

West Hants Regional Municipality
May 12, 2026
Chief Administrative Officer Report



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

Governance

Meetings and Events

- COTW Meeting – April 14th
- Special Council Meeting (Budget Related) – April 14th
- Council Meeting – April 28th
- NSFM Spring Conference April 29th to May 1st – Mayor Zebian, Councillor Remme and I attended the conference held in Yarmouth . The schedule of events and presentation for the conference can be found on the NSFM website. WHRM presented separate presentations regarding stormwater management projects and the 2025 municipal response to the Drought.

Administration

- Meetings and Events
 - Avon View High School Grad Ceremony at Sports Complex Meeting – April 14th
 - DEICC Meeting – April 13th
 - CUPE Labour Management Meeting – April 20th
- Avon View High School Graduation Ceremony – Planning and final logistics for the hosting of the High School Graduation Ceremony on June 29th at the Sports Complex is being finalized. It is a collaboration between the school’s administration and the Community Development Department. We look forward to hosting the 250 plus students, family and friends at the facility.

Finance

- Meetings and Events
 - Pension and Benefit Committee Meeting – May 13th (scheduled) – The committee is scheduled to meet and discuss the potential changes to the pension administration and discussing the option to provide staff with allocation flexibility. The union is discussing the matter as the administration and allocation of the employer / employee percentage is noted in the collective agreement. Non-unionized staff are generally guided by the staff representation on the committee with past practice of “majority rules” as it relates to benefit

changes. Once the committee and union have met, I will report back to Council regarding “next steps”.

- 2026 /27 Budgets have been posted on the website for access by the public.

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

Economic Development

- Meetings and Events
 - The Valley Regional Enterprise Network CAO Update – April 27th . A meeting was held with senior VREN staff and CAOs to discuss options that the VREN are modelling for increased private investment into the VREN. A model will very likely reflect private membership options to supplement or replace lost funding. A meeting of the LOC is scheduled for May 28th. A further update will be provided at that time.

Public Works and Infrastructure

- Meetings and Events

Protective Services

- Meetings and Events
 - Police Advisory Board Meeting – April 20th
 - Staff Sargeant and CAO Strategic Planning Preparation Meeting – Staff Sargeant Nugent and I are scheduled to meet on May 21st to discuss the strategic review process for the PAB. A meeting with the board will be scheduled after the framework and process has been finalized.
- The Fire Services Director Recruitment – The recruitment for a Director of Fire Services is currently being conducted by KBRS Consulting. The position has been advertised nationally, and we are expected to review a short list of candidates as provided by KBRS on June 3rd. Interviews will be conducted immediately following the short-listing.

Sincerely,



Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality