolen from their homeland of Africa, Black Nova Scotians are owed reparations for centuries of inter-generational trauma from anti-Black racism rooted in chattel slavery, and for the systemic denial of opportunities to create wealth. Both continue to the present day.

White people benefit from these wrongs and as such have a responsibility to do their part to right these wrongs. We all will be stronger. Be brave.

We can't afford to do anyone harm

Because we owe them our lives

Each breath is recycled from someone else's lungs

Our enemies are the very air in disguise Ani DiFranco, Looking for the Holes



Committee of the Whole Excerpts
April 12, 2022

Foundry Field

A lease agreement was developed in November 2005 between Minas Basin Pulp and Power Company Ltd. and the former Town of Hantsport for PID #'s 45044948, 45044930, and 4504497. These lands were for public community recreational use and the original term of the lease was 10 years and is now on a year-to-year basis. There is a desire to divest these lands in the form of a donation to the West Hants Regional Municipality.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL APPROVES THE CONDITIONAL DONATION OF THE FOUNDRY SPORTS FIELD PROPERTY INCLUSIVE OF PID #'S 45044948, 45044930 AND 45044971 AND DIRECTS THE CHIEF ADMINISTRATIVE OFFICER CARRY OUT THE NECESSARY STEP TO ACCEPT THE LAND DONATION.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request ☒	Councillor Activity ☐
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To: West Hants Committee of the Whole

Submitted by: _____
Kathy Kehoe, Director Community Development

Date: April 5, 2022

Subject: Foundry Sports Field Property

LEGISLATIVE AUTHORITY

Municipal Government Act Section 50

RECOMMENDATION or DECISION REQUEST

It is recommended for Committee of the Whole to recommend to Council that:

Council approves the conditional donation of the Foundry Sports Field property inclusive of PID #'s 45044948, 45044930 and 45044971 and directs the Chief Administrative Officer carry out the necessary step to accept the land donation.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☒	Economic ☐	Councillor Activity ☐
--	--	--------------------------------------	--	-----------------------------------	---

A lease agreement was developed in November 2005 between Minas Basin Pulp and Power Company Ltd. and the former Town of Hantsport for PID #'s 45044948, 45044930, and 4504497. These lands were for public community recreational use and the original term of the lease was 10 years and is now on a year-to-year basis. It should be noted if the lease is cancelled, the value of any improvements made to the property are not recoverable. The facility includes a sports field, track (trail) and clubhouse and is now the home of the Hantsport

and Area Food Bank. The term of the lease included the municipal unit pay Minas Basin Pulp and Power Company Ltd a sum equal to the amount of the property tax for the current year.

Direction was given to staff at the September 28, 2021, Council meeting to enter discussions with Minas Basin Pulp and Power Company Ltd. regarding the potential donation of the Foundry Sports Field Property inclusive of PID #'s 45044948, 45044930, and 45044971.

Currently PID #45044948 is not migrated and PID #'s 45044930, and 45044971 are migrated. It has been determined that the Municipality can accept these lands without a new survey being required.

DISCUSSION

Further to previous discussions with Minas Basin Pulp and Power Company Ltd, there is a desire to divest these lands in the form of a donation to the West Hants Regional Municipality. The West Hants Regional Municipality Acceptance of a Donations Policy RCOFN-007.00 section 4. Valuation of In-Kind Donations states a) Should Council accept and retain an in-kind donation, the donation will be assessed at its fair market value; should this in-kind donation be Real Property, Acquisition of Real Property Policy will be followed.

The Acquisition of Real Property Policy outlines the specific steps that must be followed including legal surveys and appraisals. An appraisal is being conducted at this time and is expected by the end of April. Charitable donations are subject to Council approval or as delegated by Council to the Chief Administrative Officer. Before accepting or rejecting a gift of real property, an analysis shall be completed to determine the conditions of the gift, existing restrictions of encumbrances and assumptions of liabilities and any tax implications.

NEXT STEPS

With direction of Council staff will proceed with the necessary steps to facilitate the transfer of the lands and if deemed in line with the Acquisition of Real Property Policy COUNCIL-01-006 will accept the donation of land PID#'s 45044948, 45044930, and 45044971 from Minas Basin Pulp and Power Company Ltd and issue a tax receipt for the appraised value of the lands. Pending Council's approval, in addition to the formal process of receiving the donation, it would be appropriate for the Municipality to publicly thank Minas Basin Pulp and Power Company Ltd, representatives for their past support in the development of the lands and for the donation. This may be carried out through a Press Release, social media event and / or photo opportunity.

FINANCIAL IMPLICATIONS

To facilitate the land donation the lands we will need to have the property appraised and engage legal council to facilitate the transfer process at the municipalities expense.

The yearly cost to the municipality is the sum of the property tax, approx. \$7,600 payable to Minas Basin Pulp and Power Company Ltd. With the transfer of title to the municipality this

expense would not be paid resulting in the continuation of a cost neutral status for the Municipality.

ALTERNATIVES

Council can choose not to proceed with the conditional acceptance of the land donation and continue with the year-to-year lease with Minas Basis Pulp & Power Company Ltd. for the Foundry Field Property, PID #'s 45044948, 45044930, AND 45044971.

ATTACHMENTS

Property Online Information
Acceptance of Donation Policy RCOFN-007.00
Acquisition of Real Property Policy COUNCIL-01-006

CHIEF ADMINISTRATIVE OFFICER REVIEW

The Director's report is in keeping with the past direction from Council and the wishes of Minas Pulp & Power Company Ltd. With the support from Council and the completion of the appraisal the donation can proceed. I will reiterate that the donation of lands will not change the impact on the operating budget in the revenue sections or expense side. The financial impact will be cost neutral.

I support the recommendation. Report Prepared by:

Kathy Kehoe, Director Community Development

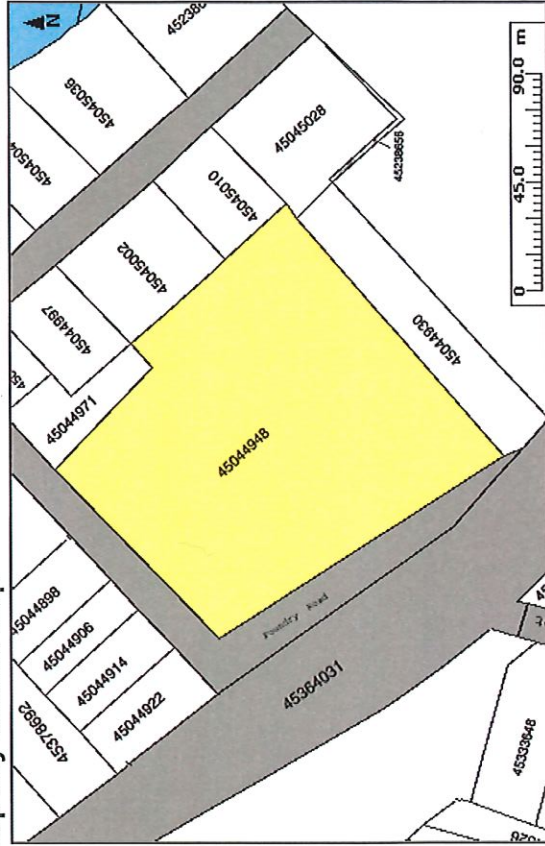
Report Reviewed by: _____
Carlee Rochon, Director, Financial Services

Report Approved by: _____
Mark Phillips, Chief Administrative Officer



Property Online Map

Date: Apr 7, 2022 8:46:47 AM



PID: 45044948

County: HANTS COUNTY

LR Status: NOT LAND

REGISTRATION

Owner: MINAS BASIN PULP AND POWER

COMPANY LIMITED

Address: 10 FOUNDRY ROAD

HANTSPO

AAN: 03259455

Value: \$169,100 (2022)

COMMERCIAL TAXABLE)

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

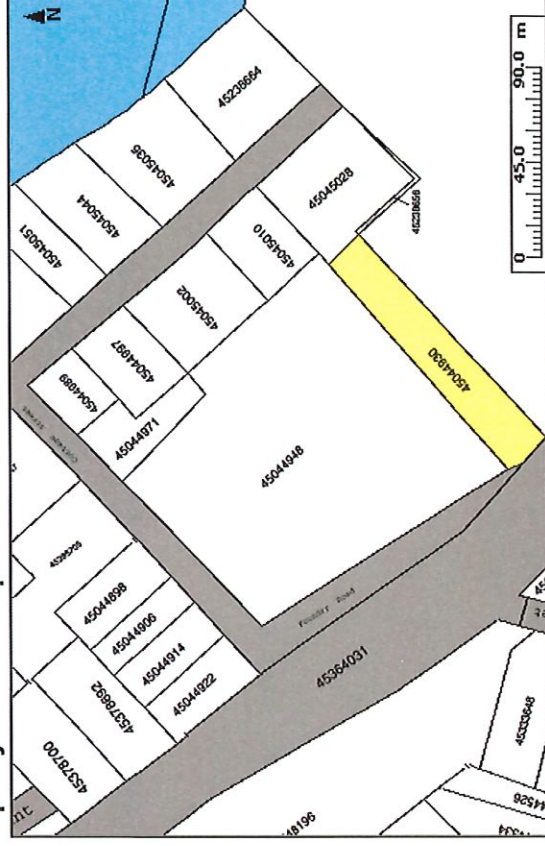
Property Online version 2.0

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Property Online Map

Date: Apr 7, 2022 8:59:10 AM



PID: 45044930

County: HANTS

COUNTY

LR Status: LAND REGISTRATION

Owner: MINAS BASIN PULP AND POWER

COMPANY LIMITED

Address: FOUNDRY ROAD
HANTSPOORT

2000

AAN: 00207942

Value: \$10,500 (2022 COMMERCIAL

TAXABLE)

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

Property Online version 2.0

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Property Online Map

Date: Apr 7, 2022 8:57:38 AM



PID: 45044971

County: HANTS COUNTY

LR Status: LAND REGISTRATION

Owner:

Address:

MINAS BASIN PULP AND POWER COMPANY LIMITED
COTTAGE STREET
HANTSPOORT

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

Property Online version 2.0

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ACCEPTANCE OF DONATIONS POLICY

1. PURPOSE

The Region of Windsor and West Hants Municipality recognizes donations are, at times, necessary and legitimate in supporting the effective conduct of government business. The acceptance of donations will be done in such a manner as to respect the generosity of the public and their donations.

The purpose of this Policy is to define the:

- Framework for the acceptance of donations by the Municipality,
- Administration of donations,
- Issuance of tax receipts, and
- Appropriate use of donated funds.

2. DEFINITIONS

For the purposes of this Policy, the following definitions are provided:

- a. "CAO" refers to the Chief Administrative Officer of the Municipality.
- b. "Cash" refers to any common currency, cheques, money orders, or credit cards normally accepted by the Municipality.
- c. "Council" refers to the Council for the Municipality.
- d. "Donation" refers to a gift by a donor at arm's length of the Municipality. No advantage can accrue to a donor or to any person not dealing at arm's length to the donor as a result of a donation. A donation may be in the form of cash or in kind, meaning a security, a tangible capital asset, a cultural asset, or real property. Donated services are not eligible for consideration under the Income Tax Act.
- e. "Donation Fund" refers to a pool of donated assets established for a specified purpose by Council.
- f. "Elected Municipal Official" refers to a Council member and includes the Mayor and Deputy Mayor unless the context indicates otherwise.
- g. "Employee" refers to any person directly employed by the Municipality.

ACCEPTANCE OF DONATIONS POLICY

- h. "Gift" refers to a contribution of cash or property to the Municipality, for which the donor received no consideration in return. Consideration may include, event tickets, use of the property, or dinner and/or performance at a fundraising event.
- i. "In-Kind Donation" refers to the donation of goods and services that are received in place of cash donations/gifts.
- j. "Municipality" refers to the Region of Windsor and West Hants Municipality (or the name of the Regional Municipality given as per Section 11 of the Region of Windsor and West Hants Municipal Act), effective April 1, 2020.

3. ACCEPTANCE AND USE OF DONATIONS

- a. Donations must only be accepted and used for purposes outlined in the Municipal Government Act, Section 65 – *"Power to Expend Money"*.
- b. Donations must be for purposes consistent with the Municipality's mandate, programs, services, and activities, and must be deemed to be in the public interest.
- c. The Municipality may elect to accept or decline any donation. If a gift is not accepted, the donor will be advised of the reason.
- d. The Municipality may decline donations, with approval from Council, from any donor who represents a reputational risk to the Municipality, through involvement in activities that are contrary to the values of the Municipality.
- e. The Municipality cannot accept donations from individuals or organizations, whom are currently in litigation against the Municipality.
- f. Donations greater than \$500 must be reviewed by the Director, Financial Services or designated individual, before being accepted by the Municipality.
- g. In-kind donations and donations for which a Donation Fund has not been established by Council can only be accepted if the Municipality has the capability to meet the initial and ongoing costs associated with the gift. This will be decided on a case by case basis by Council.
- h. Council may retain any in-kind donation or, sell the asset and use the proceeds as necessary, unless donated for a designated purpose. In instances where in-kind donations are designated for a specific purpose, donor consent will be required before sale.

ACCEPTANCE OF DONATIONS POLICY

4. VALUATION OF IN-KIND DONATIONS

- a. Should Council accept and retain an in-kind donation, the donation will be assessed at its fair market value.
 - Should this in-kind donation be Real Property, *Acquisition of Real Property Policy* will be followed.
- b. A donation of inventory by a business is valued at its normal retail price.
- c. Where a public market does not exist to establish a fair market value of an in-kind donation (e.g. TSE, NYSE, etc.); an independent appraisal will be required.
- d. A donor may be asked by Council to make a cash donation to cover the costs of an appraisal.

5. DONATION FUNDS

- a. Council may establish Donation Funds for the collection and use of donations.
- b. All cash donations without a specific purpose will be deposited in the General Donations Reserve Fund.
- c. Donations of cash designated for specific purposes will only be accepted by the Municipality where Council has authorized the specific purpose or a fundraising campaign and where the necessary Donation Fund has been established.
- d. Contributions from a Donation Fund to an organization or individual is considered a grant and must be reported as such.

6. USE OF DONATED FUNDS

- a. The Municipality cannot facilitate a “conduit” relationship between donors and an organization which is independent of the Municipality. This means that the Municipality’s authority to issue tax receipts cannot be used to provide an unrelated organization with the ability to provide contributors with a tax benefit.
- b. The Municipality must retain active control over the use of donated funds, meaning it must actively oversee the use of donated funds. Guidelines are provided in *Section 5, Item c* of this Policy.
- c. Council may authorize the grant of a tangible capital asset or of real property financed with donations to an unrelated organization.
- d. The Municipality may grant funds to organizations over which it exerts significant financial influence, or which are considered municipal

ACCEPTANCE OF DONATIONS POLICY

service organizations. Examples of such organizations include, but are not limited to, Libraries or Fire Departments.

7. INDEPENDENCE FROM UNDUE INFLUENCE

- a. To ensure that the Municipality retains an arm's length relationship with the donor and as such, is not subject to undue influence; donations cannot be solicited or accepted from the following:
 - A party subject to an application for an approval, license, or permit; or
 - A bidder, proponent, or applicant, or any party not acting at arm's length from a bidder, proponent, or applicant to an open procurement.
- b. Prior to accepting a gift with a value greater than \$500, the donor is required to make a written declaration that the donation to the Municipality is not concurrent with an approval or procurement process in which they, or their organization or company if applicable, are involved.

8. ISSUING TAX RECEIPTS

- a. Tax receipt will only be issued for donations of \$20 or greater.
- b. Tax receipts will be issued no later than February 28th of the following year.
- c. Tax receipts must include the information prescribed by the Income Tax Act and the Canada Revenue Agency (CRA), as follows:
 - A statement that it is an "official receipt for income tax purposes",
 - The name and address of the Municipality, as on file with the CRA,
 - The unique serial number of the receipt,
 - The registration number issued by the CRA,
 - The place or locality where the receipt was issued,
 - The exact date and year the gift was received,
 - The date the receipt was issued,
 - The full name, including middle initial, and address of the donor,
 - The amount of the donation,
 - The amount and description of any advantage/recognition received by the donor,

ACCEPTANCE OF DONATIONS POLICY

- The eligible amount of the donation,
- The signature of the individual authorized by the Municipality to acknowledge donations,
- Name and Address of the Canada Revenue Agency, canada.ca/charities-giving.

Should the receipt be for non-cash gifts, the official receipt must also include:

- The date the gift was received,
- A brief description of the gift received by the Municipality,
- The name and address of the appraiser (if the gift was appraised).

- d. Tax receipts must be approved and signed by the Director, Financial Services.

9. DONOR RECOGNITION

- a. Donors can only receive nominal recognition from the Municipality. Per the CRA, this is defined as having a fair market value equal to 10% or less of the amount of the gift.
- b. Individuals or organizations who receive advantage recognition from the Municipality, per the CRA, will no longer be eligible for an official tax receipt and will not be considered a donor. This is defined as having a fair market value equal to or greater than 80% of the amount of the gift.
- c. Donations that fall between the nominal and advantage recognition levels, as per the CRA, will have recognition subtracted from the donation and an official tax receipt will be issued for the difference.
- d. Recognition does not include advertising. Advertising disqualifies a gift as a donation. For instance, the Municipality can recognize a corporate donor by naming a room of a building after the company. However, the company logo should not be included in a publication or on a door plaque, as it may be considered advertising.
- e. Names of donors will not be published without their permission.

10. REPEAL

The Acceptance of Donation Policy, COFN-009.00 dated January 8, 2019 of the former Municipality of the District of West Hants is hereby repealed.

ACCEPTANCE OF DONATIONS POLICY

I, Rhona Brown, Municipal Clerk of the Region of Windsor and West Hants Municipality, the Province of Nova Scotia, do hereby certify that this is a true copy of the Policy as adopted by the Council of the Region of Windsor and West Hants Municipality at a meeting duly called and held on the **28th** day of **April, 2020**



R.N. Brown
Municipal Clerk

<i>Adoption</i>	
<i>Notice to Council:</i>	April 14, 2020
<i>Approval:</i>	April 28, 2020
<i>Description:</i> Initial approval of the Acceptance of Donations Policy, RCOFN-007.00.	

REGION OF WINDSOR AND WEST HANTS MUNICIPALITY
Donor Declaration Form

I am voluntarily and unconditionally donating the sum of \$_____ to the Region of Windsor and West Hants Municipality, to benefit the development of the Municipality. I understand that the Municipality can direct my donation to a development of their choice, in their efforts to improve the area.

Consistent with the income tax interpretations of "qualifying donations," this contribution is made voluntarily without any conditionals and no benefit will accrue to myself (or related parties) because of my donation. I confirm that this donation does not or will not affect any approval or procurement process I (or related parties) may, directly or indirectly, be connected to. I also understand that civil penalties can be imposed against me for the misrepresentation of tax matters. Based on these facts, I understand that an official receipt for tax purposes will be issued.

Please submit this form along with your donation to:

The Region of Windsor and West Hants Municipality
76 Morrison Drive
PO Box 3000
Windsor, NS B0N 2T0

- Please make cheques payable to the Region of Windsor and West Hants Municipality.
- Each donation exceeding \$500 must come with its own donation declaration form.
- All donations are credited in Canadian Dollars
- Do not alter this form. Doing so may cause a delay or return of the donation.
- Donations may be delivered in person to the above address Monday to Friday from 8:30am to 4:30pm.

Donor Information	
Company Name or First Name:	Last Name:
Mailing Address:	
City:	Postal Code:
Telephone: ()	Email:
Donation Amount: \$	
Donor Signature:	Date:



POLICY

COUNCIL-01-006

MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Acquisition of Real Property

Creation Date: June 30, 2015
Approval Date: August 11, 2015
Revision Date:

Policy Category: Council
Next Review Date: August 2017
Replaces:

1. Policy Statement

The Municipality of the District of West Hants, under the *Municipal Government Act, s.50*, may acquire and own property, including property outside the municipality, which the municipality requires for its purposes or for the use of the public.

2. Purpose

- a) To establish a process to ensure a consistent and equitable framework is followed in acquiring real property interests which support Council approved strategies, projects, programs and policies.

3. Definitions

In this policy:

- a) "Appraisal" means a written estimate of current market value conducted by an independent and accredited appraiser.
- b) "Asset" includes real property held by the Municipality
- c) "municipality" refers to the Municipality of the District of West Hants
- d) "Government" means the Government of Canada, Government of the Province of Nova Scotia, a corporation that is an agent of Her Majesty in the Right of Canada or the Province, and a municipal unit.
- e) "Market value" means the amount that real property might be expected to realize if sold in the open market by a willing seller to a willing buyer

4. Needs Assessment

- a) Prior to initiating an acquisition for real property, the Chief Administrative Officer will ensure a needs assessment is carried out documenting the rationale and justification for the acquisition, addressing both the existing and proposed use of the property. The needs assessment shall be presented to Council for approval prior to moving forward.

5. Council Approval Process

- a) Council approval to move forward and acquire the property shall include authority for the Chief Administrative Officer to initiate and



POLICY

COUNCIL-01-006

undertake legal surveys, appraisals, negotiations, expropriates, legal and other such related activities, as may be required.

At all times, the Chief Administrative Officer will obtain sufficient and appropriate advice from specialists in the field of land acquisition including but not limited to legal services.

- b) Council will set a budget value for the acquisition including acquisition costs and operational, if any before action is taken to acquire the property.
6. Methods of acquisition once Council approval has been received include:
- a) Negotiation – which is the preferred method, compensation provided in keeping with the current market value of the property.
 - b) Expropriation – where negotiation is unsuccessful, expropriation may be considered. Expropriation will be used as a last resort for acquisition purposes.
 - c) Charitable donations or gifts - subject to Council approval or as delegated by Council to the Chief Administrative Officer. Before accepting or rejecting a gift of real property, an analysis shall be completed to determine the conditions of the gift, existing restrictions of encumbrances and assumptions of liabilities and any tax implications.

A charitable donation may be issued in the amount of the appraised market value of the donated real property. An environmental site assessment will be required. Any costs associated with an appraisal or environmental site assessment will be borne by the donor.
 - d) Development approval process – as outlined in the Municipal Government Act, s. 218.
 - e) Tax Sales – Vesting in municipality –as outlined in the Municipal Government Act, s. 143.
 - f) Land Exchange - An exchange of municipally owned surplus real property may be conducted where it is in the best interests of the Municipality. Negotiations shall be initiated based on market value of the respective properties. Differences in market value may be supplemented with an exchange of cash.



POLICY

COUNCIL-01-006

- g) Public-Private Partnerships - The Municipality may acquire all or an interest in real property as part of a public-private partnership to provide infrastructure, community facilities and related services that would benefit the municipality, the private sector and residents, based on market value.
- h) Intergovernmental Transfers - May occur between levels of government, based on the market value of the asset transferred.

5. Appraisal

- a) All real property acquisitions shall be supported with a current market value appraisal.
- b) Where the estimated value of the property is \$250,000 or more, a second appraisal will be required.
- c) Appraisal reports will be based on "highest and best use" of the property and be prepared by a qualified real estate appraiser, in accordance with current standards of practice within the real estate industry.

6. Acquisition at Market Value

- a) It is the intent of this policy to acquire property on the basis of current market value unless other considerations are included in the transaction and approved by Council.
- b) Where there is a variance between the appraised value and the acquisition price, the variance shall be explained in the recommendation report prepared by the Chief Administrative Officer and presented to Council.

7. Environmental Assessment and Due Diligence

- a) An environmental pre-screening will be conducted on all real property to be acquired to identify potential contamination issues associated with the property. The pre-screening search will include, but may not be limited to, a review of municipal records and those held by the Nova Scotia Department of Environment.
- b) Where possible or appropriate, acquisition agreements should provide for the indemnification of the Municipality by the vendor for environmental conditions.



POLICY

COUNCIL-01-006

I, Rhonda N. Brown, Municipal Clerk of the Municipality of the District of West Hants, the Province of Nova Scotia, do hereby certify that this is a true copy of the policy as adopted by the Council of the Municipality of the District of West Hants at a meeting duly called and held on the **11th** day of **August, 2015**.

R.N Brown
Municipal Clerk



Committee of the Whole Excerpts
April 12, 2022

Avon River

In April/May 2021 a motion was made to send a letter to the Fisheries minister at the time to not renew the ministerial order on the Avon River Causeway gate.

The original intention was to highlight the concerns of the affected residents. In hindsight this motion may have infringed on First Nations Rights.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT STAFF TO WRITE A LETTER FOR THE PURPOSES OF COMMUNICATING WITH THE FEDERAL MINISTER OF FISHERIES ACKNOWLEDGING THE LETTER SENT A YEAR AGO REQUESTING THAT THE MINISTERIAL ORDER NOT BE RENEWED AND TO FURTHER EXPLAIN TO THE MINISTER THAT WE REALIZE IN HINDSIGHT THAT IT WAS NOT APPROPRIATE TO SEND A LETTER OF THAT NATURE AND WE HEREBY WITHDRAW OR WISH TO RECIND WITH THEM A REQUEST THAT WAS MADE IN THAT LETTER.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT STAFF TO WRITE A LETTER TO THE ASSEMBLY OF MIKMA CHIEFS IN NOVA SCOTIA ACKNOWLEDGING THE LETTER PREVIOUSLY SENT A YEAR AGO AND THAT IN HINDSIGHT WE REALIZED THAT IT WAS AN ERROR AND THAT WE HAVE WRITTEN THE MINISTER OF FISHERIES WITHDRAWING THE REQUEST. WE WISH TO APOLOGIZE FOR THE OVERSIGHT ON OUR BEHALF.



Committee of the Whole Excerpts
April 12, 2022

Partnership Opportunity -AgriSpirt (The Station Food Hub)

There is an opportunity for The Station Food Hub to apply for capital funding through the Farm Credit Canada AgriSpirit Fund. If the project is selected, the municipality must agree, by co-signing the funding agreement, to receive the contributed money on behalf of the Station Food Hub.

The recommended motion was that Committee of the Whole recommend that ...

STAFF TO MEET WITH THE STATION FOOD HUB AND PROVIDE AN UPDATE TO COUNCIL FOR CONSIDERATION.

FURTHER

IF COUNCIL WISHES TO SUPPORT THE APPLICATION WITH THE STATION FOOD HUB, THAT STAFF BE DIRECTED TO WRITE A LETTER OF SUPPORT FOR THE STATION FOOD HUB'S APPLICATION TO FARM CREDIT CANADA.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request x	Councillor Activity ☐
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To: COTW

Submitted by: Councillor Francis, District 5

Date: Tuesday April 12, 2022

Subject: The Station Food Hub

LEGISLATIVE AUTHORITY

Powers of Council

RECOMMENDATION or DECISION REQUEST

Staff to meet with the Station Food Hub and provide an update to Council for consideration.

Further

If Council wishes to support the application with the Station Food Hub, that staff be directed to write a letter of support for the Station Food Hub's application to Farm Credit Canada.

BACKGROUND

Property x	Public Opinion ☐	Environment ☐	Social ☐	Economic x	Councillor Activity ☐
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DISCUSSION

There is an opportunity for us (The Station Food Hub) to apply for capital funding through the Farm Credit Canada AgriSpirit Fund (1.5M fund nationally). The capital project needs to enrich the lives of a rural community. This fund supports projects by charities, non-profit groups, First Nations bands and Metis settlements in communities of less than 150,000 people. The

Station has a non-profit named "The Station Learning Farm" which is active and that we can apply through, however, there is no national registration for non-profit organizations so FCC requires them to partner with either a local municipal, territorial or provincial body or registered charity to show that there is community support for the project. Non-profit organizations who partner with a municipal body, territorial or provincial government; the municipal body must agree to receive contributed money

If our project is selected, the municipality must agree, by co-signing the funding agreement, to receive the contributed money on our behalf.

The following are types of projects that this grant covers:

Refrigeration and equipment to support food waste reduction and recovery -- we are doing this!!

Construction of or upgrades to community buildings -- we need this!!

Renovations or upgrades that reduce a building's energy footprint -- we can build a case for this!!

Initiatives that support agriculture and food -- this is exactly what we do!!

We would like to ask for the municipality's support so we can apply to upgrade our refrigeration unit and make building upgrades to our shipping and receiving area. This will allow us to bring in more local produce and products, expand our community programming (Try It Tuesday Program and The Seniors Community Food Box Program), and allow for more businesses to use the hub services. I really hope that this is something that the municipality could get behind and support us with. There is no limit on the amount of projects that the municipal partner can support through applications.

Applications are accepted until April 29.

Here is the link: <https://www.fcc-fac.ca/en/community/giving-back/agrispirit-fund.html?fbclid=IwAR2ONN94A3fPKDc3GFXIkWi-nc2xhusetxPdAVzsJsgvUk9-51euB6ljh7Y>

NEXT STEPS

Staff would meet with the Station Food Hub to discuss the application process. If Council were to support the application there will be an in-kind component of \$1,500, for staff time to manage the funding agreement.

FINANCIAL IMPLICATIONS

No budget implications

ALTERNATIVES

Council could decide they are not interested in partnering.

ATTACHMENTS

None

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: Debbie Francis,
Councillor District 5

Report Reviewed by: _____
(Name and Title)

Report Approved by: 
Mark Phillips, Chief Administrative Officer



Committee of the Whole Excerpts
April 12, 2022

Status Update Matter previously before Council (Bowman Road)

The property was deemed unsafe and a demolition order was issued. The option to self-demolish was afforded to the resident, the cost estimate / quote provided to the municipality for demolition was not reviewed with the resident in advance.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT THE CAO TO MAKE INQUIRY TO REWS DEVELOPMENTS, THE CONTRACTOR RESPONSIBLE FOR THE DEMOLITION TO DETERMINE THE ACTUAL SERVICES PROVIDED FOR THE COSTS BILLED TO WEST HANTS REGIONAL MUNICIPALITY ("WHRM") AND ULTIMATELY BILLED BY WHRM TO THE RESIDENT FOR THE PURPOSE OF REPORTING BACK TO THE RESIDENT DIRECTLY AND TO COUNCIL NOT LATER THAN ITS NEXT MEETING APRIL 26, 2022.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole – West Hants Regional Municipal Council

Submitted by: Jim Ivey, Windsor South, District 11

Date: April 12, 2021

Subject: Bowman Road Demolition – Status

LEGISLATIVE AUTHORITY

MGA: PART XV Dangerous and Unsightly Premises - Sections 344 - 353

RECOMMENDATION or DECISION REQUEST

Council direct the CAO to make inquiry to REWS Developments, the contractor responsible for the demolition to determine the actual services provided for the costs billed to West Hants Regional Municipality (“WHRM”) and ultimately billed by WHRM to the resident for the purpose of reporting back to the resident directly and to Council not later than its next meeting April 26, 2022.

BACKGROUND

The resident experienced a house fire which totally destroyed their home on August 2020. A dangerous and unsightly order to remedy the property was issued by staff in the summer of 2021 (August). The resident explains they quickly complied with the order but were subsequently issued an order for demolition which was implemented by the municipality in the fall of 2021.

The property was demolished as a mixed-load knock-down as the building was deemed unsafe to enter.

Charges for the demolition included lead paint removal (removal of siding) \$15,700, Asbestos abatement \$22,300, demolition 10,800, Disposal of hazardous waste \$4083.93 equal to \$52,883.93 plus tax \$7,932.59 for a total of \$60,816.52

Invoice issued by the contractor was subsequently rebilled to the resident in early December for the full amount of the demolition \$60,816.52.

Property ✓	Public Opinion	Environment ☐	Social ☐	Economic ✓	Councillor Activity
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DISCUSSION

While the option to self-demolish was afforded the resident, the cost estimate / quote provided to the municipality for demolition was not reviewed with the resident in advance. They assumed a standard knock-down.

The average of the two prior demolitions in West Hants (excluding this demolition in question) was: **\$11,375.47**

2020-21	\$	12,145.14
2021-22	\$	10,605.40
Average	\$	11,375.27

*Note the average cost provided at CoTW on Feb 8th included in the bill in question to this family resulting in an aggregate average of \$35,710 for the 2021-22 fiscal year (not comparable costing of our average cost for prior recent demolitions).

The residents contacted the West Hants Regional Municipality to advise they were disputing the amount. They did not hear back. The residents then escalated their concern and were advised it would be looked at. In their last follow up on Feb 25th, the residents were told contact would be made with the contractor to review the work. Nothing has happened since.

Attached are photos of the demolition which reflects a standard non-hazardous waste demolition of their property. Everything taken down with a mini-excavator and hauled away in mixed bins. No protective clothing was worn, no masks, no separation of hazardous materials was undertaken, no protection of neighboring properties from hazardous airborne materials.

NEXT STEPS

Direct the CAO as per the motion above to bring resolution to this issue.

Direct the CAO to make inquiry to the REWS Developments, the contractor responsible for the demolition to determine the actual services provided for the costs billed to the Municipality and ultimately billed to the resident for the purpose of reporting back to the resident directly and to Council not later than its next meeting April 26, 2022.

FINANCIAL IMPLICATIONS

Staff time to investigate

REWS DEVELOPMENT INC.
192 Fairview Avenue 3rd Fl
Lynn, Ontario N6B 3K6
+1 5054413288
rews@renews.com
GST/HST Registration No.: 783221819/0001

Doc# 16285

COPY

INVOICE

BILL TO
VPRM
76 Marston Drive
Windsor, ON N9C 2D9

INVOICE
DATE
TERMS
DUE DATE

US2221-001
01/11/2021
Due on receipt
01/11/2021

SERVICE	DESCRIPTION	TAX	QTY	RATE	AMOUNT
Asbestos abatement		HST NS	1	22,300.00	22,300.00
Lead paint removal	Removal of siding	HST NS	1	15,700.00	15,700.00
Demolition		HST NS	1	10,800.00	10,800.00
Disposal of Hazardous Waste		HST NS	1	4,083.93	4,083.93

74 Bowman
Lead paint removal
asbestos / storm demolition
break concrete and 18 hole
2014 4 tons of waste paid for by REWS Development

SUBTOTAL 52,883.93
HST (NS) @ 15% 7,932.59
TOTAL 60,816.52

BALANCE DUE \$60,816.52

TAX SUMMARY

RATE	TAX	NET
HST (NS) @ 15%	7,932.59	52,883.93

AAN# 00442674
19 Bowman Road, Garlands Crossing







ALTERNATIVES

None

ATTACHMENTS

Photos appended to this report for review - others with videos also available.

CHIEF ADMINISTRATIVE OFFICER REVIEW

Pending CAO's comments.

Report Prepared by: _____
(Name and Title)

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
(Name and Title)



Committee of the Whole Excerpts
April 12, 2022

Meeting and Committee Procedural Policy

The Meeting and Procedural Policy section 9.3 currently identifies the use of audio recording equipment as appropriate for use in public meetings of council. Section 9.3 is silent on the use of audio recording equipment for in-camera meeting minutes or other purposes

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT STAFF TO AMEND THE WEST HANTS REGIONAL MUNICIPALITY'S "MEETING AND COMMITTEE PROCEDURAL POLICY" SECTION 9 TO ALIGN WITH THE HISTORICAL PRACTICES OF THE FORMER TOWN OF WINDSOR AND FORMER MUNICIPALITY OF THE DISTRICT OF WEST HANTS WEST, TO INCLUDE THE USE OF AUDIO RECORDING EQUIPMENT FOR ALL IN-CAMERA DISCUSSIONS SUCH THAT SECTION 9.3 WILL INCLUDE 'IN-CAMERA MEETINGS'.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Committee of the Whole – West Hants Regional Municipal Council

Submitted by: Jim Ivey, Windsor South, District 11

Date: April 12, 2021

Subject: Meeting and Committee Procedural Policy
Audio and or Video Recording of In-Camera Meetings

LEGISLATIVE AUTHORITY

Sect. 34 Municipal Government Act

Section 9: West Hants Regional Municipality Meeting and Committee Procedural Policy

RECOMMENDATION or DECISION REQUEST

Recommend that Council direct staff to amend the West Hants Regional Municipality's "Meeting and Committee Procedural Policy" Section 9 to align with its historical practice to include the use of audio recording equipment for all in-camera discussions such that section 9.3 will include 'in-camera meetings'.

BACKGROUND

Property ☐	Public Opinion ☒	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☒
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The Meeting and Procedural Policy section 9.3 currently identifies the use of audio recording equipment as appropriate for use in public meetings of council as noted immediately below.

"To assist with accurate composition of draft minutes, public meetings of Council or Committees of Council will be recorded using audio recording equipment. Once minutes are approved, the audio recording will be kept for at least seven (7) years after which it

may be destroyed in accordance with the Records Management Policy of the Municipality.”

Section 9.3 is silent on the use of audio recording equipment for in-camera meeting minutes or other purposes.

While the meeting and procedural policy is silent on the matter of audio recording in-camera meetings, the historical practice of recording in-camera is well-established in both the former Town of Windsor and West Hants before consolidation and recordings of such have been documented since with Councillors being required to turn their mic’s on when speaking – for recording purposes.

DISCUSSION

The change recommended is to put the practice of recording into policy such that best practice of recording is done for public and in-camera meetings.

The change if adopted would result in the following or something similar to:

“To assist with accurate composition of draft minutes, public and in-camera meetings of Council or Committees of Council will be recorded using audio recording equipment. Once minutes are approved, the audio recording will be kept for at least seven (7) years after which it may be destroyed in accordance with the Records Management Policy of the Municipality.”

(red underline solely for emphasis in the report).

The recording of in-camera meetings is identified as a ‘best practice as documented with other municipal bodies and as recommended in public documents from various offices of ombudsmen.

As summary examples:

September 25, 2020 – Ontario Ombudsman Office - Township of Sables-Spanish Rivers

The Ombudsman found that the Township of Sables-Spanish Rivers failed to record important information about the meeting, including the location, the time the meeting ended, and the time that the closed session began and ended.

The minutes did not include a full description of the subjects discussed in closed session and in open session. They were almost entirely limited to a list of resolutions passed. As a result, it was impossible to determine, on the basis of the meeting records, which topics were discussed during the meeting and when.

When interviewed, witnesses had conflicting recollections of the discussions.

The Ombudsman recommended that the township improve its meeting minutes, and that it make audio or video recordings of closed meetings to ensure an accurate record of proceedings.

18 + other examples can be found:

[https://www.ombudsman.on.ca/digest/keywords/secondary/recording-\(audio-and-or-visual\)](https://www.ombudsman.on.ca/digest/keywords/secondary/recording-(audio-and-or-visual))

NEXT STEPS

Amend the Meeting and Procedural policy as identified and continue with the practice of recording in-camera meetings in the interim as has been the historical practice.

FINANCIAL IMPLICATIONS

Staff time to amend the policy

ALTERNATIVES

N/A

ATTACHMENTS

Link above in discussion for examples of best practice for recording in-camera (audio and or video).

CHIEF ADMINISTRATIVE OFFICER REVIEW

The details of the report suggest a higher standard for meeting recording for in-camera settings. For heightened accuracy the following recommendation may be considered.

I support the recommendation.

Recommend that Council direct staff to amend the West Hants Regional Municipality's "Meeting and Committee Procedural Policy" Section 9 to align with the historical practices of the former Town of Windsor and former Municipality of the District of West Hants West, to include the use of audio recording equipment for all in-camera discussions such that section 9.3 will include 'in-camera meetings'.

Report Reviewed by:



Mark Phillips, Chief Administrative Officer



Committee of the Whole Excerpts
April 12, 2022

In-camera item 13(a) Land Matter MGA 22(2)(a)

Land Matter discussed in-camera

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL DIRECT THE CAO TO NEGOTIATE THE POTENTIAL SALE OF PID 45321841
AS DISCUSSED IN-CAMERA.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Sara Poirier, Senior Planner

Date: 2022-04-14

Subject: Development Agreement: College Road, PID 45336203; File #21-20

LEGISLATIVE AUTHORITY

Section 230 of the Municipal Government Act.

RECOMMENDATION

To allow the requested development, staff recommends that the PAC/HAC forward a positive recommendation by passing the following motion:

...that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider entering into a development agreement to permit a variety of residential and institutional uses on PID 45336203 on College Road in a manner substantively the same as the draft set out in Attachment C of the report to the Planning and Heritage Advisory Committee report #21-20 dated April 14, 2022.

...that PAC/HAC recommends that Council require that the development agreement with Hants County Residence for Senior Citizens 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.

BACKGROUND

Property ☒	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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A completed application was received on September 23, 2021 from Krista Beeler, Administrator, and Ed Sherman, Director of Infrastructure and Environmental Services, at Dykeland Lodge on behalf of the Hants County Residence for Senior Citizens. The application was to consider permitting a variety of uses including affordable and senior housing, long-term care, assisted living, independent living, commercial space and a community centre on the property at PID 45336203 on College Road. The lot is currently vacant and was actively farmed and cared for by the Dill family for about 50 years. It is owned by Hants County Residence for Senior Citizens.

This application was considered by Planning and Development staff in two parts:

1. an amendment to the text and map of the Windsor Municipal Planning Strategy and Windsor Land Use By-law to amend the designation and zoning of the subject lot to College Road Comprehensive Development District. This portion of the application was approved by Council on December 16, 2021; and
2. consider the proposed uses by development agreement as per Policy 5.7.3 and 5.7.4 of the WMPS. This report corresponds with this part of the application.

An updated application for the development agreement was received on March 1, 2022 from Krista Beeler. This revised application removed the commercial space, community centre and approximately 50 residential units from the original application. The revised application is to consider permitting a variety of institutional and residential uses including long-term care, assisted living and disability units, and residential units on the property at PID 45336203 on College Road.

DISCUSSION

The 24.7-acre subject lot is located on College Road in Windsor. The lot is designated College Road Comprehensive Development District on the Generalized Future Land Use Map (Figure 1) of the Windsor Municipal Planning Strategy (WMPS). Part 5.0 of the WMPS contains the overall intention for Residential areas in Windsor. Part 5.7 of the WMPS contains the specific policies for properties designated College Road Comprehensive Development District (CR-CDD).

The subject lot is zoned College Road Comprehensive Development District (CR-CDD) on the Zoning Map of the Windsor Land Use By-law (WLUB) (Figure 2). The proposed long-term care facility and residential units are only permitted to be considered in the College Road Comprehensive Development District (CR-CDD) by development agreement.

The approximately 65 feet of lot frontage on College Road is within the Martock Marsh and the Environmental Constraints Area (Figure 3). The property owner would require a variance from the regulations of the *Marshland Conservation Act* (2001) administered by the Provincial Marshland Administrator for any driveway access, infilling or alteration of topography on this portion of the lot.

The subject lot directly abuts properties with a variety of different zoning and designations. The designation of the properties abutting the subject lot include Residential, Agriculture and College Road Comprehensive Development District (Figure 1) and the zoning of these abutting lots are Single Unit Residential (R-1), Two Unit Residential (R-2), Agriculture (AG), and College Road Comprehensive Development District (CR-CDD) (Figure 2).

Development Agreement

A development agreement is a contract between an owner of land and the Municipality to allow Council to consider a use that is not a listed permitted use within a zone on a specific lot. The ability for Council to consider a development agreement must be stated in the Land Use By-law and the Municipal Planning Strategy must identify the kinds of uses Council may consider in each area. Uses which Council may consider are those which Council has determined may have sufficient impact on an area that a negotiated process is required to ensure the potential impact is minimized. In the Municipal Planning Strategy Council usually identifies both specific and general criteria which must be considered when making decisions regarding a development agreement.

A proposal being considered must be measured against only the specific and general criteria for the proposal in the Municipal Planning Strategy and not any other criteria.

Windsor Land Use By-law

Section 6.0 of the WLUB, *Development Agreements*, states that “*The following developments may be considered only by development agreement in accordance with the Municipal Government Act and the Municipal Planning Strategy:*

- (d) residential, institutional or recreational development in the College Road CDD in accordance with Section 5.7 of the Municipal Planning Strategy;

Application

Dykeland Lodge opened in 1974 on Cottage Street in Windsor. It is a fully licenced, not-for-profit 111-bed long term care home. The building is almost 50 years old and needs major upgrades and repairs. Dykeland Lodge is requesting this development agreement to permit a long-term care village on College Road to replace and enhance the services they can offer the community.

The original development agreement application received on September 23, 2021 requested Council consider the following uses by development agreement:

- a long-term care facility with 128 rooms;
- an assisted living facility with up to 42 units;
- up to 10 units for residents with disabilities;
- up to 44 independent living units;
- a mix of affordable and seniors housing to a maximum of 80 units;
- plus an 11,000 sq. ft. (1021.9 sq. m.) community centre; and
- 8,000 sq ft (743 sq. m.) of commercial space which may include a pharmacy, corner store, café, and medical centre.

The revised application received on March 1, 2022 requested the following uses be considered by Council by development agreement:

- a long-term care facility with 128 rooms;
- up to 10 units for residents with disabilities;
- up to 28 assisted living units; and
- up to 88 residential units.

The revised application proposes that the long-term care facility will be constructed within five (5) years of commencement of construction and that the other units will be completed within ten (10) years of commencement of construction. The applicant also requests that should the need arise in the future for the community centre and commercial space that Council consider these additional uses through an amendment to the development agreement. The revised application received on March 1, 2022 is the application which staff considered as part of this review.

Proposed Development Agreement

The permitted uses on the lot are outlined in Section 2.1, *Use*, of the draft development agreement (Attachment C) as:

- buildings operated as homes for special care;
- single unit, two unit and multiple unit dwellings some or all of which may be used as part of the homes for special care or as assisted living units;
- outdoor recreation uses;
- secondary suites within any of the single or two unit dwellings on the lot; and
- accessory uses to any of the permitted uses.

The scope of development is outlined in Section 2.2, *Development Location and Design*, and Section 2.3, *Phased Development*, of the draft development agreement. Phase 1 includes the long-term care facility and outdoor recreation uses including but not limited to a public trail system, and any accessory uses. Phase 2 includes the residential uses consisting of single unit,

two unit or multiple unit dwellings which may be used as part of the homes for special care or as assisted living units.

Section 2.4, *Access and Egress*, of the draft development agreement outlines that the main access to the development must be directly from College Road and that any other connection will be a secondary access/egress to the lot mainly used for emergency purposes. It also states that the developer will be required to construct a 5 ft. wide sidewalk from College Road to the building entrances. This will ensure pedestrian safety and promote active transportation use on the lot.

The developer will be required to provide:

- a stormwater management plan for the site that satisfies the Municipal Engineer that historical flooding patterns and area drainage systems have been considered and that storm water discharge will not have a negative impact on downstream properties prior to a development permit being issued for development as outlined in Section 2.8, *Site Drainage*;
- design plans of the water and sewer servicing connections and layout including location and connection design of any fire hydrant(s) as outlined in the 2.7 (b), *Water and Sewer Services*, and 2.6 (a), *Fire Safety*; and
- an archeological resource impact assessment (ARIA), as recommended by Glooscap First Nation, prior to receiving a development permit as outlined in Section 2.16, *Archeological Resource Impact Assessment*.

Section 2.6, *Fire Safety*, was developed based on comments received from the local Fire Chief. The Fire Chief noted that curbs should be mountable by fire trucks to ensure buildings can be accessed from all sides by ladder trucks and that overhangs below 15 ft. (4.57 m.) should be avoided to allow aerial trucks to navigate the lanes (9-10 ft. wide required). Staff drafted Section 2.6 (b) and (c) to ensure there is unimpeded access for emergency services vehicles. The Fire Chief also offered to discuss fire department access with the developer during the development stages.

The property owner has also noted that they are required to submit an Emergency and Fire Safety Plan to the Province as part of their licensing as a long-term care facility. This plan provides guidance for the protection of staff, residents, tenants and visitors in the event of either an internal or external disaster/major emergency. The fire safety plan provides detailed explanation of responsibilities and procedures in case of a fire. The emergency plan outlines responses to various disasters including epidemic, hazardous substance spill/leak, civil disturbance, power outage, severe storm, shortage of water, threats, violent situations, and fire. The plan is exercised and evaluated at least every three (3) years by the facilities emergency planning committee. This Emergency and Fire Safety Plan is distributed internally to all staff and externally to the Windsor Fire Department, R.E.M.O. Coordinator, Department of Health and Wellness, and Office of the Fire Marshall.

A letter was received on March 22, 2022 from Chief Sidney Peters of Glooscap First Nation recommending that the property owner complete an archeological resource impact assessment (ARIA) prior to receiving a development permit. The letter is attached to this report in Attachment F and was circulated to the property owner. Staff are recommending the ARIA be complete prior to a development permit being issued for the proposed uses as outlined in Section 2.16, *Archeological Resource Impact Assessment*, of the draft development agreement.

The draft development agreement also requires the following:

- a minimum of one (1) parking space for every 400 sq. ft. (37.16 sq. m.) of floor area of the long-term care facility (Section 2.5). This would equal 61 spaces required for the 128 bed long-term care facility;
- a minimum of one (1) parking space per dwelling unit (Section 2.5). This would equal 126 required parking spaces for the total of 126 proposed dwelling units;
- a minimum of 41,000 sq. ft. (3,809 sq. m.) of usable recreation space;
- construction hours to be only within 7 a.m. – 7 p.m. (Section 2.10);
- the Owner to have sole responsibility for snow plowing and garbage collection for the development (Section 2.7);
- a 20 ft (6.09 m) wide buffer strip along the south lot line abutting properties fronting on Kingsview Dr. (Section 2.14 (b)).

The timeline for development outlined in the draft development agreement (Sections 4.1 (b) and Section 2.3) states that development must commence within twenty-four (24) months from the date the development agreement is signed. It also states that Phase 1 shall be completed within forty-eight (48) months of the commencement of development and Phase 2 shall be completed within ninety-six (96) months of the commencement of development.

Signs and illumination are regulated on the subject lot, as outlined in Section 2.12, *Signs*, and Section 2.13, *Lighting*, of the draft development agreement.

The approximately 65 ft. (19.8 m.) of lot frontage on College Road is within the Martock Marsh and the Environmental Constraints Area. The property owner requires a variance from the regulations of the Marshland Conservation Act (2001) administered by the Provincial Marshland Administrator for any driveway access, infilling or alteration of topography on this portion of the lot. Section 27.0 of the Windsor Land Use By-law must be followed by the Development Officer for any development on this portion of the lot, as outlined in Section 2.9, *Environmental Constraints Area*, of the draft development agreement.

Section 3.3 of the draft development agreement outlines substantive matters of the development agreement. Substantive matters are any items that Council has determined that would significantly alter the intended effect of the development agreement if changed. If a request is received from the developer to change a substantive matter outlined in a development

agreement, the request must go through the entire development agreement process including Public Hearing before Council prior to Council making a final decision on the proposed amendment. Staff have determined the following items in this draft development agreement are substantive matters:

- the uses permitted on the Property as listed in Section 2.1, *Use*, of this Agreement;
- the maximum number of beds in the homes for special care and maximum number of residential dwelling units permitted on the lot in Section 2.2, *Development Location and Design*;
- the fire safety requirements listed in Section 2.6, *Fire Safety*;
- the requirements for a stormwater management plan to be submitted prior to a development permit being issued as listed in Section 2.8(b), *Site Drainage*;
- the hours of construction as outlined in Section 2.10, *Construction Noise*; and
- the requirements for an archeological resource impact assessment (ARIA) to be submitted prior to a development permit being issued as listed in Section 2.16 (a), *Archeological Resource Impact Assessment*.

Other items such as accessible parking, elevators, sprinkler systems, and barrier free units may be required in some of the buildings by the Manager of Building and Fire Inspection Services as per the National Building Code requirements. A full review of the building plans would be conducted when the property owner applies for development and building permits. These items are not listed in the draft development agreement as the National Building Code would take precedence over the development agreement as outlined in Section 5.1, *Compliance with other By-laws and Regulations*, in the draft development agreement.

Public Comments

Staff received numerous comments from the public during the Public Information Meeting (PIM) comment period from January 13 - 28. All comments received were considered by staff when drafting this report and draft development agreement. A copy of the complete comments can be found in Attachment D. Staff have summarized the themes of the public comments and provided a brief response in the table below.

Public concern	Comment
College Road - upgrades	The Director of Public Works has specified that there are proposed upgrades to College Road in the 2022-23 budget that includes a full street reconstruction, sidewalk addition and storm system installation, along with water and sanitary upgrades where

	necessary. The work is anticipated to be completed within the current right-of-way. They added that the existing street width varies considerably but the average width is around 5.8 m. (edge of asphalt to edge of asphalt) while the proposed width for full street reconstruction is 7.3 m. (curb face to curb face). This new width will accommodate two-way traffic and meets the requirements of the municipal specifications.
College Road – increased traffic	The WHRM Manager of Operations for the Public Works Department has stated the proposed uses are not considered premature or inappropriate in terms of the adequacy of the existing roads and the proposed driveway and pedestrian routes within and adjacent to the development. They noted that the 2021 traffic report from WSP recommended that “consideration be given to incorporating the construction of a northbound left-turn lane with the future planned rehabilitation on King Street and the re-location of the crosswalk.” WSP was provided the original proposal from Dykeland Lodge to be incorporated in the traffic counts to assist with predicting the traffic levels on College Road and any anticipated upgrades. He added that “the intersection at College Rd and King St is planned to be re-designed with the College Rd reconstruction design. While this should improve traffic flow from College Rd to King St it would still be expected that at peak times the traffic queuing times would increase as the build out progresses. However, it is not expected to be significant due to the nature of the development.” The WHRM Public Works Department continues to monitor roadways within its jurisdiction and communicate with residents and the RCMP when necessary. The WHRM Public Works Department added that the newly created Traffic Calming Policy could be used in the future if concerns exist regarding traffic on the street.
College Road – impact with construction traffic	The Director of Public Works has stated they do not have any concerns with the weight of construction traffic to the proposed development site once upgrades to College Road are complete.

College Road - alternative access/egress	The Manager of Operations for the Public Works Department has stated the proposed uses are not considered premature or inappropriate in terms of the adequacy of the existing roads and the proposed driveway and pedestrian routes within and adjacent to the development. They did add however that there are “no new traffic related concerns, but an existing one. College Rd is only connected to one street (King St) therefore there is some concern if there is a street blockage there could be a delay for emergency equipment getting through. There are two other possible privately owned routes, but they are not always accessible / passable.” There were a variety of comments from residents on College Road on potential alternative connections from College Road to provide an alternative access/egress. These suggestions include: • College Rd to Hwy 14 / Chester Rd by purchasing a piece of PID 45052016 which was for sale; • College Rd to Hwy 14 / Chester Road by using the 50 ft water right-of-way / easement; • College Rd to Hwy 14 / Chester Rd by using the road located past Manning Drive, known as the “farming road” or “pole road”; and • the proposed development to Haliburton / Clifton Avenue. The majority of the land between College Rd and Hwy 14 / Chester Rd is dykeland. The Windsor MPS and LUB restrict development on dykeland. Development approval would be required by both the local marshbody and the Province as per the Nova Scotia <i>Agricultural Marshland Conservation Act</i>. The Martock Marshbody has strict land use regulations https://www.novascotia.ca/Just/regulations/regs/amcmartock.html Building a permanent road in the dykeland would most likely not be feasible. In terms of the connection from the proposed development to Haliburton/Clifton Avenue, this connection would require the developer to receive agreement from any property owners between Dykeland Lodge’s property and Haliburton / Clifton Avenue. There would a significant number of studies required to
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	determine if this would be feasible as an option at the expense of the developer.
Recreation uses - current and future	During the reconstruction of College Road a sidewalk will be added to one side of the street to improve pedestrian safety and movement to the development site. The draft development agreement will require a 5 ft. wide sidewalk from College Road to the main entry of any building (Section 2.4 (e)). The developers have proposed a public trail system to be developed at the north side of the lot to allow recreation uses on site. This will be required to be completed as part of Phase 1 of development (Section 2.2 (b)(i)).
Water and Sewer servicing	Windsor is a serviced area of the Municipality where efficient use of services and denser developments are encouraged. The Director of Public Works has commented that the proposed uses are not “considered premature or inappropriate related to the capacity of water and sewer services, except as noted there is limited storm water capacity downstream, and this must be addressed within the development agreement.” The draft development agreement addresses the comments on stormwater management in Section 2.8 (b) and (c).
Scale, density of development and lot size	The scale of proposed development has been reduced since the public comments were received. There will no longer be a community centre and commercial component, and the residential component has been reduced by 50 units. The subject lot is approximately 24.7-acres in size which would be adequate to accommodate the proposed long-term care facility and residential uses. Windsor has a population density of 522 people per sq. km. (Statistics Canada Census for 2022). The current 111-bed long term care facility operated by Dykeland Lodge on Cottage Street is located on a 3.93-acre lot creating a population density of 6,981 people per sq. km. The existing Dykeland Lodge long-term care facility was permitted as-of-right as per the Windsor Institutional (I) zone. The proposed density, at full build-out, of this development on College Road would be approximately 2,540 people per sq. km.

	Comparing this to other large facilities within West Hants Regional Municipality, the Gladys Manning development agreement (2005) permits a maximum of 295 units on the 59-acre parcel, which equates to a population density of 1,240 people per sq. km. The development agreement for Windsor Elms (2008) in Falmouth permits 108 beds on an 18.5-acre parcel creating a population density of 1,578 people per sq. km.
Commercial and community centre	Based on the feedback from the public during the PIM comment period the developer has removed the 11,000 sq. ft. (1021.9 sq. m.) community centre and 8,000 sq. ft. (743 sq. m.) of commercial space from the proposal. The applicant requests that should the need arise in the future for the community centre and commercial space that the development agreement be drafted to allow Council to consider these additional uses through an amendment to the development agreement. An amendment to a development agreement follows a similar process as the approval of a development agreement, which would include opportunity for public feedback.
Types of uses proposed	The revised application received on March 1, 2022 requested the following uses be considered by Council by development agreement: • a long-term care facility with 128 rooms; • up to 10 units for residents with disabilities; • up to 28 assisted living units; and • up to 88 residential units. Dykeland Lodge provided additional details about the different types of care proposed on the lot in an FAQ response document. These were described as: • Long-Term Care: A facility licensed and funded by the Provincial Department of Health and Wellness to provide services for people who need ongoing care; either on a long-term basis (permanent placement) or short-term (respite care). • Assisted Living: Similar to a retirement home, these settings are targeted toward the independent senior who does not

	require substantial care but may need services such as meals, housekeeping, recreation programs and facilities. • Disability (Small Option Homes): Small Option Homes provide support for three to four persons with disabilities in community homes. The residents are supported by qualified staff through a combination of live-in and shift models. • Independent Living: Independent Living Nova Scotia (ILNS) supports Nova Scotians with disabilities through programs and services that promote independent living, enabling individuals to live the way they want, stay in control of decisions that affect them, break through barriers that are in the way, and develop their skills. • Seniors Affordable Housing: Senior's housing is an affordable option for low-income Nova Scotians over the age of 58. The units are similar to any apartment and can be rented through Regional Housing Authorities across the Province. Units are private and include the basics like a fridge and stove, heat, and hot water. In the Windsor Land Use By-law definitions, a Home for Special Care means "a nursing home, a home for the aged, a home for the disabled or a residential care facility as defined in the <i>Homes for Special Care Act</i>". This definition encompasses the long-term care facility and units for residents with disabilities. The assisted living units and residential units would be considered a type of dwelling unit in the Windsor Land Use By-law, as there is no provincial licensing required as part of the development of the use. Due to this, Section 2.1 (b) of the draft development agreement states the permitted uses as "buildings operated as homes for special care" and "single unit, two unit or multiple unit dwellings some or all of which may be used as part of the homes for special care or as assisted living units".
Safety • pedestrians, active transportation use, children playing, animals	During the reconstruction of College Road, a sidewalk will be added to one side of the street to improve pedestrian safety and movement to the development site. The draft development agreement will require a 5 ft. wide sidewalk from College Road to the main entry of any building (Section 2.4 (e)). The developers have proposed a public trail system to be developed at the north

	side of the lot to allow recreation uses on site. This has been made a requirement as part of Phase 1 of the proposed development (Section 2.2 (c)). The developer has also stated that the Kingsview Dr. entrance will be gated and only used for emergency purposes. This is outlined in Section 2.4 (b) of the draft development agreement.
Environment and wildlife	Dykeland Lodge provided additional details about the Provincial and Federal environmental policies/Acts they need to follow to develop the lot in an FAQ response document. This was described as: “All provincial, federal policies/Acts will be upheld to ensure the safety of the community and environment. The Nova Scotia Department of Public Works requires the supervisory staff of all its construction contractors to attend an erosion and sediment control course to ensure the protection of the construction site and adjacent properties; in addition to this requirement the NS Department of Seniors and Long-Term Care, the department which oversees the design and construction of a new Long-Term Care Facility, mandates that the Owner’s Project Manager also has this course. The Design Team will also include Landscape Architects and Civil Engineers who are trained to design the property following all environmental policies, acts and standards. The environmental protection plan will be a compilation of all Provincial, and Federal Policies/Acts, some listed below, to mitigate disturbance to land use, wildlife, and habitat. Safety of the community and environment is priority, all Environmental issues will be identified thoroughly and resolved expeditiously, using Federal and Provincial environmental policy extensively into all decision-making processes, as well as all other associated activities. Potential impacts to all aspects of the environment will be taken into consideration and evaluated before any activities would take place.

	The project will constantly monitor and evaluate environmental benefits/consequences of our activities, and implement our strategies to remove or minimize potential environmental impacts. • Nova Scotia Environment Act • Canadian Environmental Assessment Act • Canadian Environmental Protection Act • Nova Scotia Endangered Species Act • Clean Air Act • Water Act • Fisheries Act • Species at Risk Act (SARA) • Navigable Waters Protection Act (NWPA) • Canada Wildlife Act • Migratory Birds Convention Act”
Length of construction, noise and dust	Section 2.10 of the draft development agreement restricts construction on the lot to within 7 a.m. – 7 p.m., Monday to Saturday, unless construction is being conducted within a wholly enclosed building. This will reduce the impact of noise on abutting properties. The required 20 ft. (6.09 m.) buffer strip along the south lot line abutting properties fronting on Kingsview Drive as outlined in Section 2.14 (b) of the draft development agreement will provide additional buffering from any construction noise. Dykeland Lodge has advised that their construction team must follow construction standards and regulations related to dust and debris.
Emergency access	Section 2.6, <i>Fire Safety</i>, of the draft development agreement was developed based on comments received from the local Fire Chief. The Fire Chief noted that curbs should be mountable by fire trucks to ensure buildings can be accessed from all sides by ladder trucks and that overhangs below 15 ft. (4.57 m.) should be avoided to allow aerial trucks to navigate the lanes (9-10 ft. wide required). Staff drafted Section 2.6 (b) and (c) to ensure there is unimpeded access for emergency services vehicles. The Fire Chief also offered to discuss fire department access with the developer during the development stages.

	The property owner has also noted that they are required to submit an Emergency and Fire Safety Plan to the Province as part of their licensing as a long-term care facility. This plan provides guidance for the protection of staff, residents, tenants and visitors in the event of either an internal or external disaster/major emergency. The fire safety plan provides detailed explanation of responsibilities and procedures in case of a fire. The emergency plan outlines responses to various disasters including epidemic, hazardous substance spill/leak, civil disturbance, power outage, severe storm, shortage of water, threats, violent situations, and fire. The plan is exercised and evaluated at least every three (3) years by the facilities emergency planning committee. This Emergency and Fire Safety Plan is distributed internally to all staff and externally to the Windsor Fire Department, R.E.M.O. Coordinator, Department of Health and Wellness, and Office of the Fire Marshall.
Property values	The impact on property values due to proposed developments are not considered by planning staff when evaluating an application because there is no overall public interest in what one property is valued over another, and staff must look at the use of land versus the financial impacts that are associated with it.
Stormwater management and hardscaping of the lot	The Director of Public Works has requested that a stormwater management plan for the site be required prior to development permits being issued to ensure that historical flooding patterns and area drainage systems have been considered and that storm water discharge will not have a negative impact on downstream properties. They also noted that discharge of run-off to adjacent properties other than a natural watercourse is prohibited unless the developer obtains consent in writing from the adjacent property owner(s) and drainage easements over such natural property is provided in favor of the Municipality. This is outlined in Section 2.8 (b) and (c), <i>Site Drainage</i>, of the draft development agreement.
Impact on residents on Kingsview Dr.	The developer has stated that the Kingsview Dr. entrance will be gated and only used for emergency purposes. Additionally, Section 2.14 (b) of the draft development agreement outlines a required 20

	ft (6.09 m) buffer strip along the south lot line abutting properties fronting on Kingsview Drive.
Impact on Kings Edgehill – through traffic	Kings Edgehill Lane is a private roadway which is outside the jurisdiction of WHRM. The roadway is currently gated by the property owners. The proposed upgrades to College Road are expected to improve traffic flow on College Road, reducing the likelihood of Kings Edgehill Lane being used as a thoroughfare.
Agricultural	Although the lot has been actively farmed and cared for by the Dill family for about 50 years, the lot was designated Residential for at least the past 30 years and was recently amended to College Road Comprehensive Development District. There were comments from the public regarding the potential impact on agricultural land abutting the subject lot on the south side of College Road. There is not anticipated to be any negative impact to these abutting properties due to the requirements for a stormwater management plan, and the property owner following the required Provincial and Federal policies and Acts including erosion and sediment control.
Transparency	The property owner and applicant is Hants County Residence for Senior Citizens. Dykeland Lodge is operated by their Board of Directors. The Municipality follows the <i>Municipal Government Act</i> (MGA) requirements for community engagement for development agreement applications. The Municipality also holds a Public Information Meeting (PIM) prior to beginning the MGA required process, to allow the community another opportunity to comment on the proposal. The PIM was advertised via letter, signs on site, newspaper advertisement, Facebook and website advertisements. Every property within 300 ft. of the subject lot was mailed a letter for the Public Information Meeting. The 300 ft. notification distance is outlined in the Windsor Land Use By-law approved by Council. The virtual PIM took place on January 13 with approximately 10 residents in attendance. The comment period was open until

	January 28. Multiple residents called or emailed during the comment period as outlined in Attachment D.
Architectural style	The subject lot is not within an Architectural Control District therefore there are no architectural design manual elements to be followed.

A FAQ response document was developed by Dykeland Lodge and presented at a virtual open house on February 24, 2022 (Attachment E).

Windsor Municipal Planning Strategy

Part 5.0 of the WMPS contains the overall intention for Residential areas in Windsor. Part 5.7 of the WMPS contains the specific policies for properties designated College Road Comprehensive Development District (CR-CDD). Policy 5.7.1 establishes Council's intention to only allow development in the CR-CDD by development agreement. The policy states that Council *"establish the College Road Comprehensive Development District (College Road CDD) which allows residential, institutional or recreational development and other limited services and uses in support of this development. As-of-right development shall not be permitted."* Policy 5.7.4 outlines the criteria Council must evaluate when an application for development agreement in the CR-CDD is being considered. The proposal has been considered in relation to the criteria in Policy 5.7.4 (Attachment A).

WMPS Specific Criteria

Policy 5.7.1 of the WMPS establishes Council's intention to consider residential, institutional or recreational development and other limited services and uses in support of the development by development agreement. Policy 5.7.4 outlines the criteria to be considered by Council, which are examined in detail in Attachment A.

In summary, the remaining criteria are met since:

- the development agreement is consistent with the intent of Policy 5.7.3 and other relevant policies of the Municipal Planning Strategy; and
- the development is compatible with existing development within and adjacent to the College Road CDD.

WMPS General Criteria

The proposed development will meet the general criteria for development agreements set out in WMPS Policy 16.3.1. These criteria are examined in detail in Attachment B. In summary:

- the proposal is not premature or inappropriate for the area;
- no municipal costs related to the proposal are anticipated;

- the Fire Chief, Development Officer, Manager of Building and Fire Inspection Services, Director of Public Works, and Manager of Public Works Operations have no concerns which have not been addressed in the development agreement.

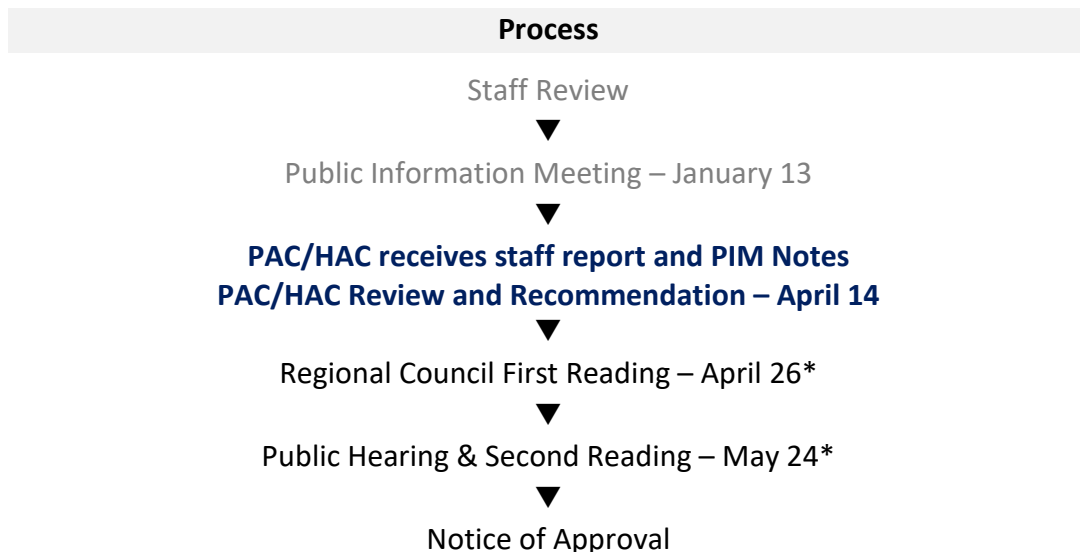
MUNICIPAL CLIMATE CHANGE ACTION PLAN

The Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) highlights two simulated flooding scenarios. The first scenario is based on a storm surge that occurred in 1997, which shows the expected damage is to occur along the coastline. The second scenario shows the simulated flooding extent for probable maximum flood due to climate change. Under this scenario most of the community of Windsor will experience extensive flooding. The subject lot in this application does not appear to be affected under this scenario, however College Road itself may experience flooding.

The Public Works Department has noted that the Municipality is currently conducting a storm water study and that the reconstruction of College Rd will provide for improved street storm conveyance systems. They added that the street reconstruction will include storm water upgrades to mitigate future flooding potential (i.e., additional culverts, ditching, asphalt sloping).

NEXT STEPS

As noted above, the proposed development agreement has been considered within the context of both the specific and general policies of the WMPS and is consistent with the intent, objectives, policies and criteria of the WMPS. As a result, it is reasonable to enter into a development agreement to permit a variety of institutional and residential uses including long-term care, assisted living and disability units, and residential units on PID 45336203, College Road.





14-day Appeal Period

*anticipated dates; final dates set by Council

FINANCIAL IMPLICATIONS

There are no anticipated costs to the Municipality in regard to this development. When requested to comment, the Director of Financial Services stated that “No, it [the development] wouldn’t be premature as many expenditures relating to the development agreement, will be the responsible of the Developer. However, College Road was previously identified in the 2021-22 Capital Budget for rehabilitation in 2022-23 and the financial capacity has been built into the 5-year capital plan.”

ALTERNATIVES

In response to the application, PAC/HAC may recommend that Council:

- hold First Reading and authorize a Public Hearing to approve the development agreement as drafted or as specifically revised by direction of PAC/HAC;
- provide alternative direction such as requesting further information on a specific topic.

ATTACHMENTS

Figure 1	Windsor GFLUM Extract
Figure 2	Windsor Zoning Map Extract
Figure 3	Windsor Environmental Constraints Area Extract
Attachment A	Specific Criteria for a Development Agreement
Attachment B	General Criteria for a Development Agreement
Attachment C	Draft Development Agreement
Attachment D	Public Information Meeting Notes
Attachment E	Dykeland Lodge FAQ Information
Attachment F	Letter from Chief Peters, Glooscap First Nation

Report Prepared by: _____
Sara Poirier, Senior Planner

Report Reviewed by: _____
Madelyn LeMay, Director of Planning and Development

Figure 1
Windsor GFLUM Extract

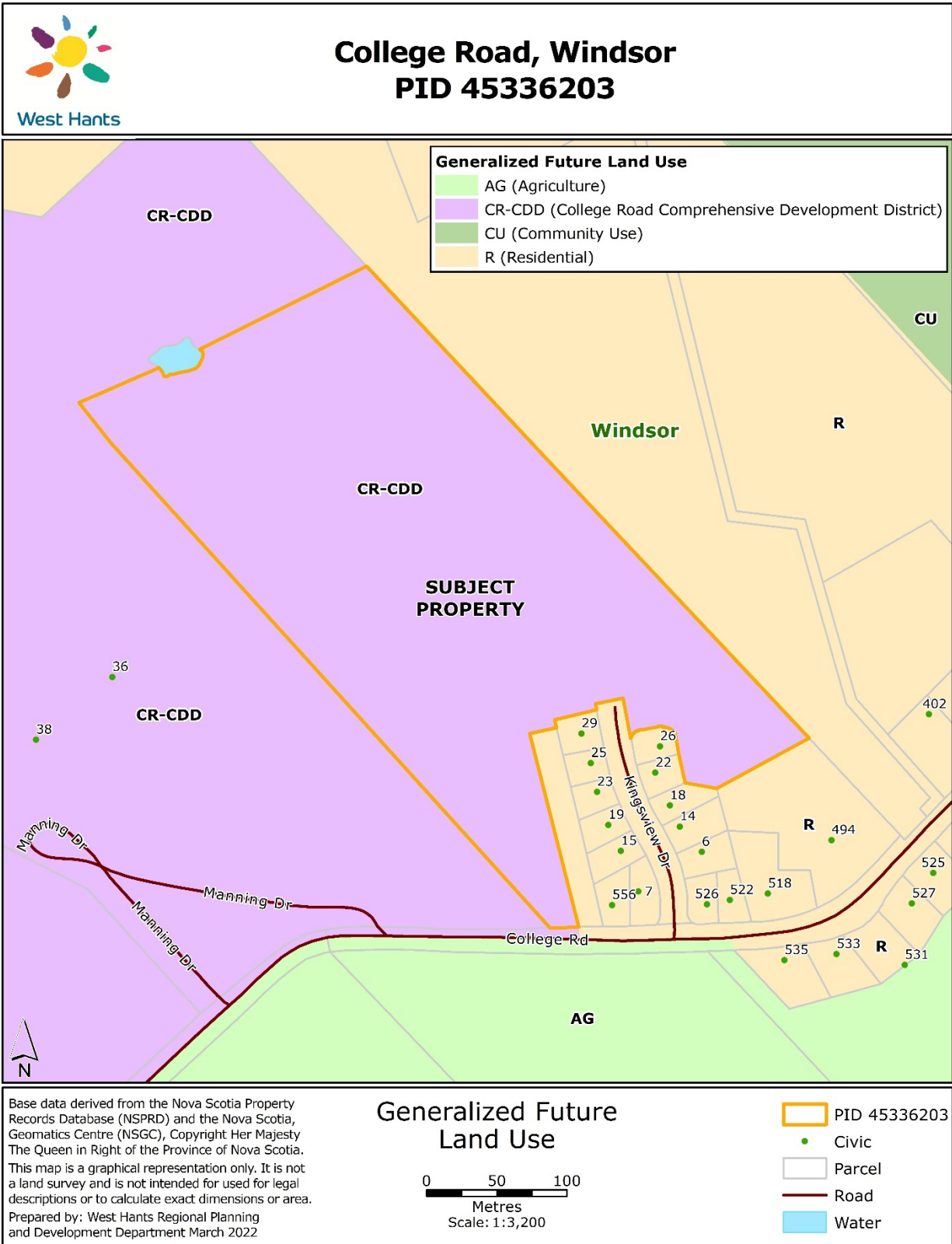


Figure 2
Windsor Zoning Map Extract

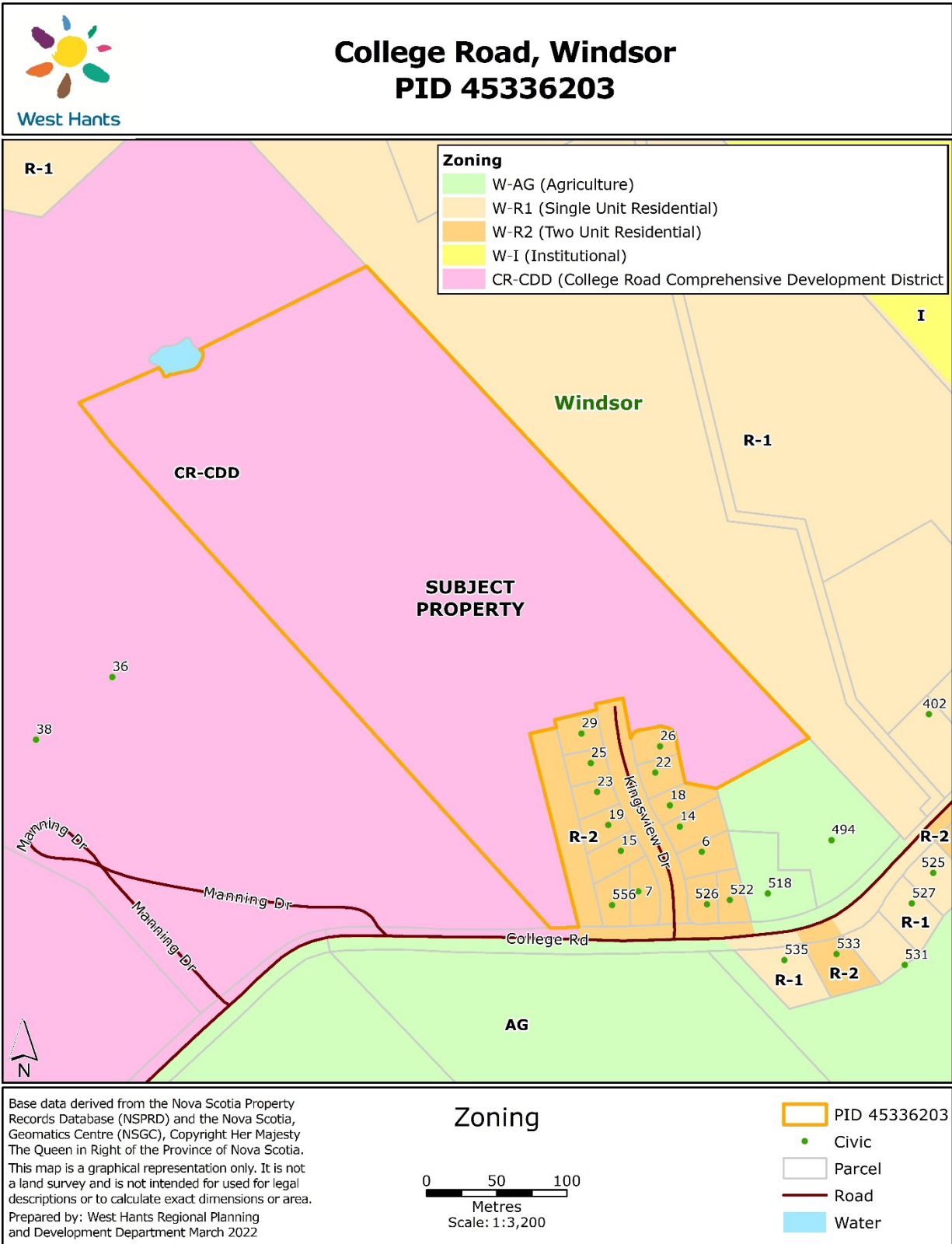
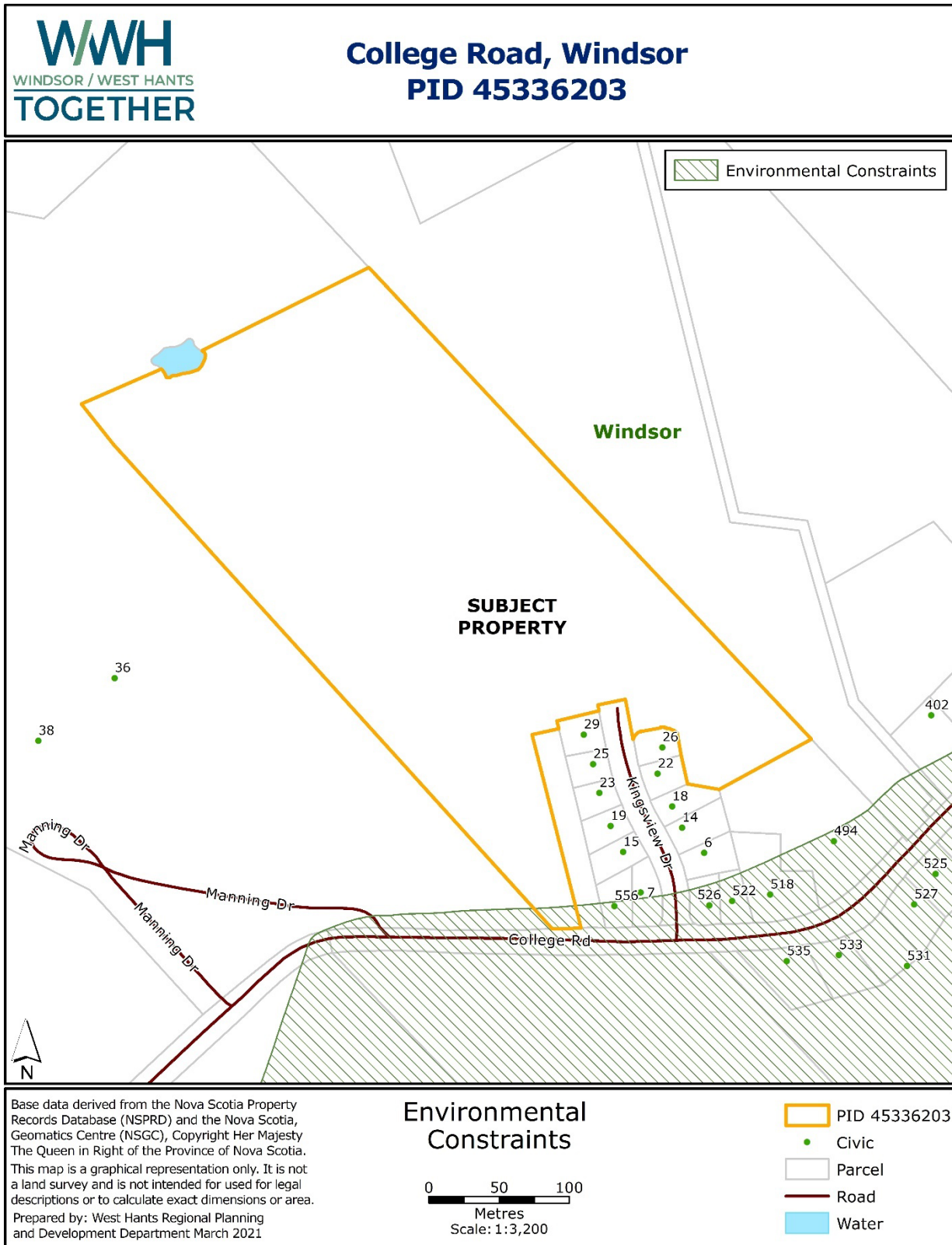


Figure 3
Windsor Environmental Constraints Extract



Attachment A
Specific Criteria for Development Agreement

Policy 5.7.4 It shall be the policy of Council that a development agreement for the development of the College Road CDD shall only be approved when the following conditions have been satisfied:

CRITERIA	COMMENT
<i>(a) the proposed agreement is not considered premature or inappropriate in terms of the adequacy of existing and proposed roads and pedestrian routes within and adjacent to the College Road CDD;</i>	The Manager of Operations for the Public Works Department has stated the proposed uses are not considered premature or inappropriate in terms of the adequacy of the existing roads and the proposed driveway and pedestrian routes within and adjacent to the development. They did add however that there are “no new traffic related concerns, but an existing one. College Rd. is only connected to one street (King St.) therefore there is some concern if there is a street blockage there could be a delay for emergency equipment getting through. There are two other possible privately owned routes, but they are not always accessible / passable.” The Director of Public Works has specified that there are proposed upgrades to College Road in the 2022-23 budget that includes a full street reconstruction, sidewalk addition and storm system installation, along with water and sanitary upgrades where necessary. The intersection study for College Road and King Street conducted in 2021 by WSP recommended that “consideration be given to incorporating the construction of a northbound left-turn lane with the future planned rehabilitation on King Street and the re-location of the crosswalk.” WSP was provided the original proposal from Dykeland

	Lodge to be incorporated in the traffic counts to assist with predicting the traffic levels on College Road and any anticipated upgrades. The Manager of Operations for the Public Works Department added that “the intersection at College Rd and King St is planned to be re-designed with the College Rd reconstruction design. While this should improve traffic flow from College Rd to King St it would still be expected that at peak times the traffic queuing times would increase as the build out progresses. However, it is not expected to be significant due to the nature of the development.” Although these proposed upgrades do not include a secondary access/egress from College Road, the proposed upgrades are anticipated to improve current and projected vehicular and pedestrian traffic flow. The Public Works Department also noted that the Municipality is currently conducting a storm water study and that the reconstruction of College Rd will provide for improved street storm conveyance systems. These stormwater upgrades will mitigate future flooding potential (i.e., additional culverts, ditching, asphalt sloping). The WHRM Public Works Department continues to monitor roadways within its jurisdiction and communicate with residents and the RCMP when necessary. The WHRM Public Works Department added that the newly created Traffic Calming Policy could be used in the future if concerns exist regarding traffic on the street.
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<i>(b) the development agreement is consistent with the intent of Policy 5.7.3 and other relevant policies of the Municipal Planning Strategy;</i>	See below.
<i>(c) any area within 300 ft (91.44 m) of Lake Pesaquid shall be considered environmentally sensitive and methods of protecting the land and watercourse during construction of the development shall be required. Reference also must be made to Policy 4.17 regarding watercourses;</i>	The subject lot is located over 1,400 ft. (426 m.) from Lake Pesaquid therefore there are no anticipated effects to the Lake with respect to this proposal. The WLUB regulations on distance of structures to watercourses, enabled through Policy 4.17.1, is referenced in Section 2.2 (g) of the draft development agreement.
<i>(d) the development is compatible with existing development within and adjacent to the College Road CDD, or other development in the College Road CDD proposed in an existing agreement;</i>	The College Road Comprehensive Development District (CR-CDD) applies only to the Gladys Manning property and the Dykeland Lodge property on College Road. The Gladys Manning property was permitted to be developed through a development agreement which was entered into in 1990 and amended in 1991 and 2005. The Gladys Manning development agreement from 2005 permits a retirement community consisting of: • apartments; • single and semi-detached residences; • three unit row houses; • convenience and specialty shops, and greenhouse and garden centre; • office facilities auxiliary to and complementary to the residential development; • recreational facilities and ancillary buildings and structures; and • activity centre, garage and workshop.

	A maximum density of five (5) units per acre for the approximately 59-acre parcel to a maximum of 295 units was established in the Gladys Manning development agreement with a five (5) units per acre density for lot GM-1 to a maximum of 55 units. The maximum height for buildings was set at four (4) storeys and parking was to be provided at one (1) space per unit. The lot was to be developed in accordance with a “general site plan” attached as Appendix B to the Gladys Manning development agreement which shows three (3) phases of development, two houses and two future houses, and a “potential full care facility” on the south side of College Rd. This development was to commence within one year of signing of the agreement, with ten (10) years to complete the development. College Road host a variety of uses including a Provincial Heritage Property known as Richmond Hill Farm, the Gladys M. Manning Retirement Community, Howard Dill Enterprises, Kings-Edgehill School, the Gordon Hughes Tennis Club-Windsor, and a number of residential and agricultural uses. The subject lot abuts single and two storey single unit dwellings on Kingsview Drive. Kingsview Drive will be buffered from the proposed development with a 20 ft (6.09 m) wide buffer strip (Section 2.14 (b)). The Dykeland Lodge property is currently vacant. The proposed development is compatible with existing development within the CR-CDD. Additionally, the Development Officer stated that they “feel this proposed
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	development is compatible with the surrounding area.”
<i>(e) any other matter which may be addressed in a development agreement; and</i>	The Director of Public Works noted that “garbage collection would need to be handled via a private collection agreement between the developer and solid waste contractor as the amount of solid waste generated would be over the curbside limits as outlined in the solid waste by-law. Snow plowing on the private development would be the responsibility of the developer.” The Director of Public Works has requested that a stormwater management plan for the site be required prior to development permits being issued to ensure that historical flooding patterns and area drainage systems have been considered and that storm water discharge will not have a negative impact on downstream properties. They also noted that discharge of run-off to adjacent properties other than a natural watercourse is prohibited unless the developer obtains consent in writing from the adjacent property owner(s) and drainage easements over such natural property is provided in favor of the Municipality. This is outlined in Section 2.8 (b) and (c), <i>Site Drainage</i>, of the draft development agreement. A letter was received on March 22, 2022 from Chief Sidney Peters of Glooscap First Nation recommending that the property owner complete an archeological resource impact assessment (ARIA) prior to developing the subject lot. This recommendation has been made a requirement of the draft development agreement as outlined in

	Section 2.16, <i>Archeological Resource Impact Assessment</i>. It is the responsibility of the property owner to ensure the site is suitable for the proposed uses. All other matters are addressed elsewhere in this report.
<i>(f) the provisions of Policy 16.3.1.</i>	Please see Attachment B for further details.

As stated in Policy 5.7.4 (b) the development agreement should be consistent with the intent of Policy 5.7.3 and other relevant policies of the Municipal Planning Strategy. Policy 5.7.3 is reviewed below.

Policy 5.7.3 Without limiting the generality of Policy 5.7.1, it is the intention of Council that development of all or part of the College Road CDD primarily comprise:

CRITERIA	COMMENT
<i>(a) residential, institutional or recreational development on separate parcels of land or integrated throughout the same parcel; and</i>	The proposed uses of the lot include a combination of residential, institutional and recreational development integrated throughout the same parcel.
<i>(b) convenience and specialty stores, medical offices, personal service shops and other similar limited services and uses in support of the primary developments in the College Road CDD.</i>	The proposed development will include limited commercial uses within the long-term care facility to support the primary institutional uses in the proposed development. Any additional commercial uses in the future would require an amendment to this draft development agreement.

Attachment B
General Criteria for Development Agreement

Policy 16.3.1 In considering development agreements and amendments to the Town of Windsor Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider:

CRITERIA	COMMENT
<i>(a) whether the proposal is considered premature or inappropriate in terms of:</i>	
<i>(i) the adequacy of sewer and water services;</i>	The Director of Public Works has stated this lot is capable of accessing municipal water and sewer services and that the uses would not be considered premature or inappropriate related to the capacity of water and services, except as noted there is limited storm water capacity downstream. A stormwater management plan is required as part of this development to ensure all stormwater related to the project is adequately addressed.
<i>(ii) the adequacy of school facilities;</i>	No inquiry was submitted to the Director of Operations for the Annapolis Valley Regional Centre for Education related to this application as most units will be for seniors or persons requiring care.
<i>(iii) the adequacy of fire protection;</i>	In response to an inquiry, the Manager of Building and Fire Inspection Services stated that he did “not see anything out of the ordinary, we have several 3 storey buildings in the area. Emergency response should not be an issue. A couple of these building will require a sprinkler system.” He added that “Access routes will have to be reviewed for fire services. This should be checked with the Fire Chief for the size of the fire trucks.”

	The local Fire Chief stated “I have concerns with the courtyard in that access for aerial trucks is limited in here. With this size of building, should a fire get going, we like to be able to access all sides with ladder trucks.” He added that “we would want to avoid any overhangs below 15 ft. at least (for aerial trucks to navigate the lanes). Average widths are from 9-10 ft. Roll up curbing is good too as it prevents us from shearing the sidewalls out of a firetruck tire if we need to go up on the sidewalk around an obstacle or to position properly.” Section 2.6, <i>Fire Safety</i>, of the draft development agreement was developed based on comments received from the local Fire Chief. Staff drafted Section 2.6 (b) and (c) to ensure there is unimpeded access for emergency services vehicles. The Fire Chief has also offered to discuss fire department access with the developer during the development stages. The property owner has also noted that they are required to submit an Emergency and Fire Safety Plan to the Province as part of their licensing as a long-term care facility. This plan provides guidance for the protection of staff, residents, tenants and visitors in the event of either an internal or external disaster/major emergency. The fire safety plan provides detailed explanation of responsibilities and procedures in case of a fire. The emergency plan outlines responses to various disasters including epidemic, hazardous substance spill/leak, civil disturbance, power outage, severe storm, shortage of water, threats, violent situations,
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	and fire. The plan is exercised and evaluated at least every three (3) years by the facilities emergency planning committee. This Emergency and Fire Safety Plan is distributed internally to all staff and externally to the Windsor Fire Department, R.E.M.O. Coordinator, Department of Health and Wellness, and Office of the Fire Marshall.
<i>(iv) the adequacy of road networks adjacent to, or leading to the development; and</i>	Refer to Policy 5.7.4 (a) in Attachment A.
<i>(v) the financial capacity of the Town to absorb any costs relating to the development.</i>	The Director of Financial Services stated that the proposed development would not be premature in relation to the or inappropriate in terms of the financial capacity of the Municipality to absorb any costs related to the development “as many expenditures relating to the development agreement will be the responsible of the Developer. However, College Road was previously identified in the 2021-22 Capital Budget for rehabilitation in 2022-23 and the financial capacity has been built into the 5-year capital plan.”
<i>(b) the suitability with any aspect relative to the movement of auto, rail and pedestrian traffic;</i>	The Director of Public Works has specified that there are proposed upgrades to College Road in the 2022-23 budget that includes a full street reconstruction, sidewalk addition and storm system installation along with water and sanitary upgrades where necessary. The Manager of Operations for the Public Works Department noted that “this should improve both vehicular and pedestrian traffic movement.” He added that “the intersection

	at College Rd and King St is planned to be re-designed with the College Rd reconstruction design. While this should improve traffic flow from College Rd to King St it would still be expected that at peak times the traffic queuing times would increase as the build out progresses. However, it is not expected to be significant due to the nature of the development.” During the reconstruction of College Road a sidewalk will be added to one side of the street to improve pedestrian safety and movement to the development site. The draft development agreement will require a 5ft wide sidewalk from College Road to the main entry of any building (Section 2.4 (e)).
<i>(c) the adequacy of the dimensions and shape of the lot for the intended use;</i>	The lot is approximately 24.7-acres in size which would be adequate to accommodate the proposed long-term care facility and residential uses. The Development Officer commented that they “see no issue with respect to setbacks and parking” based on the size and dimensions of the lot.
<i>(d) the pattern of development which the proposal might create;</i>	College Road host a variety of uses including a Provincial Heritage Property known as Richmond Hill Farm, the Gladys M. Manning Retirement Community, Howard Dill Enterprises, Kings-Edgehill School, the Gordon Hughes Tennis Club-Windsor, and a number of residential and agricultural uses. The Development Officer stated that they “feel this proposed development is compatible with the surrounding area.” The subject lot abuts single and two storey single unit dwellings on Kingsview Drive. Section 2.14 (b) of the draft development

	agreement outlines a required 20 ft. (6.09 m.) buffer strip along the south lot line abutting properties fronting on Kingsview Drive. The Gladys Manning development agreement (2005) allows a maximum of 295 units on the 59-acre parcel. The proposal from Hants County Residence for Senior Citizens is not anticipated to create a different pattern of development than is already permitted on the abutting Gladys Manning lot.
<i>(e) the suitability of the area in terms of steepness of grade, soil and geological conditions, location of water courses, marshes or bogs and susceptibility of flooding;</i>	The subject lot is relatively flat along College Road and gradually gets steeper towards the north west end of the property. There are no evident concerns in terms of steepness of grade, soil or geological conditions. There is a water body at the rear property line. The Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) shows that the subject lot does not appear to be affected under a simulated flooding extent for probable maximum flood due to climate change, however College Road itself may experience flooding. The Public Works Department has noted that the Municipality is currently conducting a storm water study and that the reconstruction of College Rd will provide for improved street storm conveyance systems. They added that the street reconstruction will include storm water upgrades to mitigate future flooding potential (i.e., additional culverts, ditching, asphalt sloping).

	It is the responsibility of the property owner to ensure the site is suitable for the proposed uses.
<i>(f) whether the proposal meets the requirements of the appropriate provincial or federal agencies as well as whether it conforms to all other relevant municipal by-laws and regulations; and</i>	The Development Officer noted that a small portion of this property is within dyked marshland and any driveway access, infilling or alteration of topography will require a variance from the requirements of the <i>Provincial Marshland Conservation Act</i>. All Municipal, Provincial and Federal regulations will have to be met.
<i>(g) any other matter required by relevant policies of this Strategy.</i>	There are no other relevant policies of this Strategy.

**Attachment C
Draft Development Agreement**



DEVELOPMENT AGREEMENT

THIS AGREEMENT made this day of , 2022.

BETWEEN:

WEST HANTS REGIONAL MUNICIPALITY, a body corporate pursuant to the *Municipal Government Act*, having its chief place of business at 76 Morison Drive, Wentworth Creek, in the County of Hants, Province of Nova Scotia,

(Hereinafter referred to as the “Municipality”)

OF THE FIRST PART

- and -

HANTS COUNTY RESIDENCE FOR SENIOR CITIZENS, a body corporate pursuant to the *Municipal Housing Corporations Act*, with a head office at 124 Cottage Street, Windsor, in the County of Hants, Province of Nova Scotia,

(Hereinafter referred to as the “Owner”)

OF THE SECOND PART

WHEREAS the Owner is the registered owner of a parcel of land located on College Road, Windsor, PID 45336203, hereinafter referred to as the “Property”, which lands are more particularly described in Schedule A attached hereto; and

WHEREAS the Property is designated College Road Comprehensive Development District on the Generalized Future Land Use Map of the Windsor Municipal Planning Strategy (September 21, 2005) and zoned College Road Comprehensive Development District (CR-CDD) on the Zoning Map of the Windsor Land Use By-law (September 21, 2005); and

WHEREAS the Owners have requested entering into a development agreement to permit a retirement community which includes homes for special care and a variety of dwelling units; and

WHEREAS Policy 5.7.3 and Policy 5.7.4 of the Windsor Municipal Planning Strategy (the “Municipal Planning Strategy”) and Section 6.1 (d) of the Windsor Land Use By-law (the “Land Use By-law”) provide that residential, institutional, or recreational development in the College Road Comprehensive Development District be considered by development agreement; and

WHEREAS the Council of the Municipality, at a meeting held on **Month Day**, 2022, approved this request;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

PART 1 AGREEMENT CONTEXT

1.1 Definitions

In this Agreement, all words or phrases used shall carry their customary meaning unless otherwise set out in the Land Use Bylaw, except those defined as follows:

- (a) “Multiple unit Dwelling” means a building containing three (3) or more dwelling units;

1.2 Schedules

The following attached schedules shall form part of this agreement:

Schedule A – Legal Description

Schedule B – Site Plan

1.3 Municipal Planning Strategy, Land Use By-law and Subdivision By-law

- (a) *Municipal Planning Strategy* means the Municipal Planning Strategy of the Town of Windsor, approved on August 23, 2005, as amended, or successor bylaws;
- (b) *Land Use Bylaw* means the Land Use Bylaw of the Town of Windsor, approved on August 23, 2005, as amended, or successor bylaws;
- (c) *Subdivision Bylaw* means the Subdivision Bylaw of the Town of Windsor approved on January 24, 2012, as amended, or successor bylaws.

PART 2 DEVELOPMENT REQUIREMENTS

2.1 Use

The Parties agree that uses on the Property shall be limited to the following:

- (a) those uses permitted by the underlying zoning in the Land Use By-law; and
- (b) a retirement community consisting of:
 - (i) buildings operated as homes for special care;
 - (ii) residential uses consisting of single unit, two unit or multiple unit dwellings some or all of which may be used as part of the homes for special care or as assisted living units;
 - (iii) outdoor recreation uses;
 - (iv) secondary suites within any of the single or two unit dwellings on the lot; and
 - (v) accessory uses to any of the permitted uses.

Except as otherwise provided in this Agreement, the provisions of the Land Use By-law and the Subdivision By-law apply to any development undertaken pursuant to this agreement.

2.2 Development Location and Design

- (a) The Municipality and the Owner acknowledge that the development as shown on Schedule B is a phased development.
- (b) The phases of the project are as follows:
 - (i) Phase 1 shall include a home for special care, limited to a maximum of 128 beds, and may include accessory uses such as a café, offices and/or pharmacy, located entirely within building A as shown on the site plan in

Schedule B, and outdoor recreation uses including but not limited to a public trail system as identified on Schedule B, and any accessory uses;

- (ii) Phase 2 shall include the residential uses consisting of single unit, two unit or multiple unit dwellings some or all of which may be used as part of the homes for special care or as assisted living units, limited to a maximum of 126 units and located entirely within buildings B, C, D, E, F as shown on the site plan in Schedule B, and any secondary suites and accessory uses;
- (c) The public trail system shown on Schedule B and to be completed in Phase 1 shall be surfaced with either crusher dust or mulch with a width no less than 4 ft. (1.22 m.).
- (d) The phases of development must be constructed in the above noted order.
- (e) Development within the phases shall conform to the following setbacks from lot lines:

Type of Use	Minimum Front Yard	Minimum Rear Yard	Minimum Side Yard
Homes for special care	30 ft. (9.14 m.)	30 ft. (9.14 m.)	30 ft. (9.14 m.)
Single unit and two unit dwellings	25 ft. (7.62 m.)	25 ft. (7.62 m.)	10 ft. (3.05 m.)
Multiple unit dwellings	35 ft. (10.67 m.)	35 ft. (10.67 m.)	15 ft. (4.57 m.)

- (f) The maximum height permitted for any main building or structure erected on the property shall be three (3) storeys or 35 ft. (10.67 m.), which ever is less restrictive. The maximum height of an accessory building shall be 15 ft. (4.57 m.).
- (g) No structure shall be located closer than 50 ft. (15.24 m.) from a watercourse.
- (h) A minimum of 41,000 sq. ft. (3,809 sq. m.) of usable recreation space is required for the development. The public trail system included in Phase 1 shall be included in this calculation.

2.3 Phased Development

- (a) The Municipality and the Owner acknowledge that the development as shown on Schedule B is a phased development.
- (b) The Owner agrees to construct each phase of the development in conformity with the Plans attached hereto.
- (c) Phase 1 shall include the completion of:
 - (i) the necessary services for the proper use and enjoyment of the phase including but not limited to a driveway and access, landscaping, sidewalks and pedestrian walkways, parking, lighting, and water and sewer services;
 - (ii) the landscaping required along the lot line as specified in Section 2.14 (b) of this Agreement; and
 - (iii) a minimum of 20,500 sq. ft. (1,905 sq. m.) of the required recreation space including the public trail system as show on Schedule B.
- (d) Phase 2 shall include the completion of the necessary services for the proper use and enjoyment of the phase including but not limited to a driveway and access, landscaping, sidewalks and pedestrian walkways, parking, lighting, and water and sewer services.
- (e) Construction of Phase 1 and all relevant infrastructure and landscaping as outlined in Section 2.3 (c) of this Agreement shall be completed within forty-eight (48) months of the commencement of development outlined in Section 4.1 of this Agreement. If, in the opinion of the Development Officer, this time limit has not been met, development of Phase 1 shall no longer be permitted and this Agreement may be discharged in part at the option of the Municipality by resolution of Council in accordance with Section 229 of the *Municipal Government Act* thirty (30) days after giving Notice of Intent to Discharge to the Owner. Upon the written request of the Owner, the Municipality, by resolution of Council, may grant an extension to the date of commencement of development without such an extension being deemed to be an amendment to this Agreement.
- (f) If the construction of Phase 2 has not commenced within twelve (12) months of the completion of Phase 1, the intended location of the buildings on Schedule B for Phase 2 shall be graded and landscaped; this may include, grass, shrubs, trees or other appropriate vegetative cover.

- (g) Construction of Phase 2 shall be completed within ninety-six (96) months of the actual commencement of development of Phase 1 provided that such commencement is within the time limit prescribed in Section 4.1 of this Agreement. If, in the opinion of the Development Officer, this time limit has not been met, development of Phase 2 shall no longer be permitted and this Agreement may be discharged in part solely at the option of the Municipality by resolution of Council in accordance with Section 229 of the *Municipal Government Act* thirty (30) days after giving Notice of Intent to Discharge to the Owner. Upon the written request of the Owner, the Municipality, by resolution of Council, may grant an extension to the date of commencement of development without such an extension being deemed to be an amendment to this Agreement.

2.4 Access and Egress

- (a) The Owner shall develop, construct, and maintain the driveway in the development in general conformance with the driveway shown on Schedule B.
- (b) The main access/egress to the lot shall be directly from College Road. Any other access/egress shall be secondary and only used for emergency purposes. The vehicular entrance and exit shall be clearly demarcated and paved.
- (c) The driveway shown on Schedule B shall provide a minimum street allowance of 50 ft. (15.24 m.) and shall be paved with a minimum paved surface of 20 ft. (6.09 m.).
- (d) The Owner agrees that it will seek and obtain approval from the Municipality before any other driveway from the development is connected to College Road or any other public road.
- (e) A 5 ft. wide sidewalk shall be provided from College Road to the main entrances of the buildings completed within each Phase. The sidewalks may be constructed using permeable construction materials to assist with stormwater retention.

2.5 Parking

- (a) All parking spaces for vehicles using the Property shall be located on the lot and shall be generally located as shown on Schedule B.
- (b) One (1) parking space shall be provided for every 400 sq. ft. (37.16 sq. m.) of floor area of the home for special care constructed in Phase 1.

- (c) One (1) parking space shall be provided for each dwelling unit constructed in Phase 2.
- (d) For all other uses, parking shall be provided in accordance with the Windsor Land Use By-law.
- (e) Parking areas and parking spaces shall be constructed so as to create a stable surface for vehicle traffic and be clearly demarcated and lined by the Owner. They may be constructed using permeable construction materials to assist with stormwater retention.
- (f) Parking required for each residential component of Phase 2 shall be clearly separated from other parking in the area and demarcated by signage as being for the use of residents only.
- (g) The number of parking spaces and loading spaces may be varied in writing by the Development Officer.

2.6 Fire Safety

- (a) No development permit shall be issued until the location and connection design of any fire hydrant(s) to the municipal water supply has been approved by the water utility, in consultation with the district Fire Chief.
- (b) All curbs shall be designed to be mountable by emergency services vehicles.
- (c) All access routes shall be kept clear of overhead obstructions and wires and be maintained by the Owner to allow unimpeded access to the property by emergency services vehicles, unless otherwise agreed to by the Fire Chief.

2.7 Servicing

(a) Waste Collection

- (i) No Municipal garbage collection will be provided to the development. The Owner shall have sole responsibility for collecting, storing and disposing of garbage and other recycling or waste items from the development.
- (ii) The Owner shall keep any outdoor storage of garbage in an enclosed structure or in some way adequately screened so as not to be visible from or cause a nuisance to nearby properties and abutting roads and it shall not be located closer than 10 ft. (3.05 m.) to an abutting property.

(b) Water and Sewer Services

- (i) Any of the proposed uses on the lot shall be serviced with water and sewer services provided by West Hants Regional Municipality pending authorization by the Municipal Engineer. Detailed design plans of the water and sewer servicing connections and layout shall be in accordance with the Municipal Services Specifications Manual and shall be submitted to the Municipal Engineer for approval prior to construction.
- (ii) The Owner shall be responsible for constructing, installing and maintaining the water and sewer services on the property.

(c) Snow Plowing

The Owner shall have sole responsibility for snow plowing within the development.

2.8 Site Drainage

- (a) The Owner shall undertake all construction activities in accordance with an erosion and sedimentation control plan prepared by a Professional Engineer, unless otherwise directed by Nova Scotia Environment, and also agrees to assume sole responsibility for compliance with all regulations of Nova Scotia Environment.
- (b) No development permit shall be issued until the Owner provides a stormwater management plan that has obtained the approval in writing of the Municipal Engineer such that historical flooding patterns and area drainage systems have been considered and such that storm water discharge will not have a negative impact on downstream properties. The engineer conducting the stormwater plan must investigate the downstream system from the outfall location of the proposed storm drainage system to a point sufficiently downstream that will demonstrate no adverse impacts on downstream lands, such as erosion or flooding, and outline any mitigative measures that may be required to alleviate any adverse downstream impacts.
- (c) The Owner acknowledges the following:
 - (i) the Municipality requires that all downstream drainage systems have adequate capacity to receive and carry discharge from the proposed storm drainage system in addition to its natural rate of discharge, and

- (ii) discharge of run-off to adjacent properties other than through a natural watercourse is prohibited unless the Owner obtains consent in writing from the adjacent property owner(s) and a drainage easement in favour of the Municipality is provided.

2.9 Environmental Constraints Area

- (a) The approximately 65 ft. (19.8 m.) of lot frontage on College Road is within the Martock Marsh and the Environmental Constraints Area. The property owner shall apply and obtain a variance from the regulations of the *Marshland Conservation Act* (2001) administered by the Provincial Marshland Administrator for any driveway access, infilling or alteration of topography on this portion of the lot. Once received, a copy of the variance shall be submitted to the Development Officer with the development permit application for Phase 1.
- (b) Section 27.0 of the Windsor Land Use By-law shall be followed by the Development Officer for any development on this portion of the lot.

2.10 Construction Noise

Construction on the lot shall only be permitted between the hours of 7:00 a.m. and 7:00 p.m. daily, Monday to Saturday, unless construction is being conducted within a wholly enclosed structure.

2.11 Maintenance

- (a) The Owner shall keep the Property and buildings and any portion thereof clean and in good repair. Any driveways, fences, lawns, trees, shrubs, walkways and other landscaping elements shall be regularly maintained and kept in a tidy state and free from unkempt materials or matter of any kind.
- (b) The Owner shall maintain the driveway to a level adequate to allow for access by emergency services vehicles.

2.12 Signs

- (a) The Owner shall be permitted:
 - (i) a maximum of three (3) ground signs; and
 - (ii) fascia wall signs.
- (b) The ground signs shall not:

- (i) exceed a height of 5 ft. (1.524 m.) from the grade level to the highest part of the sign;
 - (ii) exceed 25 sq. ft. (2.32 sq. m.) in area;
- (c) A fascia wall sign shall:
 - (i) be permitted on any building for identification purposes;
 - (ii) not exceed 20 sq. ft. (1.86 sq. m.) in area; and
 - (iii) not extend above or beyond the extremities of the wall upon which they are attached.
- (d) The signs may be illuminated for identification purposes provided that Section 2.13, *Lighting*, of this Agreement is met.

2.13 Lighting

Exterior lighting for driveways, parking areas, signs or structures shall be shielded and directed downward to ensure there is no light spilling, glare or light cast over neighbouring properties or the street.

2.14 Landscaping

The Owner shall:

- (a) keep all undeveloped areas of the Property landscaped;
- (b) provide a 20 ft. (6.09 m.) wide buffer strip along the south lot line abutting the properties fronting on Kingsview Drive. The buffer strip shall contain any combination of the following to provide a dense or opaque screen:
 - (i) a mix of local species of coniferous trees. At planting, each tree shall have a diameter of 2 in. measured at 4.5 ft. above the surrounding grade and a minimum height of 5 ft.; or
 - (ii) a hedge of a variety of coniferous shrubs each of which will reach over 6 ft. in height at maturity; or
 - (iii) a berm which is a minimum of 6 ft. in height to buffer the abutting property; or
 - (iv) a wall or an opaque fence which is a minimum of 5 ft. in height and of sufficient height to provide a visual buffer to the abutting property.

2.15 Subdivision

No alterations to the lot configuration or subdivision are permitted except those required by the Municipality for the purpose of creating or expanding open space within the Property or those required by the road authority for the purpose of creating or expanding a public street over the Property.

2.16 Archaeological Resource Impact Assessment

- (a) No development permit shall be issued until the Owner provides a copy of an archaeological resource impact assessment (ARIA) which has been prepared by a qualified and permitted archaeologist in accordance with the *Special Places Protection Act* and approved by the Provincial Archaeology Regulator in the Special Places Program, to the Development Officer.
- (b) The Development Officer must be satisfied that all proposed construction, ground disturbances, and development on the subject lot will comply with the recommendations provided in the ARIA. The Development Officer may approve changes to the site plan in accordance with the ARIA generated in Section 2.16 (a), of this agreement provided the side yards and buffering are not decreased.

PART 3 CHANGES AND DISCHARGE

- 3.1** The Owner shall not vary or change the use of the Property from that provided for in Section 2.1 of this Agreement, *Use*, unless a new agreement is entered into with the Municipality, or this agreement is amended.
- 3.2** Any matters in this agreement which are not specified in Section 3.3 below are not substantive matters and may be changed with the written consent of Council without a public hearing provided that Council determines that the changes do not significantly alter the intended effect of these aspects of this agreement.
- 3.3** The following matters are substantive matters:
 - (a) the uses permitted on the Property as listed in Section 2.1, *Use*, of this Agreement;
 - (b) the maximum number of beds in the homes for special care and maximum number of residential dwelling units permitted on the lot in Section 2.2, *Development Location and Design*;
 - (c) the fire safety requirements listed in Section 2.6, *Fire Safety*;

- (d) the requirements for a stormwater management plan to be submitted prior to a development permit being issued as listed in Section 2.8(b), *Site Drainage*;
- (e) the hours of construction as outlined in Section 2.10, *Construction Noise*; and
- (f) the requirements for an archeological resource impact assessment (ARIA) to be submitted prior to a development permit being issued as listed in Section 2.16 (a), *Archeological Resource Impact Assessment*.

3.4 Upon conveyance of land by the Owner to either:

- (a) the road authority for the purpose of creating or expanding a public street over the Property; or
- (b) the Municipality for the purpose of creating or expanding any municipally owned facility over the Property;

registration of the deed reflecting the conveyance shall be conclusive evidence that that this agreement shall be discharged as it relates to the public street or public facility, as the case may be, as of the date of registration with the Land Registry Office, but this Agreement shall remain in full force and effect for all remaining portions of the Property.

3.5 Notwithstanding the foregoing, discharge of this agreement is not a substantive matter and this agreement may be discharged by Council without a public hearing.

3.6 Notice of Intent to Discharge this Agreement may be given by the Municipality to the Owner following a resolution of Council to give such Notice:

- (a) as provided for in Section 4.1, *Commencement of Development*, of this Agreement; or
- (b) at the sole discretion of the Municipality, with or without the concurrence of the Owner, where the Development has, in the reasonable opinion of Council on advice from the Development Officer, ceased operation for a period of at least twenty-four (24) months; or
- (c) at any time upon the written request of the Owner, provided the use of the Property is in accordance with the Land Use By-law or a new Agreement has been entered into.

3.7 Council may discharge this Agreement thirty (30) days after a Notice of Intent to Discharge has been given.

PART 4 IMPLEMENTATION

4.1 Commencement of Development

- (a) The Owner may not commence any construction or use on the Property until the Municipality has issued any development permit, building permit and/or occupancy permit that may be required.
- (b) Development as provided in Part 2 of this Agreement shall commence not later than twenty-four (24) months from the date this Agreement is signed. If, in the opinion of the Development Officer, this time limit has not been met, this Agreement may be discharged at the option of the Municipality by resolution of Council in accordance with Section 229 of the Municipal Government Act thirty (30) days after giving Notice of Intent to Discharge to the Owner. Upon the written request of the Owner, the Municipality, by resolution of Council, may grant an extension to the date of commencement of development without such an extension being deemed to be an amendment to this Agreement.
- (c) If the Owner is bona fide delayed from commencing the development for reasons which are beyond the Owner's control, the determination of which shall be at the sole discretion of the Development Officer, then performance by the Owner is excused for the period of the delay and the time period for the Owner to perform their obligations shall be extended by the Development Officer in writing for an equivalent period, without such an extension being deemed to be an amendment to this Agreement.

4.2 Material to be Provided

- (a) The Owner shall provide record drawings to the Development Officer for any portion of the development for which an engineered design is required, within ten (10) days of completion of any work which requires the engineered design.
- (b) The Owner shall, upon written request, provide the Municipality with copies of any documentation, permits or approvals required by Provincial or Federal governments or agencies.

PART 5 ADMINISTRATION and COMPLIANCE

5.1 Compliance with Other Bylaws and Regulations

- (a) Nothing in this Agreement shall exempt the Owner from complying with Federal, Provincial and Municipal laws, by-laws and regulations in force or from obtaining

any Federal, Provincial, or Municipal license, permission, permit, authority, or approval required thereunder.

- (b) Where the provisions of this Agreement conflict with those of any by-law of the Municipality applicable to the Property (other than the Land Use By-law to the extent varied by this Agreement) or any statute or regulation, the higher or more stringent requirements shall prevail.

5.2 Severability of Provisions

The provisions of this Agreement are severable from one another and the invalidity or unenforceability of one provision shall not affect the validity or enforceability of any other provision.

5.3 Interpretation

- (a) Where the context requires, the singular shall include the plural and the masculine gender shall include the feminine and neutral gender.
- (b) Where the written text of this Agreement conflicts with information provided in the Schedules attached to this Agreement, the written text of this Agreement shall prevail.
- (c) References to particular sections of statutes and bylaws shall be deemed to be references to any successor legislation and bylaws even if the content has been amended, unless the context otherwise requires.

5.4 Municipal Responsibility

- (a) The Municipality does not make any representations to the Owner about the suitability of the Property for the development proposed by this agreement. The Owner assumes all risks and must ensure that any proposed development complies with this Agreement and all other laws pertaining to the Development.
- (b) Any failure of the Municipality to insist upon a strict performance of any requirements or conditions contained in this Agreement shall not be deemed a waiver of any rights or remedies that the Municipality may have and shall not be deemed a waiver of any subsequent breach or default in the conditions or requirements contained in this Agreement.

5.5 Breach of Terms or Conditions

Upon breach of any term or condition of this Agreement, the Municipality may notify the Owner in writing. In the event that the Owner has not cured any such breach or entered into arrangements with the Municipality related to such breach to the Municipality's satisfaction, acting reasonably, within six (6) months of such notice then the Municipality may rely upon the remedies contained in Section 264 of the *Municipal Government Act* and may enter the land and perform any of the terms contained in the Development Agreement, or take such remedial action as is considered necessary to correct a breach of the Agreement, including the removal or destruction of anything that contravenes the terms of the Agreement and including decommissioning the site. It is agreed that all reasonable expenses, whether arising out of the entry on the land or from the performance of the terms, are a first lien on the land that is the subject of the Development Agreement.

5.6 Costs

The Owner shall pay all costs associated with the advertising required for this Agreement, the costs of registering this Agreement, and all costs associated with any amendment or discharge thereafter.

5.7 Development Agreement Bound to Land

This Agreement shall be binding upon the parties hereto and their heirs, executors, administrators, successors and assigns, and shall run with the land which is the subject of this Agreement until such time as it is discharged by the Municipality in accordance with Section 229 of the Municipal Government Act.

5.8 Assignment of Agreement

The Owner may, at any time and from time to time, transfer or assign this Agreement and its rights hereunder and may delegate its obligations hereunder to an assign, successor, heir, or purchaser of the land bound by this Agreement.

5.9 Written Notice

- (a) The Municipality may serve notice on the Owner personally or by ordinary mail which shall be deemed to have been received within three (3) business days of mailing, addressed to 124 Cottage Street, Windsor, or at any other address provided by the Owner.
- (b) The Owner may serve notice on the Municipality by registered mail addressed to the Chief Administrative Officer, Municipality of the District of West Hants, 76

Morison Drive, P.O. Box 3000, Windsor, NS, B0N 2T0, or at any successor address provided by the Municipality to the Owner.

5.10 Full Agreement

This Agreement constitutes the entire Agreement and contract entered into by the Municipality and the Owner. No other agreement or representation, oral or written, shall be binding.

IN WITNESS WHEREOF this Agreement was properly executed by the respective parties hereto on the day and year first above written.

SIGNED, SEALED AND DELIVERED

In the presence of:

Witness

Witness

Witness

Witness

) **WEST HANTS REGIONAL MUNICIPALITY**

)

)

)

Per: _____

) Abraham Zebian, Mayor

)

)

) Per: _____

) Deanna Snair, Municipal Clerk

)

) **HANTS COUNTY RESIDENCE FOR SENIOR
CITIZENS**

)

)

)

Per: _____

) Peter Murray, Chairman of the Hants County

) Residence for Senior Citizens Board

)

)

Per: _____

) Krista Beeler, Administrator of the Hants

) County Residence for Senior Citizens

PROVINCE OF NOVA SCOTIA
COUNTY OF HANTS

ON THIS day of , A.D. 2022, before me, the subscriber, personally came and appeared , a subscribing witness to the foregoing Indenture, who, having been by me duly sworn, made oath and said that **WEST HANTS REGIONAL MUNICIPALITY**, one of the parties thereto, caused the same to be executed in its name and on its behalf and its corporate seal to be thereunto affixed in h presence.

A Commissioner of the Supreme Court of Nova Scotia

PROVINCE OF NOVA SCOTIA
COUNTY OF HANTS

ON THIS day of , A.D. 2022, before me, the subscriber, personally came and appeared , a subscribing witness to the foregoing Indenture, who, having been by me duly sworn, made oath and said that, **Peter Murray**, one of the parties thereto, signed, sealed and delivered the same in h presence.

A Commissioner of the Supreme Court of Nova Scotia

PROVINCE OF NOVA SCOTIA
COUNTY OF HANTS

ON THIS day of , A.D. 2022, before me, the subscriber, personally came and appeared , a subscribing witness to the foregoing Indenture, who, having been by me duly sworn, made oath and said that, **Krista Beeler**, one of the parties thereto, signed, sealed and delivered the same in h presence.

A Commissioner of the Supreme Court of Nova Scotia

AFFIDAVIT OF CLERK
WEST HANTS REGIONAL MUNICIPALITY

I, Deanna Snair of _____, Hants County, Nova Scotia make oath and swear that:

1. I am the Clerk of the West Hants Regional Municipality (The "Municipality") and I have personal knowledge of the matters to which I have sworn in this Affidavit.
2. The Municipality is a body corporate pursuant to the Municipal Government Act, S.N.S. 1988, c.18, as amended.
3. I acknowledge that the Municipality executed the attached Instrument by its proper designates duly authorized in that regard under seal on the date of this Affidavit pursuant to subsection 13(3) of the Municipal Government Act, S.N.S. 1988, c.18, as amended. This acknowledgement is made pursuant to subsection 31(a) of the Registry Act, R.S.N.S. 1989, c.392 and/or clause 79(1)(a) of the Land Registry Act, S.N.S. 2001, c.6, as amended, for the purpose of registering or recording the Instrument.
4. The Municipality is resident in Canada for the purposes of the Income Tax Act (Canada).

I certify that on this _____, 2022
the Municipal Clerk, Deanna Snair came before me, made oath,
and swore the foregoing affidavit at
_____, Nova Scotia.

A BARRISTER/COMMISSIONER OF THE
SUPREME COURT OF NOVA SCOTIA

Deanna Snair, Clerk

Canada
Province of Nova Scotia

AFFIDAVIT & PROOF OF EXECUTION (CORPORATE)

I, Peter Murray, Nova Scotia, make oath and say that:

1. I am Peter Murray, Chairman of the Hants County Residence for Senior Citizens Board, the "Corporation". Except as otherwise stated I have personal knowledge of the matters to which I have sworn in this Affidavit.
2. I acknowledge that I executed the foregoing instrument on behalf of the Corporation on the date of this affidavit; this acknowledgment is made for the purpose of registering such instrument pursuant to s.31(a) of the Registry Act, R.S.N.S. 1989, c.392 or ss.79 and 83 of the Land Registration Act as the case may be.
3. I verify that I have the authority to execute the foregoing instrument on behalf of the corporation and thereby bind the Corporation.
4. The Corporation is a resident of Canada under the Income Tax Act (Canada).
5. The ownership of a share or an interest in a share of the Corporation does not entitle the owner of such share or interest in such share to occupy a dwelling owned by the Corporation.

I certify that on this _____, 2022
the Deponents came before me, made oath,
and swore the foregoing affidavit at
_____, Nova Scotia.

A BARRISTER/COMMISSIONER OF THE
SUPREME COURT OF NOVA SCOTIA

Peter Murray

Canada
Province of Nova Scotia

AFFIDAVIT & PROOF OF EXECUTION (CORPORATE)

I, Krista Beeler, Nova Scotia, make oath and say that:

1. I am Krista Beeler, Administrator of the Hants County Residence for Senior Citizens, the "Corporation". Except as otherwise stated I have personal knowledge of the matters to which I have sworn in this Affidavit.
2. I acknowledge that I executed the foregoing instrument on behalf of the Corporation on the date of this affidavit; this acknowledgment is made for the purpose of registering such instrument pursuant to s.31(a) of the Registry Act, R.S.N.S. 1989, c.392 or ss.79 and 83 of the Land Registration Act as the case may be.
3. I verify that I have the authority to execute the foregoing instrument on behalf of the corporation and thereby bind the Corporation.
4. The Corporation is a resident of Canada under the Income Tax Act (Canada).
5. The ownership of a share or an interest in a share of the Corporation does not entitle the owner of such share or interest in such share to occupy a dwelling owned by the Corporation.

I certify that on this _____, 2022
the Deponents came before me, made oath,
and swore the foregoing affidavit at
_____, Nova Scotia.

A BARRISTER/COMMISSIONER OF THE
SUPREME COURT OF NOVA SCOTIA

Krista Beeler

Schedule 'A'
Legal Description – PID 45336203

ALL that lot of land and premises situate, lying and being on the Northwestern side of the "College Road:, so-called, in the Town of Windsor which may be bounded and described as follows:

BEGINNING on the Northwestern side of the said College Road at a post in line of fence at the Southeastern angle of the lands hereby conveyed and at the Southwestern angle of lands of one J. Fred Dill;

THENCE to run in a Northwesterly direction along the said line of fence between the lands hereby conveyed and the said lands of the said J. Fred Dill to an angle therein North of a certain well;

THENCE to run in a Southwesterly direction continuing along the line of lands of the said J. Fred Dill to another corner in line of fence;

THENCE to continue in a Northwesterly direction along the line of said fence between the lands hereby conveyed and the lands of the said J. Fred Dill to the line of lands of one C. Eric Boulden;

THENCE to run in a Southwesterly direction along the line of lands of the said C. Eric Boulden to a corner in the line of fence between the lands hereby conveyed and lands of the said C. Eric Boulden;

THENCE to run in a Northwesterly direction along the line of lands of the said C. Eric Boulden to a certain other corner in the said line of fence;

THENCE to run in a Southwesterly direction along the line of lands of the said C. Eric Boulden to a certain other fence between lands of the said C. Eric Boulden and the lands hereby conveyed;

THENCE to run in a Southeasterly direction alone the said last mentioned line of fence on the Eastern boundary of lands of the said C. Eric Boulden to the Northwestern side of the said College Road;

THENCE to run in a Northeasterly direction along the Northwestern side of the said College Road to the fence post at the place of beginning, - the same being or intended to be those two certain lots of land secondly and thirdly described in a certain mortgage from the said Kenneth Redden to one Charles F. Redden bearing date the 8th day of April A.D., 1930 and recorded in the office of the Registrar of Deeds at Windsor aforesaid in Book 148, Page 466;

Saving and Excepting thereout that portion of the said lands and premises therein excepted and being referred to as having been conveyed by one Henry Redden and wife to the Rev. George McCawley by deed bearing date the 15th day of July A.D., 1844 and recorded in the said office in Book 28, Page 96.

Also Saving and Excepting therefrom lots A, B and C shown on a plan of lands of S. Stuart Dickie made by W.S. Laurence P.L.S. dated the 7th day of September A.D., 1968 and approved by the Town of Windsor Planning Board on the 9th day of September A.D., 1968 and now on file at the Registry of Deeds at Windsor as Plan no. 499, which said lots are described as follows:

BEGINNING on the North Boundary of College Road at the East boundary of Richard Dill's land;

THENCE along the North boundary of College Road four hundred and forty-three (443) feet;

THENCE North six degrees East (N 6 degrees E) three hundred and thirty (330) feet;

THENCE North eighty-three degrees five minutes East (N 83 degrees 5 minutes E) two hundred and forty-three point 6 (243.6) feet to the boundary of Richard Dill;

THENCE South twenty-two degrees thirty-four minutes East (S 22 degrees 34 minutes E) along Richard Dill's boundary three hundred and twenty-one (321) feet to the place of beginning.

Also Saving and Excepting thereout Lot 14A as shown on Plan no. 8578;

Saving and Excepting Parcel E1 shown on Plan No. 6160;

Saving and Excepting Lots 1-14 inclusive and Parcel KD-1 all of which is shown on Plan no. 6142.

SUBJECT to a right of way/easement in favour of Minas Basin Pulp and Power Company as recorded in an Agreement recorded in Book 153 at Page 316;

*** Municipal Government Act, Part IX Compliance ***

Not Subject To:

The parcel was created by a subdivision that predates subdivision control or planning legislation or by-laws in the municipality and therefore no subdivision approval was required for creation of this parcel.

Schedule 'B'
Site Plan



Attachment D
Public Information Meeting Notes
January 13 – January 28, 2022
File 21-20: College Road, Windsor PID 45336203

Meeting date and time	A virtual Public Information Meeting was held on January 13, 2022 beginning at 6:00 p.m. The meeting was live broadcast on the Municipal Facebook page.
Attending	In attendance: One (1) Councillor: • Councillor Ivey (Chair) Four (4) members of staff: • Madelyn LeMay • Senior Planner Poirier • Planner Dunphy • Meeting Secretary Lake The following members of the public requested Zoom invites to the meeting: • Mark Cameron • Garth Hartlin • Steve Porter • Harold Adams • Judy Grant • Janet Naugler • John Naugler • Louis Coutinho • Scott Shanks • Reid MacDuff • Barb Hughes • David Strum
Applicant Krista Beeler and Ed Sherman at Dykeland Lodge on behalf of the Hants County Residence for Senior Citizens Property College Road, Windsor PID 45336203	Planner Poirier outlined the application to enter into a development agreement to permit a variety of uses including affordable and senior housing, long term care, assisted living, independent living, commercial space and a community centre on the property at PID 45336203 on College Road. A formal presentation was not made by the applicant.

Comments	Comments from the public could be submitted to Planner Poirier by mail, e-mail and telephone between January 14 – January 28, 2022. Six (6) members of the public spoke at the Public Information Meeting, eleven (11) written comments were received via email and eight (8) verbal comments by phone. The questions and comments from the public are summarized below. Email responses are attached. Staff responses are included in purple. At the Public Information Meeting the following comments were made: • Barb Hughes requested clarification on the location of the property and distance from Lake Pisaquid • Jim Wilcox discussed the traffic impact of the project as the design shows a long cul-de-sac with the only entrances/exits to College Road. He is concerned it would be another Crossing development with one way in / one way out. He mentioned that there was a traffic study done when the hockey rink was proposed to be located out behind Dill Farm. The study showed an option of an alternate exit across to Hwy 14. He noted that he feels any connection to Haliburton/Clifton Avenue would not be ideal. • Mark Cameron from Gladys Manning stated it is great to see this development, however he is worried about the construction noise, dust, heavy equipment, etc. over a 10-year construction timeline. He also mentioned that College Road needs some work. <i>Sara noted that College Road is planned to be upgraded in 2022-23.</i> Mark was concerned that heavy truck traffic may destroy the road. • Reid MacDuff was interested to know the discussions Sara had with the Traffic Authority related to an alternative exit. <i>Sara stated that discussions with the Traffic Authority were very preliminary and had not been discussed with the developer. They discussed a road across to Hwy 14 (dyked marshland with strict land use regulations), with another option being a connection up to Clifton Ave. or Haliburton Ave. (crossing private property; developer would have to negotiate).</i> • Steve Porter from King Edgehill stated the development will be good for the community, however he is also
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	worried about traffic and an alternative access as he doesn't want to see more traffic going through the Kings Edgehill School property. - Judy Grant a homeowner on Kingsview Drive stated she currently lives on a quiet street which will now be abutting a major development. She noted that Kingsview Dr. looks like one of the main feeders into the development which she is upset about. She is also shocked that the proposal has a community centre and commercial uses. When she first heard about the development it was supposed to only be a nursing home, not this size and scale of development. She stated the proposal is showing about 284 units which could mean up to 1000 people living there. Telephone conversations included the following: January 17th, 2022 - Kathryn Duffy a resident living on Kingsview Drive called to say she is creating a "community response" to the development with help from other residents living on Kingsview which will be submitted by the January 28 deadline. Kathryn noted that residents are okay with the proposed long term care facility but have concerns about the commercial and community centre, the amount of hard surfaces and stormwater management. She noted that residents on Kingsview Dr. have had to invest in stormwater management of their own because of the runoff from the field. She has experience with community consultation and would like the opportunity to speak with Dykeland Lodge and the Municipality on the proposal. January 19, 2022 - Cheryl Barker was interested in the types of uses that are being proposed and wanted more information on the difference between long term care, assisted living, disability, independent living and seniors and affordable housing. She was concerned that the affordable housing may be rented out to families. She also wondered if there was a possibility of the proposal not including the commercial and community uses that envelope the residents on Kingsview Dr. Cheryl is concerned that the commercial and community uses are too extravagant, will
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	take away from the existing uses in Windsor and will be disruptive to residents on Kingsview Dr. She had questions about the two access points through College Rd and Kingsview Dr which both exit to College Road and onto King Street. She said other options for a secondary exit would be Wiley Avenue or Clifton Avenue for safety of evacuating residents in an emergency situation. - Barbara Redden a resident on Haliburton Avenue is very concerned that the development may connect to Haliburton Ave in the future. Sara noted that this connection would only be possible if a ROW agreement is entered into with any property owners between Dykeland Lodge's property and Haliburton Ave. Barbara was also concerned with traffic that would be directed to College Road, potential effects on wildlife (fox), and lack of transparency from the developer. The initial proposal they heard about was just for a nursing home and now this massive development is being proposed. She would recommend Dykeland Lodge hold some sort of open house to hear residents concerns. Barbara would also like a copy of the report that gets submitted to PAC/HAC sent to her email. - Kathryn Duffy called to request an extension to the PIM comment period as she has about 30 residents wanting to provide a group community response to the development. Sara noted that no additional time could be provided as the same comment period duration is set for all applications, and the comment period was already advertised in the paper, at the meeting, with a sign on site, on the website and in letters to abutting lot owners. January 20, 2022 - Sally Ferguson asked questions about how the development was going to be financed and who the developer would be "as Dykeland does not have that kind of money". Sara gave her Krista's phone number to ask those specific questions. Sally has concerns about traffic on College Road as it is not currently functioning well and suggested the road should be widened. She appreciates that Dykeland requires a new building and location however does not want the other uses being proposed. Sally noted that she is concerned that College Rd
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recreation uses (snowshoe, walking) and animal habitats (coyotes, geese) will be impacted.

January 25, 2022

- Shelley Currie lives on College Road close to where the proposed driveway would be for the new development. Shelley asked questions about the different types of uses that are proposed and the process for development to take place on the lot. She noted that she was not opposed to the “strip mall” however wanted it to be limited to residents of the new development, not open to all residents of Windsor. She also had concerns with the hours of construction with hopes that it would not start before 7 a.m. She understands the need for development in the area.
- Barb Hughes and Jim Wilcox called. Jim sent Sara some information via email on a property that is currently for sale which he believes may be able to provide access from College Rd to Hwy 14 and he sent the Halifax Specifications Manual regarding cul-de-sacs. Barb said this is a well needed project and liked the idea of the community centre portion. She is concerned with the impact on quality of life if there is a connection to Haliburton Ave or Clifton Ave as many people walk, ride their bikes, and there’s lots of wildlife in the area. Jim commented that he believes the property that is currently for sale (PID 45052016) could provide a viable option for access from College Road to Hwy 14. He is also concerned that College Road is currently a long dead-end cul-de-sac and wants to ensure that the proposed development does not end up like the Crossing with one way in / one way out. He said these issues should be addressed prior to this development being approved and that a traffic study could be completed to determine the best alternative entrance/exit from the proposed development.
- Sara received a call from Harold Adams who lives on College Road. Harold stated that he thought the developer was the Municipality and Province. Sara confirmed that the property owner and applicant is Dykeland Lodge. He also thought that the Municipality was widening College Road to provide the upgrades (paving and sidewalk). Sara confirmed that the

	Municipality is working within the current right-of-way. He also wanted to know the timeline on the project, assuming that Dykeland was breaking ground this spring. Harold also listed concerns with: • whether there is a need for a new community centre; • the “strip mall” and the vacancies it can cause elsewhere. He stated there are already vacancies in Ft. Edward Mall and the downtown commercial area; • that when Gladys Manning was proposed they had stated there would be a road connecting to Hwy 14 from College Rd. This was never done, and now more development is proposed; • issues with the intersection of College Rd and King St; • increased traffic on College Road and safety concerns when there are sports games, as people park on the side of College Rd making it difficult for people to get in and out of College Rd as it is. Harold noted that there are three potential options to establish a connection from College Rd to Hwy 14: 1. Purchase a strip of land off the lot that is currently for sale (PID 45052016); 2. Use the Municipalities 50 ft water right-of-way/easement; 3. Already a public road past Manning Drive, known as the farming rd. or “pole rd.” Harold also stated the developer should remove the commercial and community centre component. • A submission entitled “Community Response” was received on January 28, 2022, with the primary contact listed as Kathryn Duffy. It is attached at the end of the PIM notes.
Adjournment	The meeting was adjourned at 6:33 p.m.

Public Email Responses Submitted for the Application PIM

From Mark Cameron – January 7 and January 19, 2022

Sara,

Thank you very much and appreciate the invite to the PIM.

As a next door neighbour offering some of the same housing services, and also a nonprofit, we are a bit concerned as to what this will mean for our operation at Gladys Manning. Gladys Manning has had a presence in Windsor close to 30 years. I'm sure this development will be a great addition to the community but it just came as a big surprise when we read the article after the fact. It would have been nice to have at least been approached by the planning commission in the early stages of the planning and asked for some feedback. In late 2019 we had preliminary talks with the province in regards to adding nursing home beds on the Gladys Manning property.

Please don't get me wrong, I am very happy for these much needed housing services for the area, but as a company we would be remiss if we did not consider potential risks such as, lost revenues due to vacancies, staffing issues that this project potentially could have. As a non profit there is not a lot of "wobble room" for lost revenues. We do realize this project won't be completed overnight allowing us time to try to plan for the future.

I thank you for listening to my ramblings but felt some of these things should be considered when adding a new major development. I have been on the other side of the table before in communities so can appreciate some of the challenges planning has.

Again, I am glad a project such as this is happening in the area and hope we will be better together at meeting a need in the community. Looking forward to the information sessions.

Sara,

Some of our major concerns in regards to this proposal are:

- Noise levels, dust, construction traffic and 10 years is a long time to put up with construction noise, especially in that area. When we built the first couple phases of the Manning there were no close neighbours and construction was completed in a timely fashion. Even with the last phase, noise levels were buffered by the ample green space. The majority of this development will be almost directly across from it. So we are concerned in that respect.

- Looking forward, and maybe it is not going to be an issue later, but staffing has currently been a real challenge as it is very hard to find staff in the area. This is something that also has to be considered. A new nursing home opened in Moncton a few years ago and could not fully open due to the fact they could not staff the facility. It is a real challenge and needs also to be considered in the planning.
- Other concern(more operational) is the potential migration of tenants to a “new” facility. This is something we can expect but with our price range it may help us in regards to new rental properties.

This is more of our operational concern for us but real nonetheless.

These are some honest concerns and thanks for taking the time to record them.

From Danny Dill – January 14 and January 17, 2022

Dear Ms. Poirier,

Unfortunately I could not attend the virtual meeting of January 13,2022 concerning the proposed Dykeland development on College Road. I did however seen it today with your presentation and public comments/concerns.

As one of the largest land owners next to this project that borders one entire side and also across from the entrances to the Dykeland Village, I would like to state that I fully support and welcome this wonderful project. This is much needed not only here, but everywhere these days as we see in the news.

Our family has lived, farmed, and operated a giant pumpkin/ Long Pond Hockey tourism destination for many generations going back to 1878 here on College Road. We have lived and experienced all the developments throughout that time which have all contributed to the community.

Of course my concern, as others, is the condition of College Road and the increased amount of traffic that we have now and obviously a lot more in the future. This was one of the major concerns/drawbacks that residents and the public had back in only recent times when the original Arena was first proposed and planned here on College Road. As we know, that ultimately failed here unfortunately, speaking for myself by the way but just wanted to make that point! Back in the day when my father Howard was alive about 15 years ago, the original Town Of Windsor had spoken to him about widening the road which would require encroachment most likely on the frontage of our properties to make it possible. So be it, but

here we are today still waiting when I see so many other smaller streets getting complete makeovers before College Road! A much bigger, busier and tax based street?

Part two is the juggernaut at College Road/King Street. It is getting worse and traffic coming from town travelling much faster since changes were done by the Town. So lights and widening would be required. Another access be wonderful. Not sure if you knew there is an old "pole road" that runs from College Road to Route 14 Chester Road that has been used for decades and not sure if this could be utilized?

What a find ironic Dykeland Village will now finally have a view of our dykelands, lol.

If you have any questions please do not hesitate to contact me.

Regards,
Danny Dill

Hi Sara,

Great, many thanks. One other subject that was discussed during your recent meeting was concerning residents "using trails for walking/skiing etc on the subject property". I honestly during all these years never witnessed anyone using the back of this property for walking and so forth, it is very dense rough terrain at the back end. I know, we fenced the back property for many years since early 1970s when we had cattle. They are mistaken or confused with property lines, they have been using my property and the Gladys Manning property all these years!

Also I can appreciate KES concerns regarding traffic going through their property, especially safety for staff and students!

I just thought the developer/planning etc would like to know this as well.

Best regards,
Danny

From Carol MacKenzie – January 16 and January 18, 2022

Hi Sara

I live on Clifton Avenue in Windsor and understand that the proposed development might have a second exit on Haliburton Avenue and would affect the traffic passing my house. I did not

receive any information on the development. Could you email me the information about it so that I can comment on it if necessary? Thank you.

Carol MacKenzie

Hello Carol,

Thank you for your email. I have attached the presentation from the Public Information Meeting on Thursday January 13 regarding the development agreement application for Dykeland Lodge on College Road. The video of the meeting can also be viewed on the Municipal Facebook page (you do not need a Facebook account to watch the video)
<https://www.facebook.com/RMWindsorWestHants/>

During the meeting residents discussed their concerns about the entrance/exit from the proposed development to College Road. I noted that I have spoken to the Municipal Traffic Authority and we briefly discussed the potential of a second exit or emergency exit across to Hwy 14 with the other option being the developer negotiating an entrance/exit to the Haliburton or Clifton Avenue area. Neither option has been discussed or is actively being pursued by the developer at this time.

Any comments on the proposal can be submitted until January 28. They will be shared with the developer and the Planning and Heritage Advisory Committee (PAC/HAC).

All the best,

Sara

Thank you for the information. I live at 737 Clifton Avenue and believe that my property is within the 300 feet. We will certainly be affected by the construction noise. Please notify me of any future developments in this project. Thanks again.

From Lorraine Veinot – January 19, 2022 (submitted through the General Feedback form on the Municipal Website)

I'm 100% against this Dykeland complex EXCEPT FOR THE 128 room long term care facility building. It's self. We all understand the need for the Dykeland building to be replaced and relocated. But absolutely NOT A COMMUNITY CENTRE OR LOW RENTAL GOVERNMENT ASSISTED APARTMENT BUILDING OR COMMERCIAL SPACE DEVELOPMENT OF ANY KIND. WE CAN NOT safely travel our narrow road as it is. This thought of the added traffic is unbelievable. I cannot understand HOW THIS CRAZY SCHEME IS EVEN BEING CONSIDERED FOR THIS AREA. AND

FOR OUR CHILDREN'S SAFETY and right to live here in our privately OWNED HOMES IN PEACE AND QUIET. THATS WHY WE BROUGHT OUR HOMES HERE AND not in a developed area or an area that we believed could be developed like this proposal. I find this whole thing UNBELIEVABLE.

Regarding the email that I sent a few minutes ago on Wed.Jan19th regarding for proposed Dykeland project development on my road, I'm requesting that it be forwarded to or provide to any and all COMMITTEES/ WEBSITES/meetings OR ANY OTHER business CONCERNING THIS DEVELOPMENT. And To All concerned. I am 100% against this proposal except, for the development of a 128 room long care faculty it's self.

From Bob and Sandra Langdon – January 19, 2022

I have attached our comments on the proposal to establish a new seniors/nursing complex on College Road.

I hope the you will take the time to review and properly consider our comments.

Thank You

Bob & Sandra (Alexandra) Langdon

COMMENTS FROM BOB & SANDRA LANGDON
ON THE PROPOSAL TO REZONE LANDS ON COLLEGE ROAD
TO ALLOW FOR THE CONSTRUCTION OF A NURSING HOME

As a general comment we want to give our full support to the project and the rezoning for the establishment of a new nursing home on College Road in Windsor. At this time we are in BC awaiting for highway openings and better weather to safely travel back to Nova Scotia. As a result of us being in BC we are not aware of specific issues and we were not aware of the public meeting as the Notice to Home Owners was not forwarded to us. However; we did receive a number of telephone calls from neighbours after the fact.

The next comments are solely those from Bob Langdon.

My background and experience is as a Professional Engineer with many years of experience in environmental sciences. I served many years with Nova Scotia Environment ending my career as an Executive Director responsible for science and engineering as well as the development of new regulations. I was responsible for the oversight of the Environmental Assessment Process,

for Protected Areas, Climate Change, the development of environment technologies, water resources as well as numerous other issues.

The concern I have is solely related to the access to the area & I understand that this remains a future issue. However; it is best the municipality be informed on and remain aware of specific issues. I am aware that a number of my neighbours have become concerned of a specific proposal to make Haliburton Avenue and Clifton Avenue a second exit-way from the proposal facility resulting in a potentially significant traffic route. Should the municipality wish to consider this route then there are a number of issues you must study and explore by law and there are others that are of engineering, environmental and financial importance.

These issues include the following:

Environmental Issues

- 1) Wetlands;
- 2) Sinkholes/Ponds;
- 3) Species at Risk;
- 4) Rare & Endangered Plants;
- 5) Pond of Significant Interest;
- 6) Species inhabiting sensitive ecological area, such as winter hibernating areas for snakes, dens for foxes, etc., and
- 7) The general ecological resources of the area.

Engineering Issues

- 1) Sink holes;
- 2) Critical sub-surface flow;
- 3) Potential flooding due to unexpected impacts on long established subsurface flows;
- 4) Potential subsidence issues for homes in the area created by potentially redirecting subsurface flows; and
- 5) Upgrades for Haliburton Ave and Clifton Ave due to increased engineering requirements required for higher traffic areas.

Hello Bob and Sandra,

Thank you for your comments on the Dykeland Lodge proposal on College Road. I will ensure they are passed along to the developer and the Planning and Heritage Advisory Committee (PAC/HAC) when they are considering this development agreement.

All the best,
Sara

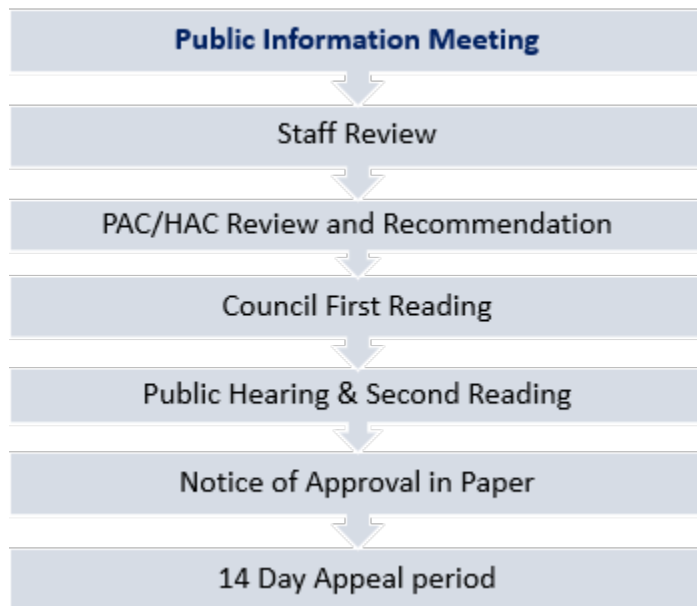
Thank-You for confirming receipt of my comments.

I have one related to process as I do not know the municipal process on consulting with the community. Do the professional staff at the Municipality prepare a summary report with recommends for Council or are they given copies of the comments as received.

Bob Langdon

Hi Bob,

All development agreement and rezoning applications follow this process:



For the Dykeland Lodge application on College Road we are accepting comments for the Public Information Meeting portion until January 28. I will be reviewing all of those comments and using them to assist me in drafting my staff recommendation and the proposed development agreement. All comments are provided (as submitted but without contact information) to the developer and are attached to my staff report that will go to the Planning and Heritage Advisory Committee when the Committee is considering and providing their recommendation on the application.

Let me know if you require any additional information.

All the best,

Sara

Thank-you for the information. I know how comments are received, reviewed and reported at the Department of the Environment but not how West Hants conducted and reported findings.

Bob

From Mike and Barb Wyman – January 21, 2022

Dear Ms. Poirier,

A plan for a new "Dykeland Lodge" and a plan for assisted living units and a plan for affordable housing and a plan for disabled housing - these plans are most admirable , most relevant and very important. I do have concerns. Population growth in the proposed development will require access that is not available without substantial infrastructure planning. The impact on College Road will be excessive. A new roadway to service such a development is vital. One suggestion in the rumour mill is a connector with Haliburton Avenue or Clifton Avenue. Bad suggestion ! To cross the land required would displace the habitat of wildlife, as well as threaten rare plant species. To consider building a road over swampland and countless gypsum sinkholes is inviting financial and ecological disaster. A connector to Route 14 makes more sense on all levels. Although our Municipality, like many, needs critical housing, I am hoping any decision takes all the stakeholders into consideration. College Road is an excellent site for a "New Dykeland" , but if other housing solutions could be found, they would alleviate the stress on College Road. Perhaps the huge lot on Wentworth Road is available, or perhaps the existing Dykeland Lodge could be refurbished. I thank you for your attention.

Mike Wyman

From Ray Snair – January 24, 2022

Sara Poirier, Senior Planner

I am a homeowner residing on Clifton Ave., Windsor. I do not own property on College Rd., however, I frequently walk the section of College Rd. from Bill Wade Drive (KES) to the end of the road.

I sympathize with the lot owners on Kingsview Drive because they would have obtained their properties without the least suspicion that their quiet residential local street would someday become a thru way to a high density development. It was not built to provide for traffic

volumes that could be anticipated for the proposed development. Whereas an access can be provided from the proposed development directly to College Rd. the use of Kingsview Drive would not seem necessary. However, if required for emergency access it could be gated and used for emergencies only. The Municipality has previously approved development on this basis.

Although not part of the proposal that you have received some mention has been made of possible access via subdivision roads to the north of the proposed development and I certainly do not see this as a good solution, again because these subdivision streets are not suitable as thoroughfares.

As I mentioned previously I frequently walk along College Rd. as do many others. Currently the traffic lanes and shoulders are very narrow making it somewhat unsafe for walkers. (I am not aware of any resulting accidents.) I believe the Municipality is currently considering making improvements to College Rd. including construction of a sidewalk. This should be a definite commitment before the proposed development is approved.

It appears that the Development would extend very close to the system of trails on private properties to the north used by walkers, skiers, cyclists, runners and snowshoers but I do not believe it would encroach on the trails.

It would seem that some provision will have to be made to facilitate traffic exiting College Rd. onto King St. due to traffic volume increase.

Ray Snair

From Carol Bradley – January 25, 2022

Hello,

I attach a cover letter and my comments with respect to this application.

Thank you very much.

Carol Bradley

Currys Corner, NS.

January 24, 2022.

West Hants Regional Municipality,

RE: Proposed Development College Road “Dykeland Village”

Dear Mayor and Councillors,

The attached paper, titled ‘Comments College Road “Dykeland Village”, is my submission regarding this proposal.

I would like to elaborate that this submission arises from two personal reasons, as a resident of West Hants now for 30+ years.

The first is professional experience: I have held the appraisal designation CRA (Certified Residential Appraiser) and completed all the course work for AACI (Accredited Appraiser). I have also been one of the provincial assessors for Western region and developed a familiarity not only with the Town of Windsor but also most of the rest of the municipality in the course of 6 years. I have also worked with the former City of Halifax’s Development and Planning department in a supervisory position dealing with re-use and development of municipal properties. This experience, along with enabling several residential units in my own neighbourhood, has led me to a lot of consideration of local land use.

Secondly, I have been a member of a group that hoped to develop a cohousing project locally. I don’t want to go into ‘what is cohousing’ here, but simply to say that these lands were one place we considered. The most we could envision on this site was 20 to 30 units in one building and perhaps another 10-20 units of townhousing and/or ‘Tiny houses’. We felt this honoured the neighbourhood and the land. Hopefully the same consideration for the land and the neighbours might be applied to the current very dense proposal. In any case, a second access for College Road is VERY important.

Thanks you for your consideration.

Yours truly,

Carol Bradley

COMMENTS ON COLLEGE ROAD PROPOSAL (DYKELANDS VILLAGE)

(January 24, 2022)

The proposed development is enormously out of scale for a 20-acre parcel in a rural location. As I read it, there would be 174 housing units PLUS the 128-bed nursing home, PLUS community and commercial space PLUS parking. The neighbours are farms and single family homes. The neighbouring seniors facility is on a larger piece of land and more sympathetically located on its site (as is the only other recently-built Seniors facility, Windsor Elms Village in Falmouth).

There is a natural pond on the site, and the rear is hillside. Has an environmental assessment with regards to drainage been done?

There is a small electric power-line running to the rear of the houses on Kingsview Drive --- directly across the middle of the site. It comes from an unknown source on the far side of Windsor Back Road, behind properties on Dill Road, crosses the dykeland, and once through the subject site appears to continue across the Avon River to an unknown destination. This power line will require an easement. Has the proponent determined the purpose of this power line, ownership, age and made feasible arrangements for re-location?

Water and sewer requirements for a development of this density will be substantial. Have the proponents determined with the municipality whether upgrades to local services are necessary and who will pay?

Loss of farmland: has attention been paid to the loss of 20 acres of productive dykeland for farming?

ACCESS TO HIGHWAYS: This is far and away the most important point to be considered concerning development of this site, or any other site on College Road, including greater development on the Manning site. There is no safe year-round access for fire vehicles, other large-scale vehicles or large numbers of residents to be evacuated. College Road is not adequate. The cost to widen it to a modern standard road would be prohibitive: either properties would have to be bought on the south side or compensation would have to be paid to Kings-Edgehill on the north side. AND in both cases, property would need to be acquired at the intersection with Highway 1 (King Street), AND there would still only be ONE point of access to King Street, on a curve.

Another access through several private properties to Haliburton or Clifton Avenues will require not only complex property acquisition but also engineering design to suit the terrain. The only process that makes sense is to make a new road across the Kingsmeadow to Highway 14 to meet HWY 14 close to Dill Road. Engineering and property-wise, this is very simple. In fact a property with access to both College Road and Highway 14 is already listed for sale. I have heard the comment that marshlands or agricultural bodies may have a disinclination to a road

crossing the dykelands; however the road could be built as a connector, without allowing development to either side.

In conclusion, I believe there is no case for a very dense development on this site, but for one more in keeping with the neighbourhood. In any case, the issue of a second exit for folks on College Road including the current Manning residences should be dealt with forthwith.

Carol Bradley, Currys Corner.

From Greg and Lorie Dickie – January 25, 2022

Good morning Sara.

I am a long time resident of College Road, having bought our present property at #327 around 1974. When we took up residence here, the street was a small community of farms, Kings College school and a few residential properties. Traffic on the street was light to almost non-existent. Then came the developers for what has become the Gladys Manning retirement community. A public meeting was held with a large number of college road residents and the local community attending. The main thrust of the meeting at that time was rezoning the property for development from agricultural, to allow for the Manning development proposal to go forward. Many other issues were discussed. Foremost among them, traffic concerns. The then town council promised us a new and wider road should the proposal (for the Manning development) pass.

Needless to say we're still waiting for the road improvement promised years earlier. In that time the Gladys Manning has gone through three stages of development with a threefold increase in traffic. Many of these folks (myself included) often use the short-cut through the Kings-Edgehill school to access downtown services. This is because of the near impossibility of getting off College road by a left turn. I know that the school (Kings-Edgehill) has expressed concerns with a potential increase in traffic through the school, should the full proposed development for College Road take place. Their concern is valid and should be given it's due weight. Further, should the proposed development, in it's entirety take place, present owners of residential properties on the road will find it difficult to get out of their driveways.

You will read from this letter that our concerns regarding this development proposal are threefold: untenable traffic volumes on the street,(even if widened), overdevelopment in a relatively small space and a massive impact on current residents, many of whom bought their properties to enjoy a quiet semi-rural lifestyle for themselves and their families. Further, should the municipality/developer make the prime access through the Kingsview subdivision, there will be a significant loss of privacy and a massive negative impact on those living there.

Most of us (residents) would have little difficulty with a new Dykeland Lodge built within the site proposed. Our concerns center upon the proposed 80 units of affordable and senior's

housing ,a community center and strip mall (a commercial enterprise) on what is really a residential property. Pharmacies, corner stores, cafes etc. in the latter, is a massive overreach that will further increase traffic volumes.

I would like to know who the prime developer will be and presume this project will go to tender. To what extent is potential profit (for both developer and municipality) playing a part in this development plan and will such profit come at the expense of College road resident?

Sincerely: Greg and Lorie Dickie

From Phil Ellwood – January 27, 2022

Dear Madam and Sirs,

Even if it was permitted to zone the subject property CRCDD, which it isn't, the location is not appropriate for several reasons:

1. College Road is not adequate for the traffic that would be present during and after construction.
2. The property is environmentally sensitive.
3. The property may have First Nations archeological significance.
4. It is agricultural land, vital to food security.

From what I read in the news, it seems that West Hants is desperate for revenue and will sell out at the expense of future generations. Another example is the property around Fort Edwards that Council wants to sell. Desperate people do desperate things.

There is wide open space in the middle of (former) town by the hospital that would be much more appropriate. Put it there.

I expect Council to follow the spirit of the MPS and reverse the rezoning. Otherwise, I will pursue every remedy possible.

Thank you for your consideration.

--

Phil Ellwood, MBA, P.Eng.

Windsor, NS

Community Response

College Road, Windsor PID 45336203 - Development Agreement



Primary Contact

Kathryn Duffy, Kingsview Dr

crcrdl.info@gmail.com

Prepared / Edited by

Kathryn Duffy – Kingsview Dr

Tim Dove – Kingsview Dr

John Naugler – Kingsview Dr

Judy Grant – Kingsview Dr

Janet Aucoin – Kingsview Dr

Phil Ellwood, P.Eng. – King St & College Rd

Brian Gregory – College Rd

Crystal Gregory – College Rd

Rebecca Hatchard – Kingsview Dr

Community Response

This Community Response was prepared by a group of residents from Kingsview Drive and College Road, with the help and participation of residents in the affected area. The goal of this report was to collect and represent the feelings and concerns of the current residents of the affected area to provide evidence that a proper community consultation process is warranted.

It bears specific mention that the group has no intention to try to block the relocation of Dykeland Lodge to this property. Rather, we have important and valid concerns with regards to the extent of the additional elements of the proposed development and the necessary improvements to infrastructure needed to support it. **The proposed development in its entirety promises to be one of the most densely packed properties in the Town of Windsor.** In its entirety, the proposed development is not in line with the Windsor Municipal Planning Strategy and the longstanding Future Intended Use Map for the area and will have dramatic negative impacts and changes to our community. We wish to be a cooperative member of the planning process. Our group's goal is to work with Dykeland Lodge and the Municipality of West Hants to revise the proposal so that it helps to preserve the essence which makes ours a great community and makes Windsor one of the best places to live in Nova Scotia.

Introduction

The subject property has been used by the Dill family as farmland for over 40 years. The community was under the impression that there was an informal 50 year "handshake" agreement between the Province and the Dill family that they could use the land as pasture and farmland. The Town of Windsor [Municipal Planning Strategy](#) and its [MAP 1 - Generalized Future Land Use](#) have designated the subject property as Residential since 2005 and as recently as Sept 2021. Many residents purchased their home on College Road or Kingsview Drive because of the idyllic, country-like setting and the "promise" from the Municipal Planning Strategy that their community would remain a residential and agricultural community.

In the Fall of 2020, the land was seeded, as usual, for the following spring. In February 2021, the community was surprised at the announcement of the sale to Dykeland Lodge. While we were a bit upset at the lack of communication prior to the announcement (particularly the lack of even notification to the Dill family), we were not unduly concerned based on the information provided verbally by the Province and the assumption that local residents would be sufficiently engaged throughout any potential rezoning and development agreement process and that the Municipal Planning Strategy would protect and preserve our community.

A while back, I happened to be out walking when I noticed a group of people at a spot on College Road, beside the Gladys Manning property line, with some easels just finishing what seemed to be a press conference of sorts. They were just packing things up when I spoke to them and Chuck Porter told me this was to be the new site of Dykeland Lodge, with access off of College Road. I thought at the time that it was a wonderful idea and told them so, throwing my support behind it. I spread the word in the neighbourhood that Dykeland Lodge were going to be our new neighbours. Other than the odd person concerned about increased traffic on College Road, and the need for an upgrade of the road itself, before any construction was allowed, there were not any real concerns. Gladys Manning has been a good neighbour on this road and has added to the residential, institutional, and agricultural usage of our area. Dykeland Lodge was welcomed.

- Judy Grant, Kingsview Dr

Local residents had numerous conversations throughout this past summer as we gathered outside in small (properly distanced) groups, while kids biked and played basketball or street hockey on Kingsview Drive and College Road. While there were questions on the scope of development and traffic impacts, consensus was, as Judy said, the subject property would be a wonderful location for the new Dykeland Lodge. Consequently, the current and future residents of the area would live with dignity in an idyllic country-like setting. We were enthusiastic about the opportunity to reduce crowding for the current residents who lived in an aged building and where they could, like us, wake up and enjoy the sight of the mist slowly rising, the deer majestically grazing on the land, a sneaky fox hunting down and pouncing on its prey, and numerous flocks of birds. What a wonderful way to spend their remaining years. We imagined Dykeland Lodge residents, seniors, and their families enjoying the green space, with room for pickleball courts, mini golf, lawn bowling or croquet, community gardens with raised beds, several outdoor gazebos and many benches and bistro style seating, to encourage getting outside with fresh air and the peace that comes from this beautiful location.

We assumed we would be adequately notified (more than a paltry token advertisement in the Chronicle Herald and Facebook post) of the proposed rezoning and there would be careful deliberation in order to retain the intention of the Municipal Planning Strategy, balanced with the need for Long Term Care and senior housing.

As you will see from this community report and the feedback provided directly to the Municipality, our community was blindsided by the scope of the proposed development

presented at the Public Information Meeting on January 13. We were equally as blindsided to discover that the rezoning to W-CR-CDD had not been just initiated, but it had already been approved, perhaps not intentionally but effectively covertly, in the Fall with no actual participation from the local community. A lack of attendance and participation does not signify support. It signifies either ambivalence or an inadequate notification method. Based on the response to this proposed development agreement, we can concur it was the latter.

The proposed development agreement, as presented at the Public Information Meeting, is vague and disturbing in what it contains and particularly what it lacks. There is scant information available on any dimension of this proposal for the community to make an informed decision, formulate specific concerns, and questions. Concerns over traffic and social and environmental degradation need to be addressed. Recently it has come to light that the local First Nations People have their own concerns.

We do not understand why the public information meeting occurred while Dykeland Lodge was unable or unwilling to engage with the local residents. We understand from a conversation with Krista Beeler, Administrator of Dykeland Lodge, that they are under an effective gag order until the Province provides them with a Project Manager. Why was the Public Information Meeting not delayed until the Developer could directly speak with the public? The Proposal itself was launched *fait accompli* and the residents were given a mere two weeks to respond.

The way this entire process has unfolded has given the impression of a rushed, secretive plan, formulated with the hope of bypassing the input from the local community and entirely disregard the Municipal Planning Strategy for this area. It makes many of the residents in our community feel that our concerns are of no consequence to the Municipality or Dykeland Lodge. In fact, most of residents on College Road were not even notified of the Public Information Meeting, while all residents of Haliburton Avenue (well beyond the 300 ft mailing perimeter) were all notified. This further lends weight to the thought that the Municipality does not care for the concerns and opinions of our community. Again, our concerns are not merely a “not in my backyard” attitude. Rather, real problems with the development, as shown in this report, need to be addressed.

Without a doubt, Dykeland Lodge needs improved and expanded facilities. This property could be a wonderful idyllic location for them within a very supportive, wonderful community. However, the current proposal seems to be one-sided in its inception. There needs to be cooperation and serious consultation with the communities affected by the planned development for the project to go forward. This proposed development has completely tossed out the Municipal Planning Strategy for this area, sacrificing our community in order to meet

multiple housing needs on a property that was planned and intended to continue to be residential.

Due to fears that this would be our only real opportunity for the voices of our community to be heard, we did grassroots, resident-driven preliminary community consultation. This is NO substitute for a proper community consultation – we have never done this before! We spent ONE DAY distributing a one-page information pamphlet to any resident who either answered their door or had a mailbox. We learned (sort of!) how to use Facebook and set up a group page. In the matter of several days, we raised funds and engaged a lawyer, not to prepare for a legal fight, but simply to spend several hours to educate us on the basics of planning processes. We have now learned how the process flows from rezoning (if needed), development agreement, development permit, and building permit and that the development agreement process is the last point at which the public is consulted.

Please come talk to us, engage with us, and seek to understand our concerns. We are reasonable people, but we will stand up for our community. Until further assessment, planning, consultation, and deliberation has occurred, our community's collective stance is that **this proposal cannot be approved in its current entirety if our Municipal Councillors respect their own Municipal Planning Strategy and declared policies.**

We formally request a stay on this development agreement in order to permit time for the following to take place in an open, transparent, respectful and collaborative manner:

- Traffic impact assessment, infrastructure plan, and timeline
- Environmental impact assessment
- Runoff water assessment and plan
- Engagement with First Nations
- Detailed proposed development
- Community consultation – collaborative sessions with both Dykeland Lodge and the Municipality

The remainder of this community report contains:

- Facts about our community and why we are so passionate about preserving it
- Questions and concerns related to how this proposed development aligns with existing Municipal strategies and policies
- Our preliminary community consultation approach, findings, and survey responses received by EOD Wednesday, January 26, 2022.

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College Road Community

Imagine you are walking through Windsor for the first time. You know about King's-Edgehill School, Long Pond, and the Dill Farm but little else about Windsor. You see a street that will take you past both. Great history and scenery are observed. Without the constant hum of passing cars and trucks, you can hear all the glorious sounds of nature. People from within and outside the community are walking and biking on the road, stopping to chat with neighbours. Everyone is friendly and waves hello. You come to a cul-de-sac and see children playing safely, riding tricycles, and learning to ride bicycles. A small child says, "Hello" to you. You say, "Hello" back and feel invited to walk up the street. Adults smile welcoming at the interaction from their lawn as they relax with a coffee. You learn from the children that there is a community-wide Easter egg hunt this afternoon and then there will be a street party in the evening. At the end of the cul-de-sac, you see six deer in the field, a flock of pheasants, and a red fox. You notice rare birds at a neighbour's bird feeder.

There is so much camaraderie here, no, so much community here, good, harmonious vibe among the neighbours. How many places like this are there left in Nova Scotia? This community is an essential part of what makes Windsor the best place to live in Nova Scotia.

Our Community

We are a residential and agricultural community located outside of Windsor's Town Centre along College Road. The area affected by the proposed development for Dykeland Lodge is large and diverse. Along College Road and Kingsview Drive, the land use is mainly in single-family homes and farmland, apart from the Gladys Manning Institution and Kings-Edgehill School. On the "backside" of the proposed development, Clifton Avenue and Haliburton Avenue are populated completely by long-standing, single-family residences. Many of these residents walk through King's-Edgehill School to make use of the College Road community's calm streets, fields, and walking paths for daily walks/runs, biking, cross country skiing, and fields in which dogs can run free.

College Road meanders for about 2 Km from Kings Street to dead end in farmland. Along the road is a number of single-family dwellings, King's-Edgehill School, Dill Family Farm, Kingsview Drive (a small subdivision on a cul-de-sac), farmland, and the Gladys Manning Home. While this lends itself to an almost bucolic existence for many of the residents, one need only walk down College Road when students are in transit to King's-Edgehill, during October's pumpkin craze at Dill Family Farm, during soccer season, or as there are deliveries or shift changes at Gladys Manning to realize just how narrow the road is. It also painfully makes one aware of the rough nature of the road itself.

Current vs Proposed Population and Density

College Road Community is home to approximately 195 residents (105 residents in 35 single family houses and 90 residents in Gladys Manning Apartments).

	Units	Residents (approx ¹)
long term care facility	128	128
assisted living facility	42	42 – 84
housing for disabilities	10	10 – 25
independent living units	44	44 – 88
affordable and senior housing	80	80 - 240
TOTAL	304 units	304 - 565

Est Population Density (people per km ²)	Location / Scenario
399	Windsor
80 – 200	Current College Rd Community (higher estimate is when we don't count most of the agricultural land)
3004 – 5585	Proposed development density on the subject property

This proposed development would

- increase the College Road Community's population by an additional 150 – 290%
- be 38 to 70 TIMES more dense than its surrounding area.

¹ The proposed development includes 304 housing units, many of which may house more than one resident. Upon inquiry, neither the Municipality nor Dykeland Lodge disclosed information regarding the unit sizes and ratio of the 80 affordable and senior housing. The Long Term Care rooms are single occupancy. Many of the other units could reasonably house couples. The affordable housing and housing for disabilities could house families of four or more. These are our derived approximations for the realistic population of the entire proposed development.

Highlighted Resident Statements

The peacefulness, privacy, safety, and sense of community are what make the Kingsview Drive community special. From the first day I set foot in this community, it felt like home. I was able to relax and enjoy my surroundings without worrying about the safety of my child or pet.

The kids drove their bikes and scooters up and down the road without me having to be with them all the time, as I knew the traffic was low. If they had an accident at one end, I could hear them and come running. Often, a neighbour would be looking out for the kids too, even though they may not have kids themselves.

Neighbours were quick to introduce themselves, and we basically know everyone on the street. We support each other in the ways we can, and as you can see, band together when needed. If you accidentally leave your door open or a car trunk, someone will let you know, or will just quietly close it for you to help keep things safe. We shovel each other out of snowstorms, and mow lawns for vacationers. We have rotating play centers - neighbours open up their homes, pools, playsets and trampolines to each other and are open.

This is all a part of my fondest memories in this neighbourhood; watching the neighbourhood kids running from home to home; playing with their friends in a safe zone; adults chatting in the middle of a random yard or the road, chatting while helping shovel or mow, or just shooting the breeze; supporting each other through lose and celebration.

- Janet AuCoin, Kingsview Drive

This community is a mixture of open spaces, farming, commercial, residential and institutional areas that merge into a cohesive delightful area to live in. I have lived here for 20 years and enjoy a gorgeous view of both Ski Martock and Gladys Manning. Sunrises and Sunsets are gorgeous. I can walk down my street without fear, and I most of the time traffic is not an issue on College Road. Children play road hockey, sidewalk chalk, ride bikes, basketball, ride scooters, on my street. Because this street is so quiet children can play outside with a parent only watching them from inside their home. If this proposal goes through as planned that lifestyle will be gone forever. If it is pared back to include Dykeland Lodge only or also some Seniors housing as well, I feel we can still keep our sense of rural community living.

- Judy Grant, Kingsview Drive

I absolutely love our community! It's quiet, country-like setting is perfect. We are close to amenities, but don't have to be right in the middle of them. You can look out your windows, at any time, and enjoy watching an abundance of wildlife. My favourite is watching all of the deer run and play together and when the geese are here. Watching them all take flight together and circle the field in the thousands is quite a site to see (and sound to hear).

Our community is tight-knit. We look out for each other. It provides a safe, supportive place for our families and especially our children to thrive. I love that my children have a safe place to play and enjoy the outside. I rave about the perfect balance of our community often. We live in such a beautiful place surrounded by a wonderful community of people. ❤️

- Crystal Gregory, College Road

College Road, particularly the section from the community mailbox to the entrance of the trails on the section of dirt road, is an important, quaint part of the community of Windsor. This road is a place for residents from all over to escape town, walk safely and enjoy nature. Every day, I see people enjoying our street who do not live here. A lady told me the other day in passing "**College Road is the safest street to walk on in Windsor.**" She is right. This development could potentially change this entirely. This will affect not only the residence of Kingsview Drive and College Road, but citizens all over this town.

My questions are, what will be done to preserve this? How can we ensure we don't lose the quaintness, the safety and of course the nature? What guarantees do we get and what consequences will there be if these promises are not kept?

- Brian Gregory, College Road

The trails for walking and skiing adjacent to the Manning and College Road, the ponds, fox holes and other wild life that inhabit the area. There is no other area in Windsor like it.

- Barbara and Richard Redden, Haliburton Ave

Alignment with Municipal Plans, Strategies, and Policies

The tables below detail aspects of the proposed development which we believe do not align, there is not enough information to assess alignment, or for which we have questions concerning the alignment with Municipal strategies and policies.

We have also included Municipal Planning Strategy policies related to Residential and Institutional in our review, for the following reasons.

Institutional

- **Section 11.1:** clearly states that that homes for senior citizens is considered institutional
- **Policy 11.1.1:** requires that the Municipality rezone all such land being used for homes for senior citizens as Institutional (W-I).
- The current property of Dykeland Lodge has been zoned Institutional, according to policy 11.1.1.
- Why was the subject property not zoned as Institutional? Does not policy 11.1.1 require that it be rezoned as Institutional?

Residential

We have included some items pertaining to Residential zone due to the historical designation of the subject property as Residential and the longstanding intended future use of the land as residential. We understand that the Municipality has rezoned the subject property to W-CR-CDD, against the Municipal Planning Strategy and its policies:

- **Section 5.7:** clearly states Council's wish to limit the W-CR-CDD zone to the Gladys Manning property.

Notwithstanding our issue with the covert rezoning, we believe the residential intention must remain paramount in evaluating the current proposed development. Rezoning may likely have been required in order to permit a development agreement for Dykeland Lodge, but that should not mean that the Municipality gets to disregard all aspects of their longstanding plans for this area entirely.

Additionally, the subject property is not only adjacent to existing residential W-R2 land, but it effectively envelops the residential neighbourhood along Kingsview Drive. Under that lens, we further believe that there is value in considering the residential policies regarding development for this development proposal.

Municipal Climate Change Action Plan											
Direct excerpts from link	Community Questions and Comments										
► Goal 6: Be More Electric Vehicle and Active Transportation Friendly <table border="1"> <tr> <th colspan="2">6.4 INTEGRATE ACTIVE TRANSPORTATION CONSIDERATIONS INTO LAND USE PLANNING DECISIONS</th></tr> <tr> <td>Cost</td><td>Staff time</td></tr> <tr> <td>Dept. Responsible</td><td>Planning and Development; Community Development</td></tr> <tr> <td>Timeline</td><td>Short term</td></tr> <tr> <td>Details</td><td>Land-use planning determines the type of transportation people need to use. Planning staff should incorporate active transportation related policies into the planning documents. For new large developments, discussions should include opportunities to promote active transportation in the planned community or building where relevant. Ensure planning documents reflect active transportation opportunities through closer communities, connecting paths, and sidewalks and bike lanes.</td></tr> </table>	6.4 INTEGRATE ACTIVE TRANSPORTATION CONSIDERATIONS INTO LAND USE PLANNING DECISIONS		Cost	Staff time	Dept. Responsible	Planning and Development; Community Development	Timeline	Short term	Details	Land-use planning determines the type of transportation people need to use. Planning staff should incorporate active transportation related policies into the planning documents. For new large developments, discussions should include opportunities to promote active transportation in the planned community or building where relevant. Ensure planning documents reflect active transportation opportunities through closer communities, connecting paths, and sidewalks and bike lanes.	How is Active Transportation being considered with this development? • The significant increase in traffic on College Road will decrease the safety of cyclists on the road and discourage active transportation use. • Also, having such a dense development this far from downtown will increase car traffic into town and put greater strain on available parking.
6.4 INTEGRATE ACTIVE TRANSPORTATION CONSIDERATIONS INTO LAND USE PLANNING DECISIONS											
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Direct excerpt from <i>2021-11-08 Recommend from Staff to PAC</i> regarding College Road, Windsor PID 45336203 link	Community Questions and Comments										
The Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) highlights two simulated flooding scenarios. The first scenario is based on a storm surge that occurred in 1997, which shows the expected damage is to occur along the coastline. The second scenario shows the simulated flooding extent for probable maximum flood due to climate change. Under this scenario most of the community of Windsor will experience extensive flooding. The subject property in this application does not appear to be affected under this scenario, however College Road itself may experience flooding.	As proposed, the only roadway into the subject property is vulnerable to flooding. Any roadway to Highway 14 would have the same vulnerability. It would be irresponsible to permit the development for a vulnerable population whose only roadway access has been identified by that same Municipality as being vulnerable to flooding.										

Street Calming	
Map 2 - Transportation link Direct excerpt from link	Community Questions and Comments
Appropriate Streets for Traffic Calming Local Roadways - The primary function of local roadways is to provide access to adjacent properties. Local streets are not intended for use as through routes or as important links to move traffic within an area's overall road network. The local roadways carry traffic volumes in the lower range of less than 2,000 vehicles per day. Collector Roadways - Collector roadways balance access to adjacent properties with the need to collect and distribute residential traffic travelling into and out of a neighbourhood. Collector roadways carry traffic volumes in the range of 1,000-7,000 vehicles per day. Collectors help circulate traffic within individual neighbourhoods.	Please confirm that the proposed development will not be permitted to connect to Kingsview Drive, since it is classified as a local roadway per <i>Map 2 – Transportation</i>.

MUNICIPAL PLANNING STRATEGY Map 1 – Generalized Future Land Use
Community Questions and Comments
<i>Map 1 – Generalized Future Land Use</i> (link) identifies the subject property's intended future land use as residential. - Why was it rezoned to W-CR-CDD? - Putting Dykeland Lodge on the property is not a huge deviation from residential – given size of lot there is some argument to be made that it still falls into the spirit of the lot's designation. But there are many other provisions in the Municipal Planning Strategy to permit the development of a Dykeland Lodge without rezoning to W-CR-CDD. - What is proposed is a huge deviation from residential and entirely disregards the subject property's intended future land use per the Municipal Planning Strategy.

MUNICIPAL PLANNING STRATEGY 2.3 – General Issues and Challenges	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
The household survey, public meetings and research undertaken during the 2001 Plan Review identified the following general issues and challenges facing Windsor:	
Preserving the historical character and appearance of Windsor.	- This dense, sprawling development is completely out of historical character and appearance for the area. - College Road Community contains KES, Long Pond, and Dill Farm – adopted symbols of Windsor and all with a long history. Adopted symbols of Windsor which represent the historical character and appearance include King’s-Edgehill School, Long Pond, and Dill Farm – all located in the College Road community. Additional importance should be placed on preserve the historical character and appearance of this community.
Preserving and protecting active farmland within the Town.	- The subject property, while not classified as agricultural, has been used as farmland for over 40 years. - Has there been any investigation on the possible impacts the construction could have on the neighbouring Dill Farm farmland? - For example, the prevailing winds often blow from the subject property over the Dill farmland. - What dust control measures should be required? - What possible impacts to the safety of the food grown next to a potential ten-year construction site

	with hazardous materials / materials not safe for consumption?
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MUNICIPAL PLANNING STRATEGY 3.1 – Overall Concept	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
Emphasize and strengthen the role of Windsor as the best place to live in Nova Scotia and a thriving business and service centre for the region by protecting and enhancing the residential and commercial environments.	• Windsor is one of the oldest communities in Canada. The historic character and appearance are not that of an urban center or suburb. • College Road Community contains King’s-Edgehill School, Long Pond, and Dill Farm – adopted symbols of Windsor and all with a long history. • How does this proposal, in its entirety, protect and/or enhance the residential environment? • How would this dense development in its entirety emphasize or strengthen the role of Windsor as the best place to live in Nova Scotia for our seniors? • Contrast that with our vision of a long term care facility and senior living with dignity, preserving our idyllic county-like community from this report’s introduction – wouldn’t this better live up to this objective?
3.1.1 Development Principles	
• Encourage compact residential and commercial growth similar to existing development in the older sections of Town which makes best use of municipal infrastructure including roads, sidewalks and water and sewer services.	Why then is this compact, dense residential and commercial growth outside of the Centre Town?

• Maintain close control over the location, scale and design of new multiple unit residential development.	What close control will Council maintain for this development?
• Protect active farms and agricultural dykeland from encroaching development.	• What are the possible impacts to the dykeland below College Road? Same questions/comments as in above, namely: • The subject property, while not classified as agricultural, historically been used has been farmland for over 40 years. • Has there been any investigation on the possible impacts the construction could have on the neighbouring Dill Farm farmland? • For example, the prevailing winds often blow from the subject property over the Dill farmland. • What dust control measures should be required? • What is the flow of the water runoff? Does it flow from the subject property into the Dill farmland? • What possible impacts to the safety of the food grown next to a potential ten-year construction site with airborne or water soluble hazardous materials / materials not safe for consumption?
3.1.2 Design Principle	
Adopt design and development initiatives which promote attractive streetscapes and facilitate both vehicular and pedestrian traffic movement.	In order to support this development, College Road needs to be widened and sidewalks added. What will be done to preserve the very attractive old-growth tree-lined streetscape on College Road?

3.1.2.1 Design Initiatives	
Introduce architectural design guidelines which preserve existing buildings and ensure that new development in both the residential and commercial areas of the Town is reflective of and compatible with existing buildings and neighbourhoods.	How do these guidelines apply to this project?
Promote the development of interconnected streets and other measures to address traffic issues.	Subject property is on a dead-end street with limited options for interconnections. Option 1: Connection to Highway 14 This is problematic as the traversal would be through dykelands and agricultural property. This connection has a larger risk of flooding than College Road itself. Option 2: Connection to Haliburton Avenue Haliburton Avenue is designated as a local roadway, so this designation would need to be changed to a collector roadway. Option 3: Connection to Clifton Avenue Most of Clifton Avenue is already designated as a collector roadway.

MUNICIPAL PLANNING STRATEGY 4.18 – Housing	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
It shall be the policy of Council to require adequate recreational space for multiple unit residential development.	We would like more details about this. - Is this just indoor space? - What recreational opportunities will the community center provide? - What about outdoor recreational space?

Policy 4.18.1	
encourage the provision of housing adequate to meet the needs of all residents of Windsor. Council will encourage affordable housing, special- needs housing and rental accommodation to develop in a manner that is sensitive to the needs of those being served and the entire community .	How is this proposed development, in its entirety, sensitive to the needs of the whole community?

MUNICIPAL PLANNING STRATEGY 5.4 – High Density Residential	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
Policy 5.4.4	
It shall be the policy of Council to restrict the number of rooms permitted in a boarding house and residential care facility located in a residential zone.	What limitations will Council put on the number of rooms / units / residents permitted on this subject property?
Policy 5.4.5	
It shall be the policy of Council to require adequate recreational space for multiple unit residential development.	We would like more details about this. • Is this just indoor space? • What recreational opportunities will the community center provide? • What about outdoor recreational space?
Policy 5.4.6	
It shall be the policy of Council to consider entering into a development agreement to allow, in the Residential designation, new multiple unit residential development consisting of three or more units, grouped dwellings, boarding houses and residential care facilities, as well as the	

conversion of existing buildings to three or more units, subject to the following:	
(b) the height, bulk, lot coverage and appearance of any building is compatible with adjacent land uses;	No other adjacent land uses have even close to this extent of lot coverage. What does Council think are reasonable restrictions on the bulk and lot coverage to ensure this development agreement is compatible with adjacent land uses?
(c) the development is considered compatible with the residential character of the area with respect to traffic generation and population density;	The potential density of the entire development, as proposed, is way out of proportion and entirely incompatible with the surrounding areas. Our rough figures indicate that the population density could be 38 to 70 times more dense than the surrounding areas. We request that accurate population density of the current College Road community and area be shared by the Municipality to inform Council and the public.
(d) consideration is given to the provision of fences and/or landscaping as part of the residential development to minimize effects on adjacent land uses;	Municipality needs to consult with the local community regarding which measures they will require to minimize effects on the existing residential properties. The current proposal puts the commercial and community center directly in the backyards of the existing Kingsview properties with no buffer, setbacks, safety considerations. As proposed, this would result in a complete loss of privacy for some Kingsview properties.

(f) there is adequate on-site recreational open space suitable in extent and design to the nature of the development; for conversion of existing buildings, nearby public parks may be deemed sufficient;	• Is open space meant to be outdoors? • How are the proposed renderings adequate? • The green space does not look nearly adequate for the number of units that are proposed.
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MUNICIPAL PLANNING STRATEGY 5.7 – College Road Comprehensive Development District	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
Matters that Council shall consider prior to the approval of an agreement include compatibility of uses and structures, servicing requirements, vehicle and pedestrian traffic, environmental suitability of the site, financial capability of the Town to absorb any costs relating to the development, and timeliness of the development.	See questions and comments already covered. This proposal is talking about exposing a well-established residential community to a prolonged ten year development. We and the Municipality need further information from Dykeland Lodge regarding the phases and timelines for this development.
Policy 5.7.4	
It shall be the policy of Council that a development agreement for the development of the College Road CDD shall only be approved when the following conditions have been satisfied:	
(a) the proposed agreement is not considered premature or inappropriate in terms of the adequacy of existing and proposed roads and pedestrian routes within and adjacent to the College Road CDD;	How is this NOT premature and inappropriate at this time? Per our previous comments, a second roadway that is not vulnerable to flooding is required to be established. Otherwise, this proposed agreement is too premature. See also comments and questions from • 3.1.2.1 Design Initiatives; • Municipal Climate Change Action Plan

(b) the development agreement is consistent with the intent of Policy 5.7.3 and other relevant policies of the Municipal Planning Strategy ;	There are appear to be many relevant policies of the Municipal Planning Strategy for which this proposed development agreement is either not consistent or not enough information is provided to assess consistency.
(f) the provisions of Policy 16.3.1 .	(see below on Policy 16.3.1)

MUNICIPAL PLANNING STRATEGY 9.1 – Mixed Use in the Residential Designation	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
It shall be the intention of Council to consider mixed use residential/commercial developments with two or more dwelling units by development agreement in areas designated Residential subject to the following:	
(a) the density, scale and architectural design of the development are compatible with the surrounding area ;	The potential density and scale of the entire development, as proposed, is way out of proportion and entirely incompatible with the surrounding areas. Our rough figures indicate that the population density could be 38 to 70 times more dense than the surrounding areas. We request that accurate population density of the current College Road community and area be shared by the Municipality to inform Council and the public.
(d) the proposed development does not compromise the residential integrity of the area;	The current proposed development in its entirety absolutely compromises the residential integrity of the area.

(f) the commercial use is located at the street level and does not exceed one-third of the total floor area of the development;	The commercial space in the proposal is two stories. Will Council follow the spirit of this policy and apply it to this proposal?
(g) adequate landscaping, open space and natural or artificial buffering is provided;	The Municipality must engage with existing residents to discuss and determine requirements for buffering.

MUNICIPAL PLANNING STRATEGY 11.1 – Institutional	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
As the regional service centre and the county seat for Hants County, Windsor has a considerable number of institutional land uses. Among these are educational facilities and homes for senior citizens . The Hants Community Hospital, churches and museums also fall into this category. Some of these institutional uses are relatively isolated while others are located in predominantly residential neighbourhoods. Because of the amount of traffic and noise that may be associated with them, some institutional uses have a significant impact on their surrounding neighbourhood. For this reason, new institutional uses will be permitted only by development agreement to allow Council more control over the development. The Land Use By-law will contain abutting zone requirements and will require a larger minimum lot size to help mitigate negative effects.	By rezoning to W-CR-CDD instead of Institutional (in line with the current Dykeland Lodge property and according to policy 11.1.1), the abutting zone requirements in Land Use By-law are avoided. The intention of the abutting zone requirements is to help mitigate negative effects to adjacent properties. Will Council uphold these abutting zone requirements for this development, per the intention of the Municipal Planning Strategy and Land Use By-Laws?
Policy 11.1.1	
It shall be the policy of Council to establish an Institutional (I) zone to be applied to existing institutional uses.	Will Council follow its policy and apply the Institutional zone to this property as its use is homes for senior citizens? • Why wasn't the subject property re-zoned to Institutional instead of W-CR-CDD?

	The property for the current Dykeland Lodge is zoned Institutional per this policy.
Policy 11.1.2	
It shall be the policy of Council to encourage institutional activities to locate on relatively large lots that will minimize their potential effects upon adjacent areas as well as better accommodate the number of persons who use such facilities.	Agreed this is a large lot, but the density is not in alignment with the intention of this policy.
Policy 11.1.3	
It shall be the policy of Council to regulate setbacks in the Land Use By-law which encourage buffering of adjacent non-institutional uses.	Similar comment as for 11.1.1, namely: By rezoning to W-CR-CDD instead of Institutional (in line with the current Dykeland Lodge property and according to policy 11.1.1), this policy isn't applicable. Will Council uphold the intention and the minimum setbacks for this development, as if it were Institutional?
Policy 11.1.4	
It shall be the policy of Council to consider new institutional uses in any designation by development agreement subject to the following:	Per this policy, the following must be considered for this proposed development agreement.
(b) the noise and traffic generation of the proposed use is not excessive in relation to the existing development pattern of the area;	How is this possibly NOT excessive? Currently there are 195 residents. Our estimates indicate there could be an additional 304 – 565 residents 285 employees for the Long Term Care facility

	In addition to the traffic from • Visitors and family • Employees for the other housing facilities • Commercial space • Community center
(e) any structure will be architecturally compatible with neighbouring structures and if the proposed development is located in an Architectural Design Control District, the architectural design of the development is reasonably consistent with the provisions of the Architectural Design Manual;	Architectural compatibility results from designing and building facilities in harmony with their natural and man-made surrounding and environment. The proposed structures, taken individually, would be architecturally compatible, however we dispute that the entire site plan will be architecturally compatible.
(f) adequate open space, landscaping, buffering and separation distances will be provided;	There is very little open space, minimal landscaping, no buffering and separation between buildings within the subject property and adjacent existing neighbourhood and properties.
(h) the provisions of Policy 16.3.1.	See below on Policy 16.3.1

MUNICIPAL PLANNING STRATEGY 16.3 – Land Use By-law Amendments and Development Agreements	
Direct excerpts from <i>Municipal Planning Strategy</i> link	Community Questions and Comments
Policy 16.3.1	
In considering development agreements and amendments to the Town of Windsor Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider:	
(a) whether the proposal is considered premature or inappropriate in terms of:	

(iii) the adequacy of fire protection;	College Road is the only access as current planned and identified as a flood risk. Property backs onto woods. Event of wildfire or building fire during flood?
(iv) the adequacy of road networks adjacent to, or leading to the development; and	We consider the development agreement to be premature given the current lack of adequacy of the road networks for the potential magnitude of traffic. A traffic infrastructure plan that includes an alternate access point not subject to flooding risks should be required prior to finishing consideration of this development agreement.

Preliminary (Community-Driven) Community Consultation

Process and Limitations

The Community Response was formulated by a rapid, preliminary community consultation in the form of feedback using a paper and online survey, through a Facebook page, and by phone and in-person discussion conducted by going door-to-door. The depth of the survey was hindered by the short notice given to the group by the Municipality of Windsor West Hants; only seven days were available to receive community feedback for inclusion in this report.

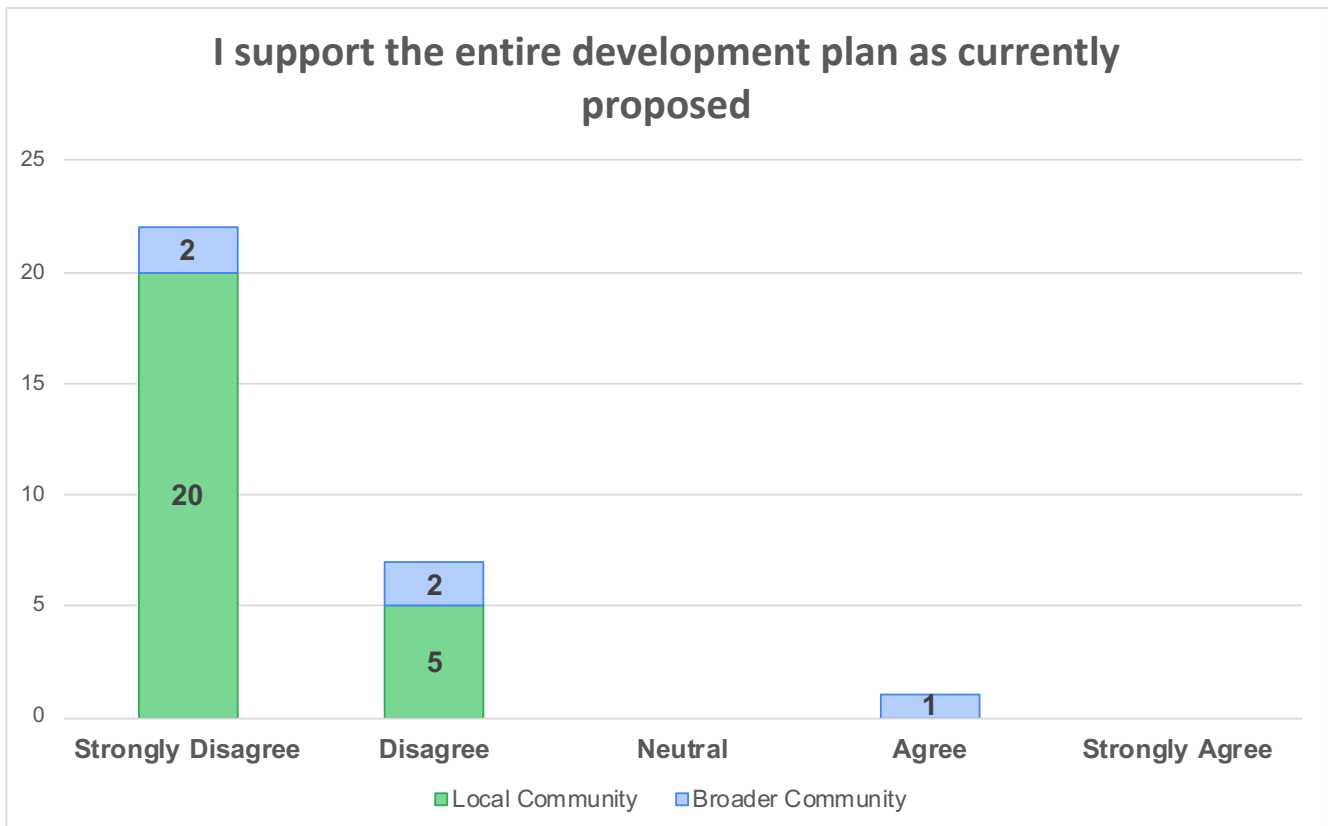
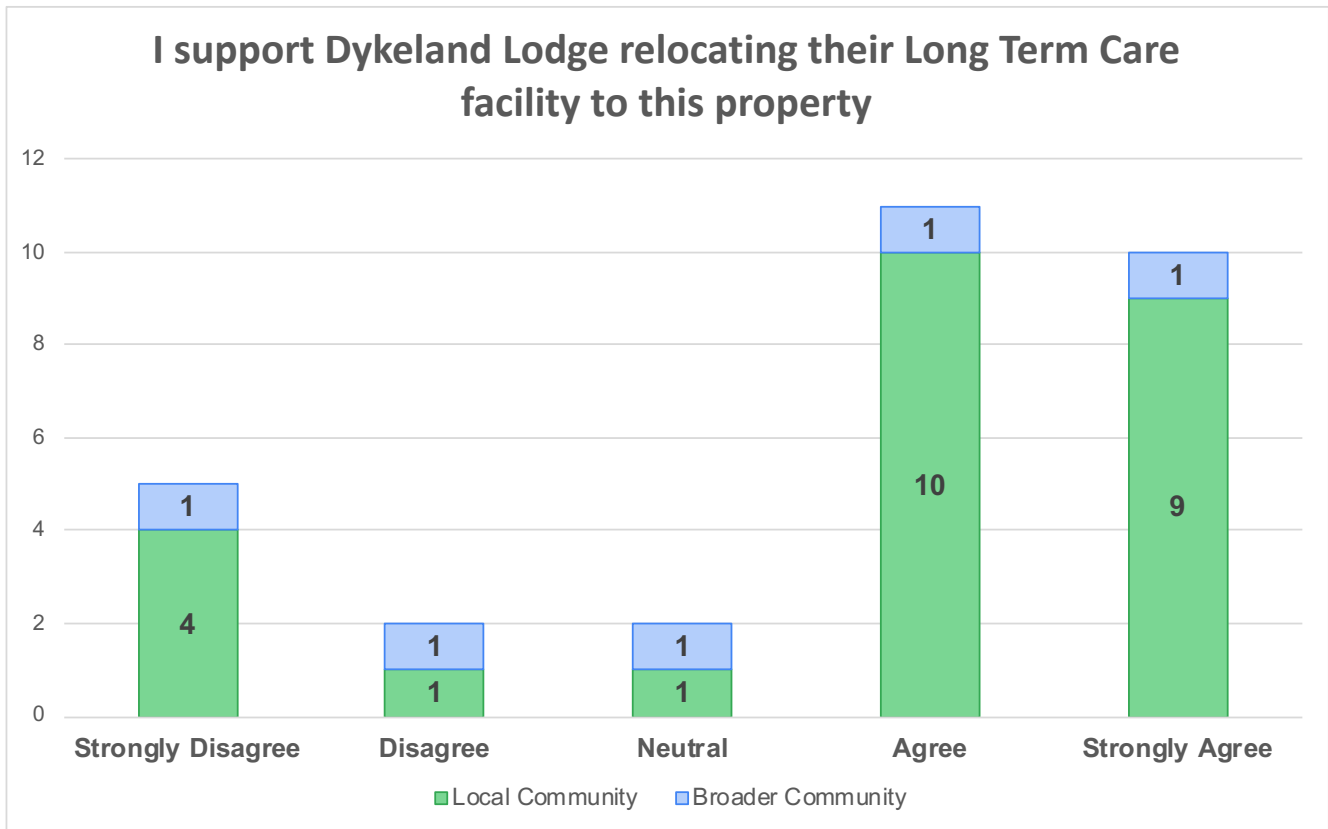
A one-page pamphlet was distributed door-to-door on Kingsview Drive, College Road, Haliburton Ave, and parts of Clifton Ave.

Limitations

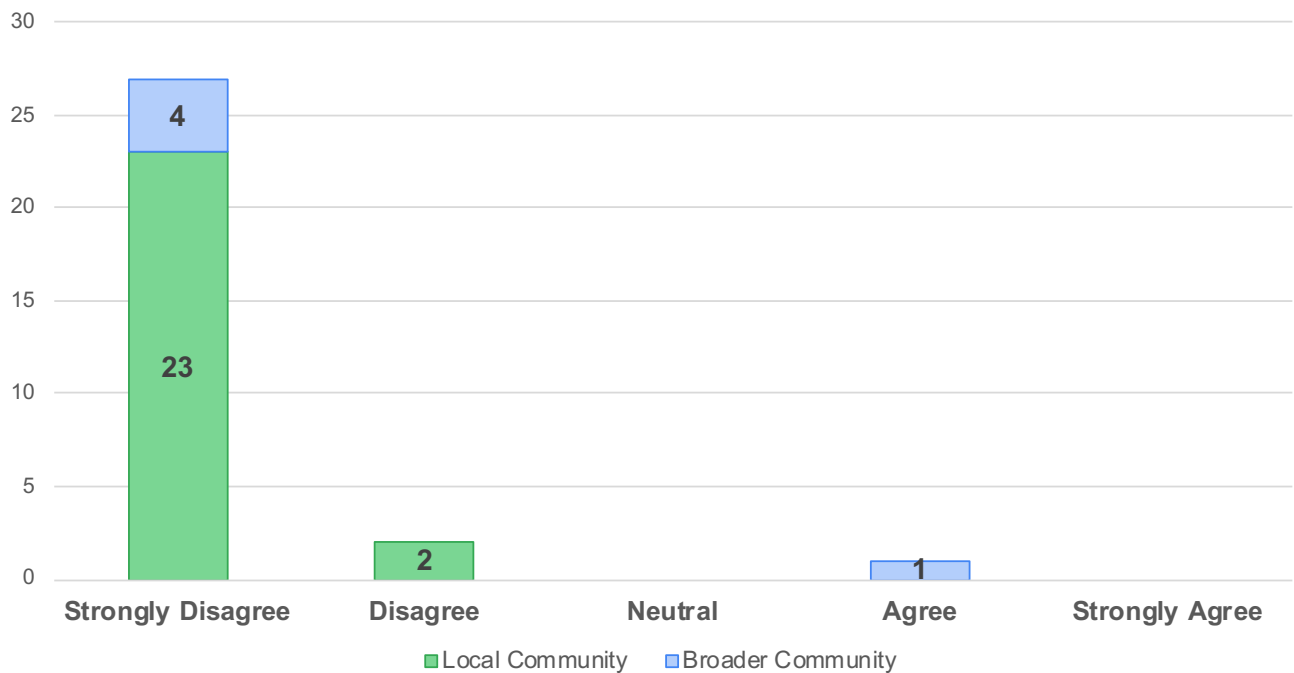
- Very little time to prepare pamphlet and survey.
- Very little time to receive responses to include into this report.
- Lack of experience since this was community driven, not municipality driven – lots of lessons learned (see next point!)
- An earlier version of the survey was submitted to Gladys Manning residents, which did not have the quantitative questions.
- The first couple submissions of the online survey did not have the quantitative questions nor were names required as we were unaware of the Municipality's policy against Anonymous feedback at that time.
- COVID gathering restrictions meant we were unable to host information sessions.

Numeric Survey Results

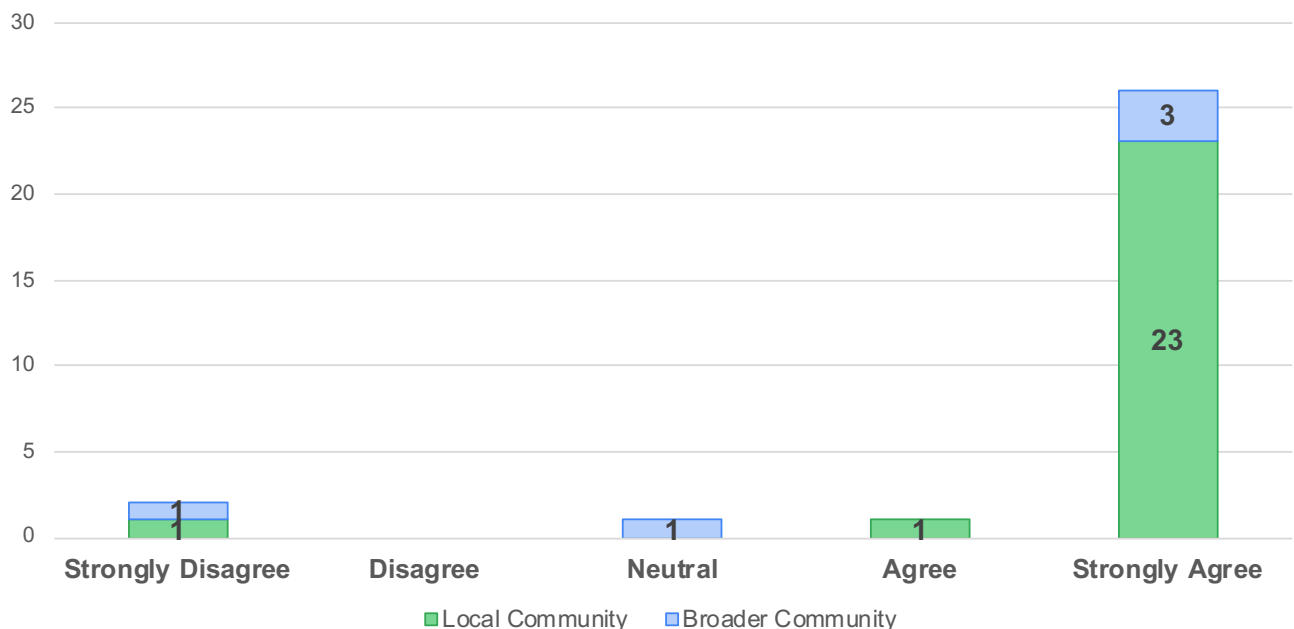
Please note, only 30 of the 56 survey responses received had a the numeric strongly disagree to strongly agree questions. The remaining 26 surveys were from an earlier version which did not include these questions, due to the rushed nature of our efforts.



I believe there has been adequate community engagement



I believe that further assessment is required before this development proceeds any further (e.g. traffic community environmental first nations)



Community Feedback Responses via Online Survey

Respondent #1

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood

College Rd

Your Name

Joe Thompson

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

How do they plan to address future traffic issues during construction when they're already access and traffic issues as is and how will this be addressed when construction is done.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Traffic is already an issue and three times the traffic is not going to help with that and will be much harder on the road. A one hundred year old road will not support the vehicles needed for construction.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I have no issue with the development but proper infrastructure must be established first. Benefit is unclear.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

A nice quiet little street. Sledding at kings hill.

Respondent #2

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Corner of College Rd and Kingsview Dr.

Your Name*

Brian Gregory

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Disagree**

I support the entire development plan as currently proposed. **Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

College Rd, particularly the section from the community mailbox to the entrance of the trails on the section of dirt road, is an important, quaint part of the community of Windsor. This road is a place for residents from all over to escape town, walk safely and enjoy nature. Everyday I see people enjoying our street who do not live here. A lady told me the other day in passing "College Rd is the safest street to walk on in Windsor." She is

right. This development could potentially change this entirely. This will affect not only the residence of Kingsview Dr and College Rd, but citizens all over this town.

My questions are, what will be done to preserve this? How can we ensure we don't lose the quaintness, the safety and of course the nature? What gaurentees do we get and what consequences will there be if these promises are not kept?

Another question I have is for the planning committee. Why did you not think to advise and request feedback from the entire community? There are people who this would literally be happening in their backyards and they were not consulted. This is unacceptable and extremely disappointing!

One final question is, how do we benifit from this? Will we have access to the community center as it is currently planned? Will there be any potential recreation spots we may have access to? Is there anyway that this development will improve or add to our quality life once completed?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

My personal concerns during the construction is primarily surrounding the length of construction. Obviously, the quality of life enjoyed by the surrounding residences will be greatly affected and deminshed. One, even two years of construction and heavy equipment would be unenjoyable, but ten years would be better described as unbearable. Every day there will be heavy equipment driving up and down our road, loud construction noises, starting early in the morning and likely going into the late evening and of course construction crews. I've experienced these types projects and I would not want to live next to one. Not to mention the mess of mud that will be a permanent fixture all over our roads for at least a portion of the ten years.

My concerns once the project is complete is mainly concerning the increased traffic on our street. How will this be handled? Will there be an upgrade to our street? How will this impact residences? Will there be side walks installed? Will there be intersection or new roads added or connected and how would that look? Will the nature trails be affected? In regards to the low income side of housing; will this only be offered to seniors? Or will we start to see low income families moving in? With the increase of parked cars, is there a plan to increase police presence on our street?

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I personally think the community of Windsor has more to lose than gain from this development at this location. I fully support the need for long term care and affordable housing, but I think putting it at this location will ultimately be an irreversible mistake. The only gain I can currently see is, potentially, housing values may increase, but the only person who will benefit from this is someone planning to sell their home. Because obviously as values increase so will property taxes, which are already too high, but acceptable because of our current quality of life.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

This particular part of the community is so unique! You will not find another like it. As mentioned above, everyday I see so many people walking, biking, running or just thoroughly enjoying our neighborhood. It is really an essential part of town where people can get away from town and just unwind. I personally love living here. I can walk out of my door yard in a matter of 5 minutes be enjoying the scenery and peacefulness of farm land. In 10 minutes, I can be on trails engulfed by nature, watching deer, fox and of course geese. In 15 minutes, I can be walking along a beach listening to the water currents flow through the river and in 25 minutes I can be down town. My point is, this is a much needed utopia. The best of all worlds and I'm afraid we will lose something we will never be able to get back with this development.

Respondent #3

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Collage Rd

Your Name*

Cheryl Barker

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Will our elected officials allow the taxpayers to participate in the decision making, by listening and considering ways that would make this project a success for all.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Traffic on a residential street! There should be a second access road that is not from Collage Road .Imagine a forest fire or some other disaster with both roads within a

stones throw apart emptying on a small street(Collage Road).Firetrucks ,ambulances ,residents all in a great bottleneck .

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Dykeland has been in need of a better facility for some time. I have no problem with that happening. I do have a problem with the magnitude of the proposal.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

Quiet street, wild life ,birds, beauty of the seasons seen in the fall with the trees ,snow fall in the fields and gardening.

Respondent #4

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College rd

Your Name*

Michelle Magee

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Disagree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

We purchased our house 11 years ago and chose this property because of the quiet surroundings. Having this development in our back yard will increase noise and traffic

significantly. College rd will need to be widened and we would loose property. All of these are reasons we would vote a hard no on having this proposal go through!

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

Respondent #5

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Rd

Your Name*

Crystal Gregory

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Neutral**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Why didn't the developers inform all of the surrounding area, and the rest of town, of this proposed development? It will have an impact on more than, just, Kingsview Drive.

This seems like a "let's do the bare minimum to inform people about this project, so we can get it started before anyone can make a fuss." kind of tactic. A, total, disregard of the

impact that this development will have on the lifestyle and well being of the current residents.

Is this, really, the best location for this? Perhaps there is another area in town that is more suitable and will have less impact.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

1. I'm concerned that this development will take our neighborhood from a relaxed, quiet, country-like setting to a busy town-like setting.

If I wanted to live in a busy town area, then I would have purchased one of the many houses, in town, that we looked at before purchasing this one. We were drawn to quiet area full of wildlife.

2. Kingsview Drive provides a safe and convenient area for the children of this neighborhood to play. They use the cul-de-sac for basketball, hockey, biking, scootering, nerf gun games, side walk chalk, tennis, etc... It provides an area that can be seen from our houses so we can monitor and supervise them and be confident that they are safe while they play. This development will eliminate this. This strongly effects the youth and parents of this neighborhood. This road is a safe haven for our children to continue to be happy, healthy kids (both physically and mentally). This is an extension of our homes. Even more so when activities and events are limited within communities due to uncontrollable events, such as pandemics.

3. Increased traffic flow. This scale of development will bring an increase in traffic flow to, both, College Rd and Kingsview Dr. These roads are prime areas for walkers, joggers, bikers and dog owners to walk their dogs. The increase in traffic will severely hinder the safety and enjoyment of these well loved activities of these roads. This doesn't just impact the residents of College Rd and Kingsview Dr, but the entire community of Windsor that uses these roads for recreational purposes.

4. Effects on wildlife. Though, we may be close to town, our area is abundant in wildlife. We are home to dozens of deer, pheasants, hawks, red fox, grey fox, ducks, and tens of thousands of geese that visit here between August and January every year. What impact will this development have on these animals and their desire to be/thrive in this area?

5. Inconveniences from construction. Having to deal with the construction of this development will be bad enough with the noise and trucks driving by constantly, but the thought of that over a prolonged period of time (10 years) is dreadful. My young boys will be old enough to move out by then. That means that our last years to enjoy our forever home, with them, will be spent listening to construction and development of that property. That's disheartening.

5. Unnecessary commercial development. The proposed commercial area and community center will attract, even more unwelcomed traffic to our quiet neighborhood. It is unnecessary. There are other pharmacy, shops, food establishments, shops, etc... located just minutes from here. A second community center is not needed. The community center, in town, is already underutilized. If the purpose of this is for the seniors, then a multipurpose room within the main building would provide the same benefits and wouldn't require the residents to leave the comfort of their building. That would provide a safer and more convenient alternative.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I acknowledge that Dykeland Lodge is in need of another housing facility. I respect that the development is intended to provide much needed housing for seniors. However, the scale of this development, for this area, is too excessive. I feel another location should be sought after or a single building to provide seniors housing with an entry/exit access on Clifton Ave. or College Rd. Should be settled on.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

I, absolutely, love our community! It's quiet, country-like setting is perfect. We are close to amenities, but don't have to be right in the middle of them. You can look out your windows, at any time, and enjoy watching an abundance of wildlife. My favourite is watching all of the deer run and play together and when the geese are here. Watching them all take flight together and circle the field in the thousands is quite a site to see (and sound to hear). Our community is tight knit. We look out for each other. It provides a safe, supportive place for our families and especially our children to thrive. I love that my children have a safe place to play and enjoy the outside. I rave about the perfect balance of our community often. We live in such a beautiful place surrounded by a wonderful community of people. ❤️

Respondent #6

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Road

Your Name*

Sally Fergusson

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. [Agree](#)

I support the entire development plan as currently proposed. [Strongly Disagree](#)

I believe there has been adequate community engagement. [Strongly Disagree](#)

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. [Strongly Agree](#)

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

[Who is the developer?](#)

[Why was not the public informed of the plans for a dense village until just recently?](#)

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

1. Traffic congestion on College Rd and at the intersection on King St.
2. Loss of a unique ecosystem for various animals and birds.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

My objection is to the location of the dense village and the lack of transparency regarding the nature of the development as opposed to the building of a long term care facility as proposed.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

I used to enjoy the lake.

Respondent #7

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Road

Your Name*

Joan Austin

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Will alternative access for construction vehicles be created to avoid College Road? Ten years is a long time to suffer that sort of traffic.

Why can't the existing Dykelands property be converted into low cost housing when it's vacated? It's a good sized building with plenty of parking.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

The increased traffic is a serious concern, particularly if there is to be ten years of construction traffic on this narrow road.

Decline in property prices.

Too much in too small a space!

I do not think we need a community center or strip mall. With the taxes Windsor charge, nobody is going to take up units for the likely return. I think most people would prefer to go into town and both buildings will be white elephants, The developers / planners are offering these as sweeteners to help push the plans through.

Is anybody actually going to listen to us, or is this already a done deal and they are just paying us lip service?

If the lake is not going to be reinstated, that would be a perfect location.

This is a semi rural area, this development looks more like inner city.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

It could be a lovely development where it is a pleasure to live but what is being proposed is gross over development which would result in unhappiness all round, especially for those living adjacent to it. The whole thing needs downsizing.

I'm not sure about any benefits to our community, we seem pretty good as we are, thank you, but neither can I see any disadvantages. I do query the thinking behind creating developments for seniors in "out of the way" places and ending up with mini "geriatric cities" like The Crossing.

College Road and it's environs is a lovely little corner of Windsor which must not be spoiled by the greed of developers. I think everybody initially believed it was just going to be Dykelands relocated, how did it end up as this? (Or is that what we were meant to believe?)

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

I've only lived here for five years so I'm new to the community, but I love it here and I'm very happy. Everybody is so friendly and helpful, I really feel as though I belong. If a community gets too big, it loses it's cohesion. I've come from an urban area where there is no community spirit, so I really appreciate what we have here and would like it to continue.

Respondent #8

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Rd

Your Name*

Neil Kennedy

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

This is very rural community on a dead end road that is not suitable for the increased traffic nor is the road in good condition. I fully support the relocation of Dykeland Long Term Care and possibly assisted living. I believe it is very poor planning to consider

building units so far out side of town where many individuals may not have their own transportation nor is there transportation. I have not used the community centre in a number of years but I believe the present location is best. A strip mall!

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Long term care facility

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Quiet rural area

Respondent #9

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Corner of King Street and College Rd

Your Name*

Phil Ellwood

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Disagree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Too much traffic and noise.

The rezoning is in violation of the Municipal Planning Strategy which state: ...limit the CDD (College Road Comprehensive Development District) to the Gladys Manning Property.

Environmental impact in a sensitive dykeland area.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

More senior and affordable housing is required. This is just the wrong location.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

The fields, the low traffic due to the dead-end.

Respondent #10

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

King and College

Your Name*

Angela Rubino

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Disagree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Respondent #11

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood

Your Name

Kingsview Drive

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Construction timeframe, use of Kingsview drive.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Traffic, environmental impact, wildlife, noise pollution

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

LTC beds/dykeland. housing is needed

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

people, wildlife, peaceful walks

Respondent #12

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood

Your Name

Kingsview

Please answer how strongly you agree or disagree with the following four statements. Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

How far into the planning process is this project and why has it been done with so little community engagement.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Traffic, children's safety especially during the construction phase, surface water run off, property value impact, and the change in the nature of our community.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Our community and our province needs more long term care facilities. Our seniors also need to have affordable and assured living options in addition to long term care.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Respondent #13

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Judy Grant

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Notification of the Public meeting via letter was not sent to the residents of College Road yet it was sent to the residents of Halliburton Ave who are not within 300 feet of the proposed property. Why is that? Why was this restricted to 300 feet? Does the municipality feel that this development will not affect the residents of College road?

Rezoning was done with virtually no notification of the public except the Chronicle Herald which I do not subscribe to.

The existing community center in Windsor is under underutilised now. We definitely do not need another one.

Water flow and flooding is a constant concern on Kingsview Drive. Two of the homeowners had flooded basements just this week with the rainstorm we had, and my home has flooded 3 times in the past. I have had to install 2 French drains in my backyard to accommodate the drainage and watershed off of the hill where this project is proposed. I am very worried what changing the topography of the land to build this village will do to impact us on Kingsview as it will changes the flow of water.

I wanted to see the environmental impact study that should have been done for this project but we cannot find that. Has there been one done??

Traffic will be affected in a major way. There are times when I now sit at the end of College Road for 5 minutes waiting for an opportunity to pull out onto King Street. This proposal as it stands will make that wait unbearable and force people to cut through Kings Edgehill school more often. An alternate or secondary route will have to be found to accommodate the extra traffic.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Construction Noise, Debris, Safety issues of children playing outdoors, dust, wildlife habitat lost, traffic congestion, widening of Kingsview Drive may be necessary

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Dykeland Lodge need an new home as the present one has long ago reached it's peak. I don't dispute that and welcome them to our area and our community. They could be and would be a wonderful addition to our quiet community of children playing and green spaces. Additional seniors housing supported by Dykeland tucked in around the LTC facility could also be added to increase housing that is desperately needed in this area, as in all of Nova Scotia. This added housing must fit the space to allow for recreational areas to exist, such as walking trails, pickle ball, lawn bowling, etc. There is no need to sandwich in housing so as to make people feel like sardines in a can. Expansive views can

be maintained and people can be treated with dignity and offered housing that is both beautiful and functional.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

This community is a mixture of open spaces, farming, commercial, residential and institutional areas that merge into a cohesive delightful area to live in. I have lived here for 20 years and enjoy a gorgeous view of both Ski Martock and Gladys Manning. Sunrises and Sunsets are gorgeous. I can walk down my street without fear, and most of the time traffic is not an issue on College Road. Children play road hockey, sidewalk chalk, ride bikes, basketball, ride scooters, on my street. Because this street is so quiet children can play outside with a parent only watching them from inside their home. If this proposal goes through as planned that lifestyle will be gone forever. If it is pared back to include Dykeland Lodge only or also some Seniors housing as well, I feel we can still keep our sense of rural community living.

Respondent #14

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Cheryl Bullock

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Disagree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Why is there a need to connect Kingsview Drive to this development?

Homes built on a cul-de-sac have a different value than properties on a thoroughfare for hundreds of residents, workers, visitors. No where else in Windsor has this residential to access route been allowed. Quite the opposite, developers have had to create their own infrastructure to remedy residential areas.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Beyond construction noise, I'm concerned about all phases of the development.

College Road is currently little more than a path to our Seniors living at the Maning. There is no sidewalk, or even shoulder. Often oncoming vehicles have to crowd the ditch to pass each other. Add in the KES bus traffic, Dill Farm seasonal parking problems, roaming deer & foxes, a new food truck, Manning events or winter snow and you've got a recipe for disaster.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Obviously, Senior's housing is import to our aging population. I hope that the residential situation is affordable enough for those needing housing to receive it. I also hope that local companies will be selected for construction, infrastructure and jobs at each level over the next 10 years.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

I've lived and worked in Hants County all of my 48 years. It's pretty hard to pick a memory of my home where I grew up and chose to raise my family while volunteering in the community and owning/managing several successful businesses. I have traveled the globe and will always live in Hants County - Kingsview Drive for the last 16 years.

Respondent #15

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

[Kingsview Drive](#)

Your Name*

[Kathryn Duffy](#)

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. [Agree](#)

I support the entire development plan as currently proposed. [Strongly Disagree](#)

I believe there has been adequate community engagement. [Strongly Disagree](#)

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. [Strongly Agree](#)

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

[See entire community response as I am a main contributor](#)

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

[See entire community response as I am a main contributor](#)

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

[See entire community response as I am a main contributor](#)

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

[See entire community response as I am a main contributor](#)

Respondent #16

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview

Your Name*

Scott Shanks

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Respondent #17

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Janet Naugler

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

I would like to know why the municipality has been so secretive about this. Why put such a large development on a dead end road? Is there a need for a community center and retail space?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am concerned about the traffic on our street and on college road. I am extremely concerned about the environmental impact on the area. We have a peaceful neighborhood with a lot of wildlife. I am concerned about water flow. There are already issues with water coming down from that hill, I believe with all the pavement in the development there will be more issues. I don't like the idea of living in a construction zone. I am looking forward to retiring soon and I know that work on construction sites begin early.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I realize that long term care, senior and low income housing are needed and important in Windsor and I was fine with Dykeland Lodge building their new site here. I feel this is too large a development for this space.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

My husband and I have lived on this street longer than anyone else. Ours was the third house to be built on the street. We like the location because it was rural but within the town. We have had neighbours come and go but it has always been a great neighborhood with friendly and helpful neighbours. We watch out for each other's children, pets and properties. It was a wonderful place to raise our daughter.

The Gladys Manning was built after we moved here and we have enjoyed meeting and chatting with the residents from there while out walking.

When my husband was waiting for and recovering from knee replacement our neighbours mowed the lawn and cleared snow for us. After any snowfall, there is always someone to help with snow removal especially for older or single people or if someone is working a last shift.

We enjoy feeding birds and watching the wildlife, there are pheasant, deer, foxes, numerous varieties of birds. Before covid there were Christmas parties, or summer barbeques for the neighborhood, or just a chat when seeing each other outside. I know that if there is anything I need help with, I can call anyone on the street and they will not hesitate to offer a hand.

One year when we returned from a March break vacation there was a series of snowstorms. I remember our drive back from the airport very late at night thinking that we would have hours of shoveling to get our car in the driveway. We were delighted to drive up to our house and find that not only had our driveway been plowed, but the path to the door had been shoveled.

This is a wonderful community of friendly and welcoming people.

Respondent #18

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

John Naugler

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Why were we given so little notice and so little information about the development?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am concerned about increased traffic on a rough, narrow, rural road. I am also concerned about disruption to my daily life and the increased risk of flooding due to water flow over the large paved areas.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Improved housing and long term care facility will be a boon to the community.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Kingsview Drive is a close-knit community which will lose its appeal when we aren't able to socialize as freely because of traffic and construction noise.

Respondent #19

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview

Your Name*

Tim Dove

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I support new developments as they are needed to sustain a community. That said, when a new development does not respect the existing community and established way of life then it should not be allowed to proceed.

This development as proposed will have severe negative impacts to our neighbourhood, significantly increasing the traffic, exposing us to a decade or more of noise and dust pollution, pushing out the wildlife in the area, etc.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Windsor has a need for long term care facilities.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

We moved to Windsor from Halifax just over a year ago and fell in love with the rural-feeling neighbourhood. We have never regretted our decision to move here, but if this development proceeds as planned then we will have to give serious consideration as to whether or not this is still a place we want to raise our 3 girls (next to a construction site and beside a strip-mall).

Respondent #20

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Noah LeBlanc

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am concerned that our roads will be blocked and we won't be able to get out. (traffic flow will be reduced and Kingsview Drive residents will not be able to get out of their driveways)

We kids like to go biking safely and scootering, and playing basketball at the end of the street. The construction vehicles, increased traffic, and road damage will make it unsafe for us to play. It will also make it unsafe to let our pets into their yards as they will get spooked by all of the trucks and noise. Future traffic will also make it unsafe for us kids and our pets to play as we have.

If construction goes into the evenings we won't be able to sleep.

The proposed community center is taking up nice green space for the animals in this area and is peeking in our neighbour's backyards.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I support and like the relocation of the Dykeland Lodge residence, but nothing else in the current proposal.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

It is nice and peaceful full of many birds, raccoons, deer, all kinds of wildlife. It is quiet so we can relax and listen to the birds. It is safe to let our pets into our yards to play. I can bike up and down the road with my friends and not worry about too many cars. We can walk down the side of the road to go sledding and not worry about too many cars.

Respondent #21

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Janet AuCoin

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Starting on Thursday, January 13th, I first questioned why the homeowners of both Kingsview Drive and College Road had not been directly notified of west hant/public/development meetings? Posting a notice in a newspaper (which many people do not receive), or putting up a single sign in a location that most people do not pass, does not constitute reaching out to the public. And while I realize that society is very much technologically engaged, it is naive to assume that all residents have access to

Facebook in order to take part in these meetings. I am concerned that any future decisions made to this proposal will again exclude the affected residents in this underhanded manner, and blindside us as the magnitude of the current proposed development did on January 13th. In the future, will all residents have adequate notification and equal opportunity to be able take part in future meetings and have opportunities to express our concerns over changes/approvals/rejections to the development proposal?

I would also like to know why the development feels any need to connect Kingsview Drive to its community. Human nature is to take the most direct route to travel destinations. I strongly feel that residents and visitors to the "Dykeland Community" will thus take the first access street to that community (Kingsview Drive, if connected) and not the actual "Dykeland" access street. This will significantly increase the traffic on Kingsview Drive, and decrease the safety for our children and residents.

Next, what impact will this proposed construction will have on the environment. This area is full of wildlife that is very much a part of our community. We have pheasants, deer, raccoons, geese, and various other species of birds (and I think Coyotes) that peacefully co-exist in our backyards and fields. What about water flow to and around the residences? Flora?

What about the traffic flow and impact to the roads themselves? Kingsview Drive and College road are already in need of repairs (College Rd big time!), what impact will all of the construction vehicles (the many proposed residents move into the proposed buildings) going to have on them? Who's going to fix the damage? And when? What plans are in place to improve the flow of traffic off of College Rd onto King Street? It is already a challenge now! Increased population and traffic will make it worse.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am very much concerned about the safety of my child, his friends, and the impact this development will have on the peacefulness and privacy of our community. I moved out to this community so that I could sit on my patio without being watched by my backyard neighbour, so my child would have a quiet, safe environment to grow and play with his peers, and where our cat could safely roam her own yard... and venture out to a neighbours if she were so brave to do so (she's a chicken). I am concerned that

throughout the construction phase, the construction traffic (especially if it is on our street) will make it more dangerous for my child and his friends to ride their bikes, scooter around the neighbourhood, and explore the wilderness (our pets too). Once construction is complete, the number of new residents increases traffic flow, and the traffic safety issue remains for our community's children and pets. A strip mall and a community center increase the traffic as well. This safety issue is directly related to the children, pets and wildlife of Kingsview Drive (for me), but it also impacts the grown residents as well of the whole area. Many people walk daily on the streets and on the walking trails. They walk with their pets and many will no longer feel safe to do so.

I am also concerned with the impact all these new buildings will have on the flow of ground water in the area. There are many homes who get impacted already on our street by heavy rains. What will the new construction do to that flow? How will the new buildings be impacted by the land as it is?

The noise will also impact me - during and after construction. Like I said, I moved to this area for a peaceful, safe, private place to live. An increase in population, increase neighbourhood noise. Being able to sit out on my patio without hearing constant car noise, everyone else's conversations and music was exactly what I was looking for. Construction vehicles rumbling, beeping, clanging and banging for the next 10 years? Nope, not what I moved here for. A dense community jammed tight into the backyards of my neighbours (almost into my own, and close enough as is), DEFINATELY not what I came here for. The privacy of others on Kingsview Drive will be seriously impacted by some of the proposed developments (community center, strip mall). I am concerned about the safety of my home, and the homes of others in the Kingsview Road community as well. We look out for one another here - I am often not worried at all about anyone breaking into my home, or my shed, or stealing things from my car or yard - or any of the children being taken (god forbid!). An increased flow of traffic, especially through Kingsview Drive, whether it is from construction crews, new residents, or visitors to the new residents /community center/strip mall will increase the possibility of these things occurring (not sure I phrased that correctly, so I hope you understand what I'm trying to convey).

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I like that the proposed village is trying to meet a community need - the need for affordable and seniors housing, but the magnitude of the project within such a confined space is alarming. I am in support of the long-term care facility as it is a much needed structure to replace the current Dykeland Lodge.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

The peacefulness, privacy, safety, and sense of community are what make the Kingsview Drive community special. From the first day I set foot in this community it felt like home. I was able to relax and enjoy my surroundings without worrying about the safety of my child or pet. The kids drove their bikes and scooters up and down the road without me having to be with them all the time, as I knew the traffic was low. If they had an accident at one end, I could hear them and come running. Often, a neighbour would be looking out for the kids too, even though they may not have kids themselves. Neighbours were quick to introduce themselves, and we basically know everyone on the street. We support each other in the ways we can, and as you can see, band together when needed. If you accidentally leave your door open or a car trunk, someone will let you know, or will just quietly close it for you to help keep things safe. We shovel each other out of snowstorms, and mow lawns for vacationers. We have rotating play centers - neighbours open up their homes, pools, playsets and trampolines to each other and are open. This is all a part of my fondest memories in this neighbourhood; watching the neighbourhood kids running from home to home; playing with their friends in a safe zone; adults chatting in the middle of a random yard or the road, chatting while helping shovel or mow, or just shooting the breeze; supporting each other through loss and celebration.

Respondent #22

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Rebecca Hatchard

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. [Agree](#)

I support the entire development plan as currently proposed. [Strongly Disagree](#)

I believe there has been adequate community engagement. [Strongly Disagree](#)

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. [Strongly Agree](#)

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

[to send comments & concerns for you to compile.](#)

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

[to send comments & concerns for you to compile.](#)

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

to send comments & concerns separately for you to compile.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

to send comments & concerns separately for you to compile.

Comments and concerns received from Rebecca Hatchard via email:

Like my grandfather & mom, I was born & grew up in Windsor... a community filled with small town values & memories I carry with me that are both heartfelt & comforting. Years later, I knew without a doubt that I wanted to raise my own daughter in the same area... to find a quiet peaceful location, surrounded by fresh air, sunshine & open spaces where she too could experience the love of the outdoors & the intricacies that nature provides. I wanted get away from the city... the crowds of noise & air pollution, where consumerism & the world of materialism infuses so many.

When the time was right we happened upon the most wonderful spot... to begin anew... to make a fresh start & a place we could call our own. When my daughter was four years old we moved to Kingsview Drive. Although extended family had all passed, it still felt like home... a home in a community where we felt safe enough to leave the house & car unlocked at all times with not a worry in the world day or night. A place to nurture my daughter's uniqueness & to create a space for her to bloom into herself thus allowing her early years of separation anxiety & shyness to fall away.

Over the past 18 years, we have taken full advantage of the area around us & spent all our time immersed in the outdoors enjoying every season. My daughter learned to skate on a little patch of pastureland adjacent to the Dill Farm. We lived close enough to venture to the nearby ski hill & savored long peaceful walks meandering through cornfields & walking paths tucked off of College Road... exploring untouched areas... abundant sanctuaries filled with biodiversity where wildlife could thrive. We love animals & this was a place where our cats could roam free & be safe from harm. A perfect location where we as neighbors raised our children... toddlers able to run up & down the street, little ones learning to ride their first bike & playing hop-sotch on the road uninterrupted by strangers or traffic.

As a Nova Scotian, I am well aware that our seniors are in dire need of new up-to-date longterm care facilities & am in favor of the proposed site for Dykeland Lodge. Our seniors deserve a beautiful & serene location in which to live their final years.... a stage my own mom is nearing & may have to soon consider. We would be thrilled if she were to relocate to the new site of Dykeland Lodge & especially

so with just a skip from my front door. If however, the additional proposal of a dense village including independent & affordable housing, a community centre & strip mall that is squashed together like those found in cities then our decision is already solidified as a definite 100% no. If Dykeland Lodge were to provide quality care that benefits it's seniors by promoting & preserving the natural landscape keeping in mind the health benefits of living in a community that maintains peace & tranquility then I welcome them with open arms.

The entire town of Windsor & external community will be greatly impacted by this development. Developers & politicians most often cater to their own & disregard those who would most benefit from valuable services like a community center & affordable housing. This location further prevents access to those who are marginalized & without transportation. Summer programs for families who live in town & rely on accessibility within walking distance... this location certainly doesn't take them into account & would only further segregate from the privileged. A strip mall that may include a pharmacy, corner store, cafe & medical center... this location away from downtown further excludes those also who rely on such services.

The fact that re-zoning had taken place with the obvious intent of not disclosing the fact... without the input or knowledge of those in our community is not only deceitful, it is disrespectful & insulting to us all. I came here because of the natural beauty. The blatancy... all for financial benefit of a select few is disheartening to say the least. To then propose that the cul-de-sac be turned into a thoroughfare in a residential area entering into a dense village is obnoxious with complete disregard for those it directly impacts.

I would also like to note, that when council members including those in planning & development positions are asked their thoughts about this new proposal & the response delivered is "I think it's a great idea" comes easily when it's not taking place in your backyard. An arrogant & dismissive statement that to me is both offensive & unwelcome.

We as humans have desecrated the land far too long and have an opportunity to promote its healing so that it can breathe. Instead of scouring every square inch of its surface with more concrete & development, perhaps we could become mindful & responsible for its preservation.

Like those in my neighborhood, I look forward to working with Dykeland Lodge and revising their proposal.

Rebecca Hatchard

Respondent #23

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kingsview Drive

Your Name*

Marnie Metke

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

How much space is planned between housing lots and parking and or leisure centre

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

My main concerns are the increase in traffic and Kingsview Drive and the increase in people to this area

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I dislike it all. There is no benefit.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

Our Community is quiet and well cared for.

Respondent #24 & 25

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Haliburton Avenue

Your Name*

Barbara and Richard Redden

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

environmental concerns

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

It satisfies the need for Senior's assisted living and long term care.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

The trails for walking and skiing adjacent to the Manning and College Road, the ponds, fox holes and other wild life that inhabit the area. There is no other area in Windsor like it.

Respondent #26

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Alexander street

Your Name*

Kensy Konings

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Disagree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I think that this will greatly impact the community surrounding this build over the next 10 years. Children and families live on these streets and in this quiet quaint close knit

neighborhood. This build will also cause more traffic on the streets where children play and bike.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

The idea of having a new living place and housing for elderly people .

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

The special connections you make and are able to make having these small neighborhoods. The ability to have safe streets and less traffic for children to play on. In my neighborhood I remember walking to our cousins house and my mom feeling safe knowing that she knew everyone around us.

Respondent #27

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Kendall Lane

Your Name*

Natalie Shearer

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Agree

I support the entire development plan as currently proposed. Strongly Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

This is a no exit street with a very narrow road which currently can't support the residential traffic . The stop at the end of college rd is always backed up. The current infrastructure isn't adequate and cannot take on more.

The noise and pollution this 10 year project would take isn't fair to the home owners and Gladys manning residents.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I feel the community is unaware of the current proposal. One night of a zoom input from community that was not widely publicized is not enough. It feels as if it is being pushed. This is not the original plan of a new Dykeland. This is now about commercial space as well.

There are other better alternate sights within walking distance to amenities and the hospital. Windsor does not have public transport . This street does not even have side walks. I'm guessing the majority of whom this project would be encompassing so not own vehicles.

Is there a limit regarding population within an area of one way in and one way out in regards to emergency services ?

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

We need more senior care beds in our community. I feel this is now more about money and not the appropriate location

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

This area of our community has nature trails, long pond the birthplace of hockey, the oldest private school in North America, fields of wildlife and one senior care facility already. The traffic is already a problem with a school , buses and the biggest employee in Windsor (KES) traveling this road. People already drive through KES to avoid the end of college rd creating safety concerns at the school.

Respondent #28

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Mountain View Drive, Falmouth

Your Name*

Kellie Fletcher

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. Disagree

I support the entire development plan as currently proposed. Disagree

I believe there has been adequate community engagement. Strongly Disagree

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. Strongly Agree

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Has the Board considered the residential impact building a facility of this magnitude will have on the quiet residential community?

Has the Board taken in to consideration the damage that will be caused by heavy machinery during the construction?

This community is full of children and elderly members... how will the construction guarantee their safety and ability to use their community safely?

Has the Board considered an ALTERNATE access point? Perhaps from the Chester Road where the impact to residential community wouldn't be disrupted?

Why is a Strip Mall included in the mock up (or maybe I mis-read that image)?

Did they consider utilizing the land that currently surrounds them?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I have family and friends who live on College Road and I am gravely concerned about their safety and privacy. Huge machinery traveling back and forth, carrying loads of construction materials, the road itself will be destroyed by the sheer weight and volume of the heavy equipment. Not to mention to unavoidable debris that will fall off the trucks potentially damaging community yards, vehicles, and taking away safe walking. There is a school that is on the road with sports fields which increases the amount of children, the tennis courts, private day cares, a farm at the end, and all of the homes are all quite close to the road. The noise levels will be unacceptable for a quiet residential area. Dykeland Lodge was an ancient building when I worked there (1999-2005) and most definitely needs to be replaced. I certainly did not expect this 'pie in the sky' model to be the replacement. Also, I wonder why the parcel of land surrounding the current facility couldn't have been expanded upon? And a strip mall? Who's idea was that?!

Truly, I think the exponential unavoidable increase in traffic and impact to safety and privacy is the biggest issue (in my opinion). If there were an alternative access point, I think the impact would be lessened greatly.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

As an RN, I can 100% appreciate the benefit of opening more LTC beds and assisted living space.

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

I did not personally live in this community but my daughter basically grew up there. Her childcare provider is in this community and my child was able to grow up safely here... from her very first day of school and getting on and off the school bus daily to walking up to Dill's farm and back, riding her bike... and as she got older, participating in outdoor sport at Kings Edgehill school fields. This community is quiet, safe, surrounded by beautiful mature trees and farm land. Not to mention Long Pond historical site. College Road will forever be part of my fondest memories because it's part of my child's upbringing. I cannot imagine destroying the quaint, quiet community with 10 YEARS of construction and heavy machinery.

Respondent #29

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Three Mile Plains Cross Road

Your Name*

Sandi Davidson

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Neutral**

I support the entire development plan as currently proposed. **Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Disagree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Turning a low traffic residential road into a busy high traffic street it is already hard enough to get out at the end of the road it will be even harder with this plan

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Respondent #30

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

Chandler Lane

Your Name*

Gary Morehouse

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Agree**

I believe there has been adequate community engagement. **Agree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Neutral**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

No questions at this time

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I would hope the 10 year time span will be a development completion Would there be units available periodically as the development expands

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

Like the Manning there will be suitable housing for seniors similar to the Manning

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

Both my wife and I had parents spent their final days at Dykeland

Respondent #31

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Rd

Your Name*

Joseph Magee

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Disagree**

I support the entire development plan as currently proposed. **Strongly Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

Why here? There is space available all around windsor. Why do you feel the need to jam this development into the middle of the homes of an already established and tight knit community. I get you have to locate SOMEWHERE, but come on!

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am concerned about the road work that would have to take place to college road to accommodate the increased traffic flow and population. Not to mention the fact I moved my family to this area because of the quiet community and quiet street. That will all be gone if this development pushes through.

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

I can't say I like any of the proposed developments. Everything presented will change the quality of life for me and my family if we continue to live in this home. I respect that Dykeland requires new facilities, but build them somewhere that won't effect peoples homes directly. There MUST be vacant space somewhere near windsor that DOESN'T require jamming a large development into a quiet family community. This isn't downtown Toronto. We aren't exactly pressed for space.

What makes **our community** so special? What are some of your **fonddest memories** of living in our community?

The peace and quiet. We enjoy living in a town without living "in" a town. Neighbors are friendly and quiet and look out for one another. Kids can walk down the street and ride their bikes without worry.

Respondent #32

Please let us know what you think about this proposed development in our community. Answer as many or as few questions as you want. You can submit this form multiple times if you think of additional things later.

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

Your Street / Neighbourhood*

College Rd

Your Name*

DAN

** Required as the municipality will not accept feedback from Anonymous sources.*

Please answer how strongly you agree or disagree with the following four statements.

Online options provided were as follows:

Strongly
Disagree

Disagree

Neutral

Agree

Strongly
Agree

I support Dykeland Lodge relocating their Long-Term Care facility to this property. **Strongly Agree**

I support the entire development plan as currently proposed. **Disagree**

I believe there has been adequate community engagement. **Strongly Disagree**

I believe that further assessment (e.g. Traffic, Community, Environmental, First Nations) is required before this development proceeds any further. **Strongly Agree**

What **questions** do you have? Could be questions regarding the village, the Municipal's development agreement process, or timeline for decision on this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

TRAFFIC ISSUES

PEDESTRIAN SAFETY

ACCESING KING STREET SAFELY

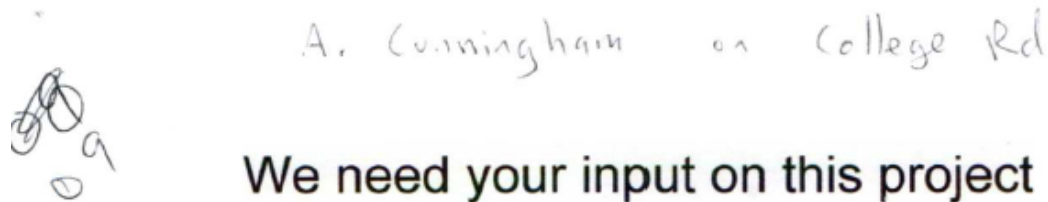
NOISE

What do you **like** about the proposed village? What **benefit** do you think it may have to our community and/or to the broader Windsor community?

What makes **our community** so special? What are some of your **fondest memories** of living in our community?

Community Feedback Responses via Paper Survey

Respondent #33



We need your input on this project

RETURN TO: Teresa's office by **THIS Friday, Jan 21**

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include **EVERYONE's** views.

What questions do you have? Could be questions regarding the village, process and timeline for approving/revising/rejecting this proposal, etc.

Has the municipality made the community aware of the size & magnitude of this project? The time line is huge 10 years. We were all made aware of the nursing home moving to the road but not affordable and senior housing units, independent living units, community centre and strip mall. Have they done a feasibility study on the effects on the agricultural area? What's the zoning on commercial property for a strip mall in an agricultural area? Water consumption and sewer lines should also be examined and discussed.

What are your concerns? How do you think this project will impact you during the 10-year construction and/or once completed?

My concerns would be centred on the road itself it's too narrow to accommodate a facility of that size & magnitude. They need to create another access road to the facility. How will this affect the existing homes and business on the road? Traffic will be a major issue for our road. I bought my home in a quiet residential area that is now going to be a commercial zone I didn't sign up for that.

What do you like about the proposed village? **What benefit** do you think it may have to our community and/or to the broader Windsor Community?

I am pleased that Dykeland is getting a revision I am not pleased that it comes at a cost to those living on College Rd.

What makes our community so special?

We are an agricultural community home to one of the oldest and longest-running fairs in the North America. Windsor is a small community home to approximately 4000 people this new proposal by Dykeland will have a major effect on such a small area. I've lived on College Rd for many years. College Rd is special because you can walk from a residential area to an agricultural area in minutes you have town amenities in a country setting. It's perfect. We have many people who enjoy walking their dogs in the area and strolling along the Gladys Manning walking trails. I enjoy the green space and county setting

What are some of your fondest memories of living in our community?

I grew up in Windsor it's a great family community. I enjoyed walking to school and to the corner store with my friends. A small town with a pool, soccer field and tennis court accessible to all and we knew all our neighbours. I liked driving my bike on the road not having to worry about bike lanes. I loved walking to the movie theatre on a Saturday afternoon with my sister.

Respondent #34

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Does this amount of land adequately accommodate the five levels of care as proposed?

Shouldn't 80 units of affordable and seniors housing (almost same size as the Manning) be built off by itself?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

What assurances that upgrades will be made between Manning Dr. and King Street highway, with traffic lights and intersection, and sidewalk?

Would these upgrades be done prior to or after construction of facility?
Ten years is a long time to wait for these improvements....
This road should be made "safer" before construction begins.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Provides a higher degree of accommodation for residents and a more structured environment for staff. It will bring in more people and jobs to grow the community and local economy.

What makes our **community** so special?

The diversification of recreational activities supported by government and volunteers. Not far from Halifax and New Minas and airport. A movement to attract developers to the Town and to bring back ex-patriots to their roots.

What are some of your **fondest memories** of living in our community?

Private school and music program (Edgehill).
Playing tennis at Gordon Hughes Tennis Club.
Participating at Windsor United Church.
Summer camps at Mockinger Lake
Y-H at the Hants County Exhibition, showing my oxen in the "pull".

Respondent #35

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Hoping the view for residents of Gladys Manning will not be obstructed by this new project. Will this project affect living costs at the Gladys Manning.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Concerned over traffic while under construction.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

The proposed village is very beneficial to the Windsor area as there is a shortage of living facilities for the aging population. In addition, the project will generate employment opportunities + additional revenue for the area.

What makes our community so special?

1. It's quiet
2. Little traffic
3. Country setting, even though Gladys Manning is in town limits.

What are some of your fondest memories of living in our community?

1. Convenient
2. Staff + residents are friendly and helpful.
3. Nice, clean + quiet.
4. Love the entertainment.

Respondent #36

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Would it be safe for, potentially, triple the number of residents on a "dead end" street? Could a road be built between College & Chester Rd? Is it even possible to house that many people in the various types of accommodations in that small space?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

*A lot of noise & confusion on our quiet street.
Too much going on in a small space. Maybe lead across the street could be added to the space or more in back.
Could another road join ours and Chester Rd?*

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

*I like the idea of providing all the housing, care and amenities of the proposal. All are most likely needed in the broader Windsor Area. In the case that Gladys Manning Complex does not include a "nursing" component, if & when I may need it, I would appreciate such a short move to Dykeland.
To have a cafe, corner store, medical centre pharmacy so ~~close~~ ^{close} would be wonderful!*

What makes our **community** so special?

Quiet beauty peaceful - On the edge of town, avoiding business and traffic noise & activity

What are some of your **fondest memories** of living in our community?

Sitting on my deck, lounge & gazebo enjoying a visit with family/friends and watching the beautiful country - rides & changing seasons

Respondent #37

P08
TNI

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

my main concern is the traffic. Our roads are a mess now.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

just hope we still have the great country living that we have now. I think it could change. I hope Not.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

I think we need more housing for our seniors + affordable living.

What makes our community so special?

the View + the People who work &
live here. We can see everything from
here. Love the Deer that come up there.
I like to look at the lake. Just you all
know what happened to that. Just
love it here.

What are some of your fondest memories of living in our community?

the beautiful dining Room & surrounding
area. The food is delicious.

Respondent #38

1002

We need your input on this project

SWH

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

#1 The access to this new development is not sufficient to handle any more traffic on the terrible condition of highway leading to part of Wallace Rd.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

The proposed ^{Dykeland} village is needed!

What makes our **community** so special?

What are some of your **fonddest memories** of living in our community?

Respondent #39

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What infrastructure are they planning to handle the extra traffic?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

There will be noise & dust etc. during the process.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Good for local economy. Help for senior housing.

What makes our community so special?

We have a nice rural setting five minutes from downtown Windsor.

What are some of your fondest memories of living in our community?

The rent is reasonable and the staff is great. We enjoy the friendships.

Respondent #40

We need your input on this project

RETURN TO: Theresa's office by **THIS Friday, Jan 21**

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include **EVERYONE's** views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Too much traffic for such a narrow road
(very light pencil - did not scan well)

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

What makes our **community** so special?

What are some of your **fondest memories** of living in our community?

Respondent #41

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What about the road?

Hazardous now to get on the highway.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Noise?

loss of privacy.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

We do need senior housing.

We need for shop mall.

What makes our community so special?

Comradery.

What are some of your fondest memories of living in our community?

Games, concerts, church service

Respondent #42

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

This project is devastating to our complex. The street is too narrow now for safe driving. We do not need extra traffic. Also, our street is in deplorable condition and needs repairing badly. How can that happen if this 10 year project takes place? The whole idea is from non-thinking people.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

It seems a very nice idea, just not here. We desperately need more nursing home beds and senior housing.

What makes our **community** so special?

The uniqueness of the area, namely the Dill farm and Kings Edgehill, as well as the Gladys Manning complex.

What are some of your **fondest memories** of living in our community?

I have only been here a few years. It is perfect for me and very pretty, especially in the Fall.

Respondent #43

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Seems like a lot of "Real Estate" on
a small piece of land.
What about the road?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

One thing will have to be done to
road to accomodate construction.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Too much planned for small space

What makes our **community** so special?

Smile, friendly

What are some of your **fondest memories** of living in our community?

7

2

Respondent #44

DOC 4
JN13

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

1. Traffic Traffic Traffic
2. Terrible road now & has been for many years. (17)

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Nothing about where it's going to be unless something done about College Rd. (exit) new.

What makes our **community** so special?

What are some of your **fonddest memories** of living in our community?

Respondent #45

TD05
SN12

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

*Will it take 10 years?? I'll never live that long!
I've been living at the manning for 10 years. Each year I'd call
the Town to find out when College Rd. would be repaired. Each
year they assured me it would be done the next year. It
never was done so after 4 or 5 years I stopped calling.
I gave up my car.*

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed? *My concern is traffic.*

*College Rd. is not wide enough to handle more traffic - I feel.
More people will be coming, going to visit relatives - friends who
live in the Dykeland Lodge village. When R.E.S. is playing sports
the road is congested with parents cars, the other teams cars parked
on the Right hand side of the road coming in, also during Pumpkin
Festival days, Halloween in fall when the Farm is selling pumpkins,
apples, etc. Brings a lot of traffic. Imagine ambulance & fire trucks in an
emergency - It's a dead end road.*

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

*The proposed Village sounds great, badly needed - but
not jammed in here on College Rd., perhaps across the
field on opposite side coming out on Chester Road.
Surely there's a piece of property in the area that's
more accessible and spacious enough to be safer.*

What makes our **community** so special?

It's quiet, peaceful, beautiful pastoral views.
Enough wild life to make it interesting as deer, and
foxes, wild geese, birds, eagles, etc

It's close to the town of Winchester, hospital, library,
Pharmacy, Grocery stores, Shops - but we could have
more of those

What are some of your **fondest memories** of living in our community?

Walking the College Road to its pit falls - I wish ^{behind the} ~~it~~ ^{morning}
it could be fixed - Wonderful walking trail which
I really enjoyed until the ticks got too plentiful
so I walk on College Road

Respondent #46

1206
5/11

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

The residents of Gladys Manning now live in a relatively quiet & peaceful area. It would be too bad if that changed.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

The marketing to work on the project will have to get to the area - I am concerned that we will lose our quiet & peaceful area - especially if they use our drive ways (front + back) to get to the area

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

The Proposed Village looks very large + it includes a shopping area & community hall. Is there really any need for this? You will be causing a lot of activity in our small quiet community

What makes our community so special?

I am not from this area but I grew up
& lived in other small towns and I grew to
love Windsor. I have a beautiful view
which I enjoy.

What are some of your fondest memories of living in our community?

peaceful, quiet, friendly

If a complex this large is built I will
appet this

Respondent #47

TDO
5/10

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Collage Rd. What are they going to do about Traffic on this road all the time - Road is terrible and as of now we have no other exit. The Increase of Traffic on this road will be intolerable.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

This may sound silly but we chase this place for the view the quietness and wild life. Also there is always something going on here as you sit and watch - The farmers working cattle out and change of seasons it is so calming and a reason to get up and see.

What do you like about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

What the new day will bring to each of us something to have in common with each other talking about weather, wildlife etc. Please do not destroy it all for us.

What makes our community so special?

See above

The staff here are excellent they are patient and go that extra mile for us and we can count on each and everyone of them. I am very thankful to them all

What are some of your fondest memories of living in our community?

Friendship - and that we all look out for each other and if there was something to happen to one of us - We all help each other to get through the hard times.

It is like here, we know everyone and enjoy the companionship here

Respondent #48

SNM

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

Given that College Rd. has been in the planning for repaving going back 4 or more years, how could this be feasible whilst the development is in process? Also would this include the widening at the same time?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Given that this development will conservatively last for 10 years, how could it not disrupt our coming & going if for nothing else? This puts me in mind of the New Rink proposal of a couple yrs ago. A logistic mess!

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

- I find it hard to believe that another strip mall, however large it is will draw folks in off of King St. Also, the amount of traffic will offset any wishful benefits.
- One non benefit will be a rise in Taxes here & where is continual money going to come from over 10 years & more?

What makes our **community** so special?

We feel what makes it so special is the tranquility as once you turn off Kings St. you do in fact feel like you've entered an exclusive community & all of that will be at bare least in danger of collapse once this commences!

What are some of your **fondest memories** of living in our community?

"The Quiet, the lack of heavy & continual traffic noise! It's like an oasis here & we feel in love with it immediately!"
I love seeing the wildlife & cattle grazing!

Respondent #49

5/20/13

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

IS THERE NO LAND IN THE AREA
AWAY FROM LIVING RESIDENTS TO
BUILD THIS MUCH NEEDED COMPLEX?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I FEEL SORRY FOR OUR RESIDENTS THAT
WILL HAVE ALL THE ACTIVITY FOR 10 YEARS

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

THE VILLAGE WOULD BE GREAT OUT IN THE
COUNTY BY ITSELF.

IT WOULD GIVE EMPLOYMENT TO MANY

What makes our community so special?

THE LOCATION, SMALL TOWN FRIENDLY

What are some of your fondest memories of living in our community?

THE SCENERY & WILDLIFE (BIRDS & DEER ETC.)

ENTERTAINERS

Respondent #50

True

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

How will this effect traffic on the street?

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I think it will cause a lot of noise pollution also traffic problems.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Personally I think it will be of no benefit.

What makes our community so special?

It's so quiet and the scenery
is beautiful.

What are some of your fondest memories of living in our community?

I haven't been here very long but
the residents are friendly and the
staff are wonderful.

Respondent #51

5207X

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

College Road is in bad shape now and has had no upgrade for years, what will all this traffic do to this narrow road? We only have one way out of here and with all this construction where will traffic go?

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

Something like this is needed in Windsor Senior apartments.

What makes our community so special?

It has been home for many, many years.

What are some of your fondest memories of living in our community?

Going to the old Academy, skating in the old rink and all the shops downtown, it was a great little town to grow up in.

Respondent #52

5/20/28

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

While I agree we need more openings available in long term care homes I feel this project including a community center will completely change College Rd. with increased traffic. Ten years of construction is a long time for neighbors to endure. A community center and a strip mall should not be built in this rural area.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

- Heavy equipment causing more potholes and road damage.
- noise.
- excessive dust
- road traffic and tie-ups.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

- Medical clinic is needed
- housing for disabled persons is needed.
- affordable housing will be beneficial to the community.

What makes our community so special?

It is quiet and tranquil, also has beautiful views
looking over the fields and meadows.
Plenty of wildlife and not much traffic.

What are some of your fondest memories of living in our community?

It was always a quiet road without much traffic,
great for taking a stroll or also children riding
their bikes. Close to downtown but had the
peacefulness of the country.

Respondent #53

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

*Would a Road be built connecting to the Chester Rd?
Would Dykeland be the first facility built?*

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

College Road itself is the biggest concern. Would the Road issues be resolved before construction?

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

*Great idea we definitely need more housing and
Dykeland needs to be replaced with an up to date
facility.
Great to see growth in Windsor*

What makes our community so special?

- Central Location to City and Valley.
- Basic needs are nearby ex shopping, healthcare, arena.
- Outdoor Activities
- Restaurants.

What are some of your fondest memories of living in our community?

Walking trails behind Manning

Respondent #54

JN03

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

I feel its a great idea to have a such a development to happen.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

I am concern that the road will need repairs done and the road isn't wide enough as it is.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

There will be more jobs etc going to be in a good location.

What makes our **community** so special?

Very friendly and willing to help others.

What are some of your **fondest memories** of living in our community?

Always willing to help out when needed it, very friendly

Respondent #55

JNO2

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

increase in Traffic on a wave out Road
Getting out of College Rd. To the #1 Highway,
Taken away Farmland which is needed these Days

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

Noise in the Construction
Loss of Wildlife Deer - Foxes
There is only 1 lane when Soccer Games are on
Its Bad enough now

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

I don't like it
There will be no Benefit to me or the community

What makes our **community** so special?

Quiet to Peaceful

Being in a country style living

What are some of your **fonddest memories** of living in our community?

Watching Wildlife

Watching Farmers cut Hay and The Gardens

Respondent #56

7/NO1

We need your input on this project

RETURN TO: Theresa's office by THIS Friday, Jan 21

We would love to hear from you. We are preparing a comprehensive community report (in the absence of any real community engagement by Dykeland and the Municipality) and want to hear and include EVERYONE's views.

What **questions** do you have? Could be questions regarding the village, process, and timeline for approving/revising/rejecting this proposal, etc.

"Village" I can see no purpose in our community, this needs a second look and all in this area need to have more input before this project gets under way.

What are your **concerns**? How do you think this project will **impact you** during the 10-year construction and/or once completed?

My concern is that access to this project is not capable to handle this amount of traffic.

What do you **like** about the proposed village? What benefit do you think it may have to our community and/or to the broader Windsor community?

I can see no benefit to our community. We already have four drug stores in Windsor & countless cafe's.

What makes our **community** so special?

We enjoy the peaceful life where
we can relax and have great
neighbours.

What are some of your **fondest memories** of living in our community?



Attachment E Dykeland Lodge FAQ

INFORMATION SHEET
DYKELAND LODGE REPLACEMENT FACILITY

Clarification requested on the location of the property and the distance from Lake Pisaquid.



Concerns regarding construction noise, heavy equipment, etc. over a 10-year construction deadline.

Standard hours of work for the construction industry are 7:00 am to 5:00 pm, this is when there will be noise from construction activities.

By-law Number 6716 A By-law Respecting the Emission of Sounds will be followed by the Build Team; there will be no operation of any equipment in connection with construction between the hours of 8:00 pm and 6:00 am.

What are the hours of construction?

7:00 am to 5:00 pm typically

1. The community is full of children and elderly members, how will construction guarantee their safety and ability to use their community safely?
2. Safety of children and surrounding residents to be included with the previous safety question

Safety will always be the number one priority. It will be paramount to the team that we prioritize public safety to ensure that it won't put any of the public in danger at any time throughout the project. All safety regulations put in place will be followed to mitigate all risks and hazards to the public.



Will it take 10 years?
<i>Our hope with the support of the Community and the Province is to complete the new Long Term Care Facility within five years; the additional housing components will be complete within the ten years. Please note these timeframes include periods of non-construction activities to allow the design of the facilities.</i>
Noise pollution and disruption of “Utopia” with late night noise
<i>A respectful construction management schedule and community notification would be maintained. Standard hours of work for the construction industry are 7:00 am to 5:00 pm, this is when there will be noise from construction activities. By-law Number 6716 A By-law Respecting the Emission of Sounds will be followed by the Build Team; there will be no operation of any equipment in connection with construction between the hours of 8:00 pm and 6:00 am.</i>
1. Construction disruption/debris 2. What dust control measures should be required?
<i>The construction industry is regulated by several standards and regulations, one of these being Safety. The Build Team MUST follow all safety regulations regarding construction activities, one of these being effective management of construction debris. As the new building is a Long-Term Care Facility there are additional requirements that the Build Team MUST meet Infection Control Standards as outlined in CSA Standard CAN/CSA-Z317.13-17 Infection control during construction, renovation, and maintenance of health care facilities</i>
1. Potential Pollution of the land and surrounding areas 2. With traffic being directed to College Road, there is concern around the potential effects on wildlife (fox), and lack of transparency from the developer. 3. Review of water system and potential area flooding 4. Environmental and Ecosystem damage 5. What possible impacts to the safety of the food grown next to a potential 10-year construction site with hazardous materials/materials not safe for consumption? 6. What are the possible impacts to the Dykeland below College Road? 7. Has there been any investigation on the possible impacts the construction could have on the neighboring Dill Farm farmland? For example: the prevailing winds often blow from the subject property over the Dill farmland.
<i>All provincial, federal policies/Acts will be upheld to ensure the safety of the community and environment. The Nova Scotia Department of Public Works requires the supervisory staff of all its construction contractors to attend an erosion and sediment control course to ensure the protection of the construction site and adjacent properties; in addition to this requirement the NS Department of Seniors and Long-Term Care, the department which oversees the design and construction of a new Long Term Care Facility, mandates that the Owner’s Project Manager also has this course. The Design Team will also include Landscape Architects and Civil Engineers who are trained to design the property following all environmental policies, acts and standards. The environmental protection plan will be a compilation of all Provincial, and Federal Policies/Acts, some listed below, to mitigate disturbance to land use, wildlife, and habitat. Safety of the community and environment is priority, all Environmental issues will be identified thoroughly and resolved expeditiously, using Federal and Provincial environmental policy extensively into all decision-making processes, as well as all other associated activities. Potential impacts to all aspects of the environment will be taken into consideration, and evaluated before any activities would take place The project will constantly monitor and evaluate environmental benefits/consequences of our activities, an implement our strategies to remove or minimize potential environmental impacts.</i> • Nova Scotia Environment Act • Canadian Environmental Assessment Act • Canadian Environmental Protection Act



• Nova Scotia Endangered Species Act • Clean Air Act • Water Act • Fisheries Act • Species at Risk Act (SARA) • Navigable Waters Protection Act (NWP) • Canada Wildlife Act • Migratory Birds Convention Act
1. With the plans to upgrade College Road in 2022-23, there are concerns that heavy truck traffic may destroy the road. 2. Increased street traffic, Current Road Conditions, Dead end street 3. Will alternate access for construction vehicles be created to avoid College Road
The Nova Scotia Department of Public Works determines road weight designations on the public roads; these weight designations must be followed by all users of the road. For example, Wentworth Road has a weight designation of 49,500 kg. There are also additional restrictions placed on the roadways when the roads are more vulnerable (spring thaw – this year starting February 27th) Street infrastructure changes to begin summer 2022 and will address those concerns. These plans to have the road upgraded have been in existence for more than 5 years. Municipality of West Hants can provide additional information. There is no alternate access available
1. Will a traffic study be completed to determine the best alternative entrance/exit? 2. Access to the highways is a great concern. 3. Concern around increased traffic through Kings Edgehill School property. Is there alternative? 4. Could a road be built between College Rd. and Chester Rd.?
All the above questions would need to be raised and addressed by the West Hants Regional Municipality
Why does the development feel the need to connect Kingsview Drive to its community?
The connection to Kingsview Drive is an emergency roadway only to be used by Dykeland and Kingsview residents.
Will Kingsview Drive be used as an entrance?
No, Kingsview will not be used as a public entrance.
Protected environmental lands/endangered species
Legal research into this query has uncovered that there is no known protection in place.
First Nations Ancestral Land protection
We were concerned that this property may be ancestral lands as well; therefore, we are in the process of reaching out to the First Nations Community.
Concern regarding the size of the project increasing, was only supposed to be a nursing home not the size and scale of development as shown in the proposal
When this was officially announced on February 1, 2021, the development scope was the same
Residents are okay with the long-term care facility, but have concerns about the commercial and community center, the amount of hard surfaces and stormwater management. Residents have had to invest in stormwater management on their own due to runoff from the field.
The development plan shows possibilities for future buildings on the lot. A needs assessment will be made within the community prior to proceeding with any additional structures, the intent is for one of these buildings is to be a healthcare provider, i.e. singular doctor's office, foot clinic, etc, With reference to the community center, if the need is required this structure is 10 years in the future. Please see previous questions for response in relation to the storm water management.



Why can't the existing Dykelands property be converted into low cost housing when it's vacated? It's a good sized building with plenty of parking.
<i>The future use of the existing Dykeland Lodge has not been determined.</i>
1. Development too large for the 25 acres 2. How much space is planned between housing lots and parking and or leisure center? 3. Does this amount of land adequately accommodate the five levels of care as proposed? 4. Further information from Dykeland Lodge regarding the phases and timelines for this development is required.
<i>1. The proposed development is preliminary. This will be solidified before all buildings are designed in full and built.</i> <i>2. Yet to be determined, Project is only in conceptual stage</i> <i>3. This will be confirmed through the design process.</i> <i>4. This will be provided later as the project is only in the conceptual stages</i>
Would it be safe for potentially triple the number of residents on a "dead end street"?
<i>The project will not be able to proceed if all safety measures are not met. The Office of the Fire Marshal, the local Fire Chief, and other authorities having jurisdiction are all part of the review process.</i>
Why a Strip Mall?
<i>There never was a strip mall included in the preliminary plans, nor a desire to put a strip mall in the plans</i>
Explanation on the difference between long term care, assisted living, disability, independent living, and seniors affordable housing. Concerned the affordable housing may be rented out to families.
Long-Term Care: Long-term care facilities licensed and funded by the Department of Health and Wellness provide services for people who need ongoing care; either on a long-term basis (permanent placement) or short-term (respite care).
Assisted Living: Like a retirement home, these settings are targeted at the independent senior who do not require substantial care but may need services such as meals, housekeeping, and recreation programs and facilities.
Disability (Small Option Homes): Small Option Homes provide support for three to four persons with disabilities in community homes. The residents are supported by qualified staff through a combination of live-in and shift models.
Independent Living: Independent Living Nova Scotia (ILNS) supports Nova Scotians with disabilities through programs and services that promote Independent Living (IL), enabling individuals to live the way they want, stay in control of decisions that affect them, break through barriers that are in the way and develop their skills.
Seniors Affordable Housing: Senior's housing is an affordable option for low-income Nova Scotians over the age of 58. The units are like any regular apartment and can be rented through Regional Housing Authorities across the province. Units are private and include the basics like a fridge and stove, heat, and hot water.
How is the development going to be financed?
<i>The province is funding the Long-term Care facility through the current long term care replacement facility program.</i>
Who is the developer?
<i>Dykeland Lodge (Hants County Home for Seniors) a not-for-profit Long-term Care Provider.</i>



There is a small electric powerline running to the rear of the houses on Kingsview Drive, directly across the middle of the site. It comes from an unknown source on the far side of Windsor Back Road, behind properties on Dill Road, crosses the Dykeland, once through the subject site appears to continue across the Avon River to an unknown destination. Has the purpose of this powerline, ownership, been determined? Have arrangements to relocate been made?
Yes, Yes
Are upgrades required to local sewer upgrades? Who will pay for the upgrades? A study will be performed through the design process to determine if the existing sanitary system can handle the outflow from the long-term care facility. In addition, the Municipality will be reviewing documents throughout the permitting process.
Why no Community Engagement and why has this ‘just been sprung on us’? Why did Council proceed so secretly? The land has been zoned and intended for residential and housing use for more than 10 years, College Road upgrade has been slated for upgrade for more than 5 years. The formal sale of the land for \$1 was announced with a full preliminary sketch in February 2021. Coverage has been handled through multiple Media Public Service Announcements, Dykeland Lodge Website, Facebook, and public hearing. This isn’t new.
Decline in Property Valuations We believe that the addition of a Long-Term Care Facility would be a positive impact on the community
The beautiful view will change Working to create a development that matches the current rural look of the land has always been our plan. This may include gardens, fences, etc. Care will be taken to minimize impact to views of neighboring properties.
Will they have access to any of the trails or community buildings? Yes, if we are funded to build them and there is a community need.
Request for the following to take place in an open, transparent, respectful, and collaborative manor: - Traffic impact assessment, infrastructure plan, and timeline - Environmental impact assessment - Runoff water assessment plan - Detailed proposed development - Community consultation – collaborative sessions with both Dykeland Lodge and the Municipality
It shall be the policy of Council to require adequate recreational space for multiple unit residential development. We would like more details about this: • Is this just indoor space? • What recreational opportunities will the community center provide? • What about outdoor recreational space?
This will be provided later as the project is only in the conceptual stages
There is adequate on-site recreational open space suitable in extent and design to the nature of the development; of conversion of existing buildings, nearby public parks may be deemed sufficient. • Is open space mean to be outdoors? • How are the proposed renderings adequate? • The green space does not look nearly adequate for the number of units that are proposed.
Project is only in conceptual stage
Will this project affect living costs at the Gladys Manning? NO



Will these questions and answers be sent out to all panelists to review?
<i>Yes, the questions and answers will be distributed to all panelists.</i>
Will the design shown consider open air balconies for the residents to use, or a sunroom for their enjoyment and health?
<i>Yes. In multi-storey facilities, access to outdoor space must be provided from each household. Such space may take the form of balconies and/or rooftop patio spaces and should provide opportunities for connections with the outdoor environment.</i>
Access to outside is not an option for many disabled seniors unless it is easily accessed from their floor. Access should not just mean access for those who have family to take them out.
<i>Careful consideration must be given to access, supervision, safety and maintenance of such spaces including access for residents using wheelchairs/walkers etc.</i>
Will that full length from King Street all have a sidewalk?
<i>Todd Richard – West Hants Reginal Municipality, addressed this.</i>
Will this be a concrete sidewalk or the less desirable asphalt surface?
<i>Todd Richard – West Hants Reginal Municipality, addressed this.</i>
What about expropriation of properties?
<i>Todd Richard – West Hants Reginal Municipality, addressed this.</i>
What about loss of farmland?
<i>There will be no loss of farmland.</i>
Is this really going to be an affordable housing complex (30% of income)?
<i>That is the plan based on community needs.</i>
Will the new build consider advances in technology for those who have always been used to using it? (in each room)
<i>Advances in technology will be taken into consideration during the design phases.</i>
Is there the opportunity for other interested parties for express interest in some other developments? Very nice to hear of your efforts to follow a more natural progression in housing and care.
<i>Yes, there is an opportunity.</i>

All questions to be e-mailed to admin@greycardinal.ca



March 16, 2022

West Hants Regional Municipality
Mayor Abraham Zebian
Councillors of West Hants

Re: Considerations regarding municipal approval for development at College Road, Windsor – PID 45336203

Dear Mayor Zebian and Councillors of the Municipality of West Hants:

It has come to my attention there has been an agreement regarding a multi-phase development over a 10-year timeline by Dykeland Lodge, which has resulted in a rezoning for this to happen. This development proposal is under municipal authority and as such, municipalities are not bound by a duty to Consult with First Nations as they are not representatives of the Crown.

However, we would like to point out that this area has been historically linked to food gathering, plant gathering, important animal species, and significant potential for Mi'kmaw archaeological heritage resources.

Glooscap First Nation has reached out to the Archeological Resource Department at KMKNO (Mi'kmaw Rights Initiative) regarding this project and offer the following recommendation: **KMKNO's ARD recommends that an archaeological impact assessment that includes a program of subsurface testing be carried out in advance of any disturbance on PID 45336203. Archaeological testing must be adequate to a) provide evidence of the geomorphologic development history of the parcel proposed for development and, b) provide evidence of presence or absence of Mi'kmaw archaeological heritage resources across the whole of the land parcel.**

I ask that moving forward in this project that you work with Glooscap First Nation and KMKNO to conduct the ARIA to ensure that all archaeological resources are protected and that we work together in this endeavour.

I appreciate your consideration in regards to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sidney Peters', is written over a horizontal line. The signature is fluid and cursive.

Chief Sidney Peters
Glooscap First Nation



Committee of the Whole Excerpts
April 12, 2022

Dog Tags and Fees By-Law

This is the development of a new Regional By-Law. There is a requirement for a lifetime registration for all dogs. There will be no annual registration for individual dogs and the costs associated with registering a dog would be \$15.00 for all dogs.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL APPROVE THE DOG BY-LAW FOR THE REGION OF WEST HANTS ATTACHED AS APPENDIX B TO THE REPORT ENTITLED DOG TAGS AND FEES (3RD REPORT) DATED FEBRUARY 10, 2022.

The recommended motion was that Committee of the Whole recommend that ...

COUNCIL REPLACE ALL FEES RELATED TO DOG TAGS WITHIN THE FEES POLICY WITH THE FEE SCHEDULE SHOWN IN APPENDIX C OF THE REPORT ENTITLED DOG TAGS AND FEES (3RD REPORT) DATED FEBRUARY 10, 2022, WITH THE CHANGE IN FEES BEING EFFECTIVE ON THE DATE THE REGIONAL BY-LAW IS EFFECTIVE.



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor and Council

Submitted by: Madelyn LeMay, Director, Planning and Development

Date: April 12, 2022

Subject: Dog Tags and Fees (4th Report)

1.0 LEGISLATIVE AUTHORITY

s 175 MGA

2.0 HISTORY

Discussion and recommendations based on earlier reports were made at PAC/HAC meetings held on July 8, 2021, January 13, 2022 and February 10, 2022.

3.0 RECOMMENDATIONS

... that Committee of the Whole recommends that Council approve the Dog By-law for the Region of West Hants attached as Appendix B to the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022.

...that Committee of the Whole recommends that Council replace all fees related to dog tags within the Fees policy with the fee schedule shown in Appendix C of the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022, with the change in fees being effective on the date the Regional By-law is effective.

4.0 BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social X	Economic ☐	Councillor Activity ☐
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At the July 8, 2021, January 2, 2022 and February 10, 2022 PAC/HAC meetings there was considerable discussion about the cost and reasons for dog tags.

5.0 DISCUSSION

5.1 Proposed Changes

The changes which are to be incorporated in the Regional Fees Policy and the draft Regional Dog By-law include:

- requirement for a lifetime registration for all dogs;
- no annual registration for individual dogs;
- reduction in registration costs to \$15.00 and the cost to be the same for all types of dogs;
- any owner purchasing a lifetime tag between January 1, 2022 and the effective date of the Regional By-law be refunded a flat \$50.

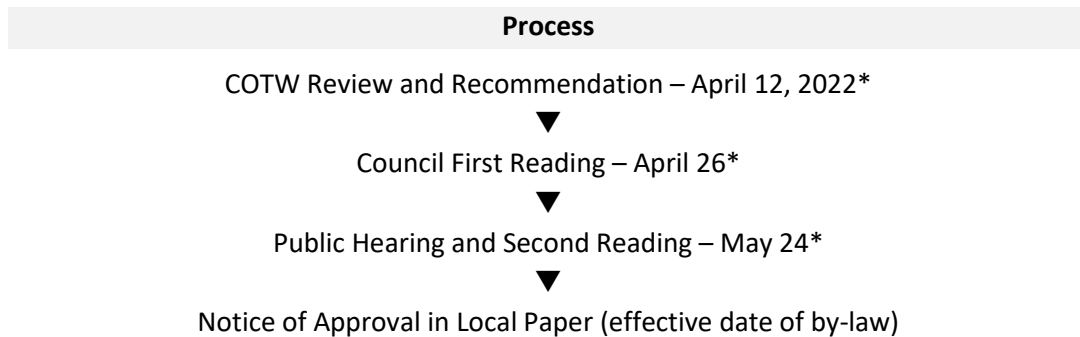
6.0 NEXT STEPS

The usual process for each of the policy and by-law is required, as follow:

Fees Policy: MGA s. 48

Recommendation from COTW to Council; consideration and decision by Council

Dog By-law: MGA s. 168 & 169



*anticipated dates; final dates set by Council

7.0 FINANCIAL IMPLICATIONS

Any of the recommended changes will have minimal financial impact on WHRM. No lifetime tags have been sold so far in 2022.

8.0 ALTERNATIVES

COTW may determine it does not wish to make recommendations regarding fees related to dogs.

APPENDICIES

Appendix A 2022-02-10 Dog Tags and Fees Report

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by:  _____
Mark Phillips, Chief Administrative Officer



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Planning and Heritage Advisory Committee

Submitted by: Madelyn LeMay, Director, Planning and Development

Date: February 10 2022

Subject: Dog Tags and Fees (3rd Report)

1.0 LEGISLATIVE AUTHORITY

s 175 MGA

2.0 HISTORY

Discussion and recommendations based on earlier reports were made at PAC/HAC meetings held July 8, 2021 and January 13, 2022.

3.0 RECOMMENDATIONS

Should PAC/HAC wish to recommend a Dog By-law for the Region and changes related to dog tags in the Regional Fees Policy, the following motions would be in order:

...that PAC/HAC recommends that COTW recommend that Council approve the Dog By-law for the Region of West Hants attached as Appendix B to the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022.

... that PAC/HAC recommends that Committee of the Whole recommend that Council replace all fees related to dog tags within the Fees policy with the fee schedule shown in Appendix C of the report entitled Dog Tags and Fees (3rd Report) dated February 10, 2022.

4.0 BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social X	Economic ☐	Councillor Activity ☐
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At the July 8, 2021 and January 2, 2022 PAC/HAC meeting there was considerable discussion about the cost and reasons for dog tags.

The draft Regional Dog By-law and amendments to the Regional Fees Policy have been drafted in response to these discussions. A comparison of the present Windsor Dog By-law, West Hants Municipality By-law and the proposed draft Regional By-law appears in Appendix A.

5.0 DISCUSSION

5.1 Proposed Changes

The changes to be incorporated in the Regional Fees Policy and the draft Regional Dog By-law include:

- requirement for a lifetime registration for all dogs;
- no annual registration for individual dogs
- reduction in registration costs to \$15.00 and the cost to be the same for all types of dogs;
- where they are available, lifetime tags are now \$75 for an individual dog; By-law and Planning staff recommend that all memberships purchased from January 1, 2022 until the time the Regional By-law is in force be refunded a flat \$50 at the owners request. Between January 1, 2022 and the date of writing, no lifetime tags had been issued.

5.2 Fee Structure

The present fee structure within the Fees Policy is:

WH D-003 Dog By-law (effective April 1, 2018)	Section 2 (d) Annual Registration Fee	\$15.00 Spayed or Neutered \$30.00 Non-Spayed or Neutered
	Section 3 (a) (iii) Lifetime Registration Fee	\$75.00
	Section 4 (b) Annual Kennel Registration fee	\$45.00
	Section 2 (h) Replacement Tag Fee	\$7.50
	Section 9 (b) Fees associated with impoundment, board, food, care and veterinary	Actual costs incurred
	Community of Windsor	\$10 for dogs that are spayed or neutered \$14 for dogs that are not spayed or neutered

The proposed fee structure (Appendix A) is:

Regional Dog By-law (not yet enacted)	Section 5.1 Registration Fee	\$15.00 all dogs
	Section 5.2 Annual Kennel Registration fee	\$45.00
	Section 3.5 Replacement Tag	\$7.50
	Section 9.2 Fees associated with impoundment, board, food, care and veterinary costs	Actual costs incurred

6.0 NEXT STEPS

Once a recommendation is made to Committee of the Whole, the usual process would be followed for both the policy and by-law, as follow:

Fees Policy: MGA s. 48

PAC/HAC recommendation to COTW; consideration by Council; decision by Council

Dog By-law: MGA s. 168 & 169

PAC/HAC recommendation to COTW; First Reading: 2 notices; public hearing; decision by Council; notice of adoption (effective date of by-law)

7.0 FINANCIAL IMPLICATIONS

Any of the recommended changes will have minimal financial impact on WHRM.

8.0 ALTERNATIVES

PAC/HAC may determine it does not wish to make recommendations regarding fees related to dogs.

APPENDICIES

Appendix A Comparison of Existing Dog By-laws and Draft Dog By-law for WHRM

Appendix B Draft Dog By-law for WHRM

Appendix C Proposed Fee Schedule

Material Contributed by: Ryan Parker and Shawn Levy, By-law Enforcement and
Sara Poirier and Alex Dunphy, Planners

Report Reviewed by: _____
Carlee Rochon, Director, Finance

Appendix A
Comparison of Existing Dog By-laws and proposed Regional By-law

WEST HANTS	WINDSOR	PROPOSED REGION BY-LAW
WHEREAS Section 172 (1) of the Nova Scotia <i>Municipal Government Act</i> (MGA) provides Municipalities with the power to make by-laws, for Municipal purposes, respecting the health, well-being, safety and protection of persons; the safety and protection of property; the regulation of businesses and respecting nuisances, activities and things that, in the opinion of Council, may be or may cause nuisances, including noise; and	Section 172 (1) (a), (b), and (d) of the Nova Scotia Municipal Government Act (MGA) provides municipalities with the power to make bylaws, for municipal purposes, respecting the health, well-being, safety and protection of persons; the safety and protection of property; and respecting nuisances, activities and things that, in the opinion of council, may be or may cause nuisances, including noise.	
WHEREAS Section 174 (f) of the MGA provides Municipalities with the power to make by-laws respecting wild and domestic animals and activities in relation to them; and	Section 174 (f) of the MGA provides municipalities with the power to make bylaws respecting wild and domestic animals and activities in relation to them.	
WHEREAS Section 175 of the MGA provides Municipalities with the power to make by-laws specifically pertaining to dogs; and	Section 175 of the MGA provides municipalities with the power to make bylaws specifically pertaining to Dogs.	
WHEREAS Section 176 of MGA provides Peace Officers with the power to make application for a warrant to search and seize a dangerous dog; and		
		1. TITLE
WHEREAS the Municipality of West Hants does not subscribe to nor endorse Breed Specific Legislation in relation to its Dog By-law;		
		This By-law is made pursuant to the Municipal Government

		Act, Chapter 18 of the Acts of 1998 as amended from time to time.
-	The Town of Windsor’s Dog Bylaw works in conjunction with the <i>Nova Scotia SPCA’s Standards of Care</i> as are in effect from time to time.	This By-law shall be administered in accordance with the Municipal Government Act, R.S.N.S. 1989.
NOW THERE BE IT ENACTED AS FOLLOWS:		
DEFINITIONS		2. DEFINITIONS
In this By-law, the following words and phrases shall have the following meanings:		In this By-law, the following words and phrases shall have the following meanings:
“Apprehend” means to take an animal into custody without a warrant;		
“Attack” means to injure, scratch or bite, or to commit an assault resulting in real or perceived injury to another person or animal;		Attack means to injure, scratch or bite, or to commit an assault resulting in real or perceived injury to another person or animal;
“Bite” means wound, pierce, or penetration of the skin by a tooth or teeth;		Bite means wound, pierce, or penetration of the skin by a tooth or teeth;
	Clerk means the Clerk of the Town of Windsor;	
	Deputy” means a person named by the CAO, Clerk, and/or Council, as a Deputy Registrar of Dogs;	
“Dog” means any dog, male or female, or any animal that is the result of the breeding of a dog and any other canine animal;	Dog means any dog, male or female, or an animal that is the result of the breeding of a dog and any other animal;	Dog means any dog, male or female, or any animal that is the result of the breeding of a dog and any other canine

		animal;
“Dog Control Officer” includes a person appointed as such by the Council, and in the absence of such person a temporary replacement designated by the CAO, and includes the Pound Keeper, Special Constables and, all other Peace Officers responsible for providing policing services within the Municipality when they are engaged in dog control activities in an emergency or as a support to another Dog Control Officer;	“Bylaw Enforcement Officer” means a person named by the CAO, Clerk, and/or Council as an Officer to enforce bylaw compliance for the Town, and may have other titles such as, but not limited to, Constable, Peace Officer or Animal Control Officer;	By-law Officer means a person appointed by Council, and in the absence of such person a temporary replacement designated by the CAO, including the Pound Keeper, Special Constables and all other Peace Officers responsible for providing dog control activities in an emergency or as a support to a By-law Officer;
“Emergency” means a present or imminent event where a Peace Officer or Dog Control Officer believes prompt action must be undertaken to protect the health, safety or welfare of people and/or animals;	“Emergency” means a present or imminent event where a Constable, Peace Officer or Bylaw Enforcement Officer believes prompt action must be undertaken to protect the health, safety or welfare of people and/or animals;	Emergency means a present or imminent event where a Peace Officer or Dog Control Officer believes prompt action must be undertaken to protect the health, safety or welfare of people and/or animals;

Fierce or Dangerous Dog” means any dog that, in the absence of a mitigating factor as defined herein: • attacks, or injures a person • attacks or injures an animal other than an insect; • attacks or demonstrates a propensity, tendency or disposition to attack a person or animal either on public or private property; • has caused injury to or otherwise endangered the safety of a person or animal; • with unreasonable ferocity threatens any person or domestic animal; • is owned or harboured in whole or in part for the purpose of dog fighting, or is trained for dog fighting. No dog shall be deemed a “fierce or dangerous dog” solely because it bites, attacks or menaces a trespasser on the property of its owner, harms or menaces anyone who has tormented or abused it, was at the time of its aggressive behavior acting in defense to an attack from a person or animal or acting in defense of its young provided that any such bite, attack or menacing behavior is a reasonable defensive response in the circumstances.	“Fierce or Dangerous” includes a dog: i. which bites or attacks a person or domestic animal; ii. which in a vicious or terrorizing manner, approaches any person in an apparent attitude of attack; iii. known to have a propensity to attack, to cause injury to, or otherwise endanger the safety of human beings or domestic animals; iv. owned or harboured in whole or in part for the purpose of dog fighting;	Fierce or Dangerous Dog means any dog that, in the absence of a mitigating factor as defined herein: • attacks a person • attacks an animal other than an insect; • attacks or demonstrates a propensity, tendency or disposition to attack a person or animal either on public or private property; • has caused injury to or otherwise endangered the safety of a person or animal; • with unreasonable ferocity threatens any person or domestic animal; • is owned or harboured in whole or in part for the purpose of dog fighting, or is trained for dog fighting. No dog shall be deemed a “fierce or dangerous dog” solely because it bites, attacks or menaces a trespasser on the property of its owner, harms or menaces anyone who has tormented or abused it, was at the time of its aggressive behavior acting in defense to an attack from a person or animal or acting in defense of its young provided that any such bite, attack or menacing behavior is a reasonable defensive response in the circumstances.
“Kennel” means a building or structure where four or more dogs over the age of six month are kept, bred, boarded, trained, or groomed, but shall not include a veterinary clinic;		Kennel means a lot, building or structure on or within which four or more domesticated animals are housed, groomed, bred, boarded, trained or sold for monetary gain and does not include a veterinary clinic.
“Leash” means a device used by a person to restrict movement of a dog which is adequate for the effective control by the		Leash means a device adequate for the effective control of the movements of the dog which is used by a person to

accompanying human of the movements of the dog;		restrict movement of a dog.
“Microchip” means an approved Canadian Standard encoded tag implanted into a dog, which contains unique code that permits or facilitates access to an owner’s name address and telephone number, which is stored in the municipal registry;		Microchip means an approved Canadian Standard encoded tag implanted into a dog which contains a unique code that permits or facilitates access to an owner’s name, address and telephone number, which is stored in the municipal registry;
“Mitigating Factor” means a circumstance that reasonably explains and excuses the aggressive behavior or actions of a dog;		Mitigating Factor means a circumstance that reasonably explains and excuses the aggressive behavior or actions of a dog;
“Municipality” means the Municipality of the District of West Hants;		
“Muzzle” means a humane covering device of sufficient strength placed over a dog’s mouth to prevent it from biting;		Muzzle means placing a humane covering device of sufficient strength over a dog’s mouth to prevent it from biting;
“Owner” means any person or body corporate: • who is the licensed Owner of the dog; and/or; • who has legal title to the dog; and/or; • who has possession or custody of the dog, either temporarily or permanently; and/or; • who has care or control of the dog; and/or; • who harbours the dog, or allows the dog to remain on his/her premises. Where such a person is a minor, “owner” includes the parent,	“Owner” of a dog includes a company or any person who possesses, has the care of, has the control of, or harbours a dog and, where said person is a minor, includes a person with custody, care or control of the minor;	Owner means any person or body corporate: • who is the licensed Owner of the dog; and/or; • who has legal title to the dog; and/or; • who has possession or custody of the dog, either temporarily or permanently; and/or; • who has care or control of the dog; and/or; • who harbours the dog, or allows the dog to remain on his/her premises. Where such a person is a minor, “owner” includes the

guardian, or custodian of such a person		parent, guardian, or custodian of such a person.
“Owner of Premises” includes a tenant, occupier, a part owner, joint owner, tenant in common or joint tenant of the whole or any part of the land or building, and in the case of the absence or incapacity of the person having title to the land or building, a trustee, personal representative, an agent, a mortgagee in possession, an attorney under a valid Power of Attorney or a person having the care or control of the land or building;	“Owner of Premises” includes a tenant, occupier, a part owner, joint owner, tenant in common or joint tenant of the whole or any part of land or building, and in the case of the absence or incapacity of the person having title to the land or building, a trustee, personal representative, an agent, a mortgagee in possession, an attorney under a valid Power of Attorney or a person having the care or control of the land or building;	Owner of Premises includes a tenant, occupier, a part owner, joint owner, tenant in common or joint tenant of the whole or any part of the land or building, and in the case of the absence or incapacity of the person having title to the land or building, a trustee, personal representative, agent, mortgagee in possession, attorney under a valid Power of Attorney or a person having the care or control of the land or building;
“Peace Officer” includes a police officer or a special constable;		Peace Officer includes a police officer or a special constable;
“Pound” means such premises and facilities designated by the Municipality as a dog pound for the keeping and disposition of impounded animals;	The Council of the Town may, by Resolution, establish one or more pounds for dogs and may appoint keepers thereof and the Council, may, from time to time, fix by Policy the remuneration of any such keepers and the amount of board to be paid by the owner for keeping a dog which has been impounded.	Pound means any premises or facilities designated by the Region as a dog pound for the keeping and disposition of impounded animals;
“Pound Keeper” means a person appointed as such by the Council, and in the absence of such person a temporary replacement designated by the CAO, and is the person responsible to care for dogs being held and to maintain the cleanliness of the pound;		Pound Keeper means a person engaged by the Region to be responsible for caring for dogs being held and for maintaining a clean environment for the dogs.
		Region means West Hants Regional Municipality
“Registration” means the recording of information regarding a dog for the purposes of issuing a tag pursuant to this By-law.		Registration means the recording of information regarding a dog for the purposes of issuing a tag pursuant to this By-law.

“Running at Large” includes any dog that is off the property of its owner without being under the effective restraint or control of a person;		Running at Large means any dog that is off the property of its owner without being under the effective restraint or control of a person;
“Service Dog” means any dog individually trained to do work or perform tasks for the benefit of an individual with a disability or which is used for search and rescue or law enforcement;		Service Dog means any dog individually trained to do work or perform tasks for the benefit of an individual with a disability or which is used for search and rescue or law enforcement;
“SPCA” means the Society for Prevention of Cruelty to Animals;		SPCA means the Society for Prevention of Cruelty to Animals;
“Seize” means to take a dog into custody pursuant to a warrant;		Seize means to take a dog into custody pursuant to a warrant;
“Tag” means a piece identification issued upon registration as defined in this By-law;		Tag means a piece identification issued upon registration as defined in this By-law;
	Town” means the Town of Windsor.	
	Treasurer” means the Treasurer of the Town of Windsor.	
ANNUAL REGISTRATION		3.0 REGISTRATION

Registration of a dog is required with the Municipality: • within ten (10) days after the person becomes the owner of the dog; • notwithstanding subsection (a)(i), a person who possesses, has the care of, and has the control of or harbours a dog for less than 20 days is not required to license the dog. • notwithstanding subsections (a)(i) and (a)(ii), a kennel used for the purposes of breeding are exempt from registering puppies under the age of twelve (12) weeks. • owners of breeding dogs with litters less than the age of twelve (12) weeks are exempt from annual registration for the puppies, but after twelve (12) weeks subsections (a)(i) and (a)(ii) apply.	Every owner of a dog shall, within ten (10) days of having become an owner, register such dog with the Town and obtain from the Town a tag for such dog. Where the owner of any dog sells or gives it to any other person, the new owner shall register the dog with the Clerk or Deputy and the Clerk or Deputy shall alter the registration of such dog accordingly. When requested to do so, the owner of a dog shall deliver to the Clerk or Deputy a statement in writing of the number of dogs owned or harboured or habitually kept on the premises of the owner, and in the event the owner neglects or refuses to provide the statement within a period of ten (10) business days after having received notice requiring the statement to be provided shall be guilty of an offence.	3.1 Registration of a dog with the Region is required: (a) within ten (10) days after the person becomes the owner of the dog; (b) notwithstanding subsection (a), above, a person who possesses, has the care of, and has the control of or harbours a dog for less than 20 days is not required to license the dog; (c) notwithstanding subsections (a) and (b), a kennel used for the purposes of breeding is exempt from registering puppies under the age of twelve (12) weeks; and (d) owners of breeding dogs with litters less than the age of twelve (12) weeks are exempt from annual registration for the puppies, but after twelve (12) weeks must register the puppies; (e) service dogs must be registered but are exempt from registration fees when the owner has provided: (i) a certificate from the Canadian National Institute of the Blind or the Hearing Ear Dogs of Canada or other proof satisfactory to the Region of the training received by the dog as a service dog; or (ii) a certificate from a qualified health services practitioner indicating that the owner suffers from a disability and requires the use of a dog that is trained to assist persons with such disabilities; or (iii) a certificate or other proof satisfactory to the Dog Control Officer that the dog is used for search and rescue or law enforcement.
Subject to section 3 of this By-law, on or before the 1st day of		

April in each year, the owner of any dog shall register such dog and obtain a tag from the Municipality.	the owner of a dog shall register such dog with the Town and obtain from the Town a tag for such dog.	
Annual registration shall be effective until the last day of March.	Registration shall be effective until March 31 st in the year following the year of registration.	
	Where registration occurs during the year, the annual registration fee shall be pro-rated for the balance of the year.	
2 (d) An owner shall pay the annual registration fee and shall supply the following information: • dog owner's name, civic address, mailing address, and telephone numbers; • the name of the dog; • the description of the dog including its sex, breed, colour, and known or approximate age, spayed or neutered. • at the discretion of the owner, any pertinent information the owner feels may help in identifying the dog such as microchip implants, tattoo, special markings, temperament, inoculations or photograph of the dog.	In order to register a dog, an owner shall pay the annual registration fee and shall supply the Town with the following: (a) name, civic address, mailing address and telephone number of the owner; (b) name and breed of the dog; (c) a description of the dog including whether the dog is male or female, spayed or not-spayed; neutered or not-neutered as the case may be; (d) a photograph of the dog, if requested by the Clerk or Deputy; (e) identification information such as micro-chip implants, tattoos or other special markings, if available; and (f) the name of the veterinary clinic frequented by the dog and veterinary file identification number, if available.	3.2 In order to register a dog, an owner shall pay the required fee and shall supply the following information: (a) name, civic address, mailing address and telephone number of the owner; (b) name and breed of the dog; (c) a description of the dog including whether the dog is male or female, spayed or not-spayed; neutered or not-neutered; (d) a photograph of the dog, if available; (e) identification information such as micro-chip implants, tattoos or other special markings, if available; and (f) the name of the veterinary clinic frequented by the dog and veterinary file identification number, if available.
Service dogs are not exempt from registration but are exempt from annual registration fees when the owner has provided, in the case of a service dog for persons with a disability:	Notwithstanding the provisions of Section 38.03: (a) a dog that is trained to assist and regularly assist a person	

	shall be registered, but is exempt from any registration fee;	
• a certificate from the Canadian National Institute of the Blind or the Hearing Ear Dogs of Canada or other proof satisfactory to the Dog Control Officer of the training received by the dog as a service dog; or • a certificate from a qualified health services practitioner indicating that the owner suffers from a disability and requires the use of a dog that is trained to assist persons with such disabilities; or • a certificate or other proof satisfactory to the Dog Control Officer that the dog is used for search and rescue or law enforcement.		
2 (f) The owner of every dog shall keep on the dog a collar with the tag issued for that dog by Municipality at the time of registration. Such tag shall be kept securely fixed on the dog at all times during the year of current registration.	The owner shall keep the tag issued for the dog securely fixed on each dog owned by him at all times during the year and until he procures a tag for the following year except that a tag may be removed from the dog when the dog is being lawfully used for hunting, herding sheep or during a supervised dog event.	3.3 The owner of every dog shall keep on the dog at all times a collar with the tag issued for that dog by the Region.
The owner shall not use the tag issued for one dog on any other dog.	The owner shall not use the tag issued for one dog on any other dog.	3.4 The owner shall not use the tag issued for one dog on any other dog.
2 (h) When the Municipality is satisfied that a tag validly issued has been lost, and upon payment of a fee, the Municipality shall issue a new tag to replace the lost one.	When the Clerk or Deputy is satisfied that a tag validly issued has been lost, and upon payment to him of a fee set by the Town by Policy, the Clerk or Deputy shall issue a new tag to replace the lost one.	3.5 When the Region is satisfied that a tag has been lost, and upon payment of a fee, the Region shall issue a replacement tag.

		3.6 Every registration and tag shall be effective during the lifetime of the registered dog.
		3.7 Registration and a tag issued under this By-law shall not be transferrable, including not being transferrable between owners or dogs.
2 (i) The Municipality shall keep a record of every dog registered, showing the date and number of the tag, the name and description of the dog with the name and address of the owner and the respective registration category.		3.8 The Region shall keep a record of every dog registered, showing the date and number of the tag, the name, description of the dog and the name and address of the owner.
2 (j) The owner shall notify the Municipality if the ownership or place of residence of the dog changes at any time.		3.9 The owner shall notify the Region if the ownership or place of residence of the dog changes at any time.
2 (k) It shall be an offence to provide false information to the Municipality when registering a dog.		3.10 It shall be an offence to provide false information to the Region when registering a dog.
LIFETIME REGISTRATION		
In order to obtain a lifetime registration tag, the owner shall provide proof microchip has been installed, and the owner shall: • provide the Municipality with the information required in Section 2 (d), and Section 2 (e) as required. • provide to the Municipality the identification number of the microchip attached to the dog; • pay the lifetime registration fee.		
Once the requirements under Section 3 (a) have been provided to the Municipality, the Municipality shall issue a lifetime tag to the owner, and supply the owner with a receipt.		

Every lifetime registration and tag shall be effective during the lifetime of the registered dog.		
Lifetime registration and a tag issued under this By-law shall not be transferrable, including not being transferrable between people or dogs.		
Lifetime registration shall only apply to individual dogs and shall not apply to kennels.		
Sections 2 (f), 2 (h), 2 (i), 2 (j), and 2 (k) shall also apply to lifetime registration and tags with any necessary changes for context.		
KENNEL REGISTRATION		4.0 KENNEL REGISTRATION
	the owner of a kennel of purebred dogs that are registered with the Canadian Kennel Club shall, in each year, pay a fee set by the Town by Policy as a tax upon the kennel for that year and upon payment of such amount, the owner of the kennel is exempt from any further fee in respect to dogs for that year.	
To qualify for a kennel registration, the kennel must: • be registered with the Canadian Kennel Club, or • meet the definition of a Kennel herein; and • be a lawful structure and land use under any applicable land use planning laws or bylaws.		4.1 To qualify for a kennel registration, the kennel must: (a) be registered with the Canadian Kennel Club, or (b) meet the definition of a Kennel herein; and (c) have obtained any required development and building permit.
To obtain a kennel registration the owner of the kennel will pay the annual kennel registration fee and provide the Municipality with the following information:		4.2 To obtain a kennel registration the owner of the kennel must pay the annual kennel registration fee and provide the region with the following information:

- provided information as under Section 2 (d) for each dog; - kennel's owner's name, civic address, mailing address, and telephone numbers; - the maximum number of dogs to be kenneled; - the registered name of the kennel; - any land use planning documents which may reasonably be requested by the Dog Control Officer; and - where applicable, a copy of the current Canadian Kennel Club license. Upon receipt of this information, the Municipality shall supply the kennel owner with a receipt and sufficient number of tags which shall be kept on the dogs.		- information required by s. 3.2 for each dog; - kennel's owner's name, civic address, mailing address, and telephone numbers; - the maximum number of dogs to be kenneled; - the registered name of the kennel; - copies of required development and building permits; and - where applicable, a copy of the current Canadian Kennel Club license. Upon receipt of this information, the Region shall supply the kennel owner with a receipt and a tag for each dog, which shall be kept on each dog. No individual dog tag fee is required for the individual tags used by a kennel.
Tags issued to a kennel may be transferred within the registration year to replacement dogs upon notification to the Municipality. The Municipality shall issue additional tags during the registration year as required.		4.3 Tags issued to a kennel may be transferred within the registration year to replacement dogs only if the Region is notified. The Region shall issue additional tags during the registration year as required.
The Municipality shall keep a record of every kennel registered, showing the date and number of the tag, the kennel owner's name and address of the owner.		4.4 The Region shall keep a record of every kennel registered, showing the date and number of the tags, the kennel owner's name and address of the owner.
The owner shall notify the Municipality if the ownership or address of the kennel changes at any time.		4.5The owner shall notify the Region if the ownership or address of the kennel changes at any time. If the location changes, the owner shall provide copies of the relevant development and building permits.
Sections 2 (h), 2 (i), and 2 (j) shall also apply to a kennel registration with any necessary changes for context.		

It shall be an offence to provide false information to the Municipality when registering a kennel.		4.6 It shall be an offence to provide false information to the Region when registering a kennel.
FEES		5. FEES
All fees referred to in this By-law shall be set by policy and amended by Council from time to time.	The registration fee for a dog shall be determined by the Town by Policy.	5.1 All fees referred to in this By-law shall be set by policy and may be amended by Council from time to time.
The registration fee for annual dog and kennel registrations after October 1 st of that year will be equal to one-half of the otherwise applicable annual registration fee.		5.2 The registration fee for annual kennel registrations after October 1 st of any year will be one-half of the annual registration fee.
DOG CONTROL AND POUND		6. DOG CONTROL AND POUND
The Dog Control Officer shall be primarily responsible to enforce this By-law as it pertains to dog control and impounding.		6.1 The By-law Officer shall be primarily responsible to enforce this By-law as it pertains to dog control and impounding.

The Pound Keeper shall: • collect on behalf of the Municipality, any impounding fees, daily pound fees and any other additional charges, expenses or fees as are authorized in this By-law; • be responsible for the operation of the pound; and • receive all dogs duly impounded or seized and shall detain the same and furnish them with food, water and shelter in accordance with the Nova Scotia SPCA Standards of Care guidelines and as amended from time to time.	The keeper of a dog pound shall receive all dogs delivered to him/her or seized by him/her and shall detain the same and furnish them with food, water and shelter (as outlined in the <i>Nova Scotia SPCA Standards of Care as are in effect from time to time</i>).	6.2 The Pound Keeper shall: (a) be responsible for the operation of the pound; and (b) receive all dogs impounded or seized, detain them and provide food, water and shelter in accordance with the Nova Scotia SPCA Standards of Care guidelines as amended from time to time.
RESPONSIBILITIES OF THE OWNER		7. RESPONSIBILITIES OF THE OWNER
In all areas of the Municipality, the owner of a dog shall, while the dog is off the property occupied by the owner, keep the dog under control by means of a harness or leash, except in officially designated off leash parks where the dog must be under the effective control of the owner. The dog shall be deemed to be running at large where the owner fails to use such apparatus or the dog is not under effective control.	(1) The owner of a dog shall confine such dog to the lands and premises of the owner. (2) The owner of a dog, however, may permit such dog to leave the lands and premises when it is under the fully effective restraint of some responsible person.	7.1 The owner of a dog shall confine such dog to the lands and premises of the owner. 7.2 Notwithstanding s. 7.1, the owner of a dog may permit such dog to leave the lands and premises when it is under the effective control of a responsible person. 7.3 The dog shall be deemed to be running at large where the dog is not under effective control.

Every owner of a dog: • whose dog runs at large; • whose dog is not wearing a tag required by this By-law; • whose dog is not licensed pursuant to this By-law; • whose dog persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise; • whose dog at any time without the presence of a mitigating factor attacks or injures any person or animal, or damages any property; • who harbours, keeps, or has under care, control or direction, a dog that is fierce or dangerous; • who fails to remove the feces of such dog, other than a service dog that is trained to assist and assisting a person with a disability reasonably preventing removal of feces by that person, from public property or private property other than the owners; is guilty of an offence under this By-law.	An owner is guilty of an offence against this bylaw and is subject to, upon conviction, the penalty prescribed in this Section if the dog: (a) runs at large; and/or (b) is not registered or has lapsed or unpaid registration; and/or (c) is fierce or dangerous; and/or (d) disturbs the quiet of any neighbourhood by barking, howling or in any manner; whether or not such dog is chained, muzzled or otherwise restrained and is subject, on conviction, to the penalty prescribed in this Section. The owner of a dog, other than a dog that is trained to assist and is assisting a person with a disability, shall immediately remove the dog's feces from any public property or private property other than the property of its owner, and the failure to do so shall constitute a violation of this Bylaw. (2) The owner of a dog is responsible for the immediate removal of the dog's feces from any public property or private property when the dog is running at large.	7.4 Every owner of a dog: (a) whose dog runs at large; or (b) whose dog is not wearing a tag required by this By-law; or (c) whose dog is not licensed pursuant to this By-law; or (d) whose dog persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise; or (e) whose dog at any time without the presence of a mitigating factor attacks or injures any person or animal, or damages any property; or (f) who harbours, keeps, or has under care, control or direction, a dog that is fierce or dangerous; and (g) who fails to remove the feces of their dog from public property or private property other than the owners; is guilty of an offence under this By-law. Clause (g) does not apply to the owner of a service dog that is trained to assist and is assisting a person with a disability which reasonably prevents removal of the feces by that person.
When requested to do so, the owner shall deliver to the Municipality a statement in writing of the number of dogs owned or harboured or habitually kept on the premises of the owner, and in the event the owner neglects or refuses to provide the statement within a period of ten (10) business days, after having		7.5 At the request of the Region, the owner shall provide a written statement of the number of dogs owned or harboured or habitually kept on the premises of the owner. 7.6 If the owner neglects or refuses to provide the

received notice requiring the statement to be provided, shall be guilty of an offence under this By-law.		statement within ten (10) business days of the request of the Region, the owner shall be guilty of an offence under this By-law.
ADDITIONAL REMEDIES FOR FIERCE OR DANGEROUS DOGS		8. REMEDIES FOR FIERCE OR DANGEROUS DOGS
Where a Dog Control Officer has reason to believe that a dog is a fierce or dangerous dog and the owner of the dog has been identified, the Dog Control Officer, in addition to any other remedies provided by statute or under this By-law may, after giving the owner a fair opportunity to be heard except in emergency situations: • issue the owner a notice to muzzle the dog, which requires the dog to be muzzled at all times when outside of its owner's residence or its owner's fenced yard; and/or • issue the owner a notice to microchip the dog at the owner's expense; and/or • issue the owner a Notice of Violation or Notice to Appear; and/or • impound or seize the dog under section 9 or 10 hereof.	A Constable, Peace Officer or Bylaw Enforcement Officer in apprehending any dog may use a tranquilizer in order to capture any dog running at large or if such dog is fierce or dangerous, and the Constable, Peace Officer or Bylaw Enforcement Officer shall not be liable for the injury or death of such dog in the use of the tranquilizer gun.	8.1 Where a By-law Officer has reason to believe that a dog is fierce or dangerous and the owner has been identified, the By-law Officer, in addition to any other remedies provided by statute or under this By-law may, after giving the owner a fair opportunity to be heard, except in emergency situations may: (a) issue the owner a notice to muzzle the dog at all times when outside of its owner's residence or its owner's fenced yard; and/or (b) issue the owner a notice to microchip the dog at the owner's expense; and/or (c) issue the owner a Notice of Violation or Notice to Appear; and/or (d) impound or seize the dog under section 9, <i>Impoundment</i> or 10, <i>Seizure under Warrant</i>.
Every owner who, having received a notice to muzzle under section 8(a)(i) or 9(g) (1) fails to ensure their dog is muzzled while the dog is off the property occupied by the owner is guilty of an offence under this By-law.		8.2 Every owner who, having received a notice to muzzle fails to ensure their dog is muzzled while the dog is off the property occupied by the owner is guilty of an offence under this By-law.
Every owner who, having received a notice to microchip under section 8 (a)(ii) or section 9(g)(ii),		

fails to have a microchip implanted, or fails to have the microchip remain functional and effective is guilty of an offence under this Bylaw.		
9 IMPOUNDMENT		9 IMPOUNDMENT
Any Dog Control Officer, without notice to, or complaint against the owner of any dog, may impound a dog: ▪ found running at large contrary to this By-law; ▪ which is rabid or appears to be rabid or exhibiting symptoms of canine madness; ▪ which is fierce and dangerous; ▪ which persistently disturbs the quiet of the neighborhood or area, by barking, howling or otherwise.	(1) Any Constable, Peace Officer or Bylaw Enforcement Officer, without notice to, or complaint against the owner of any dog, may impound a dog; (a) found running at large contrary to this Bylaw; or (b) in respect of which the registration fee or tax imposed by this Bylaw has not been paid; or (c) which is rabid or appears to be rabid or exhibiting symptoms of canine madness; or (d) which persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise.	9.1 The By-law Officer without notice to, or complaint against the owner of any dog, may impound a dog: (a) found running at large contrary to this By-law; and/or (b) which is rabid or appears to be rabid or exhibiting symptoms of canine madness; and/or (c) which is fierce and dangerous; and/or (d) which persistently disturbs the quiet of the neighborhood or area, by barking, howling or otherwise.
	Any Constable, Peace Officer or Bylaw Enforcement Officer, without notice to, or complaint against the owner of any dog, may kill on sight without impounding any dog or impound and kill any dog: (i) which is fierce or dangerous; or (ii) which is rabid or appears to be rabid or exhibiting symptoms of canine madness	
Every owner who redeems a dog from the Pound Keeper shall be liable to the Municipality for payment of all fees, charges, and expenses incurred in impounding or seizing a dog including, but not limited to, the cost of apprehension, board, food, care, and any veterinary fees prior to reclaiming such dog. In addition, the owner must provide valid proof the impounded dog is	Every owner who reclaims a registered dog from the pound keeper shall be liable for payment of the cost of apprehension of the dog, board for the keeping of the dog by the pound keeper, and/or veterinary fees to reclaim such dog. In addition, the owner must pay all fines or penalties levied against the owner of the dog before it can be	9.2 Every owner who redeems a dog shall be liable to the Region for payment of all fees, charges, and expenses incurred in impounding or seizing a dog including, but not limited to, the cost of apprehension, board, food, care, and any veterinary fees prior to reclaiming such dog.

their dog, before the dog(s) can be redeemed from the pound.	reclaimed from the pound.	9.3 Every owner who redeems a dog must provide valid proof the impounded dog is their dog, before the dog(s) can be redeemed from the pound.
Every owner who redeems a dog from the Pound Keeper, which has not been registered or is not wearing a tag, shall also register the dog or obtain a replacement tag, before the dog(s) can be redeemed from the pound.	Every owner who reclaims an unregistered dog from the pound keeper shall be liable for payment of the cost of apprehension of the dog, board for the keeping of the dog by the pound keeper, veterinary fees, registration fee, plus an additional Fifteen Dollars (\$15.00) to reclaim such dog. In addition, the owner must pay all fines or penalties levied against the owner of the dog before it can be reclaimed.	9.4 Every owner who redeems a dog from the Pound Keeper which has not been registered or is not wearing a tag, shall also register the dog or obtain a replacement tag, before the dog(s) can be redeemed from the pound.
Any dog without a tag which has not been redeemed after a period of seventy-two (72) hours from seizure or impoundment, excluding Saturdays, Sundays, and Holidays, may, after the expiration of that period, become the property of the Municipality, and may be offered to the SPCA for adoption, and, if refused by the SPCA, may be humanely euthanized under the direction of the Dog Control Officer.	Any dog which has not been reclaimed after a period of seventy-two (72) hours, excluding Saturdays, Sundays and Holidays, may, after the expiration of that period, be offered to the local SPCA for adoption.	9.5 Any dog without a tag which has not been redeemed after a period of seventy-two (72) hours from seizure or impoundment, excluding Saturdays, Sundays, and Holidays, may, after the expiration of that period, become the property of the Region and may be offered to the SPCA for adoption, and, if refused by the SPCA, may be humanely euthanized at the direction of the By-law Officer.
Any dog seized or impounded with a valid tag shall require the Municipality to contact the owner, which may include written notice to the owner, and only after notice is given to the owner, personally or by being left at the owner's residence, shall a period of seventy-two (72) hours, excluding Saturdays, Sundays, and Holidays, commence. The registered dog may, after the expiration of that period, become the property of the Municipality, and may be offered to the SPCA for adoption, and if refused by the SPCA, may be humanely euthanized under the		9.6 If a dog is seized or impounded with a valid tag: (a)the Region shall contact the owner, in writing in person or by a notice left at the owner's residence; and (b)following a minimum of seventy-two (72) hours from the time the notice was provided, excluding Saturdays, Sundays, and Holidays the registered dog may become the property of the Region, and may be offered to the SPCA for adoption, and if refused by the SPCA, may be humanely euthanized under the direction of the By-law

direction of the Dog Control Officer.		Officer.
Impounded or seized dogs suspected of being inflicted with rabies or canine madness shall be examined by a veterinarian. Any dog reasonably requiring such veterinary examination or other veterinary care, including humane euthanasia, once in control of any Dog Control Officer or Pound Keeper will receive such care. Except in emergency situations, reasonable efforts shall be used to allow the owner a fair opportunity to be heard before a dog is euthanized. All veterinary fees must be paid by the owner before a dog shall be released to the owner, and shall also be due and payable by the owner in the event the dog is not released to the owner but is euthanized on veterinary advice.		9.7 Impounded or seized dogs suspected of being infected with rabies or canine madness shall be examined by a veterinarian. 9.8 Except in emergency situations, reasonable efforts shall be used to allow the owner a fair opportunity to be heard before a dog is euthanized. 9.9 All veterinary fees must be paid by the owner either if the dog is euthanized on veterinary advice or if the dog is being released to the owner.

Where an impounded or seized dog has previously been the subject of two warnings or convictions or to one warning and one conviction under this By-law to its owner and former owners, the Dog Control Officer may give notice to its owner to present himself or herself to the Dog Control Officer to show cause why the dog should not be the subject of one or more of the following remedial actions, which may be considered and acted upon by the Dog Control Officer thereafter after duly considering and balancing the health and safety of people and animals in the Municipality against the interests of the owner: • a notice to the owner to muzzle the dog, which requires the dog to be muzzled at all times when outside of its owner's residence or its owner's fenced yard; • a notice to the owner to microchip the dog at the owner's expense; • humane euthanization of the dog at the owner's expense; • offering the dog to the SPCA for adoption, and if refused by the SPCA, humane euthanization under the direction of the Dog Control Officer at the owner's expense.		9.10 Where an impounded or seized dog has been the subject of either two warnings or convictions or one warning and one conviction under this By-law, the By-law Officer may give notice to its owner to present themselves to the By-law Officer to show why the dog should not be the subject of one or more of the following remedial actions: (a) a notice to muzzle the dog at all times when outside of its owner's residence or its owner's fenced yard; (b) a notice to the owner to microchip the dog at the owner's expense; (c) humane euthanization of the dog at the owner's expense; or (d) offering the dog to the SPCA for adoption, and if refused by the SPCA, humane euthanization at the direction of the By-law Officer at the owner's expense, any of which may be considered and acted upon by the By-law Officer after considering and balancing the health and safety of people and animals in the Region against the interests of the owner.
10 SEIZURE UNDER WARRANT		10 SEIZURE UNDER WARRANT

Where a Peace Officer believes, on reasonable grounds, that a person is harbouring, keeping, or has under care, control or direction, a dog that is fierce or dangerous, rabid or appears to be rabid, that exhibits symptoms of canine madness or that persistently disturbs the quiet of a neighbourhood by barking, howling or otherwise contrary to this By-law, and where the dog is located on private property to which the Peace Officer does not have consent of the occupant to enter and search a justice of the peace may, by warrant, authorize and empower the person named in the warrant to: • enter and search the place where the dog is located; • open or remove any obstacle preventing access to the dog; and • seize and deliver the dog to the pound and for such purpose, break, remove or undo any fastening of the dog to the premises. Where the person named in the warrant is unable to seize the dog in safety, the person may destroy the dog.		10.1Where a By-law Officer believes on reasonable grounds, that a person is harbouring, keeping, or has under their care, control or direction a dog that is fierce or dangerous, rabid or appears to be rabid, that exhibits symptoms of canine madness or that persistently disturbs the quiet of a neighbourhood by barking, howling or otherwise, contrary to this By-law, and where the dog is located on private property to which the By-law Officer does not have consent of the occupant to enter and search, a Justice of the Peace may by warrant, authorize and empower the person named in the warrant to: (a) enter and search the place where the dog is located; (b) open or remove any obstacle preventing access to the dog; and (c)seize and deliver the dog to the pound, and for such purpose, break, remove or undo any fastening of the dog to the premises. Where the person named in the warrant is unable to seize the dog in safety, the person may have the dog destroyed.
DESTRUCTION OF A DOG		11. DESTRUCTION OF A DOG
Where the owner of a dog: • which is fierce or dangerous; • which is rabid or appears to be rabid or exhibiting symptoms of canine madness; has euthanized or caused to be euthanized said dog; the owner shall provide to the Municipality or the Dog Control Officer, upon request, evidence of euthanization.	Where the owner of a dog: (a)which is fierce or dangerous; or (b)which is rabid or appears to be rabid or exhibiting symptoms of canine madness; or (c) has euthanized or caused to be euthanized said dog, shall before disposal or burial of the carcass of the dog, exhibit the said carcass to the Bylaw Enforcement Officer. (2) Where the owner of a dog disposes of the carcass of a	11.1 Where the owner of a dog: • which is fierce or dangerous; or • which is rabid or appears to be rabid or exhibiting symptoms of canine madness; has euthanized or caused to be euthanized said dog, upon request from the Region the owner shall provide evidence of euthanization.

	dog without exhibiting it to the Bylaw Enforcement Officer, the owner shall provide to the Town or the Bylaw Enforcement Officer a Statutory Declaration which shall set forth the following information: (a)the date the dog was euthanized and the method of euthanization; (b)where the dog is euthanized by veterinarian, attaching to the Statutory Declaration, a letter from the veterinarian indicating that he or she euthanized the dog, the date of euthanization and disposal of the carcass; (c)where the owner disposes of the carcass of a dog, a statement of how the owner of the dog disposed of the carcass. (3)Where the owner of a dog fails to carry out the provisions of this Section, shall be guilty of an offence and liable on conviction to a penalty of not less than Two Hundred Dollars (\$200.00) and not more than Ten Thousand Dollars (\$10,000.00), and in default of payment, to imprisonment for a term not exceeding two (2) months.	
In an emergency any Dog Control Officer, without notice to the owner, may destroy or tranquilize any dog that is running at large and which he or she reasonably believes, to pose an imminent danger to a person (including the Dog Control Officer) or to a domestic animal.		11.2 In an emergency the By-law Officer, without notice to the owner, may destroy or tranquilize any dog that is running at large and which they reasonably believe pose an imminent danger to a person (including the By-law Officer) or to a domestic animal.
DUTY TO REPORT ABUSE		12 DUTY TO REPORT ABUSE

If in the course of performing his or her duties he or she reasonably believes that a dog has been abused or neglected, the Dog Control Officer must notify a peace officer having authority under the Animal Protection Act. The peace officer(s) may with the assistance of the Dog Control Officer take the dog into protective care and, if necessary, provide veterinary services to such dog. The cost of care and any veterinary services so provided shall be paid or reimbursed by the owner. These instances must be reported to the Nova Scotia SPCA's Chief Provincial Inspector.	In the event of an emergency, or during the course of a normal by-law response, it is suspected that a dog has been abused or neglected, the by-law enforcement officer must notify a peace officer having authority under the Animal Protection Act. The officer may with the assistance of the by-law enforcement officer take the dog into protective care and, if necessary, provide veterinary services to such dog. The cost of care and any veterinary services so provided shall be paid by the owner. These instances must be reported to the Nova Scotia SPCA's Chief Provincial Inspector.	12.1 If in the course of performing their duties the By-law Officer reasonably believes that a dog has been abused or neglected, they must notify a peace officer having authority under the Animal Protection Act. The peace officer(s) may with the assistance of the By-law Officer take the dog into protective care and, if necessary, provide veterinary services to such dog. The cost of care and any veterinary services so provided shall be paid or reimbursed by the owner. Any instance must be reported to the Nova Scotia SPCA's Chief Provincial Inspector.
PENALTIES		13 PENALTIES
A person who does anything else prohibited by this By-law or who neglects or fails to do anything required by this By-law to be done by him is guilty of an offence and except where some other penalty is provided by this By-law for the act, refusal, neglect or failure, the offence is liable on summary conviction to a penalty of not more than ten thousand dollars (\$10,000) per offence and, in default of payment, to imprisonment for a term not exceeding sixty (60) days.	Any person who fails to comply with Sections 38.12(1)(a) and (b) shall be guilty of an offence and liable to a penalty of not less than Two Hundred Dollars (\$200.00) and not more than Ten Thousand Dollars (\$10,000.00), and in default of payment, to imprisonment for a term not exceeding two (2) months. Any person who is convicted of Section 38.12(1)(c) and (d) is liable to a penalty of not less than Five Hundred Dollars (\$500.00) and not more than Ten Thousand Dollars (\$10,000.00), and in default of payment, to imprisonment for a term not exceeding two (2) months. (4) Every day during which an offence pursuant to Section 38.12 continues shall be a separate offence.	13.1A person who does anything else prohibited by this By-law or who neglects or fails to do anything they are required to do by this By-law is guilty of an offence and except where some other penalty is provided by this By-law for the act, refusal, neglect or failure, the offence is liable on summary conviction to a penalty of not more than ten thousand dollars (\$10,000) per offence and, in default of payment, to imprisonment for a term not exceeding sixty (60) days. 13.2 Every day during which an offence pursuant to Clause 13.1 continues shall be a separate offence.

In lieu of prosecution under this By-law, the Dog Control Officer may, in his sole and absolute discretion, issue to any person he believes upon reasonable grounds has committed an offence under this By-law a Notice of Violation, which Notice shall require the person to whom it is directed to pay to the Municipality within fourteen (14) days of the issuance of the Notice the sum of \$250.00 for an offence under section 8 (a) of this By-law and \$150.00 for all other offences. Where a Notice of Violation is issued and if that sum is paid as required therein, no prosecution shall ensue in respect to the matter or matters referred to in the Notice. For greater certainty, nothing in this bylaw requires the Municipality to issue a Notice of Violation before initiating a prosecution.		13.3 In lieu of prosecution under this By-law, the By-law Officer may, in their sole and absolute discretion, issue to any person they believe upon reasonable grounds has committed an offence under this By-law a Notice of Violation. This Notice shall require the person to whom it is directed to pay to the Region within fourteen (14) days of the issuance of the Notice the sum of \$250.00 for an offence under s. 8.1 of this By-law and \$150.00 for all other offences. Where a Notice of Violation is issued and the required amount is paid, no prosecution shall follow respecting the matter or matters referred to in the Notice. For greater certainty, nothing in this bylaw requires the Region to issue a Notice of Violation before initiating a prosecution.
	Any person who fails to comply with the provisions of this Bylaw for which no penalty is expressly provided shall be liable on conviction to a penalty of not less than Two Hundred Dollars (\$200.00) and not more than Ten Thousand Dollars (\$10,000.00), and in default of payment, to imprisonment for a term not exceeding two (2) months.	
REPEAL		14 REPEAL
The Dog By-law of the Municipality of the District of West Hants approved October 21, 2009, By-law 2008-3 Respecting the Registration and Regulation of Dog of the former Town of Hantsport approved July 8, 2008, and all previously enacted By-Laws of the Municipality of West Hants and the former Town of Hantsport relating to the regulation, registering and		The Dog By-law of the former Municipality of the District of West Hants approved July 11, 2017 Respecting the Registration and Regulation of Dogs and the Dog By-law of the former Town of Windsor approved February 22, 2011 are hereby repealed on the effective date of this By-law.

harbouring of dogs are hereby repealed, on the effective date of this By-law.		
First Reading: June 13, 2017 Notice Published: June 26, 2017 Second Reading & Approval July 11, 2017 Final Publication July 17, 2017 Notice to Municipal Affairs July 17, 2017 Description: Initial Approval of D-003 Dog By-law which includes the repeal of West Hants Dog By-law approved October 21, 2009 and Hantsport Dog By-law approved July 8, 2008.	Date of first reading: Tuesday, January 25, 2011 Dates of advertisement of Notice of Intent to Consider: February 03 & February 10, 2011 Date of second reading: Tuesday, February 22, 2011 *Date of advertisement of Passage of Bylaw: March 03, 2011 Date of mailing to Minister a certified copy of Bylaw: Friday, March 04, 2011	

Appendix B
DRAFT DOG BY-LAW FOR WHRM

1. TITLE

This By-law is made pursuant to the Municipal Government Act, Chapter 18 of the Acts of 1998 as amended from time to time.

This By-law shall be administered in accordance with the Municipal Government Act, R.S.N.S. 1989.

2. DEFINITIONS

In this By-law, the following words and phrases shall have the following meanings:

Attack means to injure, scratch or bite, or to commit an assault resulting in real or perceived injury to another person or animal;

Bite means wound, pierce, or penetration of the skin by a tooth or teeth;

Dog means any dog, male or female, or any animal that is the result of the breeding of a dog and any other canine animal;

By-law Officer means a person appointed by Council, and in the absence of such person a temporary replacement designated by the CAO, including the Pound Keeper, Special Constables and all other Peace Officers responsible for providing dog control activities in an emergency or as a support to a By-law Officer;

Emergency means a present or imminent event where a Peace Officer or Dog Control Officer believes prompt action must be undertaken to protect the health, safety or welfare of people and/or animals;

Fierce or Dangerous Dog means any dog that, in the absence of a mitigating factor as defined herein:

- attacks a person
- attacks an animal other than an insect;
- attacks or demonstrates a propensity, tendency or disposition to attack a person or animal either on public or private property;
- has caused injury to or otherwise endangered the safety of a person or animal;
- with unreasonable ferocity threatens any person or domestic animal;
- is owned or harboured in whole or in part for the purpose of dog fighting, or is trained for dog fighting.

No dog shall be deemed a “fierce or dangerous dog” solely because it bites, attacks or menaces a trespasser on the property of its owner,

harms or menaces anyone who has tormented or abused it, was at the time of its aggressive behavior acting in defense to an attack from a person or animal or acting in defense of its young provided that any such bite, attack or menacing behavior is a reasonable defensive response in the circumstances.

Kennel	means a lot, building or structure on or within which four or more domesticated animals are housed, groomed, bred, boarded, trained or sold for monetary gain and does not include a veterinary clinic.
Leash	means a device adequate for the effective control of the movements of the dog which is used by a person to restrict movement of a dog.
Microchip	means an approved Canadian Standard encoded tag implanted into a dog which contains a unique code that permits or facilitates access to an owner's name, address and telephone number, which is stored in the municipal registry;
Mitigating Factor	means a circumstance that reasonably explains and excuses the aggressive behavior or actions of a dog;
Muzzle	means placing a humane covering device of sufficient strength over a dog's mouth to prevent it from biting;
Owner	means any person or body corporate: • who is the licensed Owner of the dog; and/or; • who has legal title to the dog; and/or; • who has possession or custody of the dog, either temporarily or permanently; and/or; • who has care or control of the dog; and/or; • who harbours the dog, or allows the dog to remain on their premises. Where such a person is a minor, "owner" includes the parent, guardian, or custodian of such a person.
Owner of Premises	includes a tenant, occupier, a part owner, joint owner, tenant in common or joint tenant of the whole or any part of the land or building, and in the case of the absence or incapacity of the person having title to the land or building, a trustee, personal representative, agent, mortgagee in possession, attorney under a valid Power of Attorney or a person having the care or control of the land or building;

Peace Officer	includes a police officer or a special constable;
Pound	means any premises or facilities designated by the Region as a dog pound for the keeping and disposition of impounded animals;
Pound Keeper	means a person engaged by the Region to be responsible for caring for dogs being held and for maintaining a clean environment for the dogs.
Region	means West Hants Regional Municipality
Registration	means the recording of information regarding a dog for the purposes of issuing a tag pursuant to this By-law.
Running at Large	means any dog that is off the property of its owner without being under the effective restraint or control of a person;
Service Dog	means any dog individually trained to do work or perform tasks for the benefit of an individual with a disability or which is used for search and rescue or law enforcement;
SPCA	means the Society for Prevention of Cruelty to Animals;
Seize	means to take a dog into custody pursuant to a warrant;
Tag	means a piece of identification issued upon registration as defined in this By-law.

3.0 REGISTRATION

3.1 Registration of a dog with the Region is required:

- (a) within ten (10) days after the person becomes the owner of the dog;
- (b) notwithstanding subsection (a), above, a person who possesses, has the care of, and has the control of or harbours a dog for less than 20 days is not required to license the dog;
- (c) notwithstanding subsections (a) and (b), a kennel used for the purposes of breeding is exempt from registering puppies under the age of twelve (12) weeks; and
- (d) owners of breeding dogs with litters less than the age of twelve (12) weeks are exempt from annual registration for the puppies, but after twelve (12) weeks must register the puppies;
- (e) service dogs must be registered but are exempt from registration fees when the owner has provided:
 - (i) a certificate from the Canadian National Institute of the Blind or the Hearing Ear Dogs of Canada or other proof satisfactory to the Region of the training received by

- the dog as a service dog; or
- (ii) a certificate from a qualified health services practitioner indicating that the owner suffers from a disability and requires the use of a dog that is trained to assist persons with such disabilities; or
- (iii) a certificate or other proof satisfactory to the Dog Control Officer that the dog is used for search and rescue or law enforcement.

- 3.2 In order to register a dog, an owner shall pay the required fee and shall supply the following information:
- (a) name, civic address, mailing address and telephone number of the owner;
 - (b) name and breed of the dog;
 - (c) a description of the dog including whether the dog is male or female, spayed or not-spayed; neutered or not-neutered;
 - (d) a photograph of the dog, if available;
 - (e) identification information such as micro-chip implants, tattoos or other special markings, if available; and
 - (f) the name of the veterinary clinic frequented by the dog and veterinary file identification number, if available.
- 3.3 The owner of every dog shall keep on the dog at all times a collar with the tag issued for that dog by the Region.
- 3.4 The owner shall not use the tag issued for one dog on any other dog.
- 3.5 When the Region is satisfied that a tag has been lost, and upon payment of a fee, the Region shall issue a replacement tag.
- 3.6 Every registration and tag shall be effective during the lifetime of the registered dog.
- 3.7 Registration and a tag issued under this By-law shall not be transferrable, including not being transferrable between owners or dogs.
- 3.8 The Region shall keep a record of every dog registered, showing the date and number of the tag, the name, description of the dog and the name and address of the owner.
- 3.9 The owner shall notify the Region if the ownership or place of residence of the dog changes at any time.
- 3.10 It shall be an offence to provide false information to the Region when registering a dog.

4.0 KENNEL REGISTRATION

4.1 To qualify for a kennel registration, the kennel must:

- (a) be registered with the Canadian Kennel Club, or
- (b) meet the definition of a Kennel herein; and
- (c) have obtained any required development and building permit.

4.2 To obtain a kennel registration the owner of the kennel must pay the annual kennel registration fee and provide the region with the following information:

- information required by s. 3.2 for each dog;
- kennel's owner's name, civic address, mailing address, and telephone numbers;
- the maximum number of dogs to be kenneled;
- the registered name of the kennel;
- copies of required development and building permits; and
- where applicable, a copy of the current Canadian Kennel Club license.

Upon receipt of this information, the Region shall supply the kennel owner with a receipt and a tag for each dog, which shall be kept on each dog. No individual dog tag fee is required for the individual tags used by a kennel.

4.3 Tags issued to a kennel may be transferred within the registration year to replacement dogs only if the Region is notified. The Region shall issue additional tags during the registration year as required.

4.4 The Region shall keep a record of every kennel registered, showing the date and number of the tags, the kennel owner's name and address of the owner.

4.5 The owner shall notify the Region if the ownership or address of the kennel changes at any time. If the location changes, the owner shall provide copies of the relevant development and building permits.

4.6 It shall be an offence to provide false information to the Region when registering a kennel.

5. FEES

5.1 All fees referred to in this By-law shall be set by policy and may be amended by Council from time to time.

5.2 The registration fee for annual kennel registrations after October 1st of any year will be one-half of the annual registration fee.

6. DOG CONTROL AND POUND

6.1 The By-law Officer shall be primarily responsible to enforce this By-law as it pertains to dog control and impounding.

- 6.2 The Pound Keeper shall:
- (a) be responsible for the operation of the pound; and
 - (b) receive all dogs impounded or seized, detain them and provide food, water and shelter in accordance with the Nova Scotia SPCA Standards of Care guidelines as amended from time to time.

7. RESPONSIBILITIES OF THE OWNER

- 7.1 The owner of a dog shall confine such dog to the lands and premises of the owner.
- 7.2 Notwithstanding s. 7.1, the owner of a dog may permit such dog to leave the lands and premises when it is under the effective control of a responsible person.
- 7.3 The dog shall be deemed to be running at large where the dog is not under effective control.
- 7.4 Every owner of a dog:
- (a) whose dog runs at large; or
 - (b) whose dog is not wearing a tag required by this By-law; or
 - (c) whose dog is not licensed pursuant to this By-law; or
 - (d) whose dog persistently disturbs the quiet of the neighbourhood by barking, howling or otherwise; or
 - (e) whose dog at any time without the presence of a mitigating factor attacks or injures any person or animal, or damages any property; or
 - (f) who harbours, keeps, or has under care, control or direction, a dog that is fierce or dangerous; and
 - (g) who fails to remove the feces of their dog from public property or private property other than the owners;
- is guilty of an offence under this By-law.
- Clause (g) does not apply to the owner of a service dog that is trained to assist and is assisting a person with a disability which reasonably prevents removal of the feces by that person.
- 7.5 At the request of the Region, the owner shall provide a written statement of the number of dogs owned or harboured or habitually kept on the premises of the owner.
- 7.6 If the owner neglects or refuses to provide the statement within ten (10) business days of the request of the Region, the owner shall be guilty of an offence under this By-law.

8. REMEDIES FOR FIERCE OR DANGEROUS DOGS

- 8.1 Where a By-law Officer has reason to believe that a dog is fierce or dangerous and the owner has been identified, the By-law Officer, in addition to any other remedies provided by statute or under this By-law may, after giving the owner a fair opportunity to be heard, except in

emergency situations may:

- (a) issue the owner a notice to muzzle the dog at all times when outside of its owner's residence or its owner's fenced yard; and/or
- (b) issue the owner a notice to microchip the dog at the owner's expense; and/or
- (c) issue the owner a Notice of Violation or Notice to Appear; and/or
- (d) impound or seize the dog under section 9, *Impoundment* or 10, *Seizure under Warrant*.

- 8.2 Every owner who, having received a notice to muzzle fails to ensure their dog is muzzled while the dog is off the property occupied by the owner is guilty of an offence under this By-law.

9 IMPOUNDMENT

- 9.1 The By-law Officer without notice to, or complaint against the owner of any dog, may impound a dog:

- (a) found running at large contrary to this By-law; and/or
- (b) which is rabid or appears to be rabid or exhibiting symptoms of canine madness; and/or
- (c) which is fierce and dangerous; and/or
- (d) which persistently disturbs the quiet of the neighborhood or area, by barking, howling or otherwise.

- 9.2 Every owner who redeems a dog shall be liable to the Region for payment of all fees, charges, and expenses incurred in impounding or seizing a dog including, but not limited to, the cost of apprehension, board, food, care, and any veterinary fees prior to reclaiming such dog.

- 9.3 Every owner who redeems a dog must provide valid proof the impounded dog is their dog, before the dog(s) can be redeemed from the pound.

- 9.4 Every owner who redeems a dog from the Pound Keeper which has not been registered or is not wearing a tag, shall also register the dog or obtain a replacement tag, before the dog(s) can be redeemed from the pound.

- 9.5 Any dog without a tag which has not been redeemed after a period of seventy-two (72) hours from seizure or impoundment, excluding Saturdays, Sundays, and Holidays, may, after the expiration of that period, become the property of the Region and may be offered to the SPCA for adoption, and, if refused by the SPCA, may be humanely euthanized at the direction of the By-law Officer.

- 9.6 If a dog is seized or impounded with a valid tag:

- (a) the Region shall contact the owner, in writing in person or by a notice left at the owner's residence; and
- (b) following a minimum of seventy-two (72) hours from the time the notice was provided, excluding Saturdays, Sundays, and Holidays the registered dog may become the

property of the Region, and may be offered to the SPCA for adoption, and if refused by the SPCA, may be humanely euthanized under the direction of the By-law Officer.

- 9.7 Impounded or seized dogs suspected of being infected with rabies or canine madness shall be examined by a veterinarian.
- 9.8 Except in emergency situations, reasonable efforts shall be used to allow the owner a fair opportunity to be heard before a dog is euthanized.
- 9.9 All veterinary fees must be paid by the owner either if the dog is euthanized on veterinary advice or if the dog is being released to the owner.
- 9.10 Where an impounded or seized dog has been the subject of either two warnings or convictions or one warning and one conviction under this By-law, the By-law Officer may give notice to its owner to present themselves to the By-law Officer to show why the dog should not be the subject of one or more of the following remedial actions:
- (a) a notice to muzzle the dog at all times when outside of its owner's residence or its owner's fenced yard;
 - (b) a notice to the owner to microchip the dog at the owner's expense;
 - (c) humane euthanization of the dog at the owner's expense; or
 - (d) offering the dog to the SPCA for adoption, and if refused by the SPCA, humane euthanization at the direction of the By-law Officer at the owner's expense,
- any of which may be considered and acted upon by the By-law Officer after considering and balancing the health and safety of people and animals in the Region against the interests of the owner.

10 SEIZURE UNDER WARRANT

- 10.1 Where a By-law Officer believes on reasonable grounds, that a person is harbouring, keeping, or has under their care, control or direction a dog that is fierce or dangerous, rabid or appears to be rabid, that exhibits symptoms of canine madness or that persistently disturbs the quiet of a neighbourhood by barking, howling or otherwise, contrary to this By-law, and where the dog is located on private property to which the By-law Officer does not have consent of the occupant to enter and search, a Justice of the Peace may by warrant, authorize and empower the person named in the warrant to:
- (a) enter and search the place where the dog is located;
 - (b) open or remove any obstacle preventing access to the dog; and
 - (c) seize and deliver the dog to the pound,
- and for such purpose, break, remove or undo any fastening of the dog to the premises. Where the person named in the warrant is unable to seize the dog in safety, the person may have the dog destroyed.

11. DESTRUCTION OF A DOG

- 11.1 Where the owner of a dog:
- which is fierce or dangerous; or
 - which is rabid or appears to be rabid or exhibiting symptoms of canine madness;
- has euthanized or caused to be euthanized said dog, upon request from the Region the owner shall provide evidence of euthanization.
- 11.2 In an emergency the By-law Officer, without notice to the owner, may destroy or tranquilize any dog that is running at large and which they reasonably believe pose an imminent danger to a person (including the By-law Officer) or to a domestic animal.

12 DUTY TO REPORT ABUSE

- 12.1 If in the course of performing their duties the By-law Officer reasonably believes that a dog has been abused or neglected, they must notify a peace officer having authority under the Animal Protection Act. The peace officer(s) may with the assistance of the By-law Officer take the dog into protective care and, if necessary, provide veterinary services to such dog. The cost of care and any veterinary services so provided shall be paid or reimbursed by the owner. Any instance must be reported to the Nova Scotia SPCA's Chief Provincial Inspector.

13 PENALTIES

- 13.1 A person who does anything else prohibited by this By-law or who neglects or fails to do anything they are required to do by this By-law is guilty of an offence and except where some other penalty is provided by this By-law for the act, refusal, neglect or failure, the offence is liable on summary conviction to a penalty of not more than ten thousand dollars (\$10,000) per offence and, in default of payment, to imprisonment for a term not exceeding sixty (60) days.
- 13.2 Every day during which an offence pursuant to Clause 13.1 continues shall be a separate offence.
- 13.3 In lieu of prosecution under this By-law, the By-law Officer may, in their sole and absolute discretion, issue to any person they believe upon reasonable grounds has committed an offence under this By-law a Notice of Violation. This Notice shall require the person to whom it is directed to pay to the Region within fourteen (14) days of the issuance of the Notice the sum of \$250.00 for an offence under s. 8.1 of this By-law and \$150.00 for all other offences. Where a Notice of Violation is issued and the required amount is paid, no prosecution shall follow respecting the matter or matters referred to in the Notice. For greater certainty, nothing in this bylaw requires the Region to issue a Notice of Violation before initiating a prosecution.

14 REPEAL

The Dog By-law of the former Municipality of the District of West Hants approved July 11, 2017 Respecting the Registration and Regulation of Dogs and the Dog By-law of the former Town of Windsor approved February 22, 2011 are hereby repealed on the effective date of this By-law.

Appendix C

Proposed Fee Schedule

Regional Dog By-law (not yet enacted)	Section 5.1 Registration Fee	\$15.00 all dogs
	Section 5.2 Annual Kennel Registration fee	\$45.00
	Section 3.5 Replacement Tag	\$7.50
	Section 9.2 Fees associated with impoundment, board, food, care and veterinary costs	Actual costs incurred



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request ☐	Councillor Activity ☒
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To: West Hants Regional Municipal Council

Submitted by: Jim Ivey, Councillor, Windsor South, District 11

Date: April 26, 2022

Subject: Councillor Report

LEGISLATIVE AUTHORITY

N/A

RECOMMENDATION or DECISION REQUEST

N/A

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☒
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INFORMATION:

For information sharing purposes, I am providing the following as a summary with some areas detailed more than others on the time invested over the past number of months in Councillor related work and time.

NSFM *The Special Meeting of Organizational Changes for Members:*

I attended online zoom meeting held November 25th which had the following agenda:

1. NSFM Organizational Changes and Next Steps
2. Service Exchange Renegotiation and Municipal Government Act Review Committee Update
3. Municipal Code of Conduct Update

4. Provincial Budget Update
5. Discussion on Protective Services Costs (Policing and Fire Services)

Greater detail on the NSFM organizational changes in progress can be found here:

<https://nsfm.ca/nsfm-organizational-change.html>

Discussion amongst the members attending the zoom call was to a greater extent focused on the matters of increased Provincial taxation for non-resident land-owners and the deed transfer tax. Also of interest is the increasing municipal costs associated with MPSA and PPSA contracts for policing costs in Nova Scotia as well as presumptive cost of insurance liability for firefighters (estimated to become municipal costing over the next couple of years / 2025 +/-).

Dust Storms 2022

Dust from the dry sediment in the former lake has started stirring itself up again during windy weather.

A previous request to the NS Department of Agriculture for adding additional water to the lakebed was unfortunately rejected. Ideally we will see a planting of the exposed sandbars over the course of the next several weeks to give residents and businesses a break this summer from



the inhospitable sand blowing in the wind.

Sediment Infilling the Lake:

As referenced in Committee of the Whole meeting, the sediment continues filling in the former lakebed. A study recently completed a recognized doctoral expert and local university with the MCG, has determined that over the course of the last 50 years approximately 3.75 to 5.5 meters depth has been lost in the former lake due to infilling. The concern that exists and needs to be understood is that with the continued infilling is that the capacity of the lake basin in front of town has lost its capacity to hold the volume of water that it previously did, whether it be fresh or salt water. The river which was previously deep is now very shallow and should be reviewed for its water holding capability and risk.

Causeway Gate - Out of Order

Over the course of the last 2 weeks one of the two causeway gates has been out of order. The gate was stuck in the down / closed position. This issue is significant as it negatively the dam's ability to release the outgoing tide in the event of a flash flood or freshwater release from the upstream dams. If both gates were to fail the fresh water would not be able to be released into the tidal river resulting in increased inland flood risk to the downtown area.

Given the risk to the community it might be advisable to check with the Department of Agriculture on the maintenance provided to the dam and any other risk factors that we should be made aware of in the short to medium term.



Anti-Racism Basketball Camp

I was fortunate to find the time to visit the basketball camp which came to Windsor last month. The camp was run by Dartmouth native, Chris Johnson, a former Halifax Hurricanes professional basketball player. The two-day Anti-Racism Tournament (A.R.T). basketball camp was held at the Hants County War Memorial Community Centre.



The focus of the anti-racism program targets the importance of mental health and well-being through athletics and specialized classroom settings. The Association provides a positive

presence within communities through various forms of community engagement programming. It also delivers an impactful and educational message promoting anti-racism and equity.

KES Boys and Girls 15 Rugby Tournament

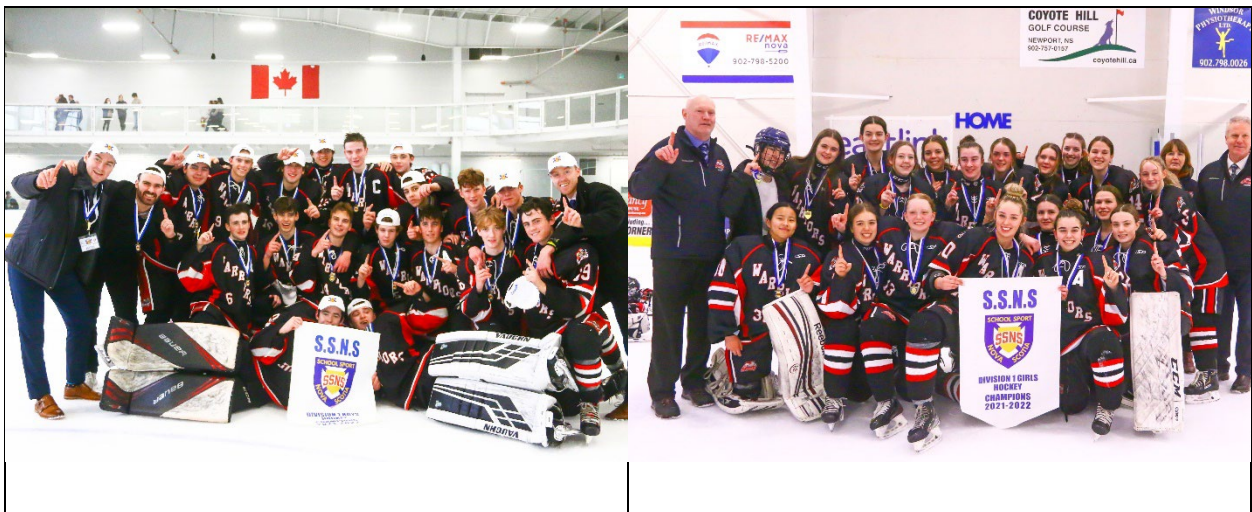
This past weekend Kings Edgehill School hosted the Provincial NS High School Boys and Girls 15s Rugby Invitational. A wonderful event even, with the cold blowing winds. Victory over the 3-day event went to both the KES Boys and KES Girls teams. Congratulations KES Boys and Girls.



Provincial High School Boys & Girls Hockey Tournaments

Avon View High School Boys High School hockey team served as wonderful hosts to this year's Nova Scotia Provincial Championships. Held over a four-day period, it was as professional a tournament as any ever held.

Additionally, the Nova Scotia Girls tournament was held at the Newport Station Rink and hosted by Halifax West with tremendous local support. Also as professional a tournament as any ever held.



The Avon View Boys and Girls played their best and gave it their all. The winners of both the boys and girls however went to Halifax West – congratulations to all.

Additional time was spent reviewing the data provided on:

- Sedimentation of the lake,
- Details surrounding Cunnable Creek
- Photos and view of flooding at Kingsview Drive
- Assisted with a Windsor Agricultural Society grant application with image additions as well as
- Information received and photo taken of the Lagoons and the use of the mobile pump during the February 18th rain and melt event

More detailed reports on these items will follow next month.

NEXT STEPS

TBD

FINANCIAL IMPLICATIONS

N/A Information Report

ALTERNATIVES

N/A

ATTACHMENTS

CHIEF ADMINISTRATIVE OFFICER REVIEW

(For use if report is from a Councillor. CAO to provide additional comments on background, department/staff responsible and workload, budget, options, preferred strategy. State “Not Applicable” if report is from staff which already incorporates CAO review.)

Report Prepared by: _____
(Name and Title)

Report Reviewed by: _____
(Name and Title)

Report Approved by: _____
(Name and Title)

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Danny	Dill	2020-06-30	2020-07-14 COTW
Quentin	Davison	2020-07-06	2020-07-14 COTW
Alyson	Bremner	2020-07-07	2020-07-14 COTW
Cecil	Rolfe	2020-07-13	2020-07-14 COTW
Pat	Porter	2020-07-13	2020-07-14 COTW
Nikki-Marie	Lloyd	2020-08-02	2020-09-08 COTW
Heather	Boylan (Martock)	2020-09-01	2020-09-08 COTW
Greg	O'Leary	2020-09-03	2020-09-08 COTW
Dr. Abby	Kirumira	2020-09-02	2020-09-08 COTW
Dean	Manning	2020-09-08	2020-09-08 COTW
David & Michelle	Rideout	2020-09-08	2020-09-08 COTW
Colleen	Walsh-Bouman	2020-09-08	2020-09-08 COTW
Nicholas & Alyson	Juurlink/Bremner (Linked Farms)	2020-09-08	2020-09-22 Council
Tasha	Rogers	2020-09-08	2020-09-22 Council
Brad	Carrigan	2020-09-23	2020-10-13 COTW
Karen	Carrigan	2020-09-23	2020-10-13 COTW
Elaine	Morehouse	2020-09-24	2020-10-13 COTW
Gary	Morehouse	2020-09-24	2020-10-13 COTW
Dr. A	Kirumira	2020-09-24	2020-10-13 COTW
Blake	Sarsfield	undated	2020-10-13 COTW
Greg	Webster	2020-10-01	2020-10-13 COTW
Bobby	Kidston	2020-10-02	2020-10-13 COTW
NSTIR	(Province of NS)	2021-01-13	2021-01-26 Council
Darren	Porter	2021-03-19	2021-03-23 Council
Rylan	Carrigan	2021-03-29	2021-04-13 COTW
Robin	Bremner-Popma (Hants Co Fed of Agri)	2021-03-29	2021-04-13 COTW
Roslyn	MacDuff	2021-03-29	2021-04-13 COTW
Darlene	Taylor	2021-03-23	2021-04-13 COTW
Daniel	Oulton	2021-03-26	2021-04-13 COTW
Karen	Carrigan	2021-03-26	2021-04-13 COTW
Marie & Andrew	Connolly	2021-03-26	2021-04-13 COTW
Robin	Thomson (Atlantic Division Canoe Kayak Canada)	2021-03-30	2021-04-13 COTW
Barbara	Hughes	2021-03-29	2021-04-13 COTW
Laura	Fisher	2021-04-01	2021-04-13 COTW

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Nikki-Marie	Lloyd	2021-04-06	2021-04-13 COTW
Ken	Donnelly (Hwy 101 Twinning CLC)	2021-04-01	2021-04-13 COTW
Darren	Porter	2021-04-06	2021-04-13 COTW
Karen	Lynch	2021-04-09	2021-04-13 COTW
Carilee	Eddy	2021-04-15	2021-04-27 Council
Nikki-Marie	Lloyd	2021-04-19	2021-04-27 Council
Sheldon	Hope	2021-04-19	2021-04-27 Council
Adrienne	Wood	2021-04-22	2021-04-27 Council
Magda	Montgomery	2021-04-22	2021-04-27 Council
Sheldon	Hope	2021-04-26	2021-04-27 Council
Andrew	Smiley	2021-05-02	2021-05-11 COTW
Carrilee	Eddy	2021-05-03	2021-05-11 COTW
Denise	Forand	2021-04-27	2021-05-11 COTW
Erin	Naugler	2021-05-02	2021-05-11 COTW
Janet	Comeau	2021-05-02	2021-05-11 COTW
Kristyn	Anderson	2021-05-02	2021-05-11 COTW
Laura	Fisher	2021-04-01	2021-05-11 COTW
Nick	Rafuse	2021-05-03	2021-05-11 COTW
Nicole	McLeod	2021-05-02	2021-05-11 COTW
Robyn	Cook	2021-05-02	2021-05-11 COTW
Sheldon	Hope	2021-05-02	2021-05-11 COTW
Tammy	Hilden	2021-05-02	2021-05-11 COTW
Tracey	Sexton	2021-05-03	2021-05-11 COTW
Ginette	Pitcher	2021-05-03	2021-05-11 COTW
Greg	Miller	2021-05-05	2021-05-11 COTW
David & Michelle	Rideout	2021-05-05	2021-05-11 COTW
Sylvia & Vince	Burgess	2021-05-05	2021-05-11 COTW
Scott (Adrienne)	Miniau (Wood)	2021-05-03	2021-05-11 COTW
Barbara	Sullivan	2021-05-06	2021-05-11 COTW
Sandra & Skip	Hogan	2021-05-06	2021-05-11 COTW
Marie & Andrew	Connolly	2021-05-06	2021-05-11 COTW
Karen	Carrigan	2021-05-07	2021-05-11 COTW
Adrienne	Wood (Petition)	2021-05-07	2021-05-11 COTW
Lisa	Hines	2021-05-07	2021-05-11 COTW

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Cam	Hartley	2021-05-07	2021-05-11 COTW
Troy & Vicki	Harvie	2021-05-07	2021-05-11 COTW
Jenn	McDermott	2021-05-08	2021-05-11 COTW
Jennifer	Daniels	2021-05-09	2021-05-11 COTW
Krista & Colin	Duncan	2021-05-09	2021-05-11 COTW
Robin	Bremner-Popma	2021-05-07	2021-05-11 COTW
Roslyn (Darlene) [Barb]	MacDuff (Taylor) [Hughes]	2021-05-08	2021-05-11 COTW
Wayne & Dianne	Hines	2021-05-09	2021-05-11 COTW
Bob & Sandra	Langdon	2021-05-10	2021-05-11 COTW
Brad	Hood	2021-05-10	2021-05-11 COTW
Ed & Cathy	Kerr	2021-05-10	2021-05-11 COTW
Ann	MacArthur	2021-05-10	2021-05-11 COTW
Carole Anne	Casey	2021-05-10	2021-05-11 COTW
Sarah	MacDonald	2021-05-10	2021-05-11 COTW
Andre & Donna	Arsenault	2021-05-11	2021-05-11 COTW
Aaron	Leblanc	2021-05-12	2021-05-25 Council
Adrian	Rooney	2021-05-19	2021-05-25 Council
Adrienne	Wood	2021-05-12	2021-05-25 Council
Barb	Sullivan	2021-05-16	2021-05-25 Council
Barbara	Beck	2021-05-15	2021-05-25 Council
Bethany	Rozee	2021-05-12	2021-05-25 Council
Carl	Siler	2021-05-12	2021-05-25 Council
Carol	Bradley	2021-05-16	2021-05-25 Council
Carol	McKinley	2021-05-12	2021-05-25 Council
Chad	Pothier	2021-05-18	2021-05-25 Council
Chris	Cann	2021-05-21	2021-05-25 Council
Connie	Shay	2021-05-15	2021-05-25 Council
Conrad	Mullins	2021-05-18	2021-05-25 Council
Darlene	Taylor	2021-05-15	2021-05-25 Council
Darren	Porter	2021-05-12	2021-05-25 Council
Darren	Woods	2021-05-13	2021-05-25 Council
Dawson	Sheehy	2021-05-16	2021-05-25 Council
Deanna	Hamilton	2021-05-15	2021-05-25 Council
Debbie	Porter-Wood	2021-05-13	2021-05-25 Council
Debbie	Siler	2021-05-15	2021-05-25 Council
Denise	Forand	2021-05-13	2021-05-25 Council

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Devan	Archibald	2021-05-18	2021-05-25 Council
Diane	Ogilvie	2021-05-13	2021-05-25 Council
Erin	Naugler	2021-05-13	2021-05-25 Council
Ernest	Eddy	2021-05-15	2021-05-25 Council
Gerry	Young	2021-05-15	2021-05-25 Council
Gina	Cochrane	2021-05-12	2021-05-25 Council
Harry	Ullock	2021-05-15	2021-05-25 Council
Hope	Moon	2021-05-12	2021-05-25 Council
Ian	Shaw	2021-05-16	2021-05-25 Council
J	Davis (and J Griffith)	2021-05-17	2021-05-25 Council
Jacqueline	Farvacque	2021-05-12	2021-05-25 Council
Jayne	Murray	2021-05-16	2021-05-25 Council
Jeff	Redden	2021-05-17	2021-05-25 Council
Jennifer	Shaw	2021-05-16	2021-05-25 Council
Jocelyne	Marchand	2021-05-12	2021-05-25 Council
John & Sarah	Monette	2021-05-19	2021-05-25 Council
Jordan	Macumber	2021-05-12	2021-05-25 Council
Josette	Dugue	2021-05-12	2021-05-25 Council
Judy	Lynch	2021-05-13	2021-05-25 Council
June	Pedersen-LaPierre	2021-05-15	2021-05-25 Council
Justin	Cochrane	2021-05-12	2021-05-25 Council
Karen	Lynch	2021-05-18	2021-05-25 Council
Kathryn	Bergeron	2021-05-16	2021-05-25 Council
Kathy	Veinot	2021-05-15	2021-05-25 Council
Kyle	Pellegrini	2021-05-12	2021-05-25 Council
Lachlan	Riehl	2021-05-12	2021-05-25 Council
Laura	Stewart	2021-05-19	2021-05-25 Council
Lee	Billington	2021-05-12	2021-05-25 Council
Lee	Millett	2021-05-12	2021-05-25 Council
Lexie	Barkhouse	2021-05-12	2021-05-25 Council
Linda	Card	2021-05-11	2021-05-25 Council
Monique	Wood	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-16	2021-05-25 Council
Nancy	Sheehy	2021-05-18	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-12	2021-05-25 Council
Nikki-Marie	Lloyd	2021-05-17	2021-05-25 Council

Avon River Causeway Correspondence
(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Olena	Kharytonova	2021-05-15	2021-05-25 Council
Pat	Porter	2021-05-12	2021-05-25 Council
Paula	Lake	2021-05-12	2021-05-25 Council
Robert	Bowkett	2021-05-18	2021-05-25 Council
Roslyn	MacDuff	2021-05-15	2021-05-25 Council
Ruth	Angevine	2021-05-13	2021-05-25 Council
Scotch Village	Farm	2021-05-19	2021-05-25 Council
Shirley	Pineo	2021-05-12	2021-05-25 Council
Stephen	Brooks	2021-05-12	2021-05-25 Council
Trudy	Sheehy	2021-05-17	2021-05-25 Council
Steven	Bouman	2021-05-17	2021-05-25 Council
Sue	Sheehy	2021-05-14	2021-05-25 Council
Susie	Smith	2021-05-12	2021-05-25 Council
Tasha	Rogers	2021-05-12	2021-05-25 Council
Tera	Brommit	2021-05-17	2021-05-25 Council
Toni-Lee	Burns	2021-05-12	2021-05-25 Council
Tony	Wood	2021-05-18	2021-05-25 Council
Tracey	Sexton	2021-05-16	2021-05-25 Council
Trevor	Levy	2021-05-12	2021-05-25 Council
Tricia	Brommit	2021-05-17	2021-05-25 Council
Vince & Sylvia	Burgess	2021-05-16	2021-05-25 Council
Loretta	MacEachern	2021-05-20	2021-05-25 Council
Tim & Jennifer	Bayers	2021-05-21	2021-05-25 Council
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darlene	Taylor	2021-05-25	2021-06-08 COTW
Darren	Porter (forwarded email from/to another source)	2021-05-27	2021-06-08 COTW
Dawn	Allen	2021-05-25	2021-06-08 COTW
John	Monette	2021-05-25	2021-06-08 COTW
Richard	Dunham	2021-05-25	2021-06-08 COTW
Carrilee	Eddy	2021-06-06	2021-06-22 Council
Darlene	Taylor	2021-06-09	2021-06-22 Council
Darren	Porter	2021-06-06	2021-06-22 Council
Lisa	Bland	2021-06-08	2021-06-22 Council
Krista & Scott	Lloy	2021-06-07	2021-06-22 Council
Nancy	Sheehy	2021-06-06	2021-06-22 Council
Karen	Beazley	2021-07-06	2021-07-13 COTW

Avon River Causeway Correspondence

(aka Hwy. 101 Twinning, Aboiteau, Causeway, Lake Pisiquid)

[illegible]

Correspondence Received

<u>First Name</u>	<u>Last Name</u>	<u>Correspondence Date</u>	<u>Meeting / logged</u>
Katherine	Mcleod, P.Eng, Dept. Environment and climate change	2021-10-28 (Received)	2022-01-11 COTW
Hants County Legion		2021-11-25	2021-12-07 COTW
Hon. Melissa	Sheehy-Richard	2021-11-30	2021-12-07 COTW
Hon. John	Lohr	2021-11-30	2021-12-07 COTW
Hon. Kim	Masland	2021-12-01	2021-12-16 Council
NSUARB		2021-12-10	2021-12-16 Council
Bennet	Mary Lou	2021-12-13	2021-12-16 Council
Hon. Kim	Masland	2021-12-17	2022-01-11 COTW
Bland	Lisa	2021-01-17	2022-01-11-COTW
Wilson	John	2021-12-21	2022-01-11 COTW
Pineo	Shirley	2021-12-17	2022-01-11 COTW
Nelson	Gary	2022-01-11	2022-01-25 Council
Hon. Kody	Blois	2022-01-13	2022-01-25 Council
Denise	Forrand	2022-01-19	2022-01-25 Council
Dawn	Allen	2022-01-18	2022-01-25 Council
Sarah	Brothers	2022-01-19	2022-01-25 Council
Roland	Newcombe	2022-01-20	2022-01-25 Council
Valerie	Newcombe	2022-01-20	2022-01-25 Council
Andrea	Moore	2022-01-21	2022-01-25 Council
Gary	Nelson	2022-01-26	2022-02-08 COTW
Hon. Minister	Johns	2022-01-27	2022-02-08 COTW
Hon. John	Lohr	2022-02-01	2022-02-08 COTW
Hon. Joyce	Murray	2022-02-02	2022-02-08 COTW
Kim	MacQuarrie	2022-02-06	2022-02-22 Council
Sheldon	Hope	2022-02-08	2022-02-22 Council
Brad	Carrigan	2022-01-24	2022-03-08 COTW
Dr. Gordon	Haliburton	2022-02-14	2022-03-08 COTW
Hon. Kim	Masland	2022-03-01	2022-03-08 COTW
East Hants		2022-03-01	2022-03-08 COTW
Hon. John	Lohr	2022-03-22	2022-04-12 COTW
Andrea	Parker	2022-03-28	2022-04-12 COTW
Bulk Water Haulers		2022-03-30	2022-04-12 COTW
Mark	Wainman	2022-04-04	2022-04-12 COTW
Jeff	Houser	2022-03-23	2022-04-12 COTW
Kathrin	Winkler	2022-04-05	2022-04-12 COTW
Joseph, PVSC	Feeney	2022-04-14	2022-04-26 Council

Correspondence Received

[illegible]

April 14, 2022

Municipal Mayors and Wardens
Via Email

Dear Mayors and Wardens:

On April 8th the Provincial government introduced Bill 149, the *Financial Measures (2022) Act* in the Legislature. Within this Bill are the provisions for the provincial *Non-Resident Deed Transfer and Property Taxes Act*. It establishes a provincial 5% deed transfer tax and provincial property tax on residential properties purchased and owned by non-residents of Nova Scotia, as defined by the Provincial government.

I write as Chair (as of April 8, 2022) of the Board of Directors of the Property Valuation Services Corporation (PVSC) to advise that the Corporation was not involved in the drafting of this legislation nor is it a program that is under the administration of PVSC. While staff of the province informed PVSC staff that the government was proceeding with drafting legislation in keeping with the government's political platform in this regard, the details and substance of the draft legislation were not shared with PVSC. We learned the specific details as many of you may have, through the tabling of the legislation in the House on last Friday. We understand the Minister of Finance and Treasury Board may have informed the Nova Scotia Federation of Municipalities (NSFM) and Association of Municipal Administrators (AMA) prior to the introduction of the Bill but PVSC was not part of these discussions.

The Government has released revenue estimates associated with collecting these provincial taxes. Again, PVSC was not involved or consulted in the determination of these estimates.

It is of particular importance to the Board that the Corporation's role as administrator of property assessment in Nova Scotia is, and is perceived to be, separate and distinct from those who levy and collect property tax. We note in Bill 149 that the Minister of Finance and Treasury Board has the authority to direct PVSC to send owner's declaration forms to residential property owners. Furthermore, the Corporation must provide access to all information required by the Administrator of this provincial tax. The Corporation will represent to government that this cannot compromise the function of PVSC's administration of property assessment, nor will any costs associated with these provisions be borne by the 49 municipal members of the Corporation.

Once the legislation is passed and proclaimed, Finance and Treasury Board is understood to be responsible for administering this program. PVSC will update municipalities on any substantive developments regarding these issues.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph Feeney". The signature is fluid and cursive, with a long horizontal stroke at the end.

Joseph Feeney
Chair, PVSC Board of Directors

cc: Janice Spencer, CEO, NSFM
Janice Wentzell, Exe. Director, AMA

Deanna Snair

From: darren porter
Sent: Thursday, April 21, 2022 7:08 PM
To: PublicOnlyCouncilEmail
Subject: Avondale boat launch budget

Caution

This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

I'm requesting an assessment of the needs of the commercial fisheries and the 101 twining science team (local fishers, acadia university and CMM) ... This can be achieved by properly engaging /consulting with us by council and or staff before the municipal budget next week potentially restricts or limits the planned boat ramp project at Avondale.

Also there could potentially be funding access provincially and federally leveraged with partnerships as this boat ramp ad it is essential to all of the above to continue our operations.

To stop the ramp short of the required distance we load at may have safety implications (a lip to get truck tires up over, or inadequate traction in adverse conditions....) especially where we load much lower then the average recreational user.

We use this essential infrastructure "boat ramp" over 200 times a year during a 10 month period.

Best Fishes

Darren Porter
902-798-

Sent from my iPhone

Fort Edward Lands Correspondence

First Name	Last Name	Correspondence	Meeting/Logged
Theresa	Newcombe	11/23/2021	2022-03-22 Council
Gary	Nelson	12/17/2021	2022-01-11 COTW
Lisa	Bland	12/17/2021	2022-01-11 COTW
John	Wilson	12/21/2021	2022-01-11 COTW
Gary	Nelson	1/11/2022	2022-01-25 Council
Andrea	Moore	1/21/2022	2022-01-25 Council
Valerie	Newcombe	1/21/2022	2022-03-22 Council
Gary	Nelson	1/26/2022	2022-02-08 COTW
Sara	Brothers	1/19/2022	2022-01-25 Council
Dawn	Allen	1/17/2022	2022-01-25 Council
Marty	Fougarty	2/5/2022	2022-03-22 Council
Dr. Gordon	Haliburton	2/14/2022	2022-03-08 COTW
Theresa	Newcombe	3/11/2022	2022-03-22 Council
Marie	Claude-Roiux	3/9/2022	2022-03-22 Council
Barbara	Gallagher	No Date	2022-03-22 Council
Roland	Newcombe	1/20/2022	2022-01-25 Council
Liz	Galbraith	12/16/2021	2021-12-16 COTW
Mary Lou	Bennet	12/13/2021	2021-12-16 COTW
Jean	Scotney	2/25/2022	2022-03-22 Council
Denise	Forand	3/16/2022	2022-03-22 Council
Jonathan Fowler	Fowler	3/13/2022	2022-03-22 Council
Heather	Pick	3/17/2022	2022-03-22 Council
Wanda	Donelle	2/22/2022	2022-04-12 COTW
Teresa	Newcombe	3/22/2022	2022-04-12 COTW
Patti	Quinn	3/22/2022	2022-4-12 COTW
Martin	Theberge	4/6/2022	2022-04-12 COTW
Rene	Cormier	4/12/2022	2022-04-26 Council

L'HONORABLE RENÉ CORMIER
SÉNATEUR INDÉPENDANT
NOUVEAU-BRUNSWICK



THE HONOURABLE RENÉ CORMIER
INDEPENDENT SENATOR
NEW BRUNSWICK

SENAT SENATE
CANADA

Ottawa, April 12th, 2022

West Hants Regional Municipality
76 Morison Dr, Windsor, Nova Scotia, B02 2T0

Attention: Mayor Abraham Zebian

RE: Fort Edward and its Surrounding Grounds: Place of Memory for Acadians

Dear Mayor Zebian,

Municipalities are vital institutions in ensuring the development of our regions and most particularly in Atlantic Canada. Your unwavering commitment to your community is an inspiration to all of us and, at the outset, I wish to thank you for your outstanding contribution. With this in mind, I would like to draw your attention to the above-noted matter.

As an independent Acadian Senator, I consider Fort Edward and its surrounding grounds to be of cultural and historical significance to the Acadian people. As you know, the Acadian identity is deeply rooted in Nova Scotia, as my ancestors established themselves in these lands' centuries ago. In fact, in 1722, the Acadians built the parish church of Notre-Dame-de-L'Assomption just uphill from the lands now known as 36 and 65 Fort Edward Street. The church was ultimately demolished by British forces in 1750 to construct Fort Edward, which acted as a prison for many Acadians during the Acadian Deportation.

Like Georges Island in Halifax, Fort Edward and its surrounding grounds are important places of memory for Acadians where they gather themselves to reflect on their past, but also to celebrate the resilience of the Acadian people and their collective renaissance. It is worth mentioning that Fort Edward's commemorative integrity lies significantly with its viewplanes toward the Avon and St. Croix rivers, as indicated in the Archaeological Resource Impact Assessment undertaken by Northeast Archaeological Research Inc.

In 2024, Nova Scotia will host the World Acadian Congress which will attract many tourists in the region. The rich history of Fort Edward and its surrounding grounds will certainly be of interest to those attending this event which could have a positive impact on your community, socially and economically.

As a Senator, I understand that the municipality's decision to sell (or not) PIDs 45059797 and PIDs 45059805, both adjacent to Fort Edward, is beyond my purview and that it is not my intention nor my duty to try to circumvent the exercise of your municipal prerogatives. That said, it is my hope that the integrity of this place will be preserved for years to come.

Thank you in advance for your consideration to this matter.

Yours truly,

A handwritten signature in black ink, appearing to read 'RC' followed by a stylized flourish.

René Cormier

Senator for New Brunswick

Member of the Independent Senators Group (ISG)

c.c. Marie-Claude Rioux, Executive Director of Fédération Acadienne de la Nouvelle-Écosse
Martin Théberge, President of Société Nationale de l'Acadie
Allister Surette, Chair of the Organizing Committee, CMA 2024

Combined Overflow System Correspondence

First Name	Last Name	Date Received	Meeting/Logged
Katherine	MacLeod	10/27/2021	2022-01-11 COTW
Katherine	MacLeod	10/28/2021	2022-01-11 COTW
Carrilee	Eddy	3/13/2022	2022-03-22 Council
Anna	DeNicola	3/12/2022	2022-03-22 Council
Darren	Porter	3/13/2022	2022-03-22 Council
Ellen	Hart	3/13/2022	2022-03-22 Council
Jennifer	Davidson	3/13/2022	2022-03-22 Council
Felicia	McNeil	3/14/2022	2022-03-22 Council
Darren	Porter	3/15/2022	2022-03-22 Council
Susie	Smith	3/15/2022	2022-03-22 Council
Carol	Bradley	3/17/2022	2022-03-22 Council
Felicia	McNeil	3/21/2022	2022-04-12 COTW
Felicia	McNeil	4/11/2022	2022-04-26 Council

Deanna Snair

From: Felicia MacNeil
Sent: Monday, April 11, 2022 10:29 AM
To: Abraham Zebian
Cc: Troy Burgess; Ashley Smith; WWH Council; Todd Richard
Subject: Re: Storm Water Catch Basin

Follow Up Flag: Follow up
Flag Status: Flagged

Caution

This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Good morning,
Special thanks to Abraham Zabian for actually responding and taking the time to personally investigate the sewer smell that lingers on my property and invades itself into my home. This smell only presents itself potentially after heavy rainfall. I am very thankful Abraham Zabian took the time to actually visit my property and confirm the smell, and its source. (Please see enclosed initial e-mail).

He has forwarded this e-mail off accordingly and I have been very patient for a response in regards to a solution.

We can't stop the smell from entering our home. (It's an older building and frankly it's awfully costly to re-seal an entire house, especially when it's a rental) We can't just up and move. Have you seen the rental/home buyer market?! (Trust me, we tried)

The smell has been around a few times since Mr. Zabian was here. However, this morning was disgusting. I have been very patient.

Therefore, I am following up with you all today to come towards a solution to fix the over flow in the storm water catch basin which emits awful, potent, hazardous smells particularly after a storm.

I am a decently understanding citizen, but to not even get a reply for weeks? That's not acceptable. Especially since I've been tailgating this issue for months.

I look forward to a reply regarding your plan of action for resolution of this matter.

Thank you,

Correspondence Sent

[illegible]



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: WHRM Council

Submitted by: _____
Diana Gibson, Manager, Accounting & Financial Reporting

Date: April 26, 2022

Subject: Debt Refinancing – Balloon Payment

LEGISLATIVE AUTHORITY

Municipal Government Act, Part VI, Power to Spend Money 65 (A) & Power to Borrow Money 66.

RECOMMENDATION

That Council approves . . .

. . . using the Town of Windsor Operating Reserve to fund the municipal portion of the balloon payment of Debenture #27-A-1, due June 1, 2022.

Alternative Motions #1:

That Council approves . . .

. . . a temporary borrowing resolution in the amount of \$599,345 to refinance the loan for the Wentworth Road Upgrades, Paving, Curb, Sidewalk, and Sewer, Repairs to Fall Brook Dam, and Water Treatment.

Further

. . . the Mayor and Municipal Clerk to sign the Resolution for Pre-Approval of Debenture Issuance, subject to interest rate confirmation not to exceed 5.5%, to enable the West Hants Regional Municipality to issue a 5-year debenture of \$599,345.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☐	Economic ☒	Councillor Activity ☐
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In 2007, the former Town of Windsor received a loan from the Municipal Finance Corporation (MFC) in the amount of \$2,095,840 to finance the following projects:

- Wentworth Road Upgrades
- Paving, Curb, Sidewalk, and Sewer
- Repairs to Fall Brook Dam
- Water Treatment

This loan was taken out over a 20-year period and the intention was to refinance as the debenture matures in 2022.

DISCUSSION

On June 1, 2022, the outstanding balance of \$711,872 will be due in full, unless it is refinanced through a lending source.

	Originally Borrowed	Principal Paid to Date	Amount Remaining	
Wentworth Road Upgrades	960,000.00	672,000.00	288,000.00	
Paving, Curb, Sidewalk, and Sewer	303,740.00	212,618.00	91,122.00	
Repairs to Fall Brook Dam	593,800.00	356,350.00	237,450.00	
Water Treatment	238,300.00	143,000.00	95,300.00	
	<u>2,095,840.00</u>	<u>1,383,968.00</u>	<u>711,872.00</u>	Payment Due June 1, 2022
		Interest Repayment 2022-2023	<u>112,527.00</u>	*if Refinanced
		Total Principal Amount for Refinancing	<u>599,345.00</u>	

Following recent budget discussions, staff are recommending Council approves repayment of the debenture amount. This loan payment will impact the 2022-2023 Operating Budget, but there is capacity within the Windsor Water Utility operating budget and Town of Windsor Operating Reserve to allow for the repayment of Debenture #27-A-1.

Municipal	Principal	Interest	Total
Wentworth Road Upgrade	\$ 257,418	\$ 6,139	\$ 263,557
Wentworth Road Upgrade - (pav/curb/sidewalk)	\$ 61,831	\$ 1,475	\$ 63,306
Wentworth Road Upgrade- Storm Sewer	\$ 30,582	\$ 729	\$ 31,311
Paving , Curb, Sidewalks - Sewer	\$ 29,291	\$ 699	\$ 29,990
	<u>\$ 379,122</u>	<u>\$ 9,042</u>	<u>\$ 388,164</u>
Water	Principal	Interest	Total
Repairs Fall Brook Dam	\$ 237,450	\$ 5,663	\$ 243,113
Water Treatment	\$ 95,300	\$ 2,273	\$ 97,573
	<u>\$ 332,750</u>	<u>\$ 7,936</u>	<u>\$ 340,686</u>

However, should Council wish to refinance, a renewed Temporary Borrowing Resolution (TBR), must be approved by Council. This will meet the necessary lending requirements. The Municipal Finance Corporation offers favourable fixed lending rates for municipal capital purchases.

In order to participate in the upcoming MFC semi-annual debenture call, a 'Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate' must be approved by Council. Approving this would qualify the Municipality to take part in the Spring debenture call. It should be noted that the Minister approval date of the TBR in the resolution document has been left blank. The resolution document is an MFC procedural step, and it has been made clear by them on numerous occasions that it is okay to leave this blank and they will fill it in should the Minister approve the TBR.

NEXT STEPS

If Council proceeds with paying off Debenture #27-A-1, updated debt figures will be added to the 2022-2023 Operating Budgets.

If Council proceeds with refinancing, a time will be scheduled for the Mayor and Municipal Clerk to sign the Temporary Borrowing Resolution and the Resolution for Pre-Approval of Debenture Issuance. This documentation will then be forwarded to Municipal Affairs and Housing and the Municipal Finance Corporation.

FINANCIAL IMPLICATIONS

Current principal and interest payments proposed in the 2022-2023 Operating Budgets:

Municipal	Proposed Budget 2022-23 Payment
Wentworth Road Upgrade	\$ 56,204
Wentworth Road Upgrade - (pav/curb/sidewalk)	\$ 6,676
Wentworth Road Upgrade- Storm Sewer	\$ 13,500
Paving , Curb, Sidewalks - Sewer	\$ 6,395
	<u>\$ 82,775</u>

Water	Proposed Budget 2022-23 Payment
Repairs Fall Brook Dam	\$ 40,109
Water Treatment	\$ 18,367
	<u>\$ 58,476</u>

The recommendation to repay the debenture would result in a \$282,210 reduction in the \$400,273 proposed Windsor Water surplus, and \$305,389 to come from the Town of Windsor Operating Reserve, which has a proposed balance on March 31, 2023, of \$1.2 Million. This would remove these debts from future operating budgets and reduce the debt servicing ratio in 2023-2024.

ALTERNATIVES

1. Council could choose to refinance the loan through MFC
2. Council could approve the TBR and not the resolution, and an alternative funding source to MFC would have to be found.

ATTACHMENTS

- Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate
- Temporary Borrowing Resolution

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation proposed by the Manager and Director.

Report Prepared by: _____

Carlee Rochon, Director, Financial Services

Report Approved by: _____

Mark Phillips, Chief Administrative Officer

Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate

WHEREAS clause 66 (1) of the Municipal Government Act (the “Act”) provides that a municipality may borrow to carry out an authority to expend funds for capital purposes conferred by the Act or another Act of the Legislature;

AND WHEREAS clause 91(1)(a) of the Act provides that where a municipality is authorized to borrow money, subject to the approval of the Minister of Municipal Affairs (the “Minister”), that the sum shall be borrowed by the issue and sale of debentures, in one sum or by installments, as determined by the council;

AND WHEREAS clause 91(1)(b) of the *Municipal Government Act* authorizes the council to determine the amount and term of, and the rate of interest, on each debenture, when the interest on a debenture is to be paid, and where the principal and interest on a debenture are to be paid;

AND WHEREAS clause 91(2) of the *Municipal Government Act* states, that in accordance with the *Municipal Finance Corporation Act*, the mayor or warden and clerk or the person designated by the council, by policy, shall sell and deliver the debentures on behalf of the municipality at the price, in the sums and in the manner deemed proper;

AND WHEREAS the resolution of council to borrow for was approved by the municipal council on_____.
(council’s TBR approval date)

BE IT THEREFORE RESOLVED

THAT under the authority of Section 91 of the *Municipal Government Act*, the

West Hants Regional Municipality
(Name of Unit)

borrow by the issue and sale of debentures a sum or sums not exceeding \$_599,345____, for a period not to exceed ____5____ years, subject to the approval of the Minister;

THAT the sum be borrowed by the issue and sale of debentures of the

West Hants Regional Municipality
(Name of Unit)

in the amount that the mayor or warden and clerk or the person designated by the council deems proper, provided the average interest rate of the debenture does not exceed the rate of 5.5%;

THAT the debenture be arranged with the Nova Scotia Municipal Finance Corporation with interest to be paid semi-annually and principal payments made annually;

THAT this resolution remains in force for a period not exceeding twelve months from the passing of this resolution.

For MFC use only:

TBR #: _____

Minister signed: _____

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution duly passed at a meeting of the Council of the

(Name of Unit)

held on the _____ day of _____ 20____

GIVEN under the hands of the Mayor/Warden and the Clerk of the

(Name of Unit)

this _____ day of _____ 20____

Mayor/Warden

Clerk

MUNICIPAL COUNCIL OF THE

TEMPORARY BORROWING RESOLUTION

Amount: \$ 599,345

Refinance Debenture: #27-A-1 Combined Loan

WHEREAS Section 66 of the Municipal Government Act provides that the Council of the
West Hants Regional Municipality subject to the approval of the Minister of
Municipal Affairs and Housing, may borrow to expend funds for a capital purpose as authorized by statute; and,

WHEREAS clause 66 (4)(b) of the Municipal Government Act authorizes the Municipality to expend funds for
the purpose of paying or retiring debentures;

BE IT THEREFORE RESOLVED

THAT under the authority of Section 66 of the Municipal Government Act, the Council of the
West Hants Regional Municipality borrow a sum or sums not exceeding
Five Hundred Ninty-nine, three hundred and forty-five Dollars (\$ 599,345)
for the purpose set out above, subject to the approval of the Minister of Municipal Affairs and Housing;

THAT the sum be borrowed by the issue and sale of debentures of the Council of the
West Hants Regional Municipality to such an amount as the Council deems necessary;

THAT the issue of debentures be postponed pursuant to Section 92 of the Municipal Government Act and that the
Municipality borrow from time to time a sum or sums not exceeding
Five Hundred Ninty-nine, three hundred and forty-five Dollars (\$ 599,345)
in total from any chartered bank or trust company doing business in Nova Scotia;

THAT the sum be borrowed for a period not exceeding Twelve (12) Months from the date of the approval of the
Minister of Municipal Affairs and Housing of this resolution;

THAT the interest payable on the borrowing be paid at a rate to be agreed upon; and

THAT the amount borrowed be repaid from the proceeds of the debentures when sold.

THIS IS TO CERTIFY that the foregoing is a true copy of a resolution read
and duly passed at a meeting of the Council of the
West Hants Regional Municipality
held on the ____ day of _____, 2022.

GIVEN under the hands of the Clerk and under the seal of the Council of the
West Hants Regional Municipality this
____ day of _____, 2022.

Clerk



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☒	Decision Request ☐	Councillor Activity ☐
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To: Mayor and Members of Council

Submitted by: Kathy Kehoe, Director, Community Development

Date: April 23, 2022

Subject: Provincial Representative Volunteer

LEGISLATIVE AUTHORITY

n/a

RECOMMENDATION or DECISION REQUEST

It is recommended that Council approves the nomination of Juanita Wilcox for the 2022 Provincial Representative Volunteer Award for the West Hants Regional Municipality.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☒	Economic ☐	Councillor Activity ☐
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Annually municipal units are invited to nominate a volunteer to receive provincial recognition as a representative volunteer for their community.

The Community Development Department received nominations of deserving volunteers from community groups/councillors and the public.

DISCUSSION

Individuals not selected as the West Hants Regional Municipality Provincial Representative Volunteer and have not received local recognition in the past five years will be recognized for their service during the West Hants Regional Municipality annual recognition event.

The Community Development Department sought clarification regarding the nomination process from the province and confirmed that a municipal unit is permitted to select an individual OR a not-for-profit organization as the municipal representative volunteer.

NEXT STEPS

Should this recommendation be approved staff will prepare the information required to submit the nomination to the province.

FINANCIAL IMPLICATIONS

There are no additional implications as this recognition award is included in the Community Development operating budget.

ALTERNATIVES

Council can choose not to accept the recommendation and can recommend a different nominee from the nominations list previously circulated via email.

Council can choose not to recognize a volunteer to the Provincial Volunteer event.

ATTACHMENTS

n/a

CHIEF ADMINISTRATIVE OFFICER REVIEW

We are blessed with so many wonderful volunteers in our region. Juanita Wilcox representing the Hantsport & Area Historical Society has over six (6) decades of volunteering in the community of Hantsport and West Hants and is an excellent representative for the municipality. Juanita has also served on various boards and organizations such as the Riverbank Cemetery Committee, the former Hantsport Board & School Commissioners (Board Member 1971-1989 / Chairperson 1977-1985 – the second female Chair and served for the longest period of any female chair), Councillor for the Town of Hantsport -1972-1982 (Deputy Mayor – 1982) and a member of the Avon United Church for many years.

Thank you, Juanita for your many years of service to your community. Congratulations!

Report Prepared by: _____
Kathy Kehoe, Director Community Development

Report Approved by:  _____
Mark Phillips, CAO



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation ☐	Decision Request ☒	Councillor Activity ☐
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To: Mayor and Members of Council

Submitted by: _____
Kathy Kehoe, Director Community Development

Date: April 26, 2022

Subject: **Newport & District Rink Commission – FCC AgriSpirit Fund**

LEGISLATIVE AUTHORITY

Powers of Council

DECISION REQUEST

It is recommended to Council that:

Council approves partnership with the Newport & District Rink Commission should it be a requirement to submit their funding application to the Farm Credit Canada AgriSpirit Fund and if required, that staff write a letter of support for the Newport and District Rink Commission's application.

BACKGROUND

Property ☐	Public Opinion ☐	Environment ☐	Social ☒	Economic ☒	Councillor Activity ☐
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There is an opportunity for the Newport & District Rink Commission to apply for capital funding through the Farm Credit Canada AgriSpirit Fund. This funding is to support rural community organizations through capital projects that enrich the lives of people in our community. The Farm Credit Canada supports projects supports projects by charities, non-profit groups, First Nations bands and Metis settlements in communities of less than 150,000 people.

DISCUSSION

The Newport & District Rink Commission is seeking this potential partnership in the event they are not able to apply directly for funding using their Charitable status with Revenue Canada.

It should be noted there are no limits to the number of projects that a municipal body or registered charity can partner with.

If it is determined that the partnership is required and the project is approved, the municipality must agree, by co-signing the funding agreement, to receive the contributed money on their behalf.

NEXT STEPS

If Council were to support the application, there may be an in-kind component for staff time to manage the funding agreement.

With direction of Council staff will write a letter of support.

FINANCIAL IMPLICATIONS

No budget implications.

ALTERNATIVES

Council can choose not to approve the partnership with the Newport & District Rink Commission as it pertains to the funding application for the AgriSpirit Fund.

ATTACHMENTS

Email correspondence from Newport & District Rink Commission.

CHIEF ADMINISTRATIVE OFFICER REVIEW

Should the letter of support and partnership with the Newport and District Rink Commission be required it would be an opportunity to help the arena commission leverage funding to benefit the facility.

I support the recommendation.

Report Prepared by: _____

Kathy Kehoe, Director Community Development

Report Approved by:

A handwritten signature in blue ink, appearing to read 'Mark Phillips', is written over a horizontal line.

Mark Phillips, Chief Administrative Officer

Kathy Kehoe

From: Greg Kelley,
Sent: April 26, 2022 12:12 PM
To: Kathy Kehoe
Cc: Robertw
Subject: Request for Municipal Partner - FCC AgriSpirit Fund Grant

Caution

This email comes from an outside sender. Verify the sender and use caution with any requests, links or attachments.

Hi

On behalf of the Newport and District Rink Commission, I would respectfully ask that the West Hants Municipality agree to be our Municipal partner for our application for the Farm Credit Canada AgriSpirit Fund. The Municipality is able to support an unlimited number of applicants for this grant as a municipal body. This partnership does not show specific support for any single application and is intended to ensure there is oversight for the disbursement of funds awarded to a successful applicant organization.

To ensure that we meet all the conditions of the application process it is important that we ensure a municipal body is available as a partner if required. As a registered charity we may be able to receive the funding directly but want to ensure that if the application is successful all the requirements are fulfilled.

Thank you for your consideration.

Best regards
Greg

--

Greg Kelley
Director
Newport and District Rink

Martock, NS

Office (902)
Cell (902)
Fax (902)
Email

This email and any attachments are intended only for the recipient(s) named in this email and may contain personal and/or confidential information. If you have received this email in error, please email the sender immediately, and delete the original email. Dissemination, distribution, or copying of all or any part of this message by anyone other than the intended recipient(s) is not authorized.