

WEST HANTS REGIONAL MUNICIPALITY

Council Meeting Agenda

March 24, 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) 2026-02-24 Council Minutes
 - b) 2026-02-24 Public Hearing Minutes LUB Amendments: 2037 Highway 1, Falmouth (PID 45242112)
 - c) 2026-02-24 Public Hearing Minutes Peace and Good Order By-Law RCOPG-001.00
7. Public Hearings
 - a) Rezoning: Clifton Avenue, Windsor (PID 45049921) – Planner Dunphy
8. Second Readings (as it pertains to Public Hearings)
 - a) Rezoning: Clifton Avenue, Windsor (PID 45049921) – Planner Dunphy
9. Unfinished Business/Postponed Motions
 - a) Reconsideration — Defeat of the Audited Consolidated Financial Statement for the West Hants Regional Municipality ending March 31, 2025 presented at the February 24, 2026 Council meeting – Councillor Leary-Pinch
 - b) AVRL Update Regarding Funding - CAO Phillips
10. Climate Action Committee Excerpt (**moved up the agenda**)
 - a) PACE Program Funding Recommendation Report – Coordinator Ogilvie
11. Mayor's Report
12. Committee(s) of Council Excerpts/Recommendations
 - a) Committee of the Whole Excerpts (March 10, 2026)
 - i. 2026 Citizen Member Appointment to the Climate Action Committee

- ii. 2027 3-year agreement Cooperative Funding of Provincial J Class Roads
 - iii. O'Brien Street Development Agreement PID 45055902 - Commencement Date Extension Request
 - iv. In-Camera MGA 22(2)(a) Land Matter
- 13. Councillor(s) Municipal Business/Activity Monthly Reports (Districts 1-11)
- 14. Councillor(s) Municipal Advisory Board Activity/Information Reports
 - a) Police Advisory Board Information Report
- 15. New Business
 - a) Windsor Food Bank Recommendation Report – Mayor Zebian
 - b) Citizen Member Appointment to the Diverse, Equitable and Inclusive Communities Committee – Clerk Snair
- 16. Correspondence
 - a) General Correspondence Received Activity Log (as of March 20, 2026) - None
 - b) Requests Log (as of March 20, 2026) - None
 - c) Outgoing Correspondence Log (as of March 20, 2026) - None
- 17. In-Camera
 - a) 2025-11-25 Council In-Camera Minutes
 - b) 2026-01-27 Council In-Camera Minutes
 - c) 2026-02-03 Special Council In-Camera Minutes
 - d) MGA 22(2)(a) Land Matter
 - e) MGA 22(2)(e) Contract Matter
- 18. Next Meeting Date / Adjournment – April 14, 2026 Committee of the Whole Meeting 6 p.m.



1. Call to Order – Mayor Zebian called the meeting to order at 6:04 pm.

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 (6:0
Paul Morton, Councillor, District 8
John Smith, Councillor, District 9
Bonnie Smith, Councillor, District 10
Jim Ivey, Councillor, District 11

Staff:

Mark Phillips, Chief Administrative Officer
Kari Fougere, Acting Dir. Planning & Dev.
Alex Dunphy, Senior Planner
John Ogilvie, Climate Action Coordinator

Carlee Rochon, Dir. Finance
Todd Richard, Dir. Public Works
Deanna Snair, Municipal Clerk

Presenter and Gallery:

Two (2) people in the gallery

7. Public Hearings (6:04 pm)

a) Rezoning: 439 Clifton Avenue, Windsor, PID 45049921

Senior Planner Dunphy gave a presentation to review the application, noting the report was circulated with the agenda and was available on the Municipal website. The completed application was received on November 28, 2025, from Dave LeRiche. The application was to rezone a portion of the subject lot from Low Density Residential (R-1) to Medium Density Residential (R-2) to allow for subdivision and a six-unit residential development on the subject lot.

There was an existing converted eight-unit residential building on the property, permitted through a past development agreement. The subject property abuts a variety of residential uses, including high-density units located to the north and the Clifton Museum Park across the street to the west. This property, as well as many of the surrounding properties, were designated Residential on the Generalized Future Land Use Map (GFLUM), with the Clifton Museum Park designated Community Use. The current zoning of the property was Low Density Residential (R-1). Permitted uses in this zone include dwellings containing up to 4 units and converted dwellings containing up to 4 units. Surrounding zoning includes Medium and High Density Residential (R-2 and R-3 respectively) to the north, and the Open Space (OS) to the west.

The rezoning was proposed for only a portion of the subject lot that will be subdivided. Senior Planner Dunphy showed a representation of the portion to be rezoned. This section will be rezoned to Medium Density Residential (R-2), and the rest of the property will remain Low Density Residential (R-1). Within the R-2 zone, permitted uses include dwellings containing 5 and 6 units, and uses permitted in the R-1 zone, subject to R-1 requirements. Senior Planner Dunphy showed a photo of the portion of the lot that is intended to be subdivided, and surrounding context.

Senior Planner Dunphy reviewed the relevant Windsor Municipal Planning Strategy (WMPS) policies. The criteria for Policy 5.1.3 were considered met at the proposal was considered compatible with the residential character of the area, adequate on-site parking can be provided, the proposal provides safe access to the site, and adequate landscaping and recreational or open space can be provided. The criteria for Policy 16.3.1 were considered met as 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, Public Works Engineering Division, and Municipal Traffic Authority had no concerns which were not addressed within the staff report.

The Public Information Meeting (PIM) for this application was held on January 8, 2026, and was broadcast live on the Municipal YouTube channel. Eight (8) members of the public were in attendance. One member of the public spoke at the PIM, asking about on-site parking requirements and if there was an affordable housing component. The public comment period was open until January 22, 2026, and no further comments were received.

There were no questions or comments from the public or Council. The meeting moved out of Public Hearing at 6:12 pm and the regular Council meeting resumed.

Mayor Abraham Zebian, Chair

Deanna Snair, Executive Assistant/Clerk