



### Corporate & Residential Services Committee Executive Committee

June 15, 2021

A meeting of the Corporate & Residential Services Committee was held on the above date via Zoom, the meeting was livestreamed and recorded.

Deputy Warden MacDonald, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 10:21 a.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
- Ms. Sue Surette, Director of Finance
- Ms. Janice Taylor, Manager of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. Chad Greenham, Manager of Water & Wastewater Services
- Ms. Jody MacArthur, Communications Officer
- Mr. Tom Gignac, Manager of Information Services
- Mr. Graham Scott, Manager of Economic and Business Development
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

#### APPROVAL OF MINUTES

CRS21(57) On the motion of Councillors Greene and Perry:  
June

*Moved that the minutes of the Corporate & Residential Services Committee meeting held May 18, 2021 be approved.*

**MOTION CARRIED**

#### NEW EMPLOYEE ANNOUNCEMENTS

10:24

Jason Wiles, Fire Inspector

The Director of Planning introduced Jason Wiles, Fire Inspector for the Municipality of East Hants.

Eleanor Connor, PT Administrative Support Clerk

The CAO introduced Eleanor Connor, PT Administrative Support Clerk for the Municipality of East Hants.

EMPLOYEE RECOGNITION

Doug Fields, Payroll/Payables Administrator - 5 years

Tippy Scott, Planning & Development Technician - 5 years

YEAR END MEMO

10:28

The Manager of Finance presented a report titled “2020/2021 Year End Adjustments”, dated June 9, 2021. A copy of the report was attached to the agenda and available to all committee members.

CRS21(58)  
June

On the motion of Warden Roulston and Councillor Greene:

***Moved that Corporate and Residential Services Committee recommend to Council that the year-end adjustments to the operating funds as presented in the staff report dated June 9th and presented on June 15th, 2021 be accepted and approved.***

**MOTION CARRIED**

ADJOURNMENT

CRS21(59)  
June

On the motion of Councillors Moussa and Hebb:

***Moved that the Corporate & Residential Committee adjourn at 10:43 a.m.***

**MOTION CARRIED**

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

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

/AM



### Infrastructure & Operations Executive Committee

June 15, 2021

A meeting of the Infrastructure & Operations Committee was held on the above date, the meeting was livestreamed and recorded.

Councillor Elie Moussa, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 10:11 a.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. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Sue Surette, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Chad Greenham, Manager of Water & Wastewater Services
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

#### APPROVAL OF MINUTES

IO21(19) On the motion of Councillors Greene and Perry:  
June

***Moved that the minutes of the Infrastructure & Operations Committee meeting held April 20, 2021 be approved.***

**MOTION CARRIED**

#### CAPITAL PURCHASE - MILFORD WASTEWATER TREATMENT PLANT GRINDER REPLACEMENT 10:15

The Director of Infrastructure & Operations presented a report titled “*Capital Purchase - Milford Wastewater Treatment Plant Grinder Replacement*”, dated June 3, 2021. A copy of the report was attached to the agenda and available to all committee members.

IO21(20) On the motion of Councillors Rhyno and Greene:  
June

***Moved that the Infrastructure & Operations Committee recommend that Council approve \$30,000 in the Capital Budget to replace the Milford Wastewater Treatment Plant Grinder in Fiscal 2021/2022, to be funded from Wastewater Expenditure Operating Reserve.***

**MOTION CARRIED**

**RESOLUTION OF COUNCIL TO SUPPORT FCM FUNDING APPLICATION FOR SERVICING STUDY**

The Director of Infrastructure & Operations presented a report titled “*Resolution of Council to Support FCM Funding Application for Servicing Study*”, dated June 2021. A copy of the report was attached to the agenda and available to all committee members.

IO21(21) On the motion of Deputy Warden MacDonald and Councillor Mitchell:  
June

***Moved that the Infrastructure & Operations Committee recommend that Council endorse the following statement:***

***“Be it resolved that the Council of the Municipality of the District of East Hants directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for a Servicing Capacity Study. Be it therefore resolved that the Municipality of the District of East Hants commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’ Municipal Asset Management Program to advance our asset management program:***

- Review of the current capacity of the Shubenacadie Water Treatment Plant and Milford Wastewater Treatment Plant and compare the capacity to future population treatment requirements;***
- Computer modeling of existing water, wastewater, and storm systems;***
- Desktop review of existing water, wastewater, and storm sewer systems and projected renewal times and cost estimates based on age, materials, break history, other.***

***Be it further resolved that the Municipality of the District of East Hants commits \$200,000 from its budget toward the costs of this initiative.”***

**MOTION CARRIED**

**ADJOURNMENT**

IO21(22) ***The Infrastructure & Operations Committee adjourned at 10:21 a.m.***  
June

**MOTION CARRIED**

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: June 16, 2021

/AM



## Planning Advisory Committee Executive Committee

June 15, 2021

A meeting of the Planning Advisory Committee was held on the above date via Zoom, the meeting was livestreamed and recorded.

Councillor Greene called the meeting to order at 10:55 a.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. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Janice Taylor, Manager of Finance
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Ms. Monica Whitney-Brown, Planning Intern
- Mr. Graham Scott, Manager of Economic & Business Development
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Public Members:

- Mr. Sam Balcom
- Ms. Candace Stephens

### APPROVAL OF MINUTES

PAC21(35) On the motion of Councillors Mitchell and Deputy Warden MacDonald:  
June

*Moved that the minutes of the Planning Advisory Committee meeting held May 18, 2021 be approved.*

**MOTION CARRIED**

### PLAN UPDATE - INVENTORY REPORT

10:55

The Project Planner presented the information report *titled "Plan Update - Inventory Report"* dated June 9, 2021. A copy of the report and supporting

documents was attached to the agenda and available to all committee members.

Councillor Greene opened the floor to comments or questions from members of the committee, which were addressed by Staff.

#### CORRIDOR PLANNING ISSUES

11:10

The Director of Planning presented the information report titled “*East Hants - Corridor Planning*” dated June 15<sup>th</sup>, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members.

Councillor Greene opened the floor to comments or questions from members of the committee, which were addressed by Staff.

#### AFFORDABLE HOUSING COMMISSION REPORT

11:40

At the request of Warden Roulston, the Committee reviewed a report from the Planning Intern titled “*Briefing Note: Nova Scotia Affordable Housing Commission Final Report*” dated June 2, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members.

Councillor Greene opened the floor to comments or questions from members of the committee, which were addressed by Staff. Concerns were raised regarding municipalities assuming provincial responsibilities.

PAC21(36) On the motion of Deputy Warden MacDonald and Councillor Moussa:  
June

***Moved that the Planning Advisory Committee recommends that Council direct staff to write a letter to the NSFMC regarding concerns with the Affordable Housing Commission Report.***

**MOTION CARRIED**

#### ADJOURNMENT

PAC21(37) On the motion of Deputy Warden MacDonald and Councillor Perry:  
June

***Moved that the Planning Advisory Committee adjourn at 12:01 p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning & Development  
Date: June 16, 2021

/AM



## Police Advisory Committee Executive Committee

June 15, 2021

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

Councillor Rhyno, as Chairperson of the Police Advisory Committee called the meeting to order at 9:02 a.m. All members of Council were preset.

### 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. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. John Woodford, Director of Planning & Development
- Mr. Tom Gignac, Manager of Information Services
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Guests Present:

- S/Sgt. Cory Bushell, RCMP

### Public Members:

- Greg Densmore (joined the meeting in progress)
- Ralph Quade

### Regrets:

- Reuben Hatt

### LAND ACKNOWLEDGEMENT

Councillor Rhyno 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 AGENDA

Warden Roulston requested an addition to the Planning Advisory Committee agenda as Item 27a regarding the Affordable Housing Commission Report.

PA21(29)  
June

On the motion of Councillors Greene and Mitchell:

***Moved that the Agenda of all sub-committee meetings held June 15, 2021 be approved as amended.***

**MOTION CARRIED**

**APPROVAL OF MINUTES**

PA21(30)  
June

On the motion of Councillors Greene and Hebb:

***Moved that the minutes of the Police Advisory Committee meetings held March 9 & 11, 2021 be approved.***

**MOTION CARRIED**

**BODY-WORN CAMERAS**

9:04

S/Sgt. Bushell presented the report on Body-Worn Cameras.

Councillor Rhyno opened the floor to comments or questions from members of the committee, which were addressed by S/Sgt. Bushell.

Greg Densmore joined the meeting at 9:34 a.m.

**RCMP QUARTERLY REPORT**

9:39

S/Sgt. Bushell presented the RCMP Quarterly Report dated June 15<sup>th</sup>, 2021. A copy of the report was attached to the agenda and available to all Committee members.

The report included an HR Update, operations update, calls for service data, Annual Performance Plan review, and Expectations review.

Councillor Rhyno opened the floor to comments or questions from members of the committee, which were addressed by S/Sgt. Bushell.

Councillor Mitchell assumed Chair at 9:49 a.m. at the request of Councillor Rhyno who had to excuse himself briefly.

Councillor Mitchell opened the floor to further comments or questions from members of the committee, which were addressed by S/Sgt. Bushell.

10:05

**ADJOURNMENT**

PA21(31)  
June

On the motion of Deputy Warden MacDonald and Councillor Knockwood:

***Moved that the Police Advisory Committee adjourn at 10:11 a.m.***

**MOTION CARRIED**



Approved by: Kim Ramsay, Chief Administrative Officer

Date: June 16, 2021

/AM

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## Parks, Recreation & Culture Executive Committee

June 15, 2021

A meeting of the Parks, Recreation & Culture Committee was held on the above date via Zoom, the meeting was livestreamed and recorded.

Councillor Rhyno called the meeting to order at 12:02 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. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Jody MacArthur, Communications Officer
- Mr. Graham Scott, Manager of Economic and Business Development
- Ms. Janice Taylor, Manager of Finance
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### APPROVAL OF MINUTES

PRC21(27) On the motion of Councillor Perry and Deputy Warden MacDonald:  
June

*Moved that the minutes of the Parks Recreation & Culture Committee meeting held May 18, 2021 be approved.*

**MOTION CARRIED**

### (IN-CAMERA) CONTRACTUAL ISSUE

PRC21(28) On the motion of Deputy Warden MacDonald and Councillor Greene:  
June

*Moved that Committee move to an In-Camera Session regarding a contractual matter at 12:02 p.m.*

**MOTION CARRIED**

The Committee returned to an open meeting at 1:42 p.m.

Councillor Rhyno reported that Committee met In-Camera to discuss a Contractual Issue. Staff was given direction. The following motions were brought forward:

PRC21(29) On the motion of Deputy Warden MacDonald and Councillor Greene:  
June

*The Parks, Recreation and Culture Committee recommends to Council that Council approve Gas Tax as a source of funding in the amount of \$819,000 for the Sportsplex Capital Project 21-012; And,*

*That Council set aside \$550,000 in the Rural Fire Department Capital Reserve Fund and/or Recreation Reserves from the 2020/2021 general surplus, in exchange for \$275,000 of money from the Rural Gas Tax Reserve Fund and \$275,000 from the Uniacke Gas Tax Fund and that the \$550,000 in Gas Tax be used to fund the Sportsplex Project # 21-012 (2021-2022); And,*

*That Council set aside an additional \$166,000 in the Rural Fire Department Capital Reserve Fund and \$166,000 in the Uniacke Recreation Reserves from the 2020/2021 general surplus; And,*

*Move that the Parks, Recreation and Culture Committee recommend that Council approve the draft Facility Management Agreement in principle and that the final agreement along with the purchase and sale agreement for the East Hants Sportsplex be presented to Council in July after consultation with the East Hants Arena Association Board of Directors.*

**MOTION CARRIED**

PRC21(30) On the motion of Deputy Warden MacDonald and Councillor Greene:  
June

*Moved that Parks, Recreation and Culture Committee recommends to Council that Council approve Gas Tax as a source of funding in the amount of \$1,369,000 for the Sportsplex Capital Project 21-012 in the Capital Investment Plan (CIP).*

**MOTION CARRIED**

**ADJOURNMENT**

PRC21(31) On the motion of Councillor Mitchel and Deputy Warden MacDonald:  
June

*Moved that the Parks, Recreation & Culture Committee adjourn at 1:47 p.m.*

**MOTION CARRIED**

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

Date: June 16, 2021

/AM