



## Corporate & Residential Services Committee Executive Committee

September 21, 2021

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

Councillor Perry, as Vice-Chairperson of the Corporate & Residential Services Committee called the meeting to order at 10:48 a.m. All members of Council were present with the exception of Councillor Knockwood, who sent regrets.

### 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. Amanda Hatfield, Information Management Clerk
- Ms. Clancy Waite, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Regrets:

- Councillor Ian Knockwood

### APPROVAL OF MINUTES

CRS21(68)  
September

On the motion of Councillors Greene and Mitchell:

*Moved that the minutes of the Corporate & Residential Services Committee meeting held July 20, 2021 be approved.*

### MOTION CARRIED

### NEW EMPLOYEE ANNOUNCEMENTS

#### Clancy Waite, Communications Coordinator

The CAO introduced Clancy Waite, Communications Coordinator, for the Municipality of East Hants.

#### Nathan Hoffmann, Policy Analyst

The Deputy Chief Administrative Officer introduced Nathan Hoffmann, Policy Analyst, for the Municipality of East Hants.

Marlee Langille, Administrative Assistant (Planning & Development and Parks, Recreation & Culture)

The Director of Planning & Development, introduced Marlee Langille, Administrative Assistant, for the Municipality of East Hants.

Chantal Kelly, Custodian

The Director of Parks, Recreation & Culture, introduced Chantal Kelly, Custodian, for the Municipality of East Hants.

TIN SMITH AND WALTON LIGHT HOUSE LEASES

5:24

The Manager, Real Estate and Corporate Projects and Tourism Development Officer presented a report titled “*Walton Lighthouse and Watson Smith & Sons Tinsmith Shop Museum - Lease Renewals*”, dated August 19, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held. Suggestion was made that further discussions be had with the organizations to ensure financial support is adequate.

CRS21(69)  
September On the motion of Councillors Rhyno and Mitchell:

***Moved that the Corporate and Residential Services Committee recommend to Council that Council direct staff to have discussions with both organizations on the financial need at the facilities (Tin Smith and Walton Light House Leases).***

Eight (8) voting in favour. One (1) voting against. Councillor Moussa voting nay.

**MOTION CARRIED**

CLARKSVILLE COMMUNITY HALL

The Manager, Real Estate and Corporate Projects presented a report titled “*Former Clarksville School/Community Hall*”, dated August 27, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held.

CRS21(70)  
September On the motion of Warden Roulston and Councillor Greene:

***Moved that the Corporate & Residential Services Committee recommend that Council deem the former Clarksville School Property, PID 45149283, surplus to municipal needs.***

**MOTION CARRIED**

CRS21(71)  
September

On the motion of Warden Roulston and Councillor Garden-Cole:

Moved (later withdrawn) that the Corporate & Residential Services Committee recommend that between now and Council night that Staff engage in discussions with community members as discussed and subject the outcome of those discussions that Corporate & Residential Services Committee recommend to Council to authorize staff to call for expressions of interests to purchase the former Clarksville School Property, PID 45149283, on an as-is-where-is basis; and authorize the CAO to enter into an agreement of purchase and sale with the successful bidder.

Following discussion, the mover and seconder agreed to withdraw the motion.

**MOTION WITHDRAWN**

CRS21(72)  
September

On the motion of Warden Roulston and Councillor Hebb:

***Moved that the Corporate & Residential Services Committee recommend that Council instruct staff to discuss with the remaining trustee and member (of the Clarksville Community Club) and provide some preliminary information to the community that it would be the Municipality's intent to dispose of the property once it is owned and perhaps wait until October Committee to determine at that time if this is the process that will be taken and for decision on how to dispose of the property.***

**MOTION CARRIED**

CRS21(73)  
September

On the motion of Warden Roulston and Councillor Hebb:

***Moved that any costs incurred for required mothball activities (Re: Clarksville Community Hall) be funded through year end surplus or Professional Services Reserves up to an amount of \$13,000.***

**MOTION CARRIED**

**ADJOURNMENT**

CRS21(74)  
September

On the motion of Councillors Greene and Moussa:

***Moved that the Corporate & Residential Committee adjourn at 11:54 a.m. to reconvene later in the day.***

**MOTION CARRIED**

Committee adjourned to discuss other business.

Councillor Perry, as Vice-Chairperson of the Corporate & Residential Services Committee called the meeting to order at 3:30 p.m. All members of Council were present with the exception of Councillor Knockwood, who sent regrets.

### TAX SALE REPORT

The Manager of Accounting presented a report titled “COVID-19 - Tax Sale Property Deferral”, dated August 27, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held.

CRS21(75)  
September

On the motion of Councillors Greene and Hebb:

***Move that the Corporate & Residential Services Committee recommend that Council, in response to the COVID-19 pandemic and to maintain compliance with the Municipal Government Act section 134(3), authorize that the tax sale process for the below listed properties be deferred until June 14th, 2022.***

Name	AAN	District
Dartmouth Auto Auction Ltd	00084212	3
Spicer, Ashley Beverly & Taylor, Derek Allan	01434756	4
Singh Satinder Paul	03292193	5
Terra Firma Development Corp Ltd	02412446	8
Terra Firma Development Corp Ltd	00843776	8
Kirvin, William Joseph	02381494	8
Robinson, Raymond Russel & Robinson, Gail May	00369519	11

### MOTION CARRIED

### TAX & WATER COLLECTION COUNCIL POLICY

The Manager of Accounting presented a report titled “Final Tax Bill Due Date”, dated September 8, 2021. A copy of the report was attached to the agenda and available to all committee members.

CRS21(76)  
September

On the motion of Councillors Mitchell and Greene:

***Move that the Corporate & Residential Services Committee recommend that Council give notice of intent to approve the changes to the Tax and Water Collection Council Policy as attached to the Executive Committee agenda dated September 21st, 2021.***

### MOTION CARRIED

CRS21(77)  
September

On the motion of Councillors Mitchell and Greene:

***Move that the Corporate & Residential Services Committee recommend that Council give approval to the changes to the Tax and Water Collection Council Policy as attached to the Executive Committee agenda dated September 21<sup>st</sup>, 2021.***

**MOTION CARRIED**

#### **RECORDS MANAGEMENT POLICY**

The Deputy CAO presented a report titled “Records Management Policy of Council”, dated September 16, 2021. A copy of the report was attached to the agenda and available to all committee members.

CRS21(78)  
September

On the motion of Warden Roulston and Councillor Mitchell:

***Moved that the Corporate & Residential Committee recommends to Council that Council give notice of intent to approve the Records & Information Management Policy, to replace the current Destruction of Documents Policy, as attached to the Executive Committee agenda dated September 21, 2021.***

**MOTION CARRIED**

CRS21(79)  
September

On the motion of Warden Roulston and Councillor Mitchell:

***Moved that the Corporate & Residential Committee recommends to Council that Council approve the Records & Information Management Policy, to replace the current Destruction of Documents Policy, as attached to the Executive Committee agenda dated September 21, 2021.***

**MOTION CARRIED**

#### **DAR ADJACENT PROPERTY OWNERS MEETING**

The Deputy CAO presented a report titled “Review of the meeting for Adjacent Property Owners to the DAR Line Report”, dated September 16, 2021. A copy of the report was attached to the agenda and available to all committee members.

The Deputy CAO advised that more research is required and staff will be back with more information at a future meeting.

#### **MANDATED ZONING IN MUNICIPALITIES IN NOVA SCOTIA**

The previous government mandated zoning in all areas of municipalities.

CRS21(80) On the motion of Warden Roulston and Councillor Rhyno:  
September

*Moved that Council write a letter to the Provincial government (copying the Premier, Minister of Municipal Affairs & Housing and the three MLAS responsible for part of East Hants) stating that the Municipality was never in agreement with this mandate, that the Municipality does not feel that adequate consultation was done, and given that all municipalities had the ability to zone where they deemed appropriate, requesting that this requirement toward mandatory zoning be either rescinded or at the very least a moratorium put on its implementation until such time that true, real consultation with rural municipalities can take place. It should also be copied to members of NSFM.*

**MOTION CARRIED**

**(IN CAMERA) LAND ISSUE**

CRS21(81) On the motion of Warden Roulston and Councillor Greene:  
September

*Moved that Committee move to an In-Camera Session regarding a land issue at 4:00 p.m.*

**MOTION CARRIED**

The Committee returned to an open meeting at 4:25 p.m.

Councillor Perry reported that Committee met In-Camera to discuss Land Matters. Staff was given direction.

**ADJOURNMENT**

CRS21(82) On the motion of Councillors Mitchell and Rhyno:  
September

*Moved that the Corporate & Residential Committee adjourn at 4:25 p.m.*

**MOTION CARRIED**

Approved by: Kate Friars, Deputy Chief Administrative Officer  
Date: September 22, 2021

Approved by: Sue Surrette, Director of Finance  
Date: September 22, 2021

/AM



## Planning Advisory Committee Executive Committee

September 21, 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 Councillor Knockwood, who sent regrets.

### 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 Surrette, 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
- Mr. Graham Scott, Manager of Economic & Business Development
- Ms. Clancy Waite, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Public Members:

- Mr. Sam Balcom
- Ms. Candace Stephens

### Regrets:

- Councillor Ian Knockwood

### APPROVAL OF MINUTES

PAC21(44) On the motion of Councillors Mitchell and Moussa:  
September

***Moved that the minutes of the Planning Advisory Committee meeting held July 20, 2021 be approved.***

**MOTION CARRIED**

### SCOTT BLOIS - DISCHARGE DEVELOPMENT AGREEMENT REPORT

The Project Planner presented a report titled “*SB Automotive Repairs Limited Discharge Agreement*”, dated September 14, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(45) On the motion of Councillors Hebb and Moussa:  
September

***Move that the Planning Advisory Committee recommends that Council approve the discharge agreement for lands located at 485 Highway 2, Enfield, to enable the subject property to be regulated by the provisions of the Land Use Bylaw.***

**MOTION CARRIED**

### SALVAGE YARDS - BACKGROUND REPORT FOR THE PLAN UPDATE

The Project Planner presented a report titled “*Plan Update - Salvage Yards*”, dated September 14, 2021. A copy of the report was attached to the agenda and available to all committee members.

Concerns were raised. Committee members agreed to park the issue to be reconsidered following public consultation.

PAC21(46) On the motion of Warden Roulston and Councillor Rhyno:  
September

***Moved that the Planning Advisory Committee recommends that Council acknowledge the receipt of the background report (on Salvage Yards) and that it will be parked until further discussion is held for future planned area.***

**MOTION CARRIED**

### MILFORD GROUNDWATER STUDY - PLAN UPDATE BACKGROUND PAPER

The Manager of Planning presented a report titled “*Plan Update - Milford Groundwater Report*”, dated September 14, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(47) On the motion of Councillor Hebb and Public Member Balcom:  
September

***Moved that the Planning Advisory Committee recommends that Council authorize staff to begin preparing land use policies and regulations for the Growth Management Area of Milford to create an overlay zone, based on the direction in staff’s report dated September 14, 2021; and authorize staff to organize an open house in Milford to discuss the proposed policies and regulations.***

**MOTION CARRIED**



### PRIVATE ROADS - BACKGROUND REPORT FOR THE PLAN UPDATE

The Project Planner presented a report titled “*Plan Update - Community Consultation Update*”, dated September 13, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(48) On the motion of Councillors Perry and Moussa:  
September

***Moved that the Planning Advisory Committee recommends that Council authorize staff to maintain the current private road regulations.***

**MOTION CARRIED**

### ENFIELD TRAIN WHISTLE COMPLAINT

The Director of Planning presented a report titled “*Train Whistle Inquiry - Enfield*”, dated September 13, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(49) On the motion of Councillors Roulston and Public Member Balcom:  
September

***Moved that the Planning Advisory Committee recommends that Council forward correspondence (from Edward Kainola) to CN, explaining it comes from a concerned resident and while we are not following the process to end the whistle blowing, we are looking for more information on potential changes to the whistle pattern.***

**MOTION CARRIED**

### SHAW BRICK ROAD NAMING

The Geomatics Coordinator presented a report titled “*Shaw Brick Plant Road Naming*”, dated September 8, 2021. A copy of the report was attached to the agenda and available to all committee members.

PAC21(50) On the motion of Councillors Hebb and Perry:  
September

***Move that the Planning Advisory Committee recommends that Council approve the proposed provincial road name Clay Brick Way for the entrance of the Shaw Brick plant off of Highway 2, Lantz and direct staff to request road name approval and implementation from the Nova Scotia Department of Public Works.***

**MOTION CARRIED**

**ADJOURNMENT**

PAC21(51) On the motion of Councillors Perry and Hebb:  
September

***Moved that the Planning Advisory Committee Committee adjourn at 3:18  
p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning & Development  
Date: September 22, 2021

/AM



## Police Advisory Committee Executive Committee

September 21, 2021

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

Councillor Rhyno, as Chairperson of the Police Advisory Committee called the meeting to order at 9:00 a.m. All members of Council were present with the exception of Councillor Knockwood, who sent regrets.

### 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 Surrette, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. John Woodford, Director of Planning & Development
- Ms. Clancy Waite, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Guests Present:

- S/Sgt. Cory Bushell, RCMP
- S/Sgt. Martin Roy RCMP

### Public Members:

- Greg Densmore

### Regrets:

- Reuben Hatt
- Councillor Ian Knockwood

### 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

PA21(32)  
September

On the motion of Councillors Mitchell and Moussa:

***Moved (later amended) that the Agenda of all sub-committee meetings held September 21, 2021 be approved.***

PA21(33)  
September

On the motion of Warden Roulston and Councillor Greene:

*Moved that the agenda be amended to add discussion of drafting a letter regarding mandatory Zoning to the new government (to follow Item 34).*

**AMENDMENT CARRIED**  
**AMENDED MOTION CARRIED**

**APPROVAL OF MINUTES**

PA21(34)  
September

On the motion of Councillors Hebb and Moussa:

*Moved that the minutes of the Police Advisory Committee meetings held June 15, 2021 be approved.*

**MOTION CARRIED**

**RESIGNATION - RALPH QUADE - MEMBER UPDATE**

Councillor Rhyno provided a verbal report on Mr. Quade's resignation and efforts to fill the vacancy.

**RCMP QUARTERLY REPORT**

S/Sgt. Bushell presented the RCMP Quarterly Report dated September 21<sup>st</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, and Calls for Service Data. S/Sgt. Bushell indicated that starting October 4<sup>th</sup>, there will be four watches with a dedicated supervisor (Corporal), that Council approved in the Spring.

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

**NOVA SCOTIA POLICE GOVERNANCE ASSOCIATION MEETING**

Councillor Rhyno noted that he attended a recent virtual meeting of the Nova Scotia Police Governance Association.

**ADJOURNMENT**

PA21(35)  
September

On the motion of Councillors Greene and Perry:

*Moved that the Police Advisory Committee adjourn at 9:50 a.m.*

**MOTION CARRIED**

Approved by: Kim Ramsay, Chief Administrative Officer  
Date: September 22, 2021  
/AM





## Parks, Recreation & Culture Executive Committee

September 21, 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 9:51 a.m. All members of Council were present with the exception of Councillor Knockwood, who sent regrets.

### 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
- Ms. Debbie Uloth, Project Planner
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Clancy Waite, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

### Regrets:

- Councillor Ian Knockwood

### Guests:

- Harold MacNeil, President of EH Curling Association
- George Prest, Vice-President of EH Curling Association

### APPROVAL OF MINUTES

PRC21(46) On the motion of Councillors Greene and Isenor:  
September

*Moved that the minutes of the Parks Recreation & Culture Committee meeting held July 21, 2021 be approved.*

### MOTION CARRIED

### PRESENTATION - EAST HANTS CURLING ASSOCIATION

The President of the East Hants Curling Association presented a report titled “*East Hants Curling Association - Financial Ask*”, dated September 21, 2021. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held.  
Councillor Rhyno thanked the presenters.

### CURLING BACKGROUND REPORT

19:00

The Director of Parks, Recreation and Culture presented a report titled “*East Hants Curling Association - Summary of Council Decisions*”, dated September 13, 2021. A copy of the report was attached to the agenda and available to all committee members.

The CAO and Director of Parks, Recreation and Culture provided additional information on funding methods, advised that surplus and reserve funds are not necessarily available, the need for tax levies and noted that more discussions and decisions are needed by Council.

PRC21(47)  
September

On the motion of Councillors Greene and Hebb:

***Move that the Parks, Recreation and Culture Committee recommends to Council that they receive and file the report “East Hants Curling Association - Summary of Council Decisions” dated September 13, 2021.***

The Director of Parks, Recreation and Culture confirmed that long-term planning of recreation facility needs will commence as part of Council’s strategic planning 2021-2024.

### MOTION CARRIED

### PARK NAMING POLICY

The Director of Parks, Recreation and Culture presented a report titled “*Park Naming Policy*”, dated September 16, 2021. A copy of the report was attached to the agenda and available to all committee members.

33:42

PRC21(48)  
September

On the motion of Councillors Perry and Greene:

***Move that the Parks, Recreation and Culture Committee recommends to Council that Council give notice of intent to approve the Park Naming Policy, as attached to the September 21, 2021 Executive Committee agenda.***

### MOTION CARRIED

PRC21(49)  
September

On the motion of Councillors Perry and Greene:

***Moved that the Parks, Recreation and Culture Committee recommends to Council that Council approves the Park Naming Policy, as attached to the September 21, 2021 Executive Committee agenda.***

**MOTION CARRIED**

**ADJOURNMENT**

PRC21(50) On the motion of Councillors Greene and Hebb:  
September

***Moved that the Parks, Recreation & Culture Committee adjourn at 10:29 a.m.***

**MOTION CARRIED**

Approved By: Adam Clarkson, Director of Parks, Recreation & Culture  
Date: September 23, 2021

/AM