



Corporate & Residential Services Committee Executive Committee

July 20, 2021

A meeting of the Corporate & Residential Services Committee was held on the above date in Council Chambers, the meeting was livestreamed and recorded.

Deputy Warden MacDonald, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 9:00 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
- Ms. Amy Pyne, Manager Real Estate & Corporate Projects
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, 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 AGENDA

CRS21(60)
July On the motion of Councillors Greene and Mitchell:

Moved that the Agenda of all sub-committee meetings held July 20, 2021 be approved as presented.

MOTION CARRIED

APPROVAL OF MINUTES

CRS21(61)
July On the motion of Councillors Greene and Moussa:

Moved that the minutes of the Corporate & Residential Services Committee meeting held June 15, 2021 be approved.

MOTION CARRIED

NEW EMPLOYEE ANNOUNCEMENTS

Lovepreet Singh, Civil Technologist

The Director of Infrastructure & Operations introduced Lovepreet Singh, Civil Technologist for the Municipality of East Hants.

NEW TERMS OF REFERENCE TEMPLATE FOR COMMITTEES OF COUNCIL

The Assistant Municipal Clerk presented a report titled “*New Terms of Reference Template for Committees of Council*”, dated July 9, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held.

CRS21(62) On the motion of Councillors Greene and Mitchell:
July

Moved that the Corporate & Residential Services Committee recommends to Council, that Council approve the new Terms of Reference template for Committees of Council, attached to the Executive Committee agenda dated July 20, 2021;

And that, Council approve the Terms of Reference documents for the following Committees, as attached to the Executive Committee agenda dated July 20, 2021:

- 1. Accessibility Advisory Committee***
- 2. Agricultural Advisory Committee***
- 3. Audit Committee***
- 4. East Hants Source Water Protection Committee***
- 5. Fire Advisory Committee***
- 6. Planning Advisory Committee***
- 7. Police Advisory Committee***

MOTION CARRIED

MOUNT UNIACKE FIRE DEPARTMENT - LAND ISSUE

The Manager Real Estate & Corporate Projects presented a report titled “*Uniacke Fire Lands Disposal*”, dated July 12, 2021. A copy of the report was attached to the agenda and available to all committee members.

09:00

Discussion was held.

CRS21(63) On the motion of Councillors Perry and Hebb:
July

Moved that the Corporate & Residential Services Committee recommend that Council deem PID 45136892 surplus to municipal needs, and; enter into an agreement of purchase and sale with the Uniacke and District Volunteer Fire Department for surplus property situated at PID 45136892 for \$1.00 (one dollar), pending the outcome of a public hearing to be scheduled as soon as possible in the Fall of 2021; the agreement of purchase and sale shall include standard clauses of right of first refusal, and shall require the Uniacke and District Volunteer Fire Department to provide an easement over a portion of PID 45136892 in favour of the Municipality of East Hants.

MOTION CARRIED

SIPEKNE'KATIK - ADDITION TO RESERVE LANDS - FEDERAL GOVERNMENT PROCESS

The Manager Real Estate & Corporate Projects presented a report titled "Proposed Addition to Reserve - Sipekne'katik First Nation", dated July 14, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held.

CRS21(64)
July

On the motion of Councillors Knockwood and Mitchell:

27:30

Moved that the Corporate & Residential Services Committee recommend that Council direct staff to send a letter of response to Indigenous Services Canada that supports the Addition to Reserve application per posted draft letter, (as attached to the Executive Committee agenda dated July 20, 2021.)

MOTION CARRIED

ANNUAL REPORT INCLUDING TREASURER'S REPORT

The CAO and Director of Finance presented a report titled "Annual Report and Treasurer's Report", dated July 2021. A copy of the report was attached to the agenda and available to all committee members.

35:39

Discussion was held.

CRS21(65)
July

On the motion of Councillors Rhyno and Mitchell:

Moved that the Corporate & Residential Services Committee recommend that Council approve the draft versions of the Annual Report and Treasurer's Report.

MOTION CARRIED

STRATEGIC PLAN

The CAO presented a report titled “*Strategic Plan*”, dated July 2021. A copy of the report was attached to the agenda and available to all committee members. 00:16

Discussion was held.

CRS21(66) On the motion of Councillors Mitchell and Hebb: 51:53
July

Moved that the Corporate & Residential Services Committee recommend that Council approve the draft version of the Strategic Plan 2021-2024.

Ten (10) voting in favour. One (1) voting against. Councillor Rhyno voting nay.

MOTION CARRIED

ADJOURNMENT

CRS21(67) On the motion of Councillors Perry and Mitchell
July

Moved that the Corporate & Residential Committee adjourn at 11:49 a.m.

MOTION CARRIED

Approved by: Kate Friars, Deputy Chief Administrative Officer
Date: July 21, 2021

Approved by: Sue Surrette, Director of Finance
Date: July 21, 2021

/AM



Infrastructure & Operations Executive Committee

July 20, 2021

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

Councillor Elie Moussa, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 11:51 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
- Mr. Fred Whynot, Manager of Engineering & Technical Services
- Ms. Sue Surette, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

APPROVAL OF MINUTES

IO21(23) On the motion of Councillors Greene and Perry: 00:40
July

Moved that the minutes of the Infrastructure & Operations Committee meeting held June 15, 2021 be approved.

MOTION CARRIED

SHUBENACADIE COMMUNITY SIZE FORECAST - WWTP DESIGN

The Director of Infrastructure & Operations presented a report titled *Shubenacadie Wastewater Treatment Plant Upgrade Population Projection Scenarios for Plant Sizing*, dated July, 2021. A copy of the report was attached to the agenda and available to all committee members. 01:00

Discussion was held.

IO21(24) On the motion of Deputy Warden MacDonald and Councillor Greene: 14:30
July

Moved that the Infrastructure and Operations Committee recommends the Municipality use a Medium Growth design population prediction of 2050 people for the new wastewater treatment plant in Shubenacadie.

MOTION CARRIED

ADJOURNMENT

IO21(25) On the motion of Councillor Greene and Deputy Warden MacDonald:
July

Moved that the Infrastructure & Operations Committee adjourned at 12:07 p.m.

MOTION CARRIED

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: July 21, 2021

/AM

DRAFT



Planning Advisory Committee Executive Committee

July 20, 2021

A meeting of the Planning Advisory Committee was held on the above date in Council Chambers, the meeting was livestreamed and recorded.

Councillor Greene called the meeting to order at 1:30 p.m. All members of Council were present, with the exception of Deputy Warden MacDonald, who joined the meeting at 1:37 pm.

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(38) On the motion of Councillors Mitchell and Perry:
July

01:00

Moved that the minutes of the Planning Advisory Committee meeting held June 15, 2021 be approved.

MOTION CARRIED

[DR. DAVID SHEEHY - MPS AND LUB AMENDMENTS - FIRST READING](#)

01:30

The Manager of Planning presented the information report *titled “Dr. David Sheehy - MPS and LUB Amendment Application”* dated July 20, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members.

Discussion was held.

PAC21(39) On the motion of Councillors Rhyno and Knockwood:
July

Moved that the Planning Advisory Committee recommends that Council give first reading to the amendments to the MPS and LUB to enable existing buildings in the High-Risk Floodplain designation and zone to be used as an alternative use; and authorize staff to schedule a public hearing.

Deputy Warden MacDonald entered the meeting at 1:37p.m.

Eleven (11) voting in favour. One (1) voting against. Councillor Isenor voting nay.

Deputy Warden MacDonald did not vote, as he was not present for the report, discussion or reading of the motion.

MOTION CARRIED

[TROY MATHESON - DEVELOPMENT AGREEMENT FOR SELF STORAGE UNITS - INITIAL REPORT](#)

The Planning Intern presented the information report *titled “Highway 214 Development Agreement Consideration for a Self-Storage Facility”* dated July 20, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members. 15:15

Discussion was held.

PAC21(40) On the motion of Councillor Hebb and Public Member Balcom:
July

Moved that the Planning Advisory Committee recommends that Council give initial consideration to enter into a Development Agreement for a new self-storage facility at the corner of Highways 214 and 2 (PID 45154267) to enable a public hearing; and authorize staff to schedule a public hearing.

MOTION CARRIED

[POULTRY REGULATIONS](#)

The Planning Intern presented the information report *titled "Regulations to Control Guinea Hens and Poultry in the Future Planned Area"* dated July 20, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members. 21:54

Discussion was held.

PAC21(41) On the motion of Warden Roulston and Councillor Mitchell:
July

Moved that the Planning Advisory Committee recommends that Council Include the adoption of existing policies on keeping guinea hen and other fowl as part of the ongoing plan update so that these regulations are incorporated into the new Municipal Planning Strategy and Land Use Bylaw for the Future Planned Area of the Municipality of East Hants.

Twelve (12) voting in favour. One (1) voting against. Councillor Rhyno voting nay.

MOTION CARRIED

FRONT YARD ACCESSORY STRUCTURES - PLAN UPDATE BACKGROUND PAPER

The Project Planner presented the information report *titled "Community Plan Update: Front Yard Accessory Buildings"* dated July 20, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members. 31:22

Discussion was held.

PAC21(42) On the motion of Councillors Hebb and Mitchell:
July

Moved that the Planning Advisory Committee recommends that Council Direct staff maintain the current accessory building provisions.

Twelve (12) voting in favour. One (1) voting against. Councillor Perry voting nay.

MOTION CARRIED

ADJOURNMENT

PAC21(43) On the motion of Councillors Mitchell and Perry:
July

Moved that the Planning Advisory Committee Committee adjourn at 2:13 p.m.

MOTION CARRIED

Approved By: John Woodford, Director of Planning & Development

Date: July 21, 2021

/AM

DRAFT



Parks, Recreation & Culture Executive Committee

July 20, 2021

A meeting of the Parks, Recreation & Culture Committee was held on the above date in Council Chambers, the meeting was livestreamed and recorded.

Councillor Rhyno called the meeting to order at 2:20 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
- Ms. Corrine Giles, Community Recreation Coordinator
- Ms. Catherine Jobin, Community Development Coordinator
- Mr. Evan MacDougall, Manager of Parks and Buildings
- Mr. John Woodford, Director of Planning & Development
- Ms. Debbie Uloth, Project Planner
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Jody MacArthur, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

APPROVAL OF MINUTES

PRC21(32) On the motion of Councillor Hebb and Deputy Warden MacDonald:
July

Moved that the minutes of the Parks Recreation & Culture Committee meeting held June 15, 2021 be approved.

MOTION CARRIED

EAST HANTS SPORTSPLEX - FACILITY MANAGEMENT AGREEMENT AND PURCHASE & SALE AGREEMENT

The Director of Parks, Recreation and Culture presented the information report titled "East Hants Sportsplex - Agreements" dated July 7, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members. 00:40

Warden Roulston assumed the Chair.

Councillor Rhyno had his questions answered by staff.

Councillor Rhyno resumed the Chair.

Discussion was had.

PRC21(33)
July

On the motion of Councillors Greene and Warden Roulston:

Moved that the Parks, Recreation and Culture Committee recommend to Council that Council approve the Facility Management Agreement for the East Hants Sportsplex between the Municipality and East Hants Arena Association as presented.

MOTION CARRIED

PRC21(34)
July

On the motion of Councillors Garden-Cole and Mitchell:

Moved that the Parks Recreation & Culture Committee recommend to Council that Council approve the Sportsplex Purchase & Sale Agreement in the amount of \$2,392,090 based on financial information received from Bank of Montreal on July 6th, 2021 related to the outstanding balances for the Sportsplex mortgage debt and Line of Credit, subject to change slightly by closing date due to adjustments in interest and penalties.

MOTION CARRIED

PRC21(35)
July

On the motion of Councillor Mitchell and Deputy Warden MacDonald:

Moved that the Parks Recreation & Culture Committee recommend to Council that Council approve an amount of \$74,000 to be provided to the East Hants Sportsplex Operating Agent for facility operations for August and early Fall to be funded from the COVID-19 Safe Restart funding.

MOTION CARRIED

PRC21(36)
July

On the motion of Councillors Hebb and Greene:

Moved that the Parks Recreation & Culture Committee recommend to Council that Council establish a Municipal Operating Line of Credit of \$100,000 for managing the cash flows for operations of the Sportsplex under the direction of the Director of Finance pursuant to the MGA Section 84 and 88.

MOTION CARRIED

PRC21(37) On the motion of Councillors Mitchell and Garden-Cole:
July

Moved that the Parks Recreation & Culture Committee recommend to Council that Council approve changing the source of previously disbursed funding from the Sportsplex Area Rate reserve related motions C20(354) and C21(126) to the COVID-19 Safe Restart funding in the amount of \$255,000 to the East Hants Sportsplex for facility operations negatively impacted by the COVID-19 Pandemic and to approve change of funding of \$75,000 C21(190) to COVID-19 Safe Restart funding.

MOTION CARRIED

PRC21(38) On the motion of Deputy Warden MacDonald and Councillor Knockwood:
July

Moved that the Parks Recreation & Culture Committee recommend to Council that Council approve an additional amount of \$375,000 to the Capital Budget 21-012 to cover additional costs for a facility condition assessment and any immediate capital work required to the Sportsplex asset to be funded by debt.

MOTION CARRIED

SHUBENACADIE RIVER PARK

The Director of Parks, Recreation and Culture presented the information report titled "Shubenacadie River Park" dated July 7, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members. 27:33

Warden Roulston assumed the Chair.

Councillor Rhyno had his questions answered by staff.

Councillor Rhyno resumed the Chair.

Discussion was had.

PRC21(39) On the motion of Deputy Warden MacDonald and Councillor Knockwood:
July

Moved that the Parks, Recreation and Culture Committee recommend to Council recommend that staff submit an application to the Canada Community Revitalization Fund for a total project of \$400,000 to revitalize the Shubenacadie River Park with the municipal funding contribution to be funded through various municipal reserves as follows:

Snide's Lake Funds - \$18,000

DRF District 4 Current Balance - \$12,350

DRF District 4 - Shubenacadie 2022/2023 allocation - \$1,534

DRF District 5 - Maitland/MacPhees Corner - \$1,400

DRF District 7 - Lantz/Milford - \$6,716

2022/2023 Capital Out of Revenue (Playgrounds) - \$60,000

Total - \$100,000

MOTION CARRIED

PRC21(40) On the motion of Councillors Perry and Greene:
July

Moved that the Parks, Recreation and Culture Committee recommend to Council that, upon a successful application to the Canada Community Revitalization Fund, the Municipality secure title to the property (PID 45096237) from the Shubenacadie Hall and Grounds Society for \$1.

MOTION CARRIED

HARDWOODLANDS - EMERGENCY DISTRICT RECREATION FUND REQUEST

The Community Recreation Coordinator presented the information report *titled "District Recreation Fund Emergency Request"* dated July 13, 2021. A copy of the report and supporting documents was attached to the agenda and available to all committee members.

PRC21(41) On the motion of Councillors Hebb and Greene:
July

63:40

Moved (later amended) that the Parks, Recreation and Culture Committee recommend that Council approve the emergency funding request from Hardwoodlands Community Centre for up to \$6,000 from District 3 District Recreation Funds.

PRC21(42) On the motion of Councillors Mitchell and Knockwood:
July

Move to amend motion PRC21(41) to include \$3,000 from District 3 and \$3,000 from District 2 District Recreation Funds.

AMENDMENT CARRIED

For clarification, motion PRC21(41) is as follows:

On the motion of Councillors Hebb and Greene:

Moved that the Parks, Recreation and Culture Committee recommend that Council approve the emergency funding request from Hardwoodlands Community Centre (for window replacement) for up to \$3,000 from District 3 and \$3,000 from District 2 District Recreation Funds.

AMENDED MOTION CARRIED

(IN CAMERA) LAND ISSUE

PRC21(43)
July On the motion of Councillors Greene and DWM:

Moved that Committee move to an In-Camera Session regarding land issues at 3:27 p.m.

MOTION CARRIED

The Committee returned to an open meeting at 4:55 p.m.

Councillor Rhyno reported that Committee met In-Camera to discuss Land Matters. Staff was given direction. The following motion was brought forward:

COCKSCOMB LAKE ACCESS

PRC21(44)
July On the motion of Councillors Perry and Greene:

Moved that the Parks, Recreation & Culture Committee recommends to Council that staff work towards securing lands for future access to the Provincially held properties around Cockscomb Lake.

MOTION CARRIED

ADJOURNMENT

PRC21(45)
July On the motion of Councillors Hebb and Greene:

Moved that the Parks, Recreation & Culture Committee adjourn at 4:58 p.m.

MOTION CARRIED

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

Date: July 21, 2021

/AM