



WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC) Minutes
January 8, 2026, 6:16pm – 7:54pm
Sanford Council Chambers, Zoom / YouTube Live

- PRESENT:** Michel Bourgeois, Chair, WHRM Representative
Abraham Zebian, Mayor (6:53pm)
Councillor Kayla Leary-Pinch (District 7) (6:22pm)
Councillor Jim Ivey (District 11)
Guido Furlani, Windsor Representative
Dave Moore, Windsor Representative
Tim Carr, Hantsport Representative
Jane Davis, Hantsport Representative
Mark Kehoe, WHRM Representative
Beth Easson, WHRM Representative
- STAFF:** Kari Fougere, Acting Director of Planning and Development
Alex Dunphy, Senior Planner
Will Hong, Planner
Vanessa Lake, Planning Assistant
- GALLERY:** Councillor Paul Wheadon (District 4)
Councillor Bonnie Smith (District 10)
- REGRETS:** There were no regrets.

1.0 Call to Order and Attendance

Chair Bourgeois called the meeting to order at 6:16pm following the conclusion of the Public Information Meeting that was held at 6:00pm. Quorum was achieved. Mayor Zebian and Councillor Leary-Pinch advised that they were running late and would join when possible.

2.0 Announcements

Acting Director Fougere introduced new member Beth Easson. The Committee welcomed Beth and everyone gave a brief introduction.

Mark Kehoe shared some upcoming events at the Upper Vaughan Community Hall. On Thursday, January 15, there will be darts. On Friday, January 16, there will be cribbage. On February 6, as part of the West Hants winter festival, there will be another chili cook-off. There will be eight chilis to try and there will be a vote for fan favourite. It will be \$10 for 5 samples, along with a bun and a beverage. There is also 45s every Wednesday night at the Vaughan Fire Hall.

3.0 Approval of Agenda and Additions

Moved by Jane Davis and seconded by Councillor Ivey that the agenda be approved as circulated. Motion carried unanimously.

4.0 Declaration of Conflict of Interest

No conflicts were declared.

5.0 Approval of Minutes (November 13, 2025)

Moved by Jane Davis and seconded by Councillor Ivey that the agenda be approved as circulated. Motion carried unanimously.

Councillor Leary-Pinch arrived at 6:22pm.

6.0 New Business

6.1 File #25-24 LUB Amendments: PID 45242112, 2037 Highway 1, Falmouth (Will Hong)

This is an application to rezone the subject property from General Commercial (GC) to Highway Commercial (HC) and to amend the text of the West Hants Land Use By-law (WHLUB) to permit

a dog grooming and boarding business within the existing building. While kennels are permitted within the Highway Commercial (HC) zone, the subject lot would not meet the required 300ft separation distance from an adjacent dwelling. Staff proposed amendments to relax this requirement by requiring written permission from the adjacent dwelling, in which general support has already been received through the public engagement process. Staff addressed one of the public comments in the report that appeared to be cut off. The sender had written the entire message in the subject line of the email, and the system was unable to preserve the whole message. Staff have reached out to the sender for clarification but had not received a response at the time of the meeting.

Mayor Zebian arrived at 6:53pm.

The Committee discussed staff's recommendation at length. There were concerns about this amendment applying to all Highway Commercial (HC) zoned properties and discussion around making this amendment specific to this PID. The comment was made that making the amendments specific to this PID could create a tiered system. Concerns were also raised about noise. There are regulations in place for kennels, and hours of operation would apply to the outdoor runs. The Development Officer did not consider the property across the street to be "adjacent" as the highway acts as a divider, thus written permission would not be required of them. Staff confirmed that this landowner has also expressed support for this development, with some concern over noise. This application cannot be considered by development agreement, as there is no policy support for it. A variance would not apply to this application either as a variance pertains to setbacks rather than separation distances. Overall, the Committee would like to see this business succeed, and workshopped the motion presented by staff to satisfy the concerns.

Moved by Mark Kehoe and seconded by Guido Furlani that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the maps of Schedule A of the West Hants Land Use By-law to rezone the lot as identified as PID 45242112 from General Commercial (GC) to Highway Commercial (HC) zone and amending Section 5.20 of the West Hants Land Use By-law as shown in the report #25-24 to the Planning and Heritage Advisory

Committee dated January 8, 2026, with amendments to the text that these amendments only apply to PID 45242112.

Jane Davis suggested an amendment to include permission from all residences within 300ft, not just those defined as “adjacent.” The property across the street could still be potentially affected by barking dogs. There were also some concerns that the 300ft separation distance did not apply to nearby commercial uses. The text amendment will be further refined by staff, following the direction of the PAC/HAC, and be available in the First Reading report at Council. Moved by Jane Davis and seconded by Mark Kehoe that “and that permission is required from dwellings within 300ft” be added to the motion. Motion carried. Opposed: Mayor Zebian, Michel Bourgeois, Tim Carr and Councillor Leary-Pinch.

Final motion as amended:

Moved by Mark Kehoe and seconded by Guido Furlani that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the maps of Schedule A of the West Hants Land Use By-law to rezone the lot as identified as PID 45242112 from General Commercial (GC) to Highway Commercial (HC) zone and amending Section 5.20 of the West Hants Land Use By-law as shown in the report #25-24 to the Planning and Heritage Advisory Committee dated January 8, 2026, with amendments to the text that these amendments only apply to PID 45242112 and that permission is required from dwellings within 300ft. Motion carried. Opposed: Michel Bourgeois, Councillor Leary-Pinch, Mayor Zebian, Tim Carr.

6.2 Information Report: 2025 Development Activity in West Hants Regional Municipality (Kari Fougere)

Acting Director Fougere provided an information report to highlight the development activity in WHRM during 2025. Her report was circulated with the agenda package. This report will also be provided to Council. There were no questions or comments on the report.

7.0 Business Arising from the Minutes – None

8.0 Business Arising from the Public Information Meetings

8.1 File #25-26 Rezoning: 439 Clifton Avenue, Windsor (Alex Dunphy)

This meeting was held prior to the PAC/HAC meeting, at 6:00pm on January 8, 2026. It is an application to rezone the subject property from Low-Density Residential (R-1) to Medium Density Residential (R-2) with the intent to subdivide and construct a 6-unit building on the newly subdivided lot. Jane asked if it was possible to have a site plan available for when this item returns to PAC/HAC for consideration. Planner Dunphy explained that a site plan is not required for a rezoning, but he can request one.

9.0 File Updates

The file updates were circulated with the agenda package and are available on the Municipal website. There were no questions or comments.

10.0 Building and Development Activity Reports (November and December 2025)

The reports were circulated with the agenda package and are available on the Municipal website. There were no questions or comments at this time.

11.0 Notices from Adjacent Municipal Units

A notice from King's County had been sent prior to the PAC/HAC meeting, advising of a Public Hearing scheduled for Tuesday, January 6, 2026.

12.0 Public Comments

The public is encouraged to attend the meetings or contact staff directly if they have any questions or comments. Contact information is available on the Municipal website. If you are unsure who to contact, an email can be sent to planning@westhants.ca and the appropriate staff member will respond. There were no members of the public present.

13.0 Next Meeting Date / Adjournment

The next meeting is scheduled for February 12, 2026, at 6:00pm. A notice will be sent out if there are any changes. With no further business, the meeting adjourned at 7:54pm.