

West Hants Regional Municipality
June 9, 2026
Chief Administrative Officer Report



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

Governance

Meetings and Events

- COTW Meeting – May 12th
 - Pension and Benefits Committee Meeting – May 13th
 - Council Meeting – May 26th
 - Department of Municipal Affairs Minister Visit – June 4th
- Pension and Benefits Committee Meeting – The committee met on May 13th to discuss the proposed changes to the pension plan providing staff with the option to self-direct a pension contribution of less than the designated 9% matched by the employer. The results of a staff survey were reviewed as well as feedback from the Local CUPE President. As CUPE has specific language in the collective agreement requiring a union discussion for an amendment to pension related matters, it was discussed and the UNION elected not to allow its members to have the suggested flexibility. The committee further discussed the staff survey indicating that out of 86 responses 55 employees wished for the flexibility and 31 employees answering no. The committee approved an administrative change to the plan allowing staff the option of designating between 6% and 9% contribution upon annual notice. These are administrative changes and all staff have been informed (CUPE employees will not be provided the flexibility).

Administration

- Meetings and Events
- 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

- VCFN Meeting – May 22nd

Community Development

- Meetings and Events
 - Operational Meetings regarding Sports Complex, Trails, Parks and Open Spaces, Economic Development, Capital Projects and Community Events
- AVRL Hantsport Library Closure – Notice of the Hantsport Library closure was received on June 1st. The closure of the branch is one of five(5) branch closures effective July 20, 2026. The board has issued notice to the public as well as direct communications to the WHRM. Funding levels have been identified as the primary reason for the closures. The municipality will be contributing the traditional allocation of \$134,400 and not the total approved in the motion below. A regional perspective to library service delivery has been communicated as a priority of the Board not enabling to accept the funding as offered. As correspondence is received from residents on the matter they have been recorded and noted in the correspondence section of the COTW and Council meeting agenda packages.

MOVED BY COUNCILLORS WHEADON AND P. MORTON THAT COUNCIL ALLOCATE THE MANDATORY LIBRARY FUNDING PLUS AN ADDITIONAL 50% FUNDING FOR A TOTAL OF \$201,600 FOR THE 2026/27 FISCAL YEAR TO THE ANNAPOLIS VALLEY REGIONAL LIBRARY BOARD WITH THE ADDITIONAL 50% FUNDING CONTINGENT ON SERVICE LEVELS REMAINING THE SAME FOR BOTH THE HANTSPORT AND WINDSOR LIBRARIES AND CONFIRMATION OF SUCH FROM THE LIBRARY BOARD WITHIN 30 DAYS OF THIS APPROVAL”.

Planning and Development

- Meetings and Events
 - Monthly Inter-Developmental Development Related Meetings

Economic Development

- Meetings and Events
 - VREN LOC Meeting – May 28th . A model reflecting private membership options to supplement or replace lost funding is being explored. The VREN AGM is scheduled for June 30th at the Glooscap Community Centre.

Public Works and Infrastructure

- Meetings and Events

Protective Services

- Meetings and Events
 - Police Advisory Board Meeting – April 20th
 - CAO Round Table Department of Emergency Management Update – May 19th
 - Staff Sgt. and CAO Strategic Planning Preparation Meeting – Staff Sgt. Nugent and I met on May 21st to discuss the strategic review process for the PAB. A meeting with the board will be scheduled after a data collection process is carried out by the Staff Sgt. to best inform the process. A session is expected in July or September.
- 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 reviewed a short list of candidates as provided by KBRS on June 3rd. Interviews are currently being scheduled.
- Brooklyn Fire Service Budget Meeting – May 20th – Councillors Remme, McLean and I attended a meeting with BFD fire service executive members to discuss the 2026/27 operating budget. Concerns were expressed regarding the 2026/27 funding levels and the need to address underfunded areas particularly the BFD 2 Station and operations. The group felt that the combination of funding by the WHRM and the 50/50 revenue expenses would be covered for the 26/27 year. Fiscal year 27/28 will be more challenging with the current funding and the concerns of the 50/50 funds not being a reliable funding source over the long-term.

Sincerely,



Mark Phillips
Chief Administrative Officer
West Hants Regional Municipality