



**WEST HANTS REGIONAL MUNICIPALITY
Climate Action Committee Agenda
September 10, 2025 – 11:00am
Council Chambers / Zoom and YouTube Live**


- 1.0 Call to Order and Identification of Designates**
- 2.0 Approval of Agenda and Additions**
- 3.0 Approval of Minutes (April 9, 2025)**
- 4.0 New Business**
 - 4.1 Recommendation Report: 2026-27 Committee Work Plan (John Ogilvie)
- 5.0 Business Arising from the Minutes**
 - 5.1 Update: Amended CAC Terms of Reference (John Ogilvie)
 - 5.2 Update: Flood Risk Infrastructure and Investment Program Application (John Ogilvie)
 - 5.3 Update: Home Flood Protection Pilot Program (John Ogilvie)
 - 5.4 Update: Zero Emissions Transportation Feasibility Study (John Ogilvie)
- 6.0 Roundtable Discussion**
- 7.0 Public Comments**
- 8.0 Next Meeting Date (November 12, 2025)**
- 9.0 Adjournment**



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
--------------------------------------	--	---	--

To: Deputy Mayor Francis and Members of the Climate Action Committee (CAC)

Submitted by: 
John Ogilvie, Climate Action Coordinator

Date: 2025-09-10

Subject: CAC 2026-27 Work Plan

LEGISLATIVE AUTHORITY

Climate Action Committee Terms of Reference, Section 4

RECOMMENDATION

If the CAC does not request specific amendments to the draft 2026-27 Work Plan, the following motion is recommended:

...that the Climate Action Committee 2026-27 Work Plan be submitted to Council to be placed on file in a manner substantively the same as Attachment A to the staff report titled “CAC 2026-27 Work Plan” dated September 10, 2025.

BACKGROUND

Property <input type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input checked="" type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
-----------------------------------	---	---	---------------------------------	-----------------------------------	--

As stated in the *CAC Terms of Reference*, the Committee must provide an annual work plan to Council. This work plan was developed as a continuation of the 2025 Work Plan with many ongoing priorities, but with significant additions due to completed projects and opportunities identified by staff.

DISCUSSION

With the development of this annual work plan, staff are recommending it be developed for the fiscal year to better align with the budget process. Previously, annual work plans were developed for a calendar year, but a fiscal year format seems more appropriate as all WHRM operations use the fiscal cycle. Staff have drafted a recommended work plan for fiscal 2026-27 (Attachment A).

The task to “implement a Level 3 electric vehicle charging station in the region”, from the 2025 Work Plan, has been moved to the “Completed” section. Nova Scotia Power (NSP) received a grant from Natural Resources Canada to install two (2) dual-port Level 3 super fast chargers in Windsor. Staff worked with NSP to select a site that met the criteria and facilitated installation at the West Hants Sports Complex at 16 Centennial Drive. These chargers greatly improve electric vehicle options in the area, allowing a car to be fully charged in approximately half an hour or less.

Some tasks were moved and added to the “Ongoing” section such as:

- Complete a zero emissions and accessible transportation feasibility study;
- Complete a climate change and health vulnerability assessment; and
- Administer the Home Flood Protection Pilot Program (HFPPP).

The request for proposals for the zero-emissions transportation feasibility study closed on July 28, 2025. Planning and Development and Climate Action staff reviewed and scored the proposals; a recommendation report for approval of the recommended proponent is included in the September Committee of the Whole and Council agendas for project award by September 24, 2025.

Staff are working with Nova Scotia Health over the next three (3) years to complete a climate change and health vulnerability assessment for the Central Zone, which includes West Hants Regional Municipality and Halifax Regional Municipality. I sit on the advisory committee for the core project team, who are in the beginning stages of public/community engagement for this project.

Administering the HFPPP is a major ongoing climate action task. Program participants have received copies of their home flood risk assessment reports and are gathering quotes for approval.

The following items have been added to the “To Complete” section for the 2026-27 work plan:

- Investigate efficiency retrofits for community buildings/facilities with Efficiency Nova Scotia’s energy manager service;
- Explore re-capitalizing/expanding the Property Assessed Clean Energy (PACE) program for residential adaptation financing;
- Update the WHRM greenhouse gas (GHG) emissions inventory;
- Explore developing a municipal climate budget; and
- Explore creating a natural asset inventory and roadmap.

The energy manager service offered by Efficiency NS has completed energy audits with staff of WHRM facilities. This service is also offered for local non-profit facilities that are assisted by the Municipality, such as community halls, to highlight opportunities for those groups to improve energy efficiency. As part of this task, staff would work with the energy managers to perform efficiency audits at these facilities throughout the Municipality.

Staff are aware that the Federation of Canadian Municipalities is developing funding streams for programs that offer PACE-style financing for climate change resiliency upgrades. Applying for funding with the assistance of SwitchPACE may allow WHRM to develop a program to assist residents in making their homes more resilient and reduce the impacts of severe weather.

The existing WHRM *GHG Emissions Local Action Plan* was developed in 2021, using emissions data from 2016 and 2018. 2026-27 will be five (5) years since the plan was adopted by Council, and four (4) years before the target date of 2030 to meet the goal of reducing emissions by 45%. It would be prudent to update the inventory to account for facilities the Municipality has offloaded and to consider the growth/development occurring within the region.

A climate budget will help the Municipality prioritise climate action and sustainability projects and help to outline how they fit within the larger municipal budget scope. Developing this budget will assist staff, the CAC, and Council to better understand the cost and benefits of climate action and how to continuously phase this work in over time.

The Natural Assets Initiative offers training to municipal staff to better incorporate natural assets in planning and delivery of services, such as stormwater management and flood protection, water quality preservation, biodiversity enhancement, and recreation. It would result in a high-level roadmap of short to medium term actions the Municipality can take to account for and manage natural assets as infrastructure. This would assist in budgeting and planning processes.

Additionally, two (2) tasks remain in the “To Complete” section from the 2025 work plan, which are:

- Explore building a solar energy project; and
- Explore including anticipated GHG emissions in staff reports for Council and committees.

Efforts to construct a solar energy project have been made difficult by unsuccessful funding applications, staff capacity being diverted to other opportunities/projects, and a lack of municipally owned sites that are ready for a solar installation. Many identified sites have roof and ground space but may need extensive roof renovations or groundwork to prepare for solar panels. Staff will continue investigating timely opportunities for solar installations at facilities that are undergoing major renovations or expansion, or new builds.

Staff are working to include anticipated environmental impacts such as GHG emissions in staff reports for Council and committees. This task may require amendments to the report format

outlined as an appendix in the *Meeting and Committee Procedural Policy*, which would require Council approval.

The ongoing items, with the additions to the “To Complete” section, will help the Municipality to make major progress on reducing both corporate and community emissions, as well as make operations and the community more resilient to the impacts of climate change.

NEXT STEPS

If the CAC does not request specific amendments to the draft 2026-27 Work Plan, the next steps will be as follows:

CAC Recommendation – September 10, 2025



Council Acceptance – December 2025*

*Specific dates to be determined by Council

FINANCIAL IMPLICATIONS

There are estimated costs associated with the new tasks to complete in the 2026-27 Work Plan, such as the natural assets roadmap for \$500 which may fit within the CAC budget, subject to approval by Council. Additionally, the feasibility study/design of a PACE-style financing program for residential resiliency retrofits is estimated to cost up to \$200,000 based on the cost of the SwitchWH program design. Many action items have direct costs that are currently uncertain and would require great investigation into specific costs and funding.

The CAC budget would be used for some projects, such as the natural assets roadmap, whereas other large-scale projects may require additional budget allocation from Council. External funding will be sought for all projects when it is available, and a report will be brought to the CAC and Council for consideration.

ALTERNATIVES

The CAC may:

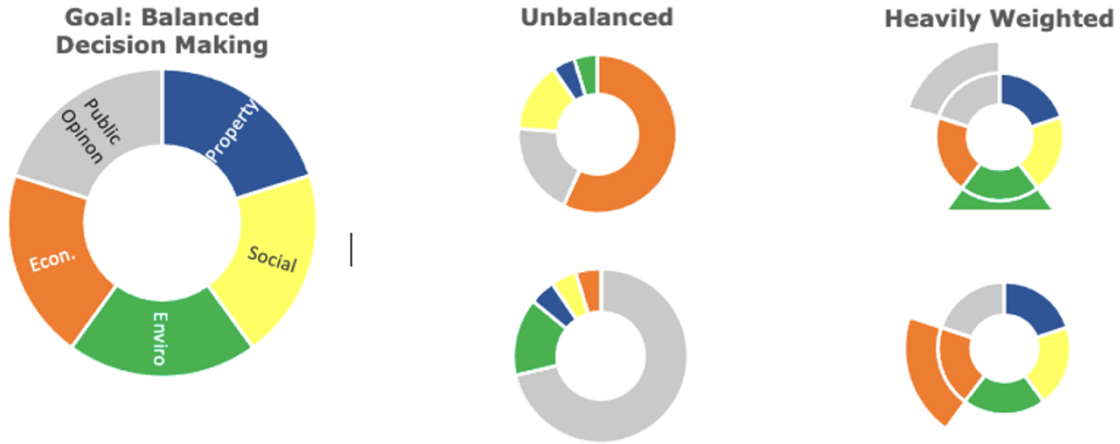
- request that staff revise the 2026-27 Work Plan based on specific direction from the Committee; or
- provide alternative direction, such as requesting further information on a specific topic.

ATTACHMENTS

Attachment A 2026-27 CAC Work Plan

REVIEW

The Committee has been provided with a reference taken from the *Meeting and Committee Procedural Policy*, Appendix C “Decision Making by Council and Committee of the Whole”, as a reminder of the principles highlighted for good decision making.



Report Prepared by: _____

John Ogilvie, Climate Action Coordinator

Report Reviewed by: _____

Kari Fougere, Acting Director of Planning and Development
(pending)

Report Reviewed by: _____

Mark Phillips, Chief Administrative Officer

CAC 2026-27 Work Plan

Tasks to Complete		Cost of Action	Funding	Partners	Timing
Goal: Reduce Greenhouse Gas Emissions	Work on Milestone 4 of the PCP program by implementing actions from the Local Action Plan	Staff time and project costs	Staff time; Applications for funding will be submitted when required and available	Planning / Public Works / Community Development / Finance / CAO's Office	Annual
	Explore building a solar energy project	Staff time and project costs (dependent on location, site conditions, number of solar panels, how much electricity WHRM wants to offset, etc.)	Staff time; Solar for facilities through construction budget; incentives from FCM for retrofits and construction	Planning / Public Works / Finance / Community Development / CAO's Office / NSP / FCM	2026-27
	Investigate efficiency retrofits for community buildings / facilities with Efficiency NS energy manager service	Staff time	Staff time	Planning / Community Development / Efficiency NS	2026-27
	Update WHRM GHG emissions inventory	Staff time	Staff time	Planning / Clean Foundation / Efficiency NS / NSP	2026-27
	Explore developing a municipal climate budget	Staff time	Staff time	Planning / Public Works / Community Development / Finance / CAO's Office	2026-27

Goal: Lead by example and enhance sustainability-informed decision making	Explore including anticipated GHG emissions in staff reports for Council and Committees	Staff time	Staff time	Planning / Community Development / Finance / Public Works / CAO's Office	2025-2026
Goal: Increase resiliency throughout WHRM to climate change induced risks	Explore re-capitalizing and expanding the PACE program for residential adaptation financing	Staff time; Feasibility study/design may cost up to \$200,000; Capital allocation dependent on size of program	Staff time; FCM; NSSCCF	Planning / Finance / CAO's Office / NSP / SwitchPACE / Clean Foundation	2026-27
	Explore creating a natural asset inventory and roadmap	Staff time; \$500 to participate in NAI roadmap program	Staff time; CAC Work Plan Budget	Planning / Public Works / Finance / Community Development / Natural Assets Initiative	2026-27
Ongoing Tasks		Cost of Action	Funding	Partners	Timing
Goal: Increase resiliency throughout WHRM to climate change induced risks	Complete climate change and health vulnerability assessment	Staff time	Staff time; project funding from Health Canada	Planning / NS Health	Ongoing; 2025-2028

	Administer Home Flood Protection Pilot Program	Staff time; up to \$50,000 for home flood risk assessments; up to \$430,000 for home upgrade grants	Staff time; \$440,000 allocated in WHRM 2025-26 budget	Planning / CAO's Office / Clean Foundation	Ongoing; 2024-2026
Goal: Explore enhancing transportation opportunities / availability	Complete zero emissions and accessible transportation feasibility study	Staff time; Consultant costs estimated at \$106,071.70	Up to \$80,000 from NS Department of Energy; up to \$26,071.70 from Housing Accelerator Fund	Planning / CAO's Office / NS Department of Energy / Link NS	Ongoing; 2025-26
Goal: Reduce Greenhouse Gas Emissions	Administer PACE program	Capital: \$300,000 allocation in December 2022	Staff time; Capital: \$300,000 WHRM allocation in December 2022 VCIB / SwitchPACE: \$1,730,400	Planning / CAO's Office / SwitchPACE / FCM / VanCity Community Investment Bank	Ongoing
Goal: Invest in education for the community	Partner with Efficiency NS and SwitchPACE to educate residents on home renovation programs and incentives	Staff time	Staff time	Planning / Communications / Efficiency NS / Switch West Hants	Ongoing
Goal: Reduce energy consumption for	Investigate building / facilities retrofits	Staff time, feasibility studies	Staff time; FCM retrofit funding;	Planning / Community	Initial conditions surveyed 2022-23;

Municipal buildings	for efficiency	cost, capital investments depending on building conditions	Efficiency NS; various Provincial and Federal opportunities	Development / Public Works / CAO's Office / Efficiency NS	Efficiency NS Energy Manager assistance ongoing; Funding applications ongoing
Goal: Increase awareness of local best practices	Continue the Green Business Initiative	Staff Time	Staff Time	Planning / Community Development	Began Summer 2021; May need updating
Goal: Update Windsor's storm drainage infrastructure to ensure it meets future needs	Windsor Flood Study	Staff Time; Consultant costs (up to \$265,000)	FRIP 50% funding (up to \$132,500)	Public Works; CBCL	2024; CBCL refining the study and Council review
Goal: Reduce the impact of anticipated climate change on infrastructure and development	Consider options to restrict development in flood zones and coastal areas, such as through the Plan Review	Staff Time; Consultant costs for developing the review	Staff Time	Planning; WSP	2024-26; Ongoing; WSP performing the review
Goal: Develop sustainable solutions to address sea-level risk in Avondale	Work with community groups, government organizations, and non-profits to assess sustainable solutions	Staff Time	Staff Time	Public Works, Planning, NS Department of Agriculture	Fall 2021
Goal: Implement MCCAP	Annual action items review and update	Staff Time	Staff Time	Planning	Annual
	Annual review and update Terms of Reference	Staff Time	Staff Time	Planning	Annual
Goal: Heighten	Public education on	Staff Time	Staff Time	EMO	Ongoing

residents' awareness of flood risk and emergency preparedness	social media				
	Develop planning processes, policy, and ordinances	Staff Time	Staff Time	EMO	Ongoing
Goal: Build mapping (GIS) capabilities	Update software as needed	Staff Time	Staff Time	Planning	Ongoing
Goal: Climate-informed Emergency Preparedness Plans	Annual review and update of All-Hazards Plan	Staff Time	Staff Time	EMO	Ongoing
Goal: Record storm surge impacts	Record storm surge impact details as means of improving emergency preparedness and response planning	Staff Time	Staff Time	EMO	Ongoing
Goal: Secure local source of aggregate	Identify possible sources of local aggregate in inventory of municipal land	Staff Time	Staff Time	EMO	Ongoing
Goal: Stormwater management planning	Implement findings from the Hantsport Storm Water Management Study	Staff Time	Staff Time	Public Works / Planning	Ongoing
	Implement findings from the Three Mile Plains Storm Water Management Study	Staff Time	Staff Time	Public Works / Planning / NS Department of Infrastructure and Renewal	Ongoing
Completed		Cost of Action	Funding	Partners	Completed

Goal: Reduce Greenhouse Gas Emissions	Complete Milestone 2 in the PCP program by providing necessary information for Council to set an emissions reduction target for corporate and community emissions	Staff Time	Staff Time	Planning / Public Works	August 2021
	Complete Milestone 3 in the PCP program by developing a Local Action Plan	\$5,222.64 for summer student	MCCAP Budget (Clean Foundation grant paid 50% of the position)	Planning / Public Works / Clean Foundation	Submitted September 2021
	Complete an updated GHG emissions inventory for corporate emissions	\$9,000	MCCAP Budget, Co-op Education Incentive	Clean Foundation	Fall 2019
	Complete a GHG emissions inventory for community emissions	\$25,000	MCCAP Budget, Co-op Education Incentive	Clean Foundation	Fall 2019
	Complete a GHG emissions forecasting model	\$36,000	MCCAP Budget	Clean Foundation	Winter 2020
	Hire a GHG emissions reduction employee	\$30,944.10	Eco Canada grant provided 80% for 8.5 months (\$17,535), MCCAP Budget covered remainder	Planning / Eco Canada	1-year term began June 27, 2022, and ended June 27, 2023
		Approx. \$62,000	Municipal Budget	Planning	Full-time permanent position started June

					27, 2023
Participate in a feasibility study for electric vehicle fleet conversion	Staff time and project costs (approx. \$1,500 in-kind for study)	Staff time	Planning / Clean Foundation		Study from July 27, 2022, to October 19, 2022. Full report provided in December 2022
Implement electric vehicle charging station(s)	Staff time; \$56,089.60 for installation of 2 dual port Level 2 chargers	Staff time; ZEVI program from NRCan and administered by Clean Foundation provided grant of \$20,000 for project; \$11,084.48 top-up from the Province	Planning / Public Works / Community Development / Office of the CAO / Clean Foundation / Nova Scotia Power / NRCan		Operational in October 2022
Explore the potential for a small to medium scale solar energy project	Staff time; Consultant costs for a feasibility study (up to \$100,000)	Staff time; NS Low Carbon Communities (75% funding up to \$75,000)	Planning / Public Works / Community Development / Office of the CAO / NS Power		Funding applications completed in 2023; CBCL completed study in Fall 2024
Create a PACE program	Set-up: ~\$225,000	Set-up: Town of Kentville \$12,200 cash and \$12,000 staff time; WHRM \$10,000 cash and \$22,000 staff time; FCM grant for \$168,800	Planning / CAO's Office / Town of Kentville / PACE Atlantic CIC / FCM / VanCity Community Investment Bank		FCM grant advancement received April 2023; Ongoing program development
Implement a Level 3 EV charging station in the region	Staff time Project costs: >\$60,000 (dependent on location and site conditions)	Staff time; NSP received funding from Natural Resources Canada	Planning / Office of the CAO / NSP		Completed Spring 2025

Goal: Reduce the impact of anticipated climate change on municipal infrastructure along the Minas Shore	Complete the National Disaster Mitigation Program Risk Assessment Study	\$80,000	MCCAP Budget and National Disaster Mitigation funding	CBCL Limited Consulting and Government of Canada	Spring 2019
Goal: Stormwater management planning	Complete plan for Falmouth	\$50,000	Public Works	Public Works	2016
	Complete plan for Hantsport	\$50,000	Public Works	Public Works	2018
	Complete plan for Three Mile Plains	\$50,000	Public Works	Public Works	2019
Goal: Build mapping (GIS) capabilities	Hire a GIS Technician	N/A	Planning	Planning	2015
Goal: Lead by example and enhance sustainability-informed decision making	Explore amending the Municipal procurement and asset management policies to prioritize sustainable options for facility renovation / construction and fleet renewal	Staff time	Staff time	Planning / Community Development / Finance / Procurement / Public Works / CAO's Office	2024