

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda Amended December 2, 2025

November 25, 2025 - 6:00 p.m.

In-person, Sanford Council Chambers, 76 Morison Dr, Windsor, NS

Virtual via Zoom (also YouTube Livestream)



1. Call to Order
2. Attendance
3. Announcements
4. Approval of the Agenda, including additions or deletions
5. Declaration(s) of Conflict of Interest
6. Approval of Previous Meeting Minutes
 - a) 2025-10-28 Council Minutes
 - b) 2025-10-28 PH Minutes - PID 45053220 King Street, Windsor Development Agreement
 - c) Request to pause Public Hearing and Second Reading for the Peace and Good Order By-Law RCOPG-001 until February 2026 to allow for review through a DEI lens
7. Public Hearings
 - a) ~~Peace and Good Order By Law - Clerk Snair~~
 - b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong
8. Second Readings (as it pertains to Public Hearings)
 - a) ~~Peace and Good Order By Law - Clerk Snair~~
 - b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong
9. Planning and Heritage Advisory Committee Excerpts (First Reading) – **Moved up on the agenda**
 - a) Rezoning: PIDs 45055282, 45439098 and 45190386, Wentworth Rd, Windsor and Development Agreement - Planner Hong and Planner Dunphy
 - b) Rezoning: PID 45038510, Highway 14, Windsor Forks – Planner Dunphy
 - c) Rezoning 5988 Highway 215, Kempt Shore – Planner Hong
10. Unfinished Business/Postponed Motions
 - a) Property Assessed Clean Energy Program Expansion: Adaptation Financing Recommendation Report – Coordinator Ogilvie – **Moved up on the agenda**
 - b) Wentworth Road & Payzant Drive Intersection Improvements Information Report – Director Richard
11. Mayor’s Report

12. Financial Updates
 - a) ~~Water Consumption~~
 - b) General Operating
 - c) Water Utility Operating
 - d) ~~Financial Update – Capital Budget~~

13. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (November 12, 2025)
 - i. Community Splash Pad
 - ii. Pipe Crawler Camera
 - iii. Rescheduling December Meetings Due to Holiday Season
 - iv. Resident Appointment to the Planning and Heritage Advisory Committee
 - v. Waste Pick up Crew Recommendation Report
 - vi. WHRM Organizational Review Consultant Selection

 - b) Diverse Equitable and Inclusive Communities Committee (November 10, 2025)
 - i. ~~Request to pause Public Hearing and Second Reading for the Peace and Good Order By Law RCOPG 001 until February 2026 to allow for review through a DEI lens~~
 - ii. Request for Funding for a Warming Centre

14. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)

- ~~15. Councillor(s) Municipal Advisory Board Activity Reports~~

16. New Business
 - a) Newport Landing Waterfront Park Playground RFP Award Recommendation Report – Director Kehoe

17. Correspondence
 - a) General Correspondence Received Activity Log (as of November 21, 2025)
 - i. Seamus Marriott Zwicker Lake Property Owners Committee Re Reflection & Questions

 - b) Requests (as of November 21, 2025)
 - i. Letter from Royal Canadian Legion Branch 009 Re Generator

 - c) Outgoing Correspondence Log (as of November 21, 2025) - None

18. In-Camera
 - a) 2025-07-22 Council In-Camera Minutes

b) MGA 22(2)(a) Land Matter

19. Next Meeting Date / Adjournment – December 2, 2025 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Public Hearing Minutes

Rezoning PID 45285103 Old Walton Rd, Upper Burlington

November 25, 2025, 6:11 p.m. – 6:36 p.m.

Sanford Council Chambers, 76 Morison Dr, Windsor, NS

And via Zoom (also YouTube Livestreamed)



1. Call to Order – Mayor Zebian called the meeting to order at 6:11 p.m.

2. Attendance

Council:

Abraham Zebian, Mayor

Rupert Jannasch, Councillor, District 1

Scott McLean, Councillor, District 2

Chrystal Remme, Councillor, District 3

Paul Wheadon, Councillor, District 4

Bob Morton, Councillor, District 6

Debbie Francis, Deputy Mayor, District 5

Kayla Leary-Pinch, Councillor, District 7

John Smith, Councillor, District 9

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

Regrets:

Paul Morton, Councillor, District 8

Staff:

Mark Phillips, Chief Administrative Officer

Carlee Rochon, Dir. Finance

Kari Fougere, Acting Dir. Planning & Development

Alex Dunphy, Senior Planner

John Ogilvie, Climate Action Coordinator

Tim Bouter, Project Engineer

Deanna Snair, Municipal Clerk

Todd Richard, Dir. Public Works

Kathy Kehoe, Dir. Community Dev.

Will Hong, Planner

Troy Burgess, Manager of Operations

Presenter and Gallery:

Lori Maxwell, Hants Shore Childcare Association

5 members of the public

1 member of the public attending via ZOOM

7. Public Hearings (6:11 p.m.)

b) Rezoning PID 45285103 Old Walton Rd, Upper Burlington – Planner Hong

Planner Hong reviewed the application. The report was circulated with the agenda and was available on the Municipal website.

The property has been owned by the West Hants Regional Municipality since 1998 and was leased to the Upper Burlington Community Hall Association in 2000. On May 13, 2025, the Hants Shore Childcare Association made a presentation to Council and requested the land be granted to them for the purpose of constructing a childcare facility. On July 8, 2025, Council approved a motion to

deem the property surplus and direct the Chief Administrative Officer (CAO) to make an application to the Planning & Development department. A completed application was received on July 18, 2025.

The property was 3 acres in size and has frontage on both Highway 215 and Old Walton Rd. The surrounding area comprises of single-unit residences, the Upper Burlington Community Hall, and farms. It was currently designated Agriculture (AG) and zoned Open Space (OS). The proposed zoning for this property was Institutional (I), which permitted uses such as churches, community centres, educational centres, etc. Daycare centres were not currently permitted within the Institutional (I) zone, and staff are proposing amendments to the West Hants Land Use Bylaw (WHLUB) to add daycares, licensed or non-licensed, as a permitted use in the Institutional (I) zone.

Planner Hong noted that the subject property has an existing 1760's Planter's Trail and interpretive sign which speaks of the heritage and the history of the area. The applicant intends to maintain and revitalize the trail and interpretive sign for public use.

All general criteria were considered met. The proposal was not considered premature or inappropriate for the area, no municipal costs related to the proposal were anticipated, and the Development Officer, Manager of Building and Fire Inspection Services, and District Manager of the Nova Scotia Department of Public Works had no concerns which were not addressed in the report.

The Public Information Meeting for this application was held on September 3, 2025, and was broadcasted live on the Municipal YouTube channel. 6 members of the public attended the meeting. The deadline for comments was September 17, 2025, and staff received 20 written comments and 2 phone calls. Most comments were in support of the rezoning, highlighting the need for childcare in the Hants Shore area, the long waitlist for existing childcare facilities in West Hants, and the benefits to community growth and employment. Others expressed opposition, citing the potential impact on land use patterns and the surrounding residential character, the suitability of this location, concerns about traffic safety and road capacity, and the potential loss of heritage and community open space.

The Planning & Heritage Advisory Committee (PAC/HAC) reviewed the application on October 9, 2025. The committee discussed the relationship between and order of the land transfer and rezoning process. Staff clarified that the transfer of land is not being considered as part of this application and will be brought forward separately for Council's consideration. The committee also sought clarification on whether the recreational uses such as the existing trails and open space features can be maintained after rezoning to the Institutional (I) zone. Staff confirmed with the Development Officer that this type of passive recreational use (parks and open spaces) are allowed in any zone across West Hants. The PAC/HAC ultimately voted in favour of this application.

The Public Hearing was advertised in the paper on November 7 and November 14, letters were sent to property owners within 500ft of the subject lot, and a sign was posted on the lot. The deadline for comments was Friday, November 21, 2025, and staff did not receive any comments during the comment period. However, one written comment was received outside of the comment period, raising concerns about the potential increase in traffic to the area. Staff would like to note that this

concern has already been addressed through discussion with the Nova Scotia Department of Public Works, who confirmed that they have no concerns about traffic generation and traffic safety.

Lori Maxwell of the Hants Shore Childcare Association gave a verbal presentation on the application. She stated there was a clear and undeniable need for childcare spaces in West Hants to speak to the viability and need in this location. The waitlist was launched in February for the proposed 2027 opening and 58 families expressed interest, representing 68 children who were eligible for the 2027 opening date, and 41 children who were eligible for before- and after-school programming. The waitlist was only shared on the Hants Shore Childcare Association's Facebook page, demonstrating the significant need within the community. This project was an opportunity to address the gap in services in a meaningful and lasting way.

Ms. Maxwell explained why the Association chose this piece of land. The location offered a combination of accessibility, safety, community benefit and an opportunity for municipal support. It was situated at a key intersection used by all traffic leaving the shore and will serve both Dr. Arthur Hines school and Brooklyn district families. With the entrance located on a side road, the site offers a safer environment for pick up and drop off. The parcel has been under-utilized, and the Upper Burlington Community Hall has given full support to the project. Moving forward, they will be releasing their 25-year lease of the property. They acknowledged that a community hall and childcare facility can successfully co-exist. The community hall is also home to the local 4-H club, and the Hants Shore Childcare Association looks forward to strengthening this partnership with off-street parking.

Ms. Maxwell addressed some of the concerns received. While the proposal will increase traffic on the Old Walton Road, it was not expected to compromise road safety. All vehicles that enter and exit the road will be slow-moving, and staggered drop off/pick up times, adequate onsite parking, and a circular pick-up loop will minimize congestion. The site will be secure during operational hours, but after hours, the community was welcome to use the outdoor play space and use the space for community engagement events. The historical trail, interpretive sign, and planned gardens would remain accessible to the public. Rezoning the parcel does not take away from rural character, rather it enhances the community's desirability by adding valuable services. Regarding noise, outdoor activity will be supervised and limited to business hours. This was not intended to be an all-day, high activity operation. Ms. Maxwell also commented on the option to open smaller facilities within community halls. Due to programming requirements and safety and facility regulations, this was likely not feasible.

Ms. Maxwell summarized that, as rezonings are based on what best serves the public interest, in this case the benefits were clear. Reduced childcare shortages, local economic support, increased family stability, and a community asset that meets a demonstrated community need. For those interested, the Childcare Association was hosting their first Annual General Meeting on Wednesday, December 10, at the centre Burlington Hall at 6:00pm.

The floor was opened to questions from the public.

Claire Jimmison, resident of Upper Burlington raised concerns about the location due to the loss of open space and heritage. She noted that the Acadian Federation of Nova Scotia had sent in a letter of opposition after the comment deadline. They were open to working with the community to bring the area to life and have it available for future generations. She asked if this had been discussed or noted. Mayor Zebian replied that the letter was received and provided to all Councillors for information. He noted if the project proceeded, it was always open to partnerships.

Ms. Jimmison also raised concerns about the increased traffic. She felt a traffic impact study would better inform the decision and note the financial impact of any required upgrades. She asked if there was a point in the process where a traffic study would be conducted. Mayor Zebian replied that as part of the planning process, the Planning and Development Department and municipal Traffic Authority reach out to the provincial traffic authority to explain the project. The provincial department would conduct the necessary studies to determine the impact of the project and respond on whether the project should or should not proceed. The provincial department had no concerns on this project. Ms. Jimmison asked what would happen if traffic issues were discovered after the property was rezoned, with financial implications for the municipality. Mayor Zebian replied that it was a provincial road so there are no direct costs for the municipality. The cost would be to the provincial budget.

Ms. Jimmison asked what the hours of operation and age range of the children would be. Ms. Maxwell replied that the provincial funding provides for 0 to 5 years old and the hours would likely be 7:00am to 5:00pm. She was not sure of the requirements for outside time but explained that there would be two, one-hour each outdoor sessions during operation.

Emily Carroll, local resident, asked how it was determined that this project would not affect the quality of life for residents in the area. Planner Hong replied that the intention of the rezoning was to rezone the property to the Institutional (I) zone, which was generally used to accommodate land uses that serve public and community purposes. From a community service perspective, daycare centres provide a service that benefit families and the surrounding areas. From a public interest perspective, it would be operated by a non-profit and organisation and serves a public function. Mayor Zebian added that this information was within the staff report and was staff's recommendation, and more insight may be gleaned from listening to Council's discussion on the matter.

There were no further public questions or comments. The meeting moved out of Public Hearing at 6:36 p.m. and the regular Council meeting resumed.

Mayor Abraham Zebian, Chair

Deanna Snair, Executive Assistant/Clerk