



Corporate & Residential Services Committee Executive Committee

February 18, 2020

A meeting of the Corporate & Residential Services Committee was held on the above date in the Council Chamber.

Councillor Roulston called the meeting to order at 09:59 a.m. All members of Council were present, with regrets from Councillor Smith.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Kate Friars, Deputy Chief Administrative Officer
- Mr. Adam Clarkson, Director of Parks, Recreation & Culture
- Ms. Sue Surette, Director of Finance
- Ms. Janice Taylor, Manager of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Fred Whynot, Manager of Engineering & Technical Services
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Tutu Erikitola, Administrative Assistant

APPROVAL OF MINUTES

CRS20(12) On the motion of Councillors King and Hebb:
February *Moved that the minutes of the Corporate & Residential Services Committee meeting held January 21, 2020 be approved.*

MOTION CARRIED

ELECTION 2020 - RETURNING OFFICER REPORT #1

058:40

The Returning Officer, Connie Nolan, presented committee with a report titled "2020 Municipal Election - Returning Officer Report #1", dated February 3, 2020. A copy of the report was attached to the agenda and available to all committee members.

CRS20(13) On the motion of Councillors Greene and MacInnis: 086:00
February *Moved that the Corporate & Residential Committee recommend to Council, CAO that Council:*

1. *Set the first advanced poll for the 2020 Municipal Election on Saturday October 10, 2020.*
2. *Agree that no additional steps, other than those mandated by the Act, be taken to advise the public of the availability of the preliminary electors lists, but that it be left to the discretion of the*

Returning Officer to determine additional notification mechanisms that will improve the accuracy of the electors lists, particularly in Districts where elections will be occurring.

3. *Approve that the amended list of voters be finalized and certified on October 7, 2020.*
4. *Authorizes the use of the Nova Scotia permanent registry of voters as the preliminary list of electors for East Hants' election 2020.*
5. *Approve that after the election sites are determined a notice be mailed out to residence where elections are to be held, stating where polling station(s) are within their district.*

MOTION CARRIED

SIPEKNE'KATIK ADDITION TO RESERVE PROPOSAL ANALYSIS

086:58

The Project Planner presented the staff report titled “*Sipekne'katik Addition to Reserve Proposal Analysis*”, dated February 12, 2020. A copy of the report was attached to the agenda and available to all committee members.

There are no recommendations resulting from the report.

CRS20(14)
February

On the motion of Warden Smith and Councillor MacInnis:
Moved that the Corporate & Residential Services recommend to Council that Council direct the CAO to send the response letter attached to the Executive Committee agenda February 18, 2020 by the February 20, 2020 deadline.

106:55
CAO

MOTION CARRIED

NSFM SPRING WORKSHOP 2020 - SELECTION OF DELEGATION

107:50

The Assistant Municipal Clerk presented the staff report titled “*Nova Scotia Federation of Municipalities (NSFM) Spring Workshop 2020 - Selection of Delegation*”, dated February 11, 2020. A copy of the report was attached to the agenda and available to all committee members.

CRS20(15)
February

On the motion of Deputy Warden Perry and Councillor Greene:
Moved that the Corporate & Residential Committee recommend to Council that Council appoint the following delegates for the 2020 NSFM Spring Workshop:

- ***Warden Smith***
- ***Kim Ramsay, CAO***
- ***Councillor MacInnis, and that;***
- ***Councillors Dixon, King and Hebb be tentatively booked pending release of the agenda***

113:17
MacEwan

Councillors noted its difficult to confirm attendance without knowing what will be on the agenda.

On the reserve list to attend are Councillors Hebb, King and Dixon. Rooms will be reserved and cancelled where needed.

MOTION CARRIED

ADJOURNMENT - TOUR OF THE NEW AQUATIC FACILITY - LUNCH BREAK 114:44

Council members went on a tour of the new East Hants Aquatic Facility.

CRS20(16) On the motion of Councillor Greene and MacInnis:
February ***Moved that the Corporate & Residential Services Committee adjourn at 10:54 a.m. to reconvene later in the afternoon.***

Councillor Roulston called the meeting to order at 2:45 p.m.

All members of Council were present.

WATER UTILITY BUDGET

The Manager of Finance presented the draft East Hants Water Utility Budget for 2020/2021.

CRS20(17) On the motion of Warden Smith and Councillor King: 014:14
February ***Moved that the Corporate & Residential Services Committee recommend to Council that Council approve the East Hants Water Utility Financial Estimates 2020/2021 to 2022/2023 as presented.*** Surrette

MOTION CARRIED

CRS20(18) On the motion of Councillors Hebb and MacInnis: 014:50
February ***Moved that the Corporate & Residential Services Committee recommend to Council that Council authorize staff to seek approval from Nova Scotia Utility and Review Board to use \$250,000 depreciation reserves to fund an upcoming balloon payment (June 2021) of \$280,465 (for the Water Utility).***

MOTION CARRIED

OPERATING AND CAPITAL BUDGETS 015:24

CRS20(19) On the motion of Councillor King and Deputy Warden Perry: 020:20
February ***Moved that the Corporate and Residential Services Committee recommends to Council that Council approve the draft Operating Budget 2020/2021, with amendments as follows:***

GENERAL TAX RATE BUDGET ADJUSTMENTS

Proposed Budget Adjustments:

Regional Library	\$ 22,030
Transfers Regional Library	\$ (22,030)
Aquatics Part time payroll	\$ 12,400

URBAN SERVICE RATES BUDGET ADJUSTMENTS

Proposed Budget Adjustments:

Wastewater Expenditures \$ 60,000

And that the following tax rates be set by Council for the 2020/2021 fiscal year:

FINAL TAX RATES 2020/2021

General Tax Rate - Residential*	\$ 0.3243
General Tax Rate - Resource*	\$ 0.3243
General Tax Rate - Commercial*	\$ 2.0736
General Tax Rate - Mandatory Provincial Funding*	\$ 0.3226
General Tax Rate - RCMP Services**	\$ 0.2038
Waste Management Fee (Per Dwelling Unit)	\$ 220.00
Commercial Serviced Levy Rate (R2)	\$ 0.6570
Commercial Serviced Levy Rate - Milford (M2)	\$ 1.2000
Residential Serviced Levy Rate (R1)	\$ 0.0700
Residential Serviced Levy Rate - Shubenacadie (SR1)	\$ 0.1900
Residential Serviced Levy Rate - Milford (M1)	\$ 0.3150
Urban Sidewalks and Streetlights Rate (R4)	\$ 0.0400
Urban Sidewalks Rate (R5)	\$ 0.0200
Urban Sidewalks Rate (R6)	\$ 0.0200
Mt Uniacke Streetlights- Park/Subdivision Rate (L9)	\$ 0.0200
Mt Uniacke Safety Streetlights Rate (L10)	\$ 0.0036
Rawdon Streetlights Rate (L8)	\$ 0.0430
Shubenacadie (differential on USR)	\$ 0.1200
Milford (differential on USR)	\$ 0.0900
Shubenacadie Area Rate (WU Deficit)	\$ 0.0900
Enfield Horne Settlement - Streetlights Rate (R3)	\$ 0.0180
Nine Mile River- Streetlights Rate (LN9)	\$ 0.0200
Sportsplex Area Rate (Commercial and Residential only)	\$ 0.0300
Mount Uniacke Recreation Rate	\$ 0.0070
Enfield Fire Department Levy (K1)	\$ 0.1200
Elmsdale Fire Department Levy (K2)	\$ 0.1400
Lantz Fire Department Levy (K3)	\$ 0.1400
Milford Fire Department Levy (K4)	\$ 0.1700
Shubenacadie Fire Department Levy (K5)	\$ 0.1700
Maitland Fire Department Levy (K6)	\$ 0.2200
Noel Fire Department Levy (K7)	\$ 0.2200
Walton Fire Department Levy (K8)	\$ 0.2200

Gore Fire Department Levy (G1)	\$ 0.2200
Kennetcook Fire Department Levy (G2)	\$ 0.2200
NMRiver Fire Department Levy (G3)	\$ 0.1700
Rawdon Fire Department Levy (G4)	\$ 0.2300
Mt Uniacke Fire Department Levy (G5)	\$ 0.1460
Brooklyn Fire Department Levy (G6)	\$ 0.2200
Wastewater Management Fee (rate/1,000 gallons of water) (Full Recovery \$11.12)	\$ 10.00
Wastewater Management Fee (rate/cubic metre) Full Recovery Rate \$2.45)	\$ 2.20

And that the "Mandatory Provincial Funding" rate will summarize the costs of Public Housing, Education, Regional Library, and Corrections;

And that the "RCMP Services" rate will include the transfers to the Provincial Department of Justice for all amounts related to Police protection and related services;

And that both the Mandatory Provincial Funding rate and the RCMP Services rate will be charged on all taxable assessment including commercial, residential and resource assessments;

And that for Provincial reporting purposes the General Residential/Resource tax rate will be \$0.8507 and the Commercial tax rate will be \$2.60.

MOTION CARRIED

CAPITAL BUDGET

CRS20(20)
February

On the motion of Councillors Hebb and Greene:

Moved that the Corporate & Residential Services Committee recommends to Council that Council approve the draft five-year Capital Budget, with amendments as follows:

Page #	Project #	Changes to Capital Budget 2020/2021 to 2024/2025	Amount	Description
71	14-016	Scale Replacement - Waste Management Centre	\$ (105,000)	Move from Approval Sought 2021/2022 to Approved for Further Study 2022/2023
87	17-005	Guidelines for Canadian Drinking Water Quality (GCDWQ) - Shubenacadie Plant Improvements	\$ (40,000)	Project removed from budget
96	20-035	102 Pedestrian Crossing - Highway No.	\$ 1,500,000	Move from Approved for Further Study 2024/2025 to Approval Sought of \$200,000 in 2020/2021 and 1.3 million Approved for further study in 2021/2022

Moved that the Corporate & Residential Services recommend to Council that Council approve and adopt the five-year Capital Budget for the fiscal years 2020/2021 to 2024/2025, as presented, effective April 1st, 2020. 020:21

Administration is given approval to proceed with the previously approved capital projects and those in the “Approval Sought” sections, subject to any conditions limiting such projects in previous motions of Council or in policies of Council. Should time permit, staff are authorized to embark on projects in this Capital Budget that require long-term pre-planning prior to April 1st, 2020. Projects “Approved for Further Study” are approved in principle only; amounts identified as “Approved for Further Study” cannot be expended prior to presentation of a full report to Council for consideration or approval through a future capital budget process. Where time permits, staff are given approval to proceed with “Approval Sought” projects from 2021/2022 prior to April 1st, 2021;

And that, any projects approved in the 2019/2020 Capital Budget not reflected as carried forward to the 2020/2021 Capital Budget, but that are substantially committed at March 31st, 2020, shall be carried forward to 2020/2021, based on the remaining budget at March 31st, 2020;

And that, this five-year estimate of capital spending from the Capital Investment Plan (CIP) as required by the Federal and Provincial government funding agreements;

And that, the Water Utility sections of this budget are permitted to stand alone as the East Hants Water Utility Capital Budget as required by the Nova Scotia Utility and Review Board (UARB);

And that, staff be given authority to alter the source(s) of funding where necessary, but in no case shall the amounts to be debentured increase without prior approval of Council;

And that, Council seek Ministerial approval for a temporary borrowing resolution (TBR) for any amounts in this Capital Budget under the “Debenture/Debt” category of funding;

And that, pre-approval to borrow amounts in this Capital Budget under the “Debenture/Debt” category of funding for a term not to exceed twenty-five (25) years at a rate not to exceed 6.5%.

MOTION CARRIED

Warden Smith thanked the Finance team and staff for their work on the budget.

VIDEO TAPING WITHIN COUNCIL CHAMBERS

022:08

Councillor Hebb raised concerns with potential issues when public members record Council meetings. The footage could be subject to bias editing and/or mocking and may not reflect an accurate account of the proceedings.

The CAO advised that staff did conduct a jurisdictional scan and other units do not prohibit the public from recording, but in many cases they are recording or livestreaming the meetings and control the messaging.

The CAO advised that the Council Procedural Policy will be reviewed in March and this can be discussed in further detail at that time.

RCMP QUARTERLY REPORT

Following this morning discussions with the RCMP, it was noted that clarification is needed between Council and the RCMP on the Rawdon and Mount Uniacke satellite stations. It would appear staffing of one office is dependant on the other, this was not the original intent/understanding.

CRS20(21) On the motion of Warden Smith and Councillor MacInnis: 028:00
February *Moved that the Corporate & Residential Services direct the CAO to write a letter to RCMP highlighting our concerns with staffing levels and hours of operation, stating that the Rawdon office be staffed full-time five days a week and the Mount Uniacke office, full time two days per week* Friars

MOTION CARRIED

ADJOURNMENT

CRS20(22) On the motion of Councillors Greene and MacInnis:
February *Moved that the Corporate & Residential Services Committee adjourn at 3:30 p.m.*

MOTION CARRIED

Approved by: Kate Friars, Deputy Chief Administrative Officer
Date: February 20, 2020

Approved by: Sue Surrette, Director of Finance
Date: February 20, 2020

/te



Planning Advisory Committee Executive Committee

February 18, 2020

A meeting of the Planning Advisory Committee was held on the above date in the Council Chamber.

Councillor Greene called the meeting to order at 1:30 p.m. All members of Council were present.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Kate Friars, Deputy Chief Administrative Officer
- Mr. Adam Clarkson, Director of Parks, Recreation & Culture
- Mr. John Woodford, Director of Planning & Development
- Ms. Sue Surette, Director of Finance
- Mr. Fred Whynot, Manager of Engineering & Technical Services
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Tutu Erikitola, Administrative Assistant

Public Members:

- Mr. Brad Hodgins
- Mr. John van de Reit

APPROVAL OF MINUTES

PAC20(11)
February

On the motion of Deputy Warden Perry and Councillor Dixon:
Moved that the minutes of the Planning Advisory Committee meeting held January 21, 2020 be approved.

MOTION CARRIED

Mr. van de Reit questioned the staff report for 1705, Highway 2, at the Public Hearing dated January 29, 2020, on why the Agriculture Advisory Committee was not consulted.

Councillor Greene confirmed the question was out of order as this is not the meeting to debate the issue. The question was asked and answered at the Public Hearing.

[WILLIAMS NUTTER LIMITED - AMEND MPS AND LUB TO ENABLE TOWNHOUSE DEVELOPMENT, LANTZ - FINAL REPORT](#) 003:15

The Director of Planning & Development presented the staff report titled “*Application by Williams Nutter Limited to amend the MPS and LUB to enable a Townhouse Development*”, dated February 10, 2020. A copy of the report was attached to the agenda and available to all committee members.

PAC20(12) On the motion of Councillors Hebb and Smith: 014:00
February ***Moved that the Planning Advisory Committee recommends to Council that Council give second reading to amendments to the Municipal Planning Strategy that change the designation of PID 45088952 from Established Residential Neighbourhood (ER) to Medium Density Residential Neighbourhood (MR); and*** Woodford

Give second reading to amendments to the Land Use Bylaw that rezone the same property from Two Dwelling Unit Residential (R2) to Townhouse (R2-T).

Eight (8) voting in favor. Five (5) voting against. Councillors Moussa, MacInnis, Smith, Deputy Warden Perry and Mr. Van de Reit voting nay.

MOTION CARRIED

[2359 HIGHWAY 2, MILFORD - MPS AND LUB MAPPING AMENDMENTS \(FINAL REPORT\)](#) 014:54

The Project Planner presented the staff report titled “*Proposal by East Hants Council to change the designation and rezone 2359 Highway 2, Milford*”, dated February 12, 2020. A copy of the report was attached to the agenda and available to all committee members.

PAC20(13) On the motion of Warden Smith and Councillor Dixon: 020:25
February ***Moved that the Planning Advisory Committee recommends to Council that Council give second reading and approve an MPS and LUB mapping amendment to change the designation of a portion of 2359 Highway 2, Milford (PID 45148244) to Rural Use (RU) Designation and rezone the same portion to Rural Use (RU) Zone, to enable the property to be used for agriculture related uses, including but not limited to, the fabrication and repair of farm equipment and rental and retail services related to agriculture.***

Twelve (12) voting in favor. One (1) voting against. Mr. Hodgins voting nay.

MOTION CARRIED

[HERITAGE REGISTRATION CRITERIA AND REGISTRATION REQUEST OAK ISLAND CEMETERY](#) 021:25

The Manager of Planning presented the staff report titled “*Heritage Registration Request, Oak Island Cemetery*”, dated January 13, 2020. A copy of the report was attached to the agenda and available to all committee members.

PAC20(14) On the motion of Warden Smith and Councillor Dixon: 030:13
February Moved (later amended) that the Planning Advisory Committee recommends to Council that Council approve the amended Heritage Property Evaluation Criteria, amendments to include evaluation criteria for Streetscapes, Cultural Landscapes and Areas.

PAC20(15) On the motion of Councillors Roulston and MacInnis:
February ***Moved that motion PA20(14) be amended to include changing the points criteria for Buildings and Structure, 1841-1890, from 15 points to 20 points.***

AMENDMENT CARRIED

For clarification motion PAC20(14) is as follows:

On the motion of Warden Smith Councillor Dixon:
Moved that the Planning Advisory Committee recommends to Council that Council approve the amended Heritage Property Evaluation Criteria, amendments to include evaluation criteria for Streetscapes, Cultural Landscapes and Areas and changing the points criteria for Buildings and Structure, 1841-1890, from 15 points to 20 points.

MOTION CARRIED

PAC20(16) On the motion of Warden Smith and Councillor Smith:
February ***Moved that the Planning Advisory Committee, as Heritage Advisory Committee, recommends to Council that Council direct the Municipal Clerk to serve a notice of recommendation on the property owner, Maitland Community Cemeteries, to register the Oak Island Cemetery in Maitland as a Municipal Heritage Property.***

MOTION CARRIED

PAC20(17) On the motion of Warden Smith and Councillor MacInnis:
February ***Moved that the Planning Advisory Committee, as Heritage Advisory Committee, recommends to Council that Council authorize staff to schedule a hearing to consider the registration of the Oak Island Cemetery as a Municipal Heritage Property.***

MOTION CARRIED

PAC20(18) On the motion of Warden Smith and Councillor MacInnis:
February ***Moved that the Planning Advisory Committee, as Heritage Advisory Committee, recommends to Council that Council, approve the registration of the Oak Island Cemetery in Maitland as a Municipal Heritage Property.***

MOTION CARRIED

ADJOURNMENT

PAC20(18) On the motion of Councillors MacInnis and King:
February ***Moved that the Planning Advisory Committee adjourn at 2:05 p.m.***

MOTION CARRIED

Approved By: John Woodford, Director of Planning & Development
Date: February 19, 2020

/te



Parks, Recreation & Culture Executive Committee

February 18, 2020

A meeting of the Parks, Recreation & Culture Committee was held on the above date in the Council Chamber.

Councillor Rhyno called the meeting to order at 2:05 p.m. All members of Council were present.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Kate Friars, Deputy Chief Administrative Officer
- Ms. Sue Surette, Director of Finance
- Mr. Adam Clarkson, Director of Parks, Recreation & Culture
- Mr. Scott Preston, Manager of Recreation & Aquatics
- Mr. John Woodford, Director of Planning & Development
- Mr. Fred Whynot, Manager of Engineering & Technical Services
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Tutu Erikitola, Administrative Assistant

APPROVAL OF MINUTES

PRC20(8) On the motion of Deputy Warden Perry and Councillor King:
February *Moved that the minutes of the Parks, Recreation & Culture Committee meeting held January 21, 2020 be approved.*

MOTION CARRIED

RECREATION ACCESS POLICY

034:33

The Director of Parks, Recreation & Culture presented the staff report titled “*Recreation Access Policy*”, dated February 11, 2020. A copy of the report was attached to the agenda and available to all committee members.

PRC20(9) On the motion of Councillors MacInnis and Greene: 054:47
February *Moved (later amended) that the Parks, Recreation & Culture Committee recommend to Council that Council gives notice of intent to adopt the Recreation Access Policy as attached to the February 18, 2020 Parks, Recreation and Culture Committee agenda, and;*

That the Recreation Access Policy will be monitored throughout the year for fiscal impact with a balance to be covered through general surplus or through contingency reserve at year end 2020/2021.

PRC20(10)
February On the motion of Councillors Roulston and Greene:
Moved to amend the motion to include the ability for the CAO to establish an Administrative Policy to enable leniency to the interpretation of “hardship” based on individual scenarios.

AMENDMENT CARRIED

For clarification motion PRC20(9) is as follows:

064:44

On the motion of Councillors MacInnis and Greene:
The Parks, Recreation and Culture Committee, recommends to Council, that Council gives notice of intent to adopt the Recreation Access Policy as attached to the February 18, 2020 Parks, Recreation and Culture Committee agenda, and include the ability for the CAO to establish an Administrative Policy to enable leniency to the interpretation of “hardship” based on individual scenarios, and;

That the Recreation Access Policy will be monitored throughout the year for fiscal impact with a balance to be covered through general surplus or through contingency reserve at year end 2020/2021.

AMENDED MOTION CARRIED

PRC20(11)
February On the motion of Councillors MacInnis and Greene:
The Parks, Recreation & Culture Committee, recommends to Council, that Council approve and adopt the Recreation Access Policy as attached to the February 18, 2020 Parks, Recreation and Culture Committee agenda, and include the ability for the CAO to establish an Administrative Policy to enable leniency to the interpretation of “hardship” based on individual scenarios, and;

That the Recreation Access Policy will be monitored throughout the year for fiscal impact with a balance to be covered through general surplus or through contingency reserve at year end 2020/2021.

MOTION CARRIED

ADJOURNMENT

065:00

PRC20(12)
February On the motion of Councillors Greene and Dixon:
Moved that the Parks, Recreation & Culture Committee adjourn at 2:35 p.m.

MOTION CARRIED

Approved By: Adam Clarkson, Director of Parks, Recreation & Culture
Date: February 20, 2020

/te