

<u>Matter</u>	<u>Start Date</u>	<u>Deadline / Update</u>	<u>Status/Progress Updates</u>	<u>Resp.</u>
Pedestrian Signage and Barriers - Have consistent and align with Branding outcomes. Staff prepare report for 2021/22 Capital & Operating budgets. (These items should be incorporated into our growth centres). Staff report back.	2020-09-22	On-going	Beautification Strategy presentation provided at Nov, 2023 COTW mtg. PRIME has been engaged to create how the signs will look and are working on gathering suitable photos for Hantsport, Windsor and West Hants.	PW/Comm. Dev
Panuke Rd Event - Event to be arranged by Mayor	2021-03-09	Late Spring/Summer 2024	On-going, an event will be scheduled this year.	Mayor
Glooscap First Nation & WHRM Council Meeting - Send formal invite for a meeting to discuss many topics including reconciliation.	2021-06-22		On-going, Item remains on the Dashboard, Awaiting mtg dates from Glooscap	Mayor
Request to Meet with Avon Causeway Gate Stakeholders - Send letter to Glooscap First Nation requesting immediate joint council mtg. to discuss Avon River Causeway/Aboiteau Gate System and Ministerial Order	2021-06-22	Unknown	Item remains on the Dashboard, Mayor will follow up.	Mayor/CAO
Subdivision Street Lighting - Create a policy to come back to Council for review.	2023-01-10	2024	Report at October COTW, More information will be presented to Council for discussion/decision.	PW
Waste Collection By-Law - initiate the process for consolidating the Windsor and West Hants waste by-law to remove the disparities that exist between the two.	2023-03-28	2024	Approved, staff are gathering information, a report will follow.	PW
Sidewalk Extension from Wentworth Road to the WH Sports Complex - prepare a report on what is required to extend the sidewalk from Wentworth Rd. to the WH Sports Complex and as a second step to include extending the sidewalk to the end of the block (intersection of Wentworth and Tregothic).	2023-04-11	2024	Approved, Report to follow	PW
Noise By-Law/Peace and Good Order - staff revisit the Noise By-Law/Peace and Good Order.	2023-09-12	2024	Item to remain on the Dashboard, Work in progress. Staff will provide regular updates/reports for consideration.	CAO

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Sewer Odours - staff explore options on masking sewer odours arising from the Combined Storm/Sewer System & report back to Council with recommendations.	2023-10-10	2024	Approved, Report to follow	PW
Fresh Water Resources/Explore Ownership of the pond - staff determine if the property known as Town Pond is or was ever a public resource, further if it was a public resource but is no longer, then when and how did it transition from public to private ownership.	2023-10-10	2024	Verbal update provided. Will remain on the agenda until follow up completed.	PW/PLAN/CAO
Dykeland Lodge Request - staff review possible options for an alternate route in and out of College Road.	2023-11-28	2024	Approved, Pending a report	PW
Bulk Water and Sewer Rebate - 1. Staff create a regional sewer rebate in the same manner as the low income residential tax rebate that includes a \$50/quarter rebate with funding avenues to be presented by staff. 2. Staff create a regional bulk water rebate that would be similar to the low income residential tax rebate that includes a \$200/yr/residential property owner to be funded through avenues presented by staff.	2023-12-12	2024	Approved during Budget deliberations	Finance
Floodzones - develop an Emergency plan for Windsor and Hantsport Floodzones and could encompass all areas that flood (intended to be a Regional program) and may include diverting of waters from residences and present it to Council by the March COTW meeting.	2024-01-09	2024	Approved, Motion was amended. Information report presented at March COTW. More info to follow.	PW

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Windsor Stormwater Management - staff meet with CBCL to expand on the initial work completed to expand the project into a phase 2 stage in the interest of accelerating the process to determine next steps and analysis of work needing to be done for a broader Windsor Storm Water Management plan.	2024-01-09	2024	Approved, Pending a report	PW
Windsor and WH Water Utilities Detailed Audit - CAO to secure an independent firm to undertake a detailed operational and financial audit of WH and Windsor water utilities.	2024-01-23	2024	Approved, Pending an audit report	CAO/Fin
WHMPS and WHLUB Amendment Request: Wind Farm Policies - direct staff to follow the planning process to amend planning documents to include a 4 km setback for wind turbines from residential dwellings.	2024-02-27	2024	Approved, Report presented at May 28th meeting	Plan
Industrial/Commercial Lands - Staff report back on potential future industrial/commercial lands for future discussion.	2024-03-26	2024-06	Approved, Pending report	Plan
Deer Management Program - CAO directs staff to provide an information report on deer management for the June COTW mtg.	2024-04-09	2024-06-11	Approved, Pending a report	Plan/CAO
Dyke Concerns Request - CAO direct staff to write a letter of concern to the MLA, Dept. of Agriculture, Dept. Public Works, and the NS Premier addressing these concerns.	2024-04-09	2024-05	Approved, Letter will be drafted	CAO
Windsor Flood Study Phase 2 - approves the proposal from CBCL for the Windsor Flood Study Phase 2 for an estimated amount of \$240,500 plus applicable taxes.	2024-04-09	2024-04-23	Approved	PW

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Payzant Wentworth Connection - Lights - Staff to provide a Class D estimate on installing street lights at the intersection of Payzant and Wentworth	2024-04-09	2024-09-13	Approved	PW
Emergency Plan for Windsor Flood Zone - Staff be directed to prepare a plan to be implemented that would close flood zone street sections to prevent traffic from creating waves of CSO during flood street events	2024-04-24	2024-05	Approved, follow up required	PW
Emergency Plan for Windsor Flood Zone - Staff be directed to expedite the grant system program and have it in place so residents have the ability to purchase their own emergency kits to store and have readily available when needed.	2024-04-24	2024-06	Approved, Report presented at May 28th mtg. Policy to follow	Plan/Fin/PW
2024 Municipal and CSAP Election Budget - 1. Council delegate authority to the CAO to make, revise and amend the Tariff of Fees and expenses and provide a method of rendering and verifying accounts for payment 2. approve the draft budget in the amount of \$171,085.25 including applicable taxes for the 2024 Municipal and CSAP elections as presented at the May 14th meeting. 3. approves a 10% contingency of \$17,108.52 be added to offset increased costs associated with inflation fort an estimated cost of \$188,193.78.	2024-05-14	2024-05-29	Approved	CAO
Bay of Fundry Adventure Trail Request - Staff write a letter of support for the West Hants Trails Association for the Bay of Fundy Adventure Trail Project.	2024-05-14	2024-05-29	Approved and sent by Community Development	CAO/CD

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Diverse and Inclusive Communities Committee (Pride Crosswalk) - allocate \$5,500 to be pre-approved from the 2024/25 Operating budget to support installing a Pride Crosswalk at the Intersection of Water and Gerrish Street.	2024-05-14	2024-05-29	Approved	CAO/PW
Fees Policy pertaining to Secondart Suites - Staff amend the text of the Fees Policy RCOFN-013.00 as shown in Attachment A of the report #23-21 to Committee of the Whole dated May14, 2024.	2024-05-14	2024-05-29	Approved	Plan
Financial Services Policy - 1. approves the updated Residential Property tax Assessment Policy RCOFN-011.01 as presented at the May 14th Committee of the Whole meeting.			Approved	
2. approves the Accounts Receivable Policy RCOFN-015.00 as presented at the May 14th Committee of the Whole meeting.				
3. approves the Utlity Assistance Rebate Policy RCOFN-016.00 as presented at the May 14th Committee of the Whole meeting.	2024-05-14	2024-05-29		Fin

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Home Flood Protection Pilot Program - 1. A valid homeowner flood protection assessment be mandatory for approval of a grant for upgrades under the Home Flood Protection Pilot program. 2. Council pays 100% of the cost of a Home Flood Protection Assessment for approved applicants to the Home Flood Protection Pilot program. 3. Council delegate the grant recommendation process to staff. 4. Council pays 100% of the costs of a homeowners grades to the specified limit up for approved applicants to the Home Flood Protection Pilot program. 5. Council set the individual funding limit for applicants at \$10,000. 6. Staff contact NS EMO to inform them of the Home Flood Protection Pilot program and request additional support for any affected homeowners, property owners within WHRM through the DFA funding.	2024-05-14	2024-05-29	Approved as Amended (Added: the wording stormwater and at up to \$20,000 for combined storm ans sewer((Added the wording per household)	Plan/Fin
PACHAC Citizen Member Appointment - appoints Michel Bourgeois and Mark Kehoe to the Planning and Heritage Adviosory Committee for the remainder of the Nov. 2022-Oct. 2024 term	2024-05-14	2024-05-29	Approved	Plan

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Municipal Complex - 1. staff look at a rough class D estimate cost on an new build for amunicipap complex looking at using existing municipal land or buying, estimates on rental options and/or purchases within the market. 2. staff bring back a report on costing of asbestos abatement at 100 King Street and an accessibility study and approximate costs of renovations at 100 King making it a funstional and safe space.	2024-05-28	2024-06	Approved, awaiting reports	CAO/PW
Parks and Grounds Artculating Mower Lease - approve the award of tender WWHCD24-02 to Vesseys Equipment to lease 1 (one) new 4520 ventrac tractor on a 5 (five) year term at \$855.50 per month plus applicable taxes with a \$13,062.50 buyout option.	2024-05-14	2024-05-29	Approved	CD
Parks and Grounds Sub-Compact Mowers (Tractors) - approve the award of tender WWHCD24-03 to Nova International Ltd. to purchase three (3) new BX2380 open station sub compact tractors at a purchase price of 20,116.35 each for a grand total of \$60,349.05 plus applicable taxes.	2024-05-14	2024-05-29	Approved	CD
Solar Feasibility Study - approve awarding the consultant services to complete a solar energy feasibility study to CBCL Lmt. In the amount of \$77,500.00 plus 10% contingency plus applicable taxes for a total cost of \$88,907.23.	2024-05-28	2024-05-29	Approved	Plan

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Reserve Policy - staff bring back a report on developing policy to create 3 Reserve accoufrom a) Landfill Tipping fees, b) deed transfet tax and c) windfram revenues with the purpose of allocating a percentage of revenues from these sources to projects and expenditures decided upon by Council beginning in the 2025-26 budget year	2024-05-27	2024-05-29	Approved, awaiting the policies	Fin
Protective Services Coordinator - approves including funding for a Protective Services Coordinator in the 2024-25 budget with the stipulation that an in-camera discussion will occur to determine roles, responsibilities and expectations for the person.	2024-05-27	2024-05-29	Approved	Fin
Hants Shore Community Health Clinic - approves entering into a three year funding agreement with the Hants Shore Community Health Clinic to support on going operations beginning in 2024-25 including similar terms of other funding agreements and further that this funding be set at \$50,000 plus an adjustment for CPI	2024-05-27	2024-05-29	Approved	Fin
Ground Search and Rescue - approves entering into a three year funding agreement with the West Hants GSAR to support on going operations beginning in 2024-25 including similar terms and conditions under Fire and Emergency Services Policy and further that this funding be set at \$30,000 plus and adjustment for CPI	2024-05-27	2024-05-29	Approved	Fin

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Windsor Township Business Association - approves entering into a 3 year funding agreement with the WTBA to support the ED position beginning in 2024-25 and this funding be set at \$60,000 plus an adjustment for CPI	2024-05-27	2024-05-29	Approved	Fin
Tax Rate Reduction - adopts a \$0.01 reduction for the tax rate and the money be taken from Operating Reserves	2024-05-27	2024-05-29	Approved	Fin
2024-25 Operating Budget - approves the 2024-25 Operating budget as presented to COTW on May 27, 2024 outlining total General rated expenses and transfers for the community of West Hants of \$5,115,687; total area rated expenses and transfers and transfers for the community of Hantsport of \$519,528; and total area rated expenses and transfers for the community of Windsor of \$4,007,075.	2024-05-27	2024-05-29	Approved	Fin
2024-25 West Hants Water Utility and Windsor Water Utility Budgets - approves the 2024-25 West Hants Water Utility and Windsor Water Utility budgets as presented to COTW on May 27, 2024	2024-05-27	2024-05-29	Approved	Fin
2024-25 Capital Budget - approves the 2024-25 Capital budget as presented to COTW on May 27, 2024	2024-05-27	2024-05-29	Approved	Fin
2024-25 Reserves Budget - approves the 2024-25 Reserve budget as presented to COTW on May 27, 2024	2024-05-27	2024-05-29	Approved	Fin

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2024-25 Taxation Resolution - approve the award of tender WWHCD24-03 to Nova International Ltd. to purchase three (3) new BX2380 open station sub compact tractors at a purchase price of 20,116.35 each for a grand total of \$60,349.05 plus applicable taxes.			Approved	
	2024-05-27	2024-05-29		Fin
HMCC AREA RATE - support an area rate for the Hantsport Memorial Community Centre (HMCC) in the following amounts: Residential - \$0.0649 per \$100 of taxable assessment and Commercial - \$0.3352 per \$100 of taxable assessment for a combined total of \$106,552 for fiscal year April 1, 2024 - March 31, 2025.			Approved	
	2024-05-27	2024-05-29		Fin
Chalet Hamlet Property Owners Association Uniform Charge 2024-2025 - be it resolved that pursuant to section 81 of the MGA, that the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$638.25 (inclusive of hst) per member for the year ending March 31, 2025, for a total collection of \$130,203.00, and such amount collected less \$5 per lot administration fee plus hst less shall be forwarded to the Chalet Hamlet Property Owners Association.			Approved	
	2024-05-27	2024-05-29		Fin

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Falls Lake West Property Owners Association Uniform Charge 2024-2025 - be it resolved that pursuant to section 81 of the MGA, that the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$638.25 (INCLUSIVE OF HST) per member for the year ending March 31, 2025 for a total collection of \$130,203.00 and such amount collected less \$5 per lot administration fee plus hst shall be forwarded to the Chalet Hamlet Property Owners Association	2024-05-27	2024-05-29	Approved	Fin
Blomidon View Residents Association Uniform Charge 2024-2025 - be it resolved that pursuant to section 81 of the MGA, the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$105.00 per share based on an undeveloped lot, \$420.00 per share based on a developed lot, and \$210.00 per share based on a seasonal dwelling lot for the year ending March 31, 2025, for a total collection of \$4,515.00, and such amount collected less \$5 per lot administration fee plus hst shall be forwarded to the Blomidon View Residents Association.	2024-05-27	2024-05-29	Approved	Fin

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North Canoe Lake Cottage Owners Association Uniform Charge 2024-2025 - that be it resolved that pursuant to section 81 of the MGA, the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$56.91 each for 10 properties before the bridge on canoe lake cove road and \$227.44 each for 34 properties beyond the bridge on the same road for the year ending March 31, 2025, for a total collection of \$8,302.06, and such amount collected less \$5 per lot administration fee plus hst shall be forwarded to the North Canoe Lake Cottage Owners Association.	2024-05-27	2024-05-29	Approved	Fin
Chateau Village Property Owners Association Uniform Charge 2024-2025 - that be it resolved that pursuant to section 81 of the MGA, the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$524.88 (inclusive of hst) per member for the year ending March 31, 2025, for a total collection of \$68,759.28, and such amount collected less \$5 per lot administration fee plus hst less shall be forwarded to the Chateau Village Property Owners Association.	2024-05-27	2024-05-29	Approved	Fin

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Innes Lane Road Association Uniform Charge 2024-2025 - be it resolved that pursuant to section 81 of the MGA, the council of the WHRM authorizes the levying and collection, for purposes of private road maintenance, a uniform charge of \$250.00 each for 22 developed lot and \$100.00 each for 13 undeveloped lot for the year ending march 31, 2025, for total collection of \$6800.00 and such amount collected less \$5 per lot administration fee plus hst shall be forwarded to the Innes Lane Road Association.	2024-05-27	2024-05-29	Approved	Fin
Proposed Wind Farm Setback Amendments - engage the planning department for the purposes of bringing back a report for council which identifies property lines as the designation for measurement from wind farms and the distance be established 2.5 kms and a development agreement be part of the process.	2024-05-28	2024-06-25	Approved, Pending a report	Plan