

**WEST HANTS REGIONAL MUNICIPALITY**

**Committee of the Whole - Meeting Agenda Amended September 9, 2026**

**September 8, 2026 - 6:00 p.m.**

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

**Virtual via Zoom (also YouTube Livestream)**

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

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**West Hants**  
something inspiring awaits

1. Call to Order
2. Attendance
3. Approval of the Agenda, including additions or deletions
4. Declaration(s) of Conflict of Interest
5. Announcements
6. Approval of Previous Meeting Minutes
  - a) 2026-07-14 Committee of the Whole Minutes
7. Presentations
  - a) RCMP Multi-year Financial Plan 2026/27 to 2029/30
  - b) Windsor Township Business Association (WTBA) – Karen Cooper
8. Unfinished Business
  - a) Credit Card Limit Increase Recommendation Report – ~~Director Rochon~~ Manager Gilbert
  - b) Amended Curbside Waste Collection Pilot Program Policy - Sustainability & Environmental Quality Supervisor
  - c) Traffic Calming Study Recommendation Report – Manager Burgess
  - a) Speed Bumps Information Report – Manager Burgess
9. Reports
  - a) Fire Director Introduction
  - b) Dangerous or Unsightly Premise Information Report
  - c) CAO Activity Update Information Report
  - d) Q1 Water Consumption Report 2026-27
  - e) Water Financial Update – as of June 30, 2026
10. Correspondence
  - a) 2024-2028 Council Term General Correspondence Received as of September 4, 2026
    - i. Valley REN Letter of Correspondence Re. New Governance Model
    - ii. FCM Funding Approval Letter

- iii. Correspondence from NS Department of Public Works
  - b) 2024-2028 Council Term Correspondence Sent as of September 4, 2026 - None
11. New Business
- a) Award of Tender WHRMPW26-06 — Compact Hybrid SUV – Director Richard
  - ~~b) Credit Card Limit Increase Recommendation Report – Director Rochon~~
  - c) Prioritizing Avon Street Windsor Renewal Recommendation Report – Councillor Bonnie Smith
  - d) Stannus Street to One-Way Traffic Recommendation Report – Councillor Bonnie Smith
  - e) Windsor LUB Amendment ~~Information Recommendation~~ Report – Councillor Bonnie Smith
  - f) Forrest Lakes Snowplowing Consideration Recommendation Report – Councillor Wheadon
  - g) Street Light Policy Amendment – Councillor John Smith
  - h) Water and Sewer Rate Study Recommendation Report – Councillor Ivey
12. Public Comment Period
13. In-Camera
- a) 2026-07-14 Committee of the Whole In-Camera Minutes
  - b) MGA 22(2)(a) Land Matter
  - c) MGA 22(2)(a) Land Matter
  - d) MGA 22(2)(c) Personnel Matter
  - e) MGA 22(2)(c) Personnel Matter
14. Next Meeting Date / Adjournment – September 22, 2026 Council Meeting at 6 p.m.

**WEST HANTS REGIONAL MUNICIPALITY**  
**Committee of the Whole - Meeting Minutes**  
**September 8, 2026 - 6:00 p.m.**  
**In-person Sanford Council Chambers, 76 Morison Dr, Windsor, NS**  
**Virtual via Zoom (also YouTube Livestream)**

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1. **Call to Order** – The meeting was called to order at 6:00 pm.

2. **Attendance**  
Council

Rupert Jannasch, Councillor Dist. 1  
Scott McLean, Councillor Dist. 2  
Chrystal Remme, Councillor Dist. 3  
Paul Wheadon, Councillor Dist. 4  
Bob Morton, Councillor Dist. 6

Debbie Francis, Deputy Mayor, Dist. 5  
Kayla Leary-Pinch, Councillor Dist. 7  
Paul Morton, Councillor Dist. 8  
John Smith, Councillor, Dist. 9  
Bonnie Smith, Councillor Dist. 10  
Jim Ivey, Councillor Dist. 11

Regrets:

Abraham Zebian, Mayor

Staff

Mark Phillips, CAO  
Todd Richard, Director of Public Works  
Carlee Rochon, Director of Financial Services  
Bill McKee, Director of Fire Services

Deanna Snair, Exec. Asst/ Clerk  
Troy Burgess, Manager Public Works Operations  
Kaleigh McCarthy, Environmental Technologist

Regrets:

Kathy Kehoe, Director of Community Dev.

Sara Poirier, Director of Planning & Dev.

Gallery:

Ed Nugent, Staff Sgt., RCMP  
Kyla Dow, Senior Financial Analyst, Atlantic Region, RCMP (ZOOM)  
Lauren Strecko, RCMP (ZOOM)

Karen Cooper, Program Coordinator, WTBA  
Penny Taylor, Board Chair, WTBA

3. **Approval of the Agenda including additions or deletions (6:00 pm)**

Move item 11(c) to item 8(a)

Added Traffic Calming Recommendation Report to the agenda under 8(b).

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

4. **Declaration(s) of Conflict of Interest (6:04 pm)**

During the In-camera session Deputy Mayor declared conflict at 10:13 p.m. related to the MGA 22(2)(a) Land Matter discussion due to owning land in the vicinity and left the meeting. Councillor P. Morton assumed the chair at this time. At 10:31 p.m. Deputy Mayor Francis returned to the In-Camera session, assumed the chair and discussions resumed.

5. **Announcements (6:05 pm)**

Deputy Mayor Francis provided the Land Acknowledgement and Code of Conduct reminder, along with the emergency protocols.

The Garlic Festival in Windsor was scheduled for this coming Saturday.

The Hants County exhibition was scheduled for September 18 - 20<sup>th</sup> and 25-27<sup>th</sup>. This will be the 261<sup>st</sup> year for this event.

The Hants County Christmas Angels will celebrate their 50<sup>th</sup> anniversary this year. The group was looking for volunteers, anyone interested in assisting was encouraged to reach out to them.

**6. Approval of Previous Meeting Minutes (6:07 pm)**

**a) 2026-07-14 Committee of the Whole Minutes**

With no proposed changes the minutes were accepted as presented.

**7. Presentations**

**a) RCMP Multi-year Financial Plan (6:07 pm)**

Staff Sgt. Nugent, Kyla Dow and Lauren Strecko presented the West Hants RCMP Multi-Year Financial Plan for review and approval. The presentation covered the Current Fiscal Year Projections (April 1, 2025-March 31, 2026), the 5-Year Financial Plan (2026/27-2029/30), explained where costs were allocated and projected costs in years to come.

**Discussion Points:**

- WHRM receives two RCMP-related bills. Under the new provincial funding formula, the municipality will receive a 25% reduction in its traditional provincial policing costs, with savings expected to continue over the next five years. These savings must be reinvested in public safety initiatives, such as layered policing, community safety programs, and alternative response models that support the recommendations of the Comprehensive Nova Scotia Policing Review.
- The Crime Severity Index data was publicly available, and WHRM district statistics were presented at each Police Advisory Board meeting.
- The report included a 3.5% increase to account for contract negotiations and expected to be sufficient to cover any resulting costs once the new agreement was finalized.

**MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT  
COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVES  
IN PRINCIPLE THE RCMP MULTIPLE-YEAR FINANCIAL PLAN FOR  
2026/27 TO 2029/30. MOTION CARRIED**

The presenter's left the meeting at 6:28 p.m.

**b) Windsor Township Business Association (WTBA) Update Presentation (6:29 pm)**

The Windsor Township Business Association (WTBA) continued to support local businesses and build community connections through events, promotions, and beautification initiatives. Highlights included the Great Windsor Merchants Weekend, summer music events, participation in Avon River Days, the Pride Tea Party, Artists Alley Market, and the launch of the Mini Melodramas and Kids Market as a new annual tradition. Moving forward the WTBA will be

focusing on enhancing the downtown experience through beautification projects, business promotion, and community events. Planned activities include the WinterThing, a new Winter Movie Matinee, and the Welcome Home for the Holidays initiative. Additional collaborative opportunities include expanding the WTBA website directory to include all WHRM businesses, creating a business safety information card for emergency and non-emergency situations, and launching a business census and survey to better understand the needs of the local business community.

Discussion Points:

- Council praised the good morning initiative and was pleased to hear about the business census and directory.

At 6:53 both presenters left the meeting.

**8. Unfinished Business**

- a) Municipal Credit Card Increase Recommendation Report (Moved up on the agenda) (6:53 pm)
- Manager Gilbert presented the report. West Hants Regional Municipality's corporate credit cards were an important tool for day-to-day operations, particularly for IT subscriptions, equipment purchases, and departmental needs. As usage has increased, staff were recommending a higher credit card limit to provide greater flexibility, reduce over-limit fees, and better support municipal operations.

Discussion Points:

- Over-limit fees were incurred whenever an individual credit card exceeds its assigned limit. Typically, 1 to 3 cards reach or exceed their limits each month.
- The issue was not necessarily that the overall corporate limit of \$150,000 was consistently maxed out, but rather that limits were not always allocated where they were needed. Some departments do not have cards, and the organization has grown, increasing demand.
- Credit card usage peaks during busy periods, such as summer operations and special events. In addition, many subscription-based services require payment by credit card.
- A higher overall limit would provide flexibility during busy periods and help prevent over-limit fees. Unused credit would not incur interest and would not need to be assigned to cards immediately.
- Early payments can be made to free up available credit, but the cheque process was time-consuming. Current balances were paid automatically each month.
- The existing card program prioritizes spending controls and oversight over rewards. It allows vendor restrictions but does not offer cash back or points.
- Suggestions were made to explore a rewards-based card program, as potential benefits could be significant given current spending levels or even explore ways to temporarily increase individual card limits as needed, rather than increasing the overall corporate credit limit.

**MOVED BY COUNCILLORS J. SMITH AND WHEADON THAT  
COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE  
THE MUNICIPALITY'S INCREASE TO \$200,000 OF OUR OVERALL**

**CREDIT CARD LIMIT WITH ROYAL BANK OF CANADA. MOTION CARRIED.** Nays: Ivey, B. Morton, Remme and McLean

b) Amended Curbside Waste Collection Pilot Program Policy Recommendation Report (7:05 pm)  
Director Richard reviewed the report which outlined updates to the Private Road Curbside Waste Collection Pilot Program, including Council's approval to expand service to the Forest Lakes Development in Ardoise. The proposed amendments to Policy RCOPW-003.00 clearly identified the specific streets that were applicable to the pilot program.

**MOVED BY COUNCILLORS WHEADON AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE POLICY RCOPW-003.01, PRIVATE ROAD CURBSIDE WASTE COLLECTION PILOT PROGRAM, REPLACING POLICY RCOPW-003.00 TO REFLECT THE INCLUSION OF THE FOREST LAKES DEVELOPMENT FOLLOWING COUNCIL APPROVAL ON JULY 28, 2026. MOTION CARRIED.** Nays: Ivey and Jannasch

**MOVED BY COUNCILLORS WHEADON AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE THE REVISED POLICY TO ENSURE THE MUNICIPALITY'S TERMS, CONDITIONS, ACCESS REQUIREMENTS, LIABILITY PROVISIONS, AND SERVICE LIMITATIONS APPLY TO ALL PARTICIPATING PRIVATE ROADS WITHIN THE PILOT PROGRAM. MOTION CARRIED.** Nays: Ivey and Jannasch

c) Traffic Calming Speed Study Recommendation Report (7:11 pm)  
Manager Burgess presented the report noting that traffic concerns in the Crossing have increased as the community grows and new road connections change traffic patterns. Staff were recommending completing a Traffic Calming and Speed Study prior to and after the Payzant Drive connection opens to assess traffic, pedestrian safety, and accessibility needs before implementing any traffic calming measures to ensure decisions were based on accurate data and effective solutions.

Discussion Points:

- The \$8,455 study will examine traffic speeds, volumes, and turning movements in the Crossing area, with the goal of improving traffic and pedestrian safety, not necessarily discourage traffic, with the report providing recommendations that may include traffic-calming measures.
- Data collection will occur before and after the Payzant-King connection opens and while school was in session.
- Additionally, the study will review whether the Edward/Underwood gate should remain open or closed.
- The study will consider recent/upcoming Motor Vehicle Act changes and assess whether speed limit changes were needed.

- This study will provide more detailed traffic data, including turning movements compared to the information provided from the radar signs installed 1.5 years ago.
- While there was support for the Crossing study, some felt a municipality-wide traffic flow study would be more beneficial. Staff noted that broader traffic concerns would be examined through the Integrated Resource Plan (IRP), expected to be completed and shared in October.
- Questions were raised about using mobile device tracking data instead of traditional traffic counting methods.

**MOVED BY COUNCILLORS B. MORTON AND REMME THAT COMMITTEE OF THE WHOLE DIRECTS STAFF TO COMMISSION WSP TO UNDERTAKE A TRAFFIC CALMING AND SPEED STUDY FOR THE COMMUNITY OF “THE CROSSING” COMPLETE WITH RECOMMENDATIONS OF TRAFFIC MANAGEMENT MEASURES TO ADDRESS IDENTIFIED ISSUES; WITH DATA TO BE COLLECTED BEFORE AND AFTER THE CONNECTION OF PAYZANT DRIVE TO KING STREET IS COMPLETED AND OPENED IN THE AMOUNT OF \$8455 PLUS HST AS QUOTED. MOTION CARRIED**

d) Speedbumps Information Report (7:33 pm)

Manager Burgess advised that the report was included in the agenda package for information and welcomed any questions from Council. No questions were raised.

## 9. Reports

a) Fire Director’s Information Report and Introduction (7:33 pm)

Mr. Bill McKee introduced himself as the new Director of Fire Services and provided an overview of his background, which included more than 25 years of experience in volunteer and career fire services, emergency management, training, and municipal leadership. He highlighted his commitment to building relationships, understanding local operations, and supporting the continued evolution of the West Hants Regional Fire Service. The update outlined the work underway to assess and strengthen the Regional Fire Service through a focus on organizational readiness, governance, operational consistency, training, asset management, and external partnerships. This work will help establish a strong foundation for future planning and decision-making, while supporting firefighter and public safety, service sustainability, and coordinated regional operations.

b) Dangerous or Unsightly Premises Information Report (7:40 pm)

CAO Phillips advised that the report was included in the agenda package for information and welcomed any questions from Council.

Discussion Points:

- Discussions focused on whether changes to policy, enforcement tools, or resources were needed to improve outcomes and expedite property complaints where little progress has been seen.

- It was noted that safety concerns were generally easier to enforce than unsightly property concerns, which were subjective.
- Consensus was for By-Law to do a presentation to review current processes and identify opportunities for improvement.

c) CAO's Information Report (7:52 pm)

CAO shared some highlights within the report. Key activities included Council and Committee of the Whole meetings, meetings with GFL regarding their closure, organizational review presentations to Council and staff, ongoing assessments of the 100 King Street facility to support future municipal operations, regional and stakeholder meetings related to economic development, climate adaptation, recreation facilities, and infrastructure planning, as well as regular operational and committee meetings. Public Works remains busy with major infrastructure and waste management matters. Protective Services welcomed a new Director of Fire Services and Departments remain focused on strategic planning, service delivery, intergovernmental collaboration, and advancing priority projects across the municipality.

Discussion Points:

- The DAR Rail Line washout repair was funded through Disaster Financial Assistance (DFA). Following performance issues with the original contractor, a new contractor was engaged to complete the work at no additional costs.
- No correspondence was sent to other levels of government following Council's approval of the policy. If desired, Council can direct staff to share the policy and key information, including the number of eligible properties, appraised values, and the equitable cost-sharing approach.
- Harvest House renovations were reportedly nearing completion. A meeting involving Harvest House, WHRM, and the MLA's Office was being arranged to discuss future plans.
- Discussions continue regarding the Hants Border Sewer Treatment Plant: plant operations and performance. Council was advised of past periods of non-compliance, which reinforced concerns about plant performance. WHRM reiterated that recent Hantsport infrastructure improvements have increased capacity, and both parties agreed to conduct further investigations before meeting again to compare findings.

**MOVED BY COUNCILLORS B. SMITH AND IVEY THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT THE CAO TO FORMALLY REQUEST FINANCIAL ASSISTANCE FROM THE GOVERNMENT OF CANADA AND THE PROVINCE OF NOVA SCOTIA FOR THE IMPLEMENTATION OF THE BUY-OUT PROGRAM AS SUPPORTED BY COUNCIL'S FEBRUARY 2026 RESOLUTION AND THAT COUNCIL REQUEST A COMMITMENT FROM BOTH LEVELS OF GOVERNMENT TO PARTICIPATE FINANCIALLY IN A PROGRAM IN AN EQUAL AND EQUITABLE MANNER. MOTION CARRIED.** Nays: P. Morton, Jannasch and Francis

d) Q1 Water Consumption Report 2026-2027 (8:07 pm)

Kaleigh McCarthy, Environmental Technologist and Director Richard presented the newly formatted water consumption report. The report gave a more holistic overview that provided a greater view of all three water treatment plants, their distribution systems and the total volume of water accounted for (Windsor – 169,380, Falmouth – 39,793 and Hantsport – 39,112) and unaccounted for water from each distribution station (Windsor - 125,987, Falmouth – 21,293 and Hantsport - 7,168).

Discussion Points:

- The global average for non-revenue water was between 30-35% for mixed developed and undeveloped areas.
- Concerns were raised regarding the volume attributed to fire hydrant use and flushing activities in Hantsport. It was noted that additional flow testing conducted during Q1 contributed to the higher recorded volume.
- Water used during the Rand Street project will be monitored over the next quarter and accounted for as unbilled consumption.
- The Windsor and Three Mile Plains distribution systems were being treated as one system.
- New PVC piping lifespan was deemed infinite compared to previous piping used.

e) Financial Update - Water Financials – June 30, 2026 (8:23 pm)

Director Rochon reviewed the report. Based on the March 31, 2027 forecast we are seeing a decrease in the overall projected surplus by \$20,547.00; however, a surplus was still being projected. At this time rate sales were based on one quarter. The non operating revenue was lower based on these first few months and was also fluctuating due to interest rates as well as the funds held in the account throughout the year, this projection will continue to be monitored and updated. The largest change seen was around water treatment as water treatment expenses were projecting higher due chemical costs and economic conditions. This account has been flagged for monitoring.

Discussion Points:

- Consumption numbers and treatment plant numbers should be closely aligned.
- Non-operating expenditures include Capital out of Revenue that was approved during the Capital budget. Some of these items have yet to go to Council for approval or have yet to incur expenses, resulting in it being hard to estimate if they would be higher until these expenses were seen coming through on the Capital side. see if this will increase as expenses have yet to be seen. The other part was Principal in interest which has already been confirmed.

A break occurred at 8:27 pm. The meeting reconvened at 8:42 pm.

**10. Correspondence (8:42 pm)**

- a) 2024-2028 Council Term General Correspondence Received Log as of September 4, 2026
  - i. Valley REN Letter of Correspondence Re. New Governance Model
  - ii. FCM Funding Approval Letter
  - iii. Correspondence from NS Department of Public Works
- b) 2024-2028 Council Term Correspondence Sent as of September 4, 2026 - None

## 11. New Business

### a) Award of Tender WHRMPW26-06 — Compact Hybrid SUV (8:42 pm)

Director Richard reviewed the report. During the 2026/27 Capital Budget allocations were made to include replacing an aging Public Works vehicle with a hybrid SUV. The lowest compliant tender was submitted by Pothier Motors Ltd. at \$49,268.04 plus HST. The replacement will improve reliability, reduce fuel costs and emissions, and support the Municipality's sustainability goals.

#### Discussion Points:

- The two options from Pothier Motors provided different options for consideration.
- Delivery time was 16 weeks.
- The shift in vehicle replacement supported consolidation of Public Works operations. Trucks would continue to be available when required and the hybrid SUV would be used for duties that do not require a truck, improving efficiency and reducing operating costs.

**MOVED BY COUNCILLORS WHEADON AND LEARY-PINCH THAT  
COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL APPROVE  
THE AWARD OF TENDER WHRMPW26-06 — COMPACT HYBRID SUV  
— TO POTHIER MOTORS LTD. FOR THE TENDERED PRICE OF  
\$49,268.04 BEFORE APPLICABLE TAXES. MOTION CARRIED.**

### b) Credit Card Limit Increase Recommendation Report – Moved up on the agenda.

### c) Prioritizing Avon Street Windsor Renewal Recommendation Report (8:47 pm)

Councillor Bonnie Smith reviewed the report. Residents have raised concerns about the deteriorating condition and safety of Avon Street, including roadway damage, sidewalk accessibility issues, and roadside hazards. Although a full street and infrastructure renewal was planned for 2030/31 and was already 90% designed, a request was being made to review whether the project should/could be advanced or if interim measures were needed to address current safety and accessibility concerns.

#### Discussion Points:

- Avon Street requires a full capital renewal, similar to many other municipal service streets; however, project was adjusted to accommodate a major stormwater infrastructure initiative.
- Renewal of Avon Street was deferred until there was greater understanding regarding Albert Street stormwater diversion. and how Avon Street would connect to the overall system. Now that the stormwater strategy was better defined, Avon Street continued to rank lower in priority compared to other projects that will assist with taking stormwater away from Stannus Street.
- Avon Street was included in the Rate Study's first-year capital forecast based on the original Class D estimate, with debt servicing p carried forward unless it was redirected by the Utility & Review Board.
- Operational funding and measures, including replacement of damaged guardrails, GPS monitoring of the bank area, roadway patching and asphalt overlays, and localized sidewalk repairs were planned this year to address immediate safety concerns.

- Current capital planning includes detailed design work in 2028/29, with reconstruction and rehabilitation of Avon Street scheduled in the 2029/30 capital budget.

MOVED BY COUNCILLORS B. SMITH AND IVEY THAT COMMITTEE OF THE WHOLE RECOMMEND THAT COUNCIL DIRECT STAFF TO PRIORITIZE A REVIEW OF THE AVON STREET FULL STREET AND SERVICES RENEWAL PROJECT WITH THE OBJECTIVE OF ADVANCING THE PROJECT FROM THE CURRENTLY SCHEDULED 2030/31 CONSTRUCTION SEASON; AND FURTHER, THAT STAFF IDENTIFY THE EARLIEST FEASIBLE CONSTRUCTION YEAR, ASSOCIATED FUNDING REQUIREMENTS, PROJECT DEPENDENCIES, AND ANY NECESSARY ADJUSTMENTS TO THE EXISTING CAPITAL PLAN, AND REPORT BACK TO COUNCIL WITH OPTIONS FOR ADVANCING THE PROJECT. MOTION DEFEATED. Nays: Leary-Pinch, B. Morton, Wheadon, Jannasch, P. Morton and Francis

d) Stannus Street to One-Way Traffic Recommendation Report (9:02 pm)

Councillor B. Smith reviewed the report. Stannus Street was a narrow street in Windsor that experiences challenges with traffic, parking, and pedestrian safety. Because of its importance as a route to homes, businesses, parks, and recreation facilities, a request was being made to explore whether converting the street to one-way traffic could improve safety, traffic flow, parking arrangements, and accessibility.

Discussion Points:

- Traffic volumes and development patterns have changed significantly since the 2016 traffic study
- The area between Water Street and Gray Street was identified as the primary concern; however, traffic and parking issues could also increase around the pool and community centre during events.
- Engaging a consultant to review traffic movement from a broader regional perspective would help ensure decisions were based on overall traffic flow across municipally owned roads, rather than addressing concerns on individual streets, which had potential to create unintended impacts elsewhere.

**MOVED BY COUNCILLORS B. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL DIRECT STAFF TO INVESTIGATE THE FEASIBILITY OF CONVERTING STANNUS STREET IN WINDSOR, OR AN APPROPRIATE PORTION THEREOF, TO ONE-WAY TRAFFIC AND TO REPORT BACK TO COUNCIL WITH RECOMMENDATIONS REGARDING TRAFFIC SAFETY, PEDESTRIAN SAFETY, TRAFFIC FLOW, PARKING, EMERGENCY ACCESS, ACCESSIBILITY, INFRASTRUCTURE REQUIREMENTS AND IMPACTS ON SURROUNDING STREETS. MOTION CARRIED.** Nays: Ivey, Wheadon, Jannasch, P. Morton and Francis

e) Windsor LUB Amendment Information Report (9:13 pm)

Councillor B. Smith advised that the report was shared for information purposes as it was felt the matter would be discussed at great length during the plan review workshop scheduled for next week.

f) Forrest Lakes Snowplowing Consideration Recommendation Report (9:15 pm)

Councillor Wheadon reviewed the report and request from residents living in the Forrest Lakes Development. Forest Lake Development in Ardoise, was a private subdivision with 22 homes, and has their snow clearing services for this coming winter. Residents were seeking assistance from the Municipality or Province due to the high cost of private contractors. While the subdivision roads were built to accommodate snowplows, municipal service would only be practical through a potential service-sharing arrangement with the Province.

Discussion Points:

- Concerns were raised that providing municipal snow clearing services for Forest Lake Development would create fairness concerns, as residents on other private roads were responsible for arranging and paying for their own road maintenance and snow removal.

MOVED BY COUNCILLORS WHEADON AND J. SMITH THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT STAFF TO EXPLORE POSSIBILITY OF ENGAGING NS DEPARTMENT PUBLIC WORKS IN PLOW SWAPPING WITH WEST HANTS REGIONAL MUNICIPALITY. NS DEPARTMENT PUBLIC WORKS TO PLOW EAGLE VIEW AND HIGHLAND DRIVE IN FOREST LAKES AND THEN MUNICIPALITY WOULD IN TURN PLOW AN EQUAL LENGTH OF A CURRENT PROVINCIAL ROAD. THIS WOULD BE EFFECTIVE FOR THE 2026-2027 PLOWING SEASON. FINDINGS TO BE REPORTED AT NEXT COUNCIL MEETING SEPTEMBER 22, 2026. MOTION DEFEATED. Nays: Ivey, B. Smith, Leary-Pinch, B. Morton, Remme, Jannasch, P. Morton and Francis

g) Street Light Policy Amendment (9:19 pm)

Councillor John Smith reviewed the report. The proposed amendment to the Street Light Policy would have all municipal streetlights funded through general taxation rather than by specific property owners. This change would apply to existing streetlights, including those on Clover Lane, as well as any future streetlight installations, creating a consistent and equitable funding approach across the Municipality starting April 1, 2027.

Discussion Points:

- Streetlights on Clover Lane were originally installed following a resident petition and were subsequently incorporated into a By-law.
- The costs associated with the streetlights were related to leasing them from Nova Scotia Power and have been previously presented to Council as part of an earlier report.
- Decorative streetlights were owned and maintained by the Municipality. Streetlights on power poles were owned by NS Power.

- Consensus was that more information was needed before a decision could be made on the matter. The previous information will be reshared.
- The intent was to transition street lighting costs to the general rate, which would include converting Clover Lane from area-rated to general-rated street lighting.
- Provincial approval was required for the installation and operation of streetlights on roads that are not owned by the Municipality.

**MOVED BY COUNCILLORS J. SMITH AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE RECOMMEND COUNCIL DIRECT STAFF TO PROVIDE AN INFORMATION REPORT OUTLINING THE HISTORICAL INFORMATION PREVIOUSLY SHARED REGARDING STREETLIGHTS, INCLUDING THE REPORT RELATED TO STREETLIGHTS WITHIN THE CROSSING, THE BY-LAW FOR CLOVER LANE, INFORMATION RELATED TO STREETLIGHT COSTS, AND ANY OTHER RELEVANT INFORMATION COUNCIL MAY REQUIRE TO MAKE AN INFORMED DECISION. MOTION CARRIED**

h) Water Utility and Sewer Rate Study Recommendation Report (9:53 pm)

Councillor Ivey reviewed the report. During the 2026-27 budget discussions, funding for water and sewer rate studies was included in the approved budget to support future planning and help address financial pressures within both utilities. These studies were expected to move forward; however, during the July Committee of the Whole meeting, it was noted that the work would not proceed at that time as the focus was on sewer-related priorities. Further clarification on the status and timeline of the water and sewer rate studies was being requested as sewer continues to incur a deficit.

Discussion Points:

- Sewer rates do not affect the General Tax Rate. Any surplus or deficit impacts the Operating Reserve. Deficits reduced contributions to reserves; however, it was noted that while this year's surplus would begin repaying previous amounts owed to the Operating Reserve.
- The sewer utility has experienced deficits in recent years, raising concerns about sustainability, existing debt obligations, and upcoming infrastructure needs.
- Unlike water rates, sewer rates were set by Council and can be adjusted at any time through a Council motion without requiring Nova Scotia Regulatory and Appeals Board approval.
- During budget deliberations, a small sewer rate increase was discussed as an interim measure until a rate study could be completed, but it was not included in the final budget.
- Staff were planning to undertake a utility rate study. While sewer and water studies can be completed separately, there are efficiencies in conducting them together.
- Water rate studies require a lengthy Nova Scotia Regulatory and Appeals Board process, which can take up to a year from consultant engagement to final approval.

- Utility rates must support future infrastructure needs, including debt servicing, depreciation, and reserve contributions. Sewer-related projects, such as sanitary and stormwater separation, would need to be funded through sewer-specific reserves or debt.
- If Council wished to increase sewer rates prior to a study being completed, consideration should be given to the timing, percentage increase, customer notification requirements, and alignment with quarterly billing cycles.
- Implementing a modest increase, such as 1%, effective April 1 while proceeding with a comprehensive sewer and water rate study was an option.

**MOVED BY COUNCILLORS IVEY AND REMME THAT COMMITTEE OF THE WHOLE RECOMMENDS COUNCIL DIRECT THE CAO TO ENGAGE STAFF FOR THE PURPOSES OF UNDERTAKING A WATER AND SEWER RATE STUDY THROUGH ITS CONSULTANTS AS IDENTIFIED IN ITS 2026-27 BUDGET FOR POTENTIAL CHANGES IN RATES, TERMS AND CONDITIONS THAT MIGHT BE NECESSARY WITHIN THE MUNICIPALITY'S WATER UTILITY SERVICE AND ITS SEWER SERVICE TO DETERMINE IF A NEED EXISTS TO REQUEST A WATER SERVICES RATE CHANGE THROUGH THE NOVA SCOTIA REGULATORY AND APPEALS BOARD TRIBUNAL, AND THROUGH THE MUNICIPALITY'S OWN INTERNAL BILLING FOR SEWER SERVICES IN THE UPCOMING FISCAL YEAR BEGINNING APRIL 1, 2027-28. MOTION CARRIED.**

Nays: B. Morton, Leary-Pinch, Jannasch, Francis and P. Morton

**12. Public Comment Period (10:01 pm) – None**

**13. In-Camera (10:01 pm)**

- 2026-07-14 Committee of the Whole In-Camera Minutes
- MGA 22(2)(a) Land Matter
- MGA 22(2)(a) Land Matter
- MGA 22(2)(c) Personnel Matter
- MGA 22(2)(c) Personnel Matter

**MOVED BY COUNCILLORS P. MORTON AND REMME THAT COMMITTEE OF THE WHOLE DIRECTS THAT THE MEETING MOVE IN CAMERA AT 10:01 P.M. MOTION CARRIED**

**MOVED BY COUNCILLORS P. MORTON AND LEARY-PINCH THAT COMMITTEE OF THE WHOLE DIRECTS THAT THE MEETING MOVE OUT OF IN CAMERA AT 11:17 PM. MOTION CARRIED**

**14. Next Meeting Date / Adjournment – September 22, 2026 Council meeting**  
With no further business to discuss, the meeting adjourned at 11:17 p.m.

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Deputy Mayor Debbie Francis, Chair

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Deanna Snair, Municipal Clerk