

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda

January 27, 2026 - 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) 2025-12-09 Council Minutes
7. Public Hearings
 - 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
8. Second Readings (as it pertains to Public Hearings)
 - 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
9. PAC/HAC/ First Reading
 - a) LUB Amendments: 2037 Highway 1, Falmouth (PID 45242112) - Planner Hong (**moved up the agenda**)
10. Unfinished Business/Postponed Motions - None
11. Mayor's Report
12. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (January 13, 2026)
 - i. 2024-25 HMCC Financial Statements
 - ii. Appointment of Development Officers

- iii. Mill Lakes Diversion Pipe Tender Award
- iv. Payzant Drive and King Street Upgrades Tender Award
- v. Region 6 2026-27 Budget Approval
- vi. Tendering Timeline — Rand Street Services and Street Renewal
- vii. Valley Regional Enterprise Network (VREN) Marketing Levy

- b) Diverse, Equitable and Inclusive Communities Committee – Review and Proposed Amendments to the Peace and Good Order Bylaw RCOPG-001 (January 8, 2026)

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

14. Councillor(s) Municipal Advisory Board Activity Reports - None

15. New Business

- a) Rural Playground Request for Information and Consideration in the 2026/27 Budget Deliberations – Councillor Leary-Pinch

16. Correspondence

- a) General Correspondence Received Activity Log (as of January 23, 2026)

- i. Rick Smith Re Revisions to My Email Regarding the West Hants Water Updates
- ii. Tricia Slobogian-Sanford Re Marketing Levy Concerns Valley REN Presentation on 1.13.26

- b) Requests (as of January 23, 2026)

- i. Matthew 25 & Windsor District Food Bank Re Request for Additional Funding – Operational Costs for Extended Term (April 1, 2026 – March 31, 2027)
- ii. Leslie Porter - Caremongers Re Request to Extend Funding for Warming Center

- c) Outgoing Correspondence Log (as of January 23, 2026) - None

18. In-Camera - None

19. Next Meeting Date / Adjournment – February 10, 2026 Committee of the Whole Meeting 6 p.m.

WEST HANTS REGIONAL MUNICIPALITY

Public Hearing Minutes

Rezoning PID 45038510 Hwy 14, Windsor Forks

January 27, 2026, 6:49 p.m. - 6:56 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 6:49 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

Debbie Francis, Deputy Mayor, District 5

Bob Morton, Councillor, District 6

Kayla Leary-Pinch, Councillor, District 7

Paul Morton, Councillor, District 8

John Smith, Councillor, District 9

Bonnie Smith, Councillor, District 10

Jim Ivey, Councillor, District 11

Staff:

Todd Richard, Acting CAO

Kari Fougere, Acting Dir. Planning & Dev

Alex Dunphy, Senior Planner

Deanna Snair, Municipal Clerk

Carlee Rochon, Dir. Finance

Will Hong, Planner

Regrets:

Mark Phillips, Chief Administrative Officer

Kathy Kehoe, Director Community Dev

Presenter and Gallery:

33 members of the public

7. Public Hearings (6:49 p.m.)

b) Rezoning PID 45038510, Highway 14, Windsor Forks – Planner Dunphy

Planner Dunphy gave a presentation to review the application. His report was circulated with the agenda and is available on the Municipal website.

The application was received on August 14, 2025, to rezone the subject lot from Rural Commercial (RC) to General Resource (GR) to allow for subdivision and residential development of the subject lot. The property has frontage on both Highway 14 and Ski Martock Road. Nearby properties consist of single unit residences and agricultural uses. The front of the property was cleared, and the remainder was forested. This property and all surrounding properties south of Highway 14 are designated Resource, and all surrounding properties north of Highway 14 are designated Agricultural. The property was currently zoned Rural Commercial (RC) while the surrounding properties south of Highway 14 are zoned General Resource (GR), and surrounding properties to the north of Highway 14 are zoned Agricultural Priority 2 (AR-2).

The applicant was considering maintaining a small portion of the property fronting on Ski Martock Road as Rural Commercial (RC), the current zone. The exact portion will be determined through subdivision to avoid creating a split-zoned lot.

Planner Dunphy reviewed the West Hants Municipal Planning Strategy policies, and all criteria were considered met. Staff did note that, criteria (a) (iii) of Policy 6.3.1 required consideration of “whether the proposal was considered premature or inappropriate in terms of the adequacy of fire protection and other emergency services.” Staff did not receive a reply from the Fire Chief; however, the Manager of Building and Fire Inspection Services had no concerns regarding the proposed rezoning. Based on previous responses received from the Fire Chief from similar proposals, staff did not anticipate any concerns regarding fire protection or emergency services. Staff were required to proceed with the application to meet provincial timelines.

The Public Information Meeting for this file was held on September 3, 2025, and was broadcasted live on the Municipal YouTube channel. No members of the public were in attendance for the meeting. The deadline for comments was September 17, 2025, and staff received no correspondence from the public. All statutory requirements have now been met. There were no questions or comments from the public. The meeting moved out of Public Hearing at 6:56 p.m. and the regular Council meeting resumed.

Mayor Abraham Zebian, Chair

Deanna Snair, Executive Assistant/Clerk



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Senior Planner

Date: January 27, 2026

Subject: Rezoning: Highway 14, Windsor Forks (PID 45038510);
File # 25-21B

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

Should Council wish to approve the amendment following Public Hearing, the following motion would be in order:

...that Council gives Second Reading and approves amending Schedule A of the West Hants Land Use By-law to rezone PID 45038510 on Highway 14 in Windsor Forks from the Rural Commercial (RC) zone to the General Resource (GR) zone as shown in the report #25-21 to the Planning and Heritage Advisory Committee dated November 13, 2025.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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An application was received from Stanley Boyd on July 30, 2025. The application is to rezone the subject property from Rural Commercial (RC) to General Resource (GR) to allow for subdivision and low-density residential development.

DISCUSSION

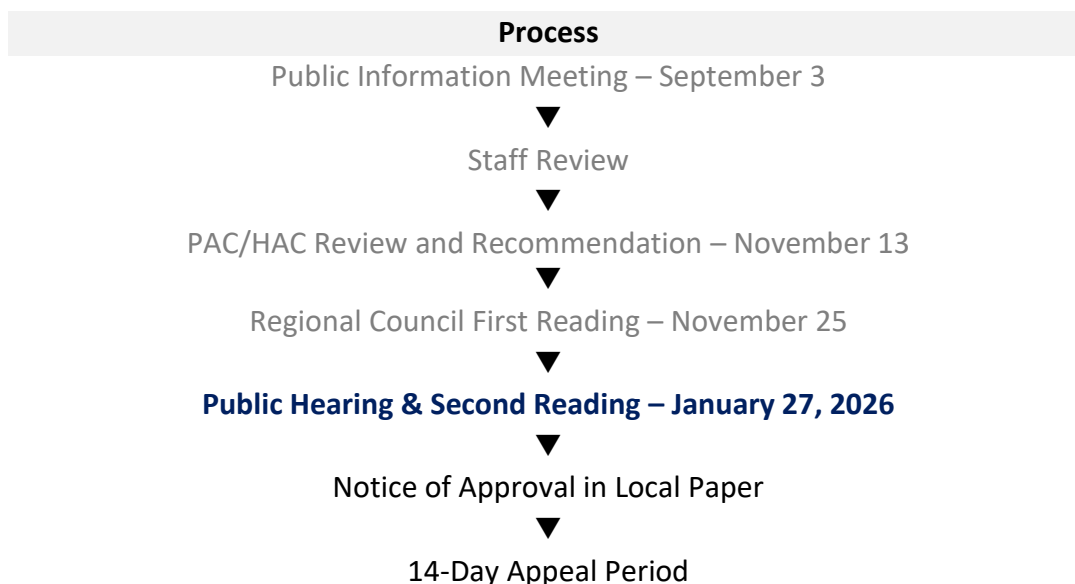
A Public Information Meeting was held on September 3, 2025. No members of the public attended the meeting and staff did not receive any correspondence from the public during the following comment period.

On November 13, 2025, staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A). The Committee discussed the proposed usage of the subject lot and alternative options for receiving feedback from the Fire Chief. Staff will follow up with the Fire Chief and will pursue alternative options if deemed necessary. As stated in the recommendation report, staff do not expect any fire safety concerns to be raised for this application. The Committee recommended in favour of the proposed rezoning.

On November 25, 2025, staff presented the PAC/HAC recommendation to Council for First Reading (Appendix A). During the meeting, Council recommended in favour of the application.

NEXT STEPS

The anticipated process for this application is as follows:



FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, Council may:

- approve the amendment as drafted or as specifically revised by direction of Council;

- refuse the amendment as drafted, citing the criteria that Council consider not to be met; or
- provide alternative direction, such as requesting further information on a specific topic.

APPENDIX

Appendix A 2025-11-25 Rezoning: Highway 14, Windsor Forks (PID 45038510);
File # 25-21A

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Report Approved by:  _____

Mark Phillips, Chief Administrative Officer

**Appendix A – 2025-11-25 Staff Report - Rezoning:
Highway 14, Windsor Forks (PID 45038510); File # 25-21A**



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Alex Dunphy, Senior Planner

Date: November 25, 2025

Subject: Rezoning: Highway 14, Windsor Forks (PID 45038510);
File # 25-21A

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

To allow the requested rezoning, staff recommend that the Council forward a positive recommendation by passing the following motions:

...that Council gives First Reading and will hold a Public Hearing to consider amending Schedule A of the West Hants Land Use By-law to rezone PID 45038510 on Highway 14 in Windsor Forks from the Rural Commercial (RC) zone to the General Resource (GR) zone as shown in the report #25-21 to the Planning and Heritage Advisory Committee dated November 13, 2025.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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An application was received from Stanley Boyd on July 30, 2025. The application is to rezone the subject property from Rural Commercial (RC) to General Resource (GR) to allow for subdivision and low-density residential development.

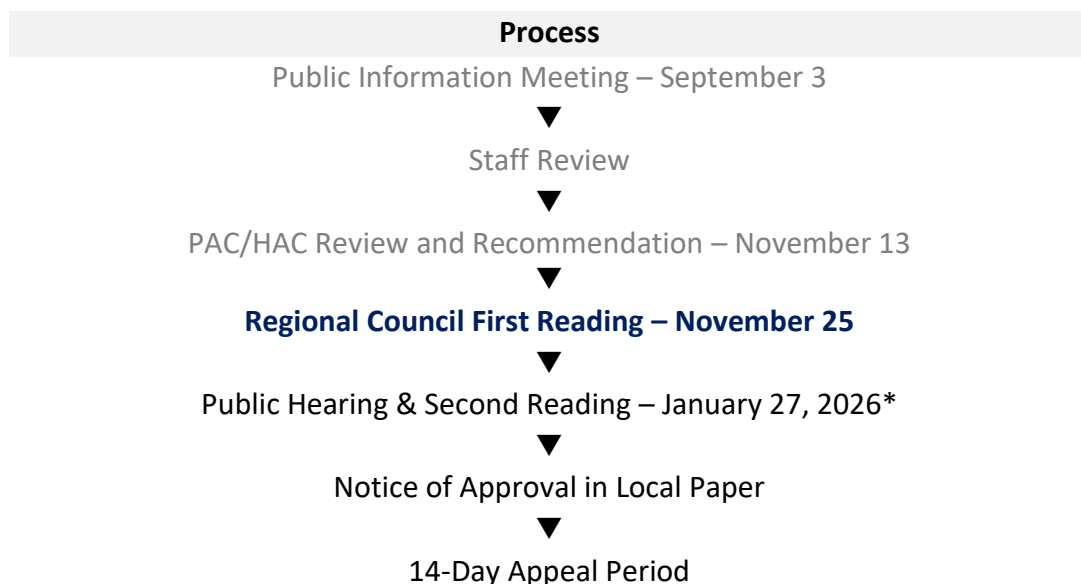
DISCUSSION

A Public Information Meeting was held on September 3, 2025. No members of the public attended the meeting and staff did not receive any correspondence from the public during the following comment period.

On November 13, 2025, staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix A). The Committee discussed the proposed usage of the subject lot and alternative options for receiving feedback from the Fire Chief. Staff will follow up with the Fire Chief and will pursue alternative options if deemed necessary. As stated in the recommendation report, staff do not expect any fire safety concerns to be raised for this application. The Committee recommended in favour of the proposed rezoning.

NEXT STEPS

The anticipated process for this application is as follows:



*final dates are set by Council

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, Council may:

- hold First Reading and authorize a Public Hearing to approve the rezoning or as specifically revised by direction of Council;

- hold First Reading and authorize a Public Hearing to refuse the rezoning, citing the criteria that Council consider not to be met; or
- provide alternative direction such as requesting further information on a specific topic.

APPENDIX

Appendix A Rezoning: Highway 14, Windsor Forks (PID 45038510); File # 25-21

CHIEF ADMINISTRATIVE OFFICER REVIEW

I support the recommendation.

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Report Approved by:  _____

Mark Phillips, Chief Administrative Officer

**Appendix A – 2025-11-13 Staff Report - Rezoning:
Highway 14, Windsor Forks (PID 45038510); File # 25-21**



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information ☐	Recommendation X	Decision Request ☐	Councillor Activity ☐
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Alex Dunphy, Senior Planner

Date: November 13, 2025

Subject: Rezoning: Highway 14, Windsor Forks (PID 45038510);
File # 25-21

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210

RECOMMENDATION

Staff recommends that the PAC/HAC forward a positive recommendation by passing the following motion:

...that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending Schedule A of the West Hants Land Use By-law to rezone PID 45038510 on Highway 14 in Windsor Forks from the Rural Commercial (RC) zone to the General Resource (GR) zone as shown in the report #25-21 to the Planning and Heritage Advisory Committee dated November 13, 2025.

BACKGROUND

Property X	Public Opinion ☐	Environment ☐	Social ☐	Economic ☐	Councillor Activity ☐
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An application was received from Stanley Boyd on July 30, 2025. The application is to rezone the subject property from Rural Commercial (RC) to General Resource (GR) to allow for subdivision and low-density residential development.

DISCUSSION

The subject lot is designated Resource on the Generalized Future Land Use Map (GFLUM) of the West Hants Municipal Planning Strategy (WHMPS) (Figure 1). The subject lot is zoned Rural Commercial (RC) on Schedule A of the West Hants Land Use By-law (WHLUB) (Figure 2).

Surrounding Context

Surrounding properties north of Highway 14 are all designated Agriculture and zoned Agricultural Priority Two (AR-2). Surrounding properties south of Highway 14 are all designated Resource and zoned General Resource (GR). Uses on surrounding properties consist of agricultural uses as well as some residential dwellings.

Municipal Planning Strategy Review

Policy 16.1.3 of the WHMPS is the primary enabling policy to be considered for this application. This policy provides Council with the ability to consider rezoning properties to a zone which is permitted within the designation of an adjacent property. The proposal meets the criteria since the requested zone, General Resource (GR), is permitted within the Resource designation, which multiple nearby properties are designated.

Policy 16.3.1 of the WHMPS establishes the general criteria that must be considered for all rezoning applications. The full list of criteria is included with this report in Attachment A. In summary, the proposal meets the criteria as:

- the proposal is not considered premature or inappropriate for the area;
- no municipal costs related to the proposal are anticipated; and
- the Development Officer, Manager of Building and Fire Inspection Services, Public Works Engineering Division, and Area Manager from the Nova Scotia Department of Public Works have no concerns which have not been addressed in this report.

MUNICIPAL CLIMATE CHANGE ACTION PLAN

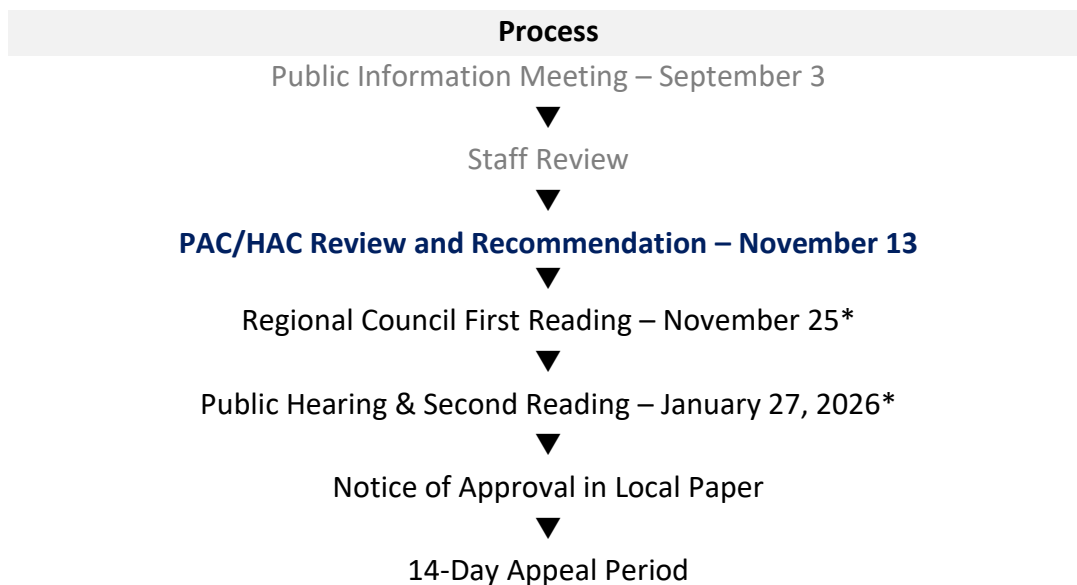
The subject lot is not identified in the Municipal Climate Change Action Plan (MCCAP) for Windsor (2014) as being affected on either the Inland Flooding Map or the Sea Level Rise Modeling Map.

Property owners are responsible for ensuring that their lot is suitable for the proposed uses.

NEXT STEPS

As noted above, the proposed development agreement has been considered within the context of both the specific and general policies of the WHMPS, and is consistent with the intent, objectives, policies and criteria of the WHMPS. As a result, it is reasonable to consider the

rezoning the subject property from Rural Commercial (RC) to General Resource (GR) to allow for subdivision and low-density residential development, at PID 45038510 on Highway 14 in Windsor Forks.



*final dates are set by Council

FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality or residents with regard to the filing of this report.

ALTERNATIVES

In response to this application, PAC may:

- recommend that Council hold First Reading and authorize a Public Hearing to approve the rezoning or as specifically revised by direction of PAC/HAC; or
- recommend to Council to provide alternative direction such as requesting further information on a specific topic.

ATTACHMENTS

Figure 1	West Hants GFLUM Extract
Figure 2	West Hants Zoning Map Extract
Figure 3	West Hants Proposed Zoning Map Extract
Attachment A	Policy Summary
Attachment B	Public Information Meeting Notes

Report Prepared by: _____

Alex Dunphy, Senior Planner

Report Approved by: _____

Kari Fougere, Acting Director of Planning and Development

Figure 1 – West Hants GFLUM Extract

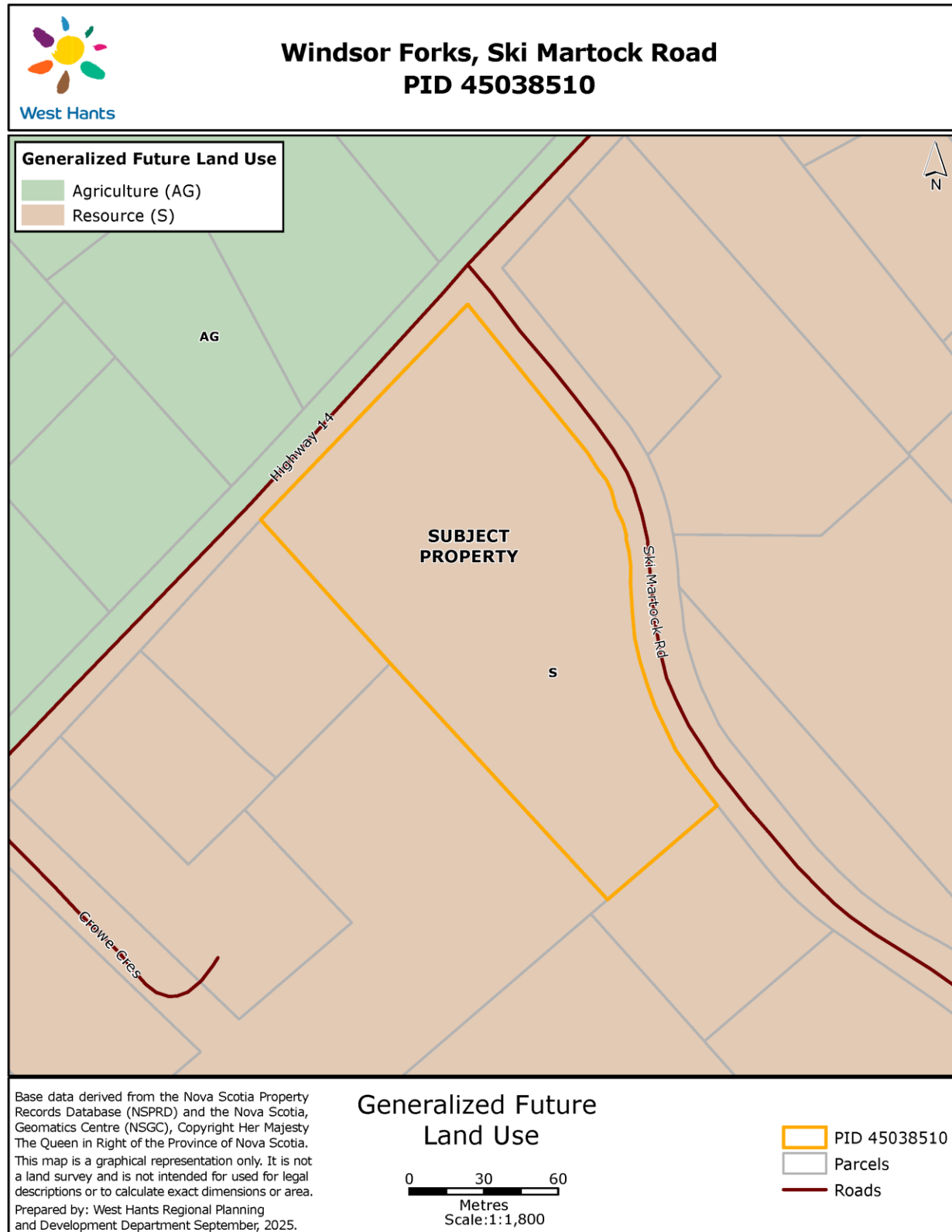


Figure 2 – West Hants Zoning Map Extract

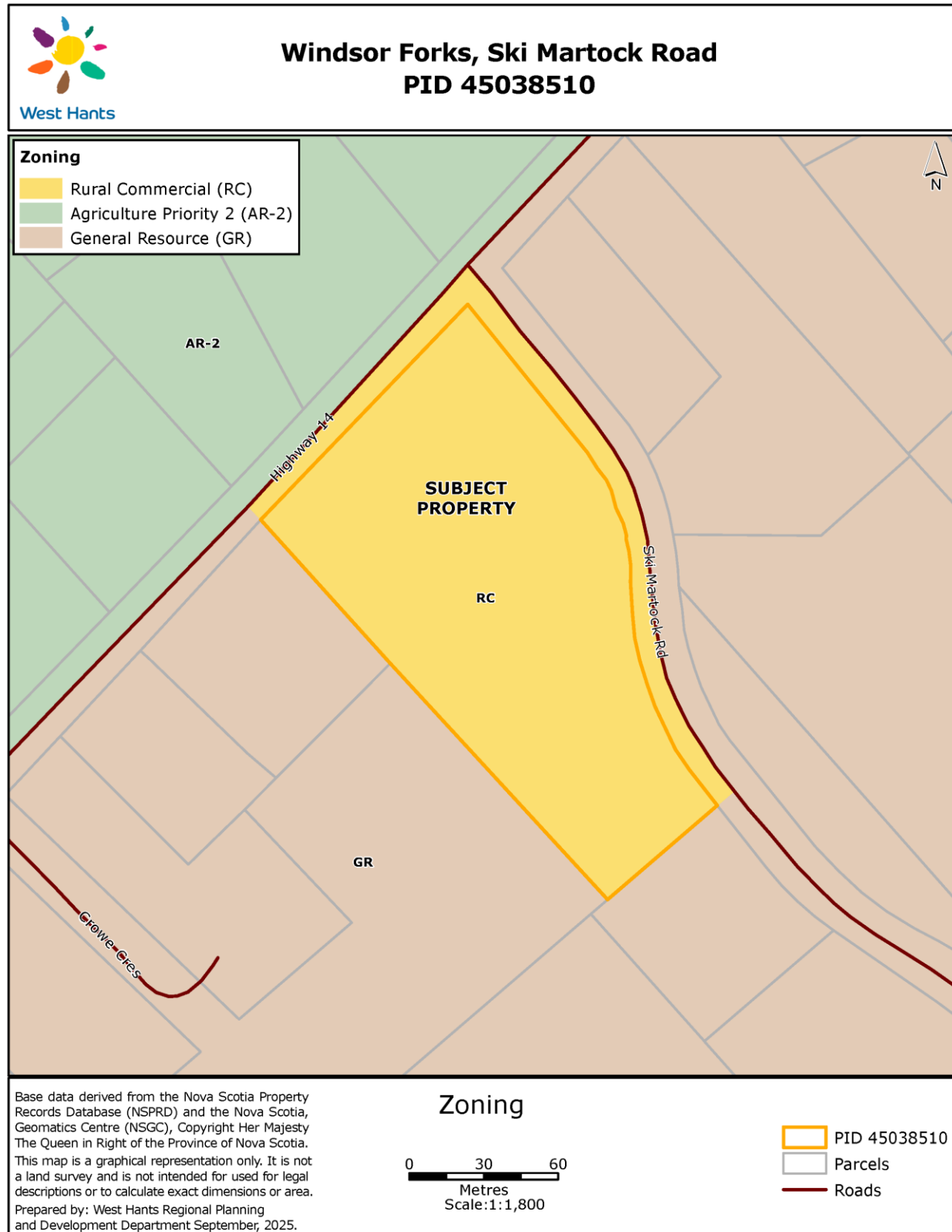
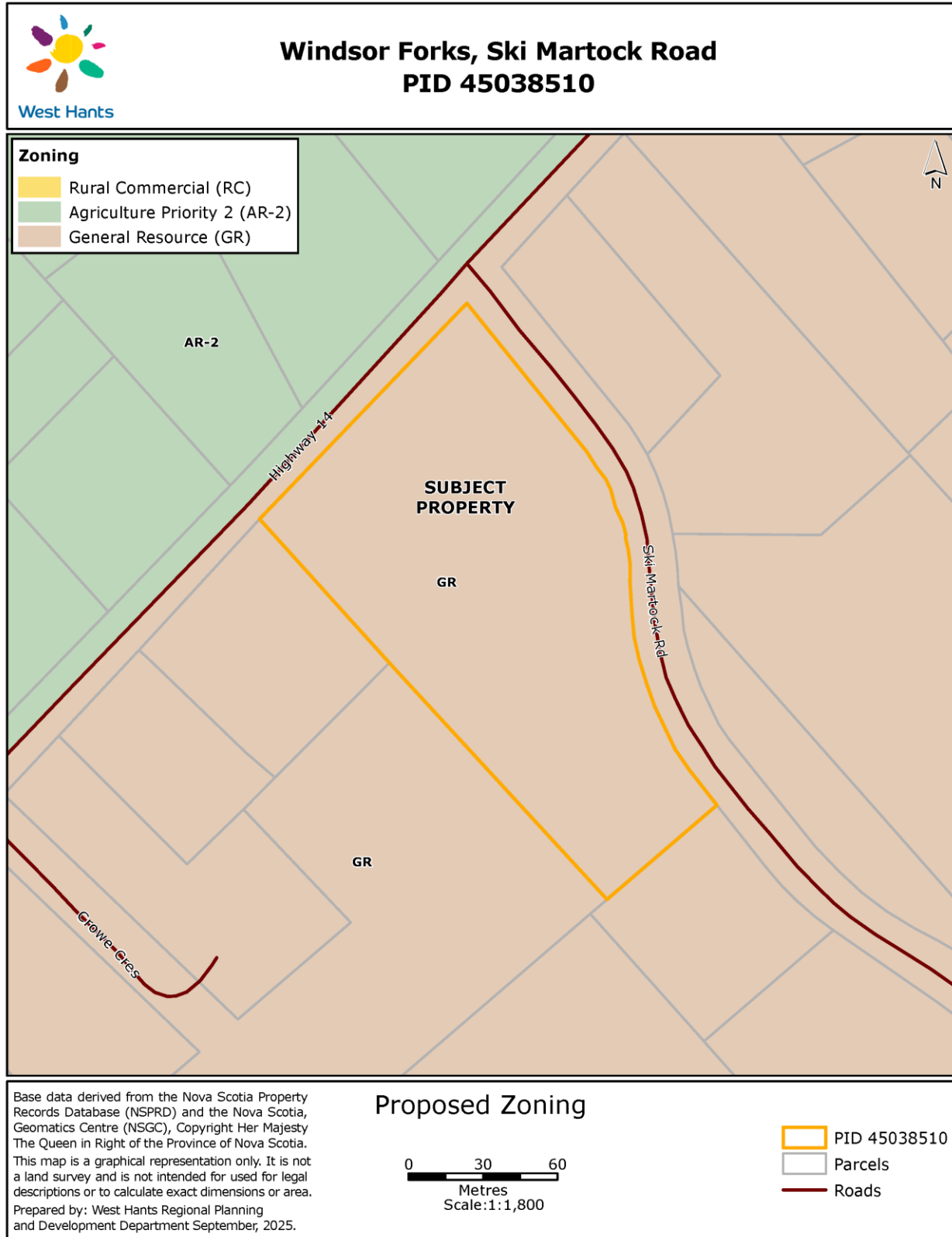


Figure 3 – West Hants Proposed Zoning Map Extract



Attachment A – Policy Summary for Development Agreement

Policy 16.1.3 <i>It shall be the intention of Council to consider a Land Use By law amendment to zone any area immediately adjacent to a given land use designation on the Generalized Future Land Use Map (Map 1) to a zone permitted in the adjacent designation without requiring a Strategy amendment, provided that all policies of the Strategy are satisfied.</i>	The subject lot, as well as half of the surrounding lots are designated Resource. The General Resource (GR) zone is a permitted zone within the Resource designation and there are multiple lots, designated Resource, which are immediately adjacent to the subject property. Therefore, staff feel that this policy is met.
Policy 16.3.1 <i>In considering development agreements and amendments to the West Hants Land Use By-law, in addition to the criteria set out in various policies of this Strategy, Council shall consider:</i>	
<i>(a) whether the proposal is considered premature or inappropriate in terms of:</i>	
<i>(i) the adequacy of sewer and water services;</i>	The Public Works Department confirmed that there are no municipal services on the subject lot. Any on-site services must meet the requirements of the Nova Scotia Department of Environment and Climate Change.
<i>(ii) the adequacy of school facilities;</i>	The Director of Operations for the Annapolis Valley Regional Centre for Education has stated that they will accommodate all students.
<i>(iii) the adequacy of fire protection and other emergency services;</i>	The Manager of Building and Fire Inspection Services had no concerns regarding the proposed rezoning. Although no concerns regarding fire protection or emergency services are expected, staff have not yet received a reply from Fire Chief. Staff hope to have this response prior to the Planning and Heritage Advisory Committee meeting.
<i>(iv) the adequacy of road networks adjacent to, or leading to the development; and</i>	The Area Manager from the Nova Scotia Department of Public Works

	confirmed that road access would be restricted to Ski Martock Road, as access spacing was not obtainable on Highway 14. They also had no concerns regarding the road networks adjacent or leading to the proposed development.
<i>(v) the financial capacity of the Town to absorb any costs relating to the development.</i>	There are no anticipated costs to the Municipality regarding the proposed development.
<i>(b) whether the development is serviced, or capable of being serviced, by a potable water supply and either central sewer or an approved on site sewage disposal system;</i>	See Policy 16.3.1 (a) (i).
<i>(c) the suitability with any aspect relative to the movement of auto, rail and pedestrian traffic;</i>	The Area Manager from the Nova Scotia Department of Public Works had no concerns regarding movement suitability on the subject lot. The subject lot is not anticipated to receive pedestrian traffic. There is no active rail line in the vicinity.
<i>(d) the adequacy of the dimensions and shape of the lot for the intended use;</i>	The Development Officer commented that the subject lot is suitable in terms of dimension and shape for this proposal. Any development will need to meet the requirements of the Land Use By-law following rezoning.
<i>(e) the pattern of development which the proposal might create;</i>	The Development Officer has no concerns regarding the pattern of development that the proposal may create. The intent of the proposed rezoning is to match the surrounding area.
<i>(f) the suitability of the area in terms of steepness of grade, soil and geological conditions, location of water courses, wetlands, and susceptibility of flooding;</i>	The subject lot is not located within the Dykeland Overlay or the Environmental Constraints Overlay. The lot appears dry, with no visible watercourse present.

<i>(g) whether the proposal meets the requirements of the appropriate provincial or federal agencies as well as whether it conforms to all other relevant municipal by-laws and regulations; and</i>	All Municipal, Provincial, and Federal regulations will have to be met.
<i>(h) any other matter required by relevant policies of this Strategy.</i>	All relevant matters have been addressed in this report.

Attachment B – Public Information Meeting Notes

September 3 - 17, 2025

Rezoning: Highway 14, Windsor Forks (PID 45038510); File # 25-21

Meeting date and time	A Public Information Meeting was held on September 3, 2025 beginning at 6:29 p.m. The meeting was broadcast live on the Municipal Facebook page.
Attending	In attendance for the meeting: One (1) Chair: • Councillor Francis Three (3) members of staff: • Senior Planner Dunphy • Planner Hong • Planning Assistant Lake No members of the public were in attendance for the meeting.
Applicant Stanley Boyd Property Highway 14, Windsor Forks (PID 45038510)	Planner Dunphy outlined the application to permit subdivision for low-density residential purposes.
Comments	Comments from the public could be submitted by mail, e-mail and telephone between September 3 - 17, 2025. Staff received no correspondence from the public.
Adjournment	The Public Information Meeting ended at 6:35 p.m.