



## Corporate & Residential Services Committee Executive Committee

February 16, 2021

A meeting of the Corporate & Residential Services Committee was held on the above date via video conferencing.

Deputy Warden MacDonald called the meeting to order at 9:39 a.m. All members of Council were present with the exception of Councillor Perry.

### 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
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Jody MacArthur, Communications Officer
- Mr. Graham Scott, Manager of Economic & Business Development
- Mr. Evan MacDougall, Manager of Parks & Buildings
- Mr. Tom Gignac, Manager of Information Services
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alex Collin, Administrative Assistant

### LAND ACKNOWLEDGEMENT

Deputy Warden MacDonald respectfully acknowledged that East Hants is in Mi'kma'ki and the District of Sipekne'katik, the ancestral and unceded territory of the Mi'kmaq people.

### APPROVAL OF THE AGENDA OF ALL SUB-COMMITTEES

CRS21(25) On the motion of Councillors Mitchell and Greene: [00:00:45]  
February *Moved that the agenda for all sub-committees be approved as presented.*

**MOTION CARRIED**

### APPROVAL OF MINUTES

CRS21(26) On the motion of Councillors Mitchell and Perry: [00:01:06]  
February *Moved that the minutes of the Corporate & Residential Services Committee meeting held January 19, 2021 be approved.*

**MOTION CARRIED**

IN-CAMERA SESSION: [00:01:25]

CRS21(27) On the motion of Councillors Moussa & Greene:  
February ***Moved that the Corporate & Residential Committee go in-camera at 9:42 a.m.***

**MOTION CARRIED**

The Corporate & Residential Services Committee returned to an open meeting at 10:57 am and Deputy Warden MacDonald as Chairperson of the Corporate & Residential Services Committee reported that two confidential matters were discussed, a contractual and land issue, and the following motion resulted. (All members of Council were present with the exception of Councillor Perry who had to excuse himself for the remainder of the day.) [00:01:00]

**IN CAMERA - CONTRACTUAL ISSUE**

CRS21(28) On the motion of Councillors Mitchell and Moussa: [00:02:00]  
February ***Moved that Corporate Services Committee recommend that Council give authority to the Chief Administrative Officer to negotiate and finalize terms with the Province to become an East Hants Water Utility customer as per principals agreed to within an in-camera session discussed in February 2021.***

Nine (9) councillors voting for and one (1) voting against. Councillor Rhyno voted nay.

**MOTION CARRIED**

**EMPLOYEE RECOGNITION** [00:04:32]

Steve Caines, Water Distribution System Operator - 5 Years  
Peter Van Tol, Wastewater Treatment Plant Operator - 15 Years

**STRATEGIC PLAN 2021-2026** [00:05:00]

The Chief Administrative Officer presented Committee with the 2021-2026 Strategic Plan overview. A copy of the presentation was attached to the agenda and available to all committee members.

CRS21(29) On the motion of Warden Roulston and Councillors Greene: [00:25:57]  
February ***Moved that the Corporate & Residential Committee recommend to Council to proceed with an update of the organization Strategic Plan, to be drafted by the CAO, through Option 2*** (Staff to prepare a draft update for Council discussion).

Nine (9) Councillors voting for and one (1) voting against. Councillor Rhyno voted nay.

**MOTION CARRIED**

**TRANSIT STUDY**

[00:26:25]

The Deputy Chief Administrative Officer and Manager of Economic & Business Development presented Committee with a transit study report. A copy of the report was attached to the agenda and available to all committee members.

No recommended motions were associated with this report.

**ADJOURNMENT & LUNCH**

CRS21(30)  
February

On the motion of Councillors Moussa & Greene:

[01:14:38]

***Moved that the Corporate & Residential Committee adjourn at 12:15 p.m.***

**MOTION CARRIED**

**CORPORATE & RESIDENTIAL SERVICES COMMITTEE RESUMED**

Deputy Warden MacDonald called the meeting to order at 3:40pm. All members of Council were present with the exception of Councillor Perry.

**CAO AUTHORITY POLICY**

[00:58.36:]

The Chief Administrative Officer presented the staff report titled “CAO Authority Policy update” dated February 11, 2021

CRS21(31)  
February

On the motion of Councillors Moussa and Greene:

[01:06:00]

Regular Meeting of Council (Policy) - February 16, 2021

***Move that the Corporate & Residential Services Committee recommends to Council, that Council gives notice of intent to approve the updated CAO Authority Policy attached to the Executive Committee agenda dated February 16, 2021.***

**MOTION CARRIED**

CRS21(32)

Regular Meeting of Council - February 24, 2021

***Move that the Corporate & Residential Services Committee recommends to Council, that Council approves the updated CAO Authority Policy attached to the Executive Committee agenda dated February 16, 2021.***

**MOTION CARRIED**

**ADJOURNMENT**

CRS21(33)

On the motion of Councillors Mitchell and Greene:

***Moved that the Corporate & Residential Services Committee adjourn at 3:47 pm.***

Approved by: Kate Friars, Deputy Chief Administrative Officer  
Date: February 16, 2021

Approved by: Sue Surrette, Director of Finance  
Date: February 16, 2021

/AC



## Infrastructure & Operations Executive Committee

February 16, 2021

A meeting of the Infrastructure & Operations Committee was held on the above date via video conferencing.

Councillor Moussa called the meeting to order at 2:41 p.m. All members of Council were present with the exception of Councillor Perry.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Kate Friars, Deputy Chief Administrative Officer
- Mr. Adam Clarkson, Director of Parks, Recreation & Culture
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Sue Surette, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Lew Landers, Special Assignment Engineer
- Ms. Andrea Trask, Manager of Solid Waste
- Ms. Jody MacArthur, Communications Officer
- Mr. Tom Gignac, Manager of Information Services
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alex Collin, Administrative Assistant

### APPROVAL OF MINUTES

IO21(5) On the motion of Councillor Greene and Deputy Warden MacDonald: [00:00:28]  
February *Moved that the minutes of the Infrastructure & Operations Committee meeting held January 19, 2021 be approved.*

### **MOTION CARRIED**

#### Note:

An Infrastructure & Operations Committee In-Camera contractual issue was discussed during Corporate Services Committee and as a result motion CRS21(28) was carried.

### NORTHERN REGION COMMITTEE AGREEMENT

The Manager of Solid Waste presented the report titled “Northern Region Committee Agreement” dated February 4, 2021. A copy of the report was attached to the agenda and available to all committee members. [00:00:40]

IO21(6) On the motion of Warden Roulston and Councillor Greene: [00:02:14]  
February

***Move that the Executive Committee recommend that Council approve the re-signing of Northern Region Solid Waste-Resource Committee agreement, as amended.***

**MOTION CARRIED**

**FUNDING APPLICATION RESOLUTIONS**

00:02:38

The Director of Infrastructure & Operations presented the report titled “**2021 Funding Application Endorsements**” dated February 2021. A copy of the report was attached to the agenda and available to all committee members.

IO21(7)  
February

On the motion of Deputy Warden MacDonald and Councillor Greene:

[00:07:48]

***Move that the Infrastructure & Operations Committee recommend to Council that the Municipality apply for asset management funding support through the Federation of Canadian Municipalities (FCM) for the Service Capacity Study and commit the Municipality to moving the project forward in 2021.***

**MOTION CARRIED**

IO21(8)  
February

On the motion of Deputy Warden MacDonald and Councillor Greene:

[00:08:07]

***Move that the Infrastructure & Operations Committee recommend to Council that an additional \$205,000 be added to project 20-035 (Active Transportation - Highway 214) that will enable the completion of a Green House Gas Mitigation Study and the addition of 280 meters of railing barrier there by adding to the All Ages and Abilities (AAA) rating for the project funding submission. The additional \$208,000 is to be funded from debt and external funding, with the Municipality committed to moving forward its funding portion of the project, if full eligible external funding is granted.***

**MOTION CARRIED**

IO21(9)  
February

On the motion of Deputy Warden MacDonald and Councillor Greene:

[00:08:36]

***Move that the Infrastructure & Operations Committee recommend to Council that the Municipality apply for the Flood Risk Innovation Investment Program (FRIIP) in support of Municipal Project # 21-017 (Cross-Culvert Replacement MacKenzie Court).***

**MOTION CARRIED**

IO21(10)  
February

On the motion of Deputy Warden MacDonald and Councillor Greene:

[00:08:58]

***Move that the Infrastructure & Operations Committee recommend to Council that the Municipality apply for the Flood Risk Innovation Investment Program (FRIIP) in support of the Funding Shoreline Vulnerability Study.***

**MOTION CARRIED**

IO21(11) On the motion of Deputy Warden MacDonald and Councillor Greene: [00:09:15]  
February

***Move that the Infrastructure & Operations Committee recommend to Council that the Municipality apply for the Beautification & Streetscape Program (BSP) in support of the Elmsdale Village Core Concept Design.***

**MOTION CARRIED**

**MUNICIPAL STANDARDS - REVISION SUMMARY**

The Special Projects Engineer presented the report titled “***Municipal Standards Update***” dated February 10, 2021. A copy of the report and Standards was attached to the agenda and available to all committee members. [00:09:49]

IO21(12) On the motion of Deputy Warden MacDonald and Councillor Mitchell: [00:26:22]  
February

**February 16, 2021 Council (Policy) Meeting**

***Move that the Infrastructure & Operations Committee recommends to Council that Council give notice of intent to approve the proposed updates to the Municipal Standards as attached to the Executive Committee agenda of February 16, 2021.***

**MOTION CARRIED**

IO21(13) On the motion of Councillor Greene and Deputy Warden MacDonald:  
February

**February 24, 2021 Regular Meeting of Council**

***Move that the Infrastructure & Operations Committee recommends to Council that Council approves the updates to the Municipal Standards as attached to the Executive Committee agenda of February 16, 2021.***

[00:00:00]

**MOTION CARRIED**

**ADJOURNMENT**

IO21(14) On the motion of Deputy Warden MacDonald and Councillors Greene: [00:26:50]  
February

***Moved that the Infrastructure & Operations Committee adjourn at 3:04 p.m.***

**MOTION CARRIED**

Approved By: Jesse Hulsman, Director of Infrastructure & Operations  
Date:

/AC



## Planning Advisory Committee Executive Committee

February 16, 2021

A meeting of the Planning Advisory Committee was held on the above date was held on the above date via video conferencing.

Councillor Greene called the meeting to order at 1:32 p.m. All members of Council were present with the exception of Councillor Perry.

### 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. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Ms. Jody MacArthur, Communications Officer
- Mr. Tom Gignac, Manager of Information Services
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alex Collin, Administrative Assistant

### Public Members:

- Mr. Sam Balcom
- Ms. Candace Stephens

### APPROVAL OF MINUTES

PAC21(8) On the motion of Deputy Warden MacDonald and Councillors Moussa: [00:13.22:00]  
February *Moved that the minutes of the Planning Advisory Committee meeting held January 19, 2021 be approved.*

### MOTION CARRIED

ELMSDALE LUMBER COMPANY - MPS AND LUB AMENDMENTS & DEVELOPMENT [00:13.52:00]  
AGREEMENT

The Project Planner presented the report *titled Elmsdale Lumber Company Limited Municipal Planning Strategy Amendments and Development Agreement Consideration for a Biochar Production Facility* dated February 10, 2021. A copy of the report was attached to the agenda and available to all committee members.



PAC21(9) On the motion of Deputy Warden MacDonald and Councillor Hebb: [00:25:51]  
February ***Moved that the Planning Advisory Committee recommends to Council that Council:***

- ***give first reading to an application from Elmsdale Lumber Company Limited to amend the MPS and LUB by changing the designation and zone of a portion of PID 45342938 to Industrial Commercial (IC); and***
- ***to give initial consideration to substantially amending an existing development agreement for the existing lumber mill (PID 45082773) to permit a biochar production facility.***

**MOTION CARRIED**

**[PORTTREE JACC ENTERPRISES INC. - REZONING TO R2 IN MOUNT UNIACKE](#)** [00:26:10]

The Director of Planning & Development presented the report titled ***Porttree JACC Enterprise Inc. - MPS and LUB Mapping Amendments*** dated February 5, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(10) On the motion of Councillors Moussa and Hebb: [00:35:50]  
February ***Moved that the Planning Advisory Committee recommends to Council that Council:***

- ***authorize staff to schedule a public information meeting to consider a proposal for a portion of PID 45141496 to change the designation from Rural Use (RU) to Established Residential Neighbourhood (ER) and the zone from Rural Use (RU) to Two Dwelling Unit Residential (R2).***

**MOTION CARRIED**

**[BYLAW P100-1 AN AMENDMENT TO BYLAW P100, COMMUNITY STANDARDS BYLAW - FORESTRY NOISE AMENDMENTS](#)** [00:35:58]

The Project Planner presented the report titled ***Proposed Amendments Bylaw P-100, Community Standards Amendments*** dated February 10, 2021, to make amendments to the noise portion of Bylaw P-100, Community Standards, to include forestry operations which border on a residential area. A copy of the report was attached to the agenda and available to all committee members.

PAC21(11) On the motion of Councillors Rhyno and Deputy Warden MacDonald: [00:00:00]  
February ***Moved (later amended) that the Planning Advisory Committee recommends to Council that Council:***

- ***Give first reading to Bylaw P-100-1, an amendment to Bylaw P-100, Community Standards to regulate noise from forestry operations.***

On the motion of Warden Roulston and Councillor Knockwood:

PAC21(12) February *Move to amend motion PAC21(11) that the bylaw extend the recommended setback distance from 300 meters to 500 meters and to remove the exemption to the Municipality of East Hants.* [00:54:42]

Nine (9) Councillors & Public Members voting for and three (3) voting against. Councillors Greene, Moussa and Hebb voted nay.

**AMENDMENT CARRIED**

Nine (9) Councillors voting for and three (3) voting against. Councillors Greene, Moussa and Hebb voted nay.

**MOTION CARRIED**

For Clarification, Motion PAC21(11) is as follows:

*That the Planning Advisory Committee recommends to Council that Council:*

*Give first reading to Bylaw P-100-1, an amendment to Bylaw P-100, Community Standards to regulate noise from forestry operations;*

*And that, the bylaw extend the recommended setback distance from 300 meters to 500 meters and to remove the exemption to the Municipality of East Hants.*

**WEST GORE CEMETERY MUNICIPAL HERITAGE REGISTRATION REQUEST** [00:56:00]

The Manager of Planning presented the report titled *Applications for Municipal Heritage Property Designation - West Gore Cemetery*, discussing a recent request to register the West Gore Cemetery as a municipal heritage property.

PAC21(13) February On the motion of Deputy Warden MacDonald and Warden Roulston: [01:02:00]  
*Move that The Planning Advisory Committee, as Heritage Advisory Committee, recommends that Council, direct the Municipal Clerk to serve a notice of recommendation on the property owners to register the West Gore Cemetery, located at PID 45149317 and PID 45129111 as a Municipal Heritage Property; and authorize staff to schedule a hearing to consider the registration of the property.*

**MOTION CARRIED** [01:06:00]

PAC21(14) On the motion of Deputy Warden MacDonald and Councillor Mitchell:  
***Moved that the Planning Advisory Committee, as Heritage Advisory Committee, recommends that Council, approve the registration of the West Gore Cemetery, located at PID 45149317 and PID 45129111, as a Municipal Heritage Property.***

(To be brought forward to Council during the Public Hearing at a future date)

Nine (9) Councillors & Public Members voting for and one (1) voting against.  
Councillors Knockwood voted nay.

**MOTION CARRIED**

**ADJOURNMENT**

PAC21(15) On the motion of Deputy Warden MacDonald and Councillor Moussa: [01:07:40]  
February ***Moved that the Planning Advisory Committee adjourn at 2:26 p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning & Development  
Date: February 17, 2021

/AC



## Parks, Recreation & Culture Executive Committee

February 16, 2021

A meeting of the Parks, Recreation & Culture Committee was held on the above date via video conferencing.

Councillor Rhyno called the meeting to order at 1:19 p.m. All members of Council were present with the exception of Councillor Perry.

### 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. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Corrine Giles, Program Coordinator
- Ms. Jo Swinemer, Community Development Officer
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alex Collin, Administrative Assistant

### APPROVAL OF MINUTES

00:026:00

PRC21(7)  
February

On the motion of Councillors Greene and Knockwood:  
***Moved that the minutes of the Parks Recreation & Culture Committee meeting held January 19, 2021 be approved.***

### MOTION CARRIED

### VOLUNTEER RECOGNITION EVENT

00:57:00

The Director of Parks, Recreation and Culture presented the staff report titled "2021 Volunteer Recognition" dated February 5 2021.

A copy of the report was attached to the agenda and available to all committee members.

PRC21(8)  
February

On the motion of Deputy Warden MacDonald and Councillor Knockwood:  
***Moved that the Parks, Recreation and Culture Committee recommends that Council approve Option 1 as presented in the staff report to host the 2021 East Hants Municipal Volunteer Recognition through an online recognition similar to 2020.***

00:12:09

**MOTION CARRIED**

**ADJOURNMENT**

PRC21(9) On the motion of Deputy Warden MacDonald and Councillor Moussa: 00:13:09  
February ***Moved that the Parks, Recreation & Culture Committee adjourn at 12:55pm to reconvene later in the day.***

**PARKS, RECREATION & CULTURE COMMITTEE RESUMED**

Councillor Rhyno called the meeting to order at 3:08pm. All members of Council were present with the exception of Councillor Perry.

**COVID GRANT - RECREATION FACILITIES:** 00:28:00

The Community Development Officer presented the staff report titled “COVID Grant - Recreation facilities:” dated February 4, 2021.

A copy of the report was attached to the agenda and available to all committee members.

PRC21(10) On the motion of Deputy Warden MacDonald and Warden Roulston: 00:57:43  
February

***Move that the Parks, Recreation, and Culture Committee recommend to Council that Council approve grant funding up to \$50,000 for assisting the recreation facilities/community halls that are negatively impacted by COVID-19 to be funded from General Operating Contingency Reserves or 2020/2021 Year End Surplus if available and that Stream A applications be approved upon submission and other applications be brought back to Council for final approval and award;***

***And that, if any money is still available after the April deadline, that a second intake will be offered***

**MOTION CARRIED**

**ADJOURNMENT** 00:58:21

PRC21(11) On the motion of Councillor Mitchell and Deputy Warden MacDonald:  
February ***Moved that the Parks, Recreation & Culture Committee adjourn at 3:39 p.m.***

**MOTION CARRIED**

Approved By: Adam Clarkson, Director of Parks, Recreation & Culture

Date: February 17, 2021

/AC