

West Hants Regional Municipality
February 10, 2026
Chief Administrative Officer Report



The following report captures activities and events between the January 2026 COTW meeting and the date of the report.

Governance

Meetings and Events

- COTW Meeting – January 13th
- Council Meeting – January 27th (absent)
- Special Council Meeting – February 3rd
- Council Strategy Session – January 17th
- Annapolis Valley Regional Library Funding Meeting – January 21st

Administration

- Meetings and Events
 - CAO Vacation – January 26th to 30th
 - CUPE Labour Management Meeting – January 13th
 - Organizational Review Meeting(s) – January 15, 22 and Feb 2nd.
 - Accessibility Advisory Committee Meeting – January 29th (absent)
- Warming Centre Update – Caremongers continues to navigate through the funding application process with the Province. As of the date of the report (February 6th) Provincial representatives have confirmed that the \$2,500 deductible associated with the insurance coverage quote will be covered by provincial funding. Final confirmation from the Province to Caremongers regarding the funding is the only reported outstanding item. The center continues to operate 7 days per week from 7am to 7pm.

Finance

- Meetings and Events
 - Departmental 2026/27 Budget Preparation Meetings – Feb 2nd to 5th
 - Audit Committee Meeting – February 4th
- Departmental Budget Meetings – Departments have prepared operating and capital budgets that have been reviewed by The Director of Finance and I. There are still outstanding items to be entered into the budgets as well as final Fire Service submissions.

Staff are working toward the March deadline for budget deliberations as directed by Council.

- Audit Committee Meeting – The committee met on February 4th and were provided with presentations regarding the 2024/25 WHRM Audit, the MNP Water Operational Audit and an update from the Director of Finance. A committee report and recommendation will be forwarded to Council at the February Council meeting. An update on the MNP Water Audit will also be provided at that time.

Community Development

- Meetings and Events
 - Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events

Planning and Development

- Meetings and Events
 - Monthly Inter-Developmental Development Related Meetings
 - Nova Scotia Regulatory and Appeal Public Hearing – Bear Lake Appeal – January 28th (One (1) day Hearing)
- Windsor Courthouse – The Courthouse is currently on the market advertised “for sale”. The deadline for submissions is February 27, 2026. Proposals will be provided to Council in March for their review. There was a slight interruption (1 to 2 days) with the listing as our appointed agent transitioned to a different vendor.

Economic Development

- Meetings and Events

Public Works and Infrastructure

- Meetings and Events
 - Hants Border Sewage Treatment Facility Meeting – January 21st
- Hants Border Sewage Treatment Facility (Owner Kings County) – Staff continue to have dialogue with the County of Kings regarding development approvals in Hantsport that are being denied by the County. The agreement with Kings is being reviewed as well as the formula that influences capacity allocation to both municipal units. Additionally, WHRM staff continue to communicate the improvements to the system and its capacity due to infrastructure improvements including sewer and stormwater separation in Hantsport in recent years. Staff will continue their efforts, but I advise Council that both parties are approaching an impasse on the matter.
- Mill Lakes Diversion Pipe Project – The following matter is included in my report to provide Council with an opportunity to reflect on the information provided to Council at the Special Council Meeting held on February 3, 2026, regarding this project.

The following Motions were discussed and decided upon by Council at the January 27th Council Meeting.

1. MOVED BY DEPUTY MAYOR FRANCIS AND COUNCILLOR B. SMITH THAT COUNCIL APPROVE THE AWARD OF TENDER WHRMPW25-14 — MILL LAKES DIVERSION PIPE — TO GARY PARKER EXCAVATING LTD. FOR THE TENDERED PRICE OF \$347,599.60 BEFORE APPLICABLE TAXES. MOTION DEFEATED. Nays: McLean, Wheadon, Francis, B. Morton, Leary-Pinch, P. Morton, J. Smith and Zebian

With no further direction from Council surrounding this motion, the project will not be completed.

2. The second motion was not made as the previous motion was defeated. MOVED BY COUNCILLORS LEARY-PINCH AND WHEADON THAT COUNCIL REQUEST A REPORT FROM STAFF ON DOING THE MILL LAKES PIPE DIVERSION INHOUSE FOR FEBRUARY COMMITTEE OF THE WHOLE MEETING. MOTION CARRIED. Nays: Remme and Ivey

Should Council wish to continue with this direction provided to staff there is no action required by Council and staff will proceed with the report preparation. Should Council wish to reverse this direction a motion to rescind the motion noted above would be in order.

Protective Services

- Meetings and Events
- The Fire Services Director Recruitment – The position was advertised with a closing date of January 26, 2026. Short-listing is being carried out with interviews for selected candidates to follow. Representation from the Nova Scotia Department of Emergency Management have been secured to assist with the interview and selection process.

Sincerely,



Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality