



Corporate & Residential Services Committee Executive Committee

June 21, 2022

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 Chairperson of the Corporate & Residential Services Committee called the meeting to order at 9:02 a.m. All members of Council were present, with the exception of Warden Roulston and Councillor Isenor who sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Graham Scott, Manager of Economic & Business Development
- Ms. Amy Pyne, Manager of Real Estate & Corporate Projects
- Mr. Nathan Hoffmann, Policy Analyst
- Ms. Janice Taylor, Manager of Finance
- Ms. Amanda Hatfield, Information Management Clerk
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

Regrets:

- Ms. Sue Surrette, Director of Finance

LAND ACKNOWLEDGEMENT

Councillor Perry 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

CRS22(68)
June

On the motion of Councillor Greene and Deputy Warden Mitchell:

Moved that the Agenda of all sub-committee meetings held June 21, 2022 be approved.

MOTION CARRIED

APPROVAL OF MINUTES

CRS22(69)
June On the motion of Councillor Greene and Deputy Warden Mitchell:

Moved that the minutes of the Corporate & Residential Services Committee meeting held May 17, 2022 be approved.

MOTION CARRIED

NEW EMPLOYEE INTRODUCTIONS

Matthew Mahoney, Manager of Roads and Engineering (June 6)

The CAO introduced Matthew Mahoney, Manager of Roads and Engineering, for the Municipality of East Hants.

EMPLOYEE RECOGNITION

- Jordan Baltzer, Accountant & Budget Analyst - 5 Years

EMPLOYEE POSITION CHANGES

- Erin Taylor, Communications Coordinator - Permanent

YEAR END MEMO

The Manager of Finance presented a report titled “2021/2022 Year-End Adjustments”, dated June 15, 2022. A copy of the report was attached to the agenda and available to all committee members. [5:04]

CRS22(70)
June On the motion of Councillor Greene and Deputy Warden Mitchell:

Moved that the Corporate & Residential Services Committee recommends that Council approve the year-end adjustments to the operating funds as presented in the 2021/2022 Year End Adjustments Report dated June 15th, 2022 and presented on June 21st, 2022 be accepted and approved.

MOTION CARRIED

COUNCIL EMAIL DISPOSITION

The Information Management Clerk presented a report titled “Councillor Emails Following Exit”, dated June 7, 2022. A copy of the report was attached to the agenda and available to all committee members. [23:15]

CRS22(71)
June On the motion of Councillors Greene and Moussa:

Moved that the Corporate & Residential Services Committee recommends that Council support an addition to the administrative Records and Information Management Policy that will state once a Councillor’s term ends, an automatic reply is sent with messaging that lets the resident

know the person they are trying to reach is no longer a councillor and providing the name of the person that will be handling the correspondence. Incoming emails will also be forwarded to the person responsible for the mailbox to address. After 6 months, the Assistant Municipal Clerk will review the former Councillor's mailbox and retain any emails that are official records. Once that's been done, the mailbox will be deleted.

MOTION CARRIED

FIRE SERVICE MEDAL UPDATE

The Information Management Clerk presented a report titled “*East Hants Volunteer Firefighter Long Service Recognition*”, dated June 7, 2022. A copy of the report was attached to the agenda and available to all committee members. [32:55]

CRS22(72)
June On the motion of Councillors Hebb and Greene:

Move that the Corporate and Residential Services Committee recommends that Council approves the award of a medal for 10 years of volunteer service and a bar for 15 years of volunteer service.

MOTION CARRIED

HOSPITALITY POLICY

The Policy Analyst presented a report titled “*Council Hospitality Policy*”, dated May 23, 2022. A copy of the report was attached to the agenda and available to all committee members. [37:55]

CRS22(73)
June On the motion of Councillors Hebb and Greene:

Moved that the Corporate & Residential Services Committee recommends that Council gives notice of intent to enact the new ‘Council Hospitality Policy’ dated June 2022.

MOTION CARRIED

Seven (7) voting in favour, one (1) voting against with Councillor Rhyno voting nay.

CRS22(74)
June On the motion of Councillors Hebb and Greene:

Moved that the Corporate & Residential Services Committee recommends to Council to enact the new ‘Council Hospitality Policy’ dated June 2022.

MOTION CARRIED

FIRE SERVICE FUNDING POLICY

The Policy Analyst presented a report titled “*Fire Service Funding Policy Updates*”, dated May 26, 2022. A copy of the report was attached to the agenda and available to all committee members. [43:20]

CRS22(75) On the motion of Councillors Greene and Hebb:

June

Moved that the Corporate & Residential Services Committee recommends that Council gives notice of intent to approve the proposed updates to the ‘Fire Service Funding Policy’ dated June 2022, last updated October 2016.

MOTION CARRIED

CRS22(76) On the motion of Councillors Greene and Hebb:

June

Moved that the Corporate & Residential Services Committee recommends that Council approves the proposed updates to the ‘Fire Service Funding Policy’ dated June 2022, last updated October 2016.

MOTION CARRIED

Committee adjourned for a brief break at 10:00 a.m. Councillor Perry, called the Corporate & Residential Services Committee called the meeting back to order at 10:17 a.m.

FLAG POLICY

The CAO presented a report titled “*Flag Policy*”, dated May 26, 2022. A copy of the report was attached to the agenda and available to all committee members. [00:41]

CRS22(77) On the motion of Councillors Greene and Tingley:

June

Moved that the Corporate & Residential Services Committee recommends that Council allocate \$20,000 from the General Government Other Reserve to install two (2) new flagpoles in front of the Lloyd E Matheson Centre.

MOTION CARRIED

Seven (7) voting in favour, one (1) voting against with Councillor Rhyno voting nay.

CRS22(78) On the motion of Councillors Greene and Tingley:

June

Moved that the Corporate & Residential Services Committee recommends that Council gives notice of intent to approve the proposed updates to the ‘Municipal Flag Policy’ dated June 2022.

MOTION CARRIED

Seven (7) voting in favour, one (1) voting against with Councillor Rhyno voting nay.

CRS22(79) On the motion of Councillors Greene and Tingley:
June

Moved that the Corporate & Residential Services Committee recommends that Council approves the proposed updates to the ‘Municipal Flag Policy’ dated June 2022.

MOTION CARRIED

Seven (7) voting in favour, one (1) voting against with Councillor Rhyno voting nay.

LOT 174-F LATERALS

The Manager of Economic and Business Development presented a report titled [17:30]
“Service Laterals - Elmsdale Business Park”, dated May 24, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(80) On the motion of Councillors Greene and Tingley:
June

Moved that the Corporate & Residential Services Committee recommends to Council that Capital Project 22-004 (Service Laterals - Elmsdale Business Park) be increased to \$55,050 and that the total project cost be funded from the lot sales special reserve.

MOTION CARRIED

UNIACKE BUSINESS PARK PRICING

The Manager of Economic and Business Development presented a report titled [26:00]
“Service Laterals - Elmsdale Business Park”, dated May 24, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(81) On the motion of Councillors Greene and Hebb:
June

Moved that the Corporate & Residential Services Committee recommends to Council that the Uniacke Business Park Lot Pricing and Availability document dated June 13, 2022 be approved.

MOTION CARRIED

DEVELOPMENT DRIVING ADDITIONAL RESOURCE NEEDS

The CAO presented a report titled [34:00]
“Development, the Driver of Additional Resource Needs”, dated June, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(82) On the motion of Councillors Garden-Cole and Greene:
June

Moved that the Corporate & Residential Services Committee recommend that Council approve up to \$220,000 in the 2022/2023 operating budget for the establishment of one permanent development control position and one permanent project engineering position. These positions in 2022/2023 will be funded through a transfer from the General Contingency Reserve (if required) and shall be included in the 2023/2024 draft operating budget for Council consideration.

MOTION CARRIED

POLLING DISTRICT REVIEW

The Director of Planning presented a report titled “2022 Polling District Review Report # 4, Phase 1 - Size of Council”, dated June 8, 2022. A copy of the report was attached to the agenda and available to all committee members. [63:55]

CRS22(83) On the motion of Councillors Rhyno and Greene:
June

Moved that the Corporate & Residential Services Committee recommends to Council that Council set the size of Council at 11 and direct staff to prepare draft district boundaries.

MOTION CARRIED

(IN CAMERA) CONTRACTUAL ISSUE

CRS22(84) On the motion of Councillors Greene and Deputy Warden Mitchell:
June

Moved that the Corporate & Residential Committee move to an In Camera Session at 11:33 a.m.

MOTION CARRIED

The Committee returned to an open meeting at 12:12 p.m. and Councillor Perry as Chair, reported that during an in-camera session, Committee members received a staff report regarding contractual and land issues and direction was given to staff.

ADJOURNMENT

CRS22(85) On the motion of Councillors Rhyno and Hebb:
June

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

MOTION CARRIED

Approved by: Adam Clarkson, Director of Corporate Services

Date: June 22, 2022

/AM



Infrastructure & Operations Executive Committee

June 21, 2022

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 4:59 p.m. All members of Council were present, with the exception of Warden Roulston who sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

Regrets:

- Ms. Sue Surrette, Director of Finance

APPROVAL OF MINUTES

IO22(18) On the motion of Councillor Greene and Deputy Warden Mitchell:
June

Moved that the minutes of the Infrastructure & Operations Committee meeting held April 19, 2022 be approved.

MOTION CARRIED

2023 SYSTEM ASSESSMENT REPORT - BUDGET REQUIRED

The Director of Infrastructure & Operations presented a report titled “2023 System Assessment Report - Budget Required”, dated June 2022. A copy of the report was attached to the agenda and available to all committee members. [00:45]

IO22(19) On the motion of Councillors Hebb and Greene:
June

Moved that the Infrastructure & Operations Committee recommends that Council approves \$45,000 in budget to complete the Provincially mandated 2023 System Assessment report, to be funded from Water Utility accumulated surplus.

MOTION CARRIED

ADJOURNMENT

IO22(20) On the motion of Councillors Greene and Hebb:
June

Moved that the Infrastructure & Operations Committee adjourned at 5:03 p.m.

MOTION CARRIED

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date:

/AM



Planning Advisory Committee Executive Committee

June 21, 2022

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 1:31 p.m. All members of Council were present, with the exception of Warden Roulston who sent regrets. Councillor Moussa arrived at 1:35 p.m.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services (arrived at 3:31 p.m.)
- Mr. John Woodford, Director of Planning & Development
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Ms. Lee-Ann Martin, Planner
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

Public Members:

- Mr. Sam Balcom
- Ms. Candace Stephens

Regrets:

- Ms. Sue Surette, Director of Finance

APPROVAL OF MINUTES

PAC22(49) On the motion of Deputy Warden Mitchell and Councillor Perry:
June

Moved that the minutes of the Planning Advisory Committee meeting held May 17, 2022 be approved.

MOTION CARRIED

SCOTT BLOIS - REZONING TO VILLAGE CORE - 236 HIGHWAY 214

The Manager of Planning presented a report titled “236 Highway 214 Municipal Planning Strategy and Land Use Bylaw Amendments”, dated May 30, 2022. A copy of the report was attached to the agenda and available to all committee members. [01:00]

PAC22(50) On the motion of Councillors Hebb and Perry:
June

Moved that the Planning Advisory Committee recommends that Council give first reading to redesignate and rezone property at 236, Highway 214, Elmsdale to Village Core (VC); and authorize staff to schedule a public hearing.

MOTION CARRIED

FATHOM/WILKINS-AMENDMENTS TO MPS TO EXTEND SERVICEABLE BOUNDARY

The Manager of Planning presented a report titled “Clark Wilkins/Fathom Studio - Official Community Plan amendments”, dated June 2, 2022. A copy of the report was attached to the agenda and available to all committee members. [20:05]

PAC22(51) On the motion of Councillors Hebb and Moussa:
June

Moved that the Planning Advisory Committee recommends that Council refuse the application by Fathom Studio and Clark Wilkins to extend the serviceable boundary and enable a mixed-use development.

MOTION CARRIED

Ten (10) voting in favour, one (1) voting against with Public Member Balcom voting nay.

RAMAR - REDESIGNATION AND REZONING IN MOUNT UNIACKE

The Planner presented a report titled “Ramar Developments Limited - MPS and LUB Mapping Amendments”, dated June 1, 2022. A copy of the report was attached to the agenda and available to all committee members. [29:40]

PAC22(52) On the motion of Councillors Perry and Moussa:
June

Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a Public Information Meeting to consider a proposal for PID 45157054 to change the designation and zone from Rural Use (RU) to Country Residential (CR) and a 800m mailout be sent to residents.

MOTION CARRIED

PLAN UPDATE BACKGROUND PAPER - AGRICULTURAL REPORT FROM AAC

The Project Planner presented a report titled “Plan Update - Agriculture”, dated June 15, 2022. A copy of the report was attached to the agenda and available to all committee members. [43:08]

PAC22(53) On the motion of Deputy Warden Mitchell and Councillor Tingley:
June

Moved that the Agricultural Advisory Committee recommends that Planning Advisory Committee recommends to Council that all active agricultural land in the Future Planned Area be designated Agricultural Reserve (AR) Designation and be zoned Agricultural Reserve (AR) Zone.

MOTION CARRIED

Ten (10) voting in favour, one (1) voting against with Public Member Balcom voting nay.

PAC22(54)
June On the motion of Councillors Hebb and Perry:

Moved that the Agricultural Advisory Committee recommends that Planning Advisory Committee recommends to Council that side and rear lot line setback requirements for intensive livestock structures be reduced to 10 m where the adjoining property/properties are in common ownership.

MOTION CARRIED

PAC22(55)
June On the motion of Councillors Hebb and Tingley:

Moved that the Agricultural Advisory Committee recommends that Planning Advisory Committee recommends to Council that lands with Class 2 soils have the same land use policies and regulations as the Agricultural Reserve (AR) Designation and Zone; with provisions added to allow for residential and commercial development along existing road frontage and changes to the agricultural impact study requirements when applying for a development agreement, as described in the AAC report dated June 14, 2022.

MOTION CARRIED

Seven (7) voting in favour, four (4) voting against with Councillors Greene, Perry, Moussa and Rhyno voting nay.

PAC22(56)
June On the motion of Councillors Tingley and Perry:

Moved that the Agricultural Advisory Committee recommends that Planning Advisory Committee recommends to Council that active agricultural lands, identified on the East Hants Plan Update - Future Planned Area - Agriculture mapping app, be used as the Agricultural Reserve (AR) Designation on the GFLUM maps and the Agricultural Reserve (AR) Zone on the LUB maps.

MOTION CARRIED

Ten (10) voting in favour, one (1) voting against with Councillor Rhyno voting nay.

PAC22(57)
June On the motion of Deputy Warden Mitchell and Public Member Balcom:

Moved that the Agricultural Advisory Committee recommends that Planning Advisory Committee recommends to Council that lands with Class 2 soils be designated and zoned as Agricultural Reserve Soils (AR-2), as identified on the East Hants Plan Update - Future Planned Area - Agriculture mapping app.

MOTION CARRIED

Nine (9) voting in favour, two (2) voting against with Councillors Greene and Rhyno voting nay.

PLAN UPDATE BACKGROUND PAPER - MULTIPLE UNIT RESIDENTIAL (R3) ZONE

The Project Planner presented a report titled “Plan Update - Multiple Unit Residential (R3) Zone Amendments”, dated June 15, 2022. A copy of the report was attached to the agenda and available to all committee members. [82:52]

PAC22(58) On the motion of Councillor Perry and Public Member Balcom:
June

Moved that the Planning Advisory Committee recommends that Council authorize staff to draft proposed amendments to the Official Community Plan in regards to changes to the Multiple Unit Residential (R3) Zone, as presented to Executive Committee on June 21, 2022, and outlined in this staff report as well as authorize staff to write a letter to the Minister of Municipal Affairs and Housing requesting amendments to allow for open space funds to be recouped for multiple unit dwellings as part of infrastructure charges.

MOTION CARRIED

Nine (9) voting in favour, two (2) voting against with Councillors Garden-Cole and Rhyno voting nay.

PLAN UPDATE BACKGROUND PAPER - FUNDY VULNERABILITY STUDY

The Manager of Planning presented a report titled “Plan Update - Fundy Vulnerability”, dated June 21, 2022. A copy of the report was attached to the agenda and available to all committee members. [115:30]

PAC22(59) On the motion of Deputy Warden Mitchell and Councillor Tingley:
June

Moved that the Planning Advisory Committee recommends that Council authorize staff to prepare land use policies and regulations for land along the Fundy Shoreline, based on the direction in Staff's report dated June 9, 2022; and endorse the letter to the Minister of Environment and Climate Change.

MOTION CARRIED

Ten (10) voting in favour, one (1) voting against with Councillor Greene voting nay.

PLAN UPDATE BACKGROUND PAPER - SETTLEMENTS

The Director of Planning and Development presented a report titled “*Plan Update - Rural Settlements*”, dated June 10, 2022. A copy of the report was attached to the agenda and available to all committee members. [142:00]

PAC22(60) On the motion of Councillors Rhyno and Moussa:
June

Moved that the Planning Advisory Committee recommends that Council authorize staff to draft proposed amendments to the Official Community Plan related to rural settlements as outlined in the staff report “Plan Update - Rural Settlements” dated June 10, 2022 and that the proposed community boundaries do not split by a highway (ie. Same on both sides of a road).

MOTION CARRIED

ADJOURNMENT & BREAK

PAC22(61) On the motion of Councillors Rhyno and Moussa:
June

Moved that the Planning Advisory Committee Committee adjourn at 4:05 p.m. for a 10-minute break.

MOTION CARRIED

Approved By: John Woodford, Director of Planning & Development

Date: June 23, 2022

/AM



Parks, Recreation & Culture Executive Committee

June 21, 2022

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 4:20 p.m. All members of Council were present, with the exception of Warden Roulston who sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Sue Surrette, Director of Finance
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Nathan Hoffmann, Policy Analyst
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Corrine Giles, Community Recreation Coordinator
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Mosher, Administrative Assistant

Regrets:

- Ms. Sue Surrette, Director of Finance

APPROVAL OF MINUTES

PRC22(20) On the motion of Councillors Greene and Hebb: [00:22]
June

Moved that the minutes of the Parks Recreation & Culture Committee meeting held May 17, 2022 be approved.

MOTION CARRIED

MUNICIPAL GRANT PROGRAM POLICY

The Policy Analyst presented the report titled “*Updates to the Municipal Grant Program Policy*” dated February 10, 2022. A copy of the report was attached to the agenda and available to all Committee members. [00:38]

PRC22(21) On the motion of Councillors Perry and Tingley:
June

Moved that the Parks, Recreation and Culture Committee recommends that Council gives notice of intent to approve the proposed updates to the

Municipal Grant Program Policy, last updated September 2016.

MOTION CARRIED

PRC22(22) On the motion of Councillors Perry and Tingley:
June

Moved that the Parks, Recreation and Culture Committee recommends that Council approves the proposed updates to the Municipal Grant Program Policy, last updated September 2016.

MOTION CARRIED

DISTRICT RECREATION FUND (DRF) GRANTS 2022-23

The Community Recreation Coordinator presented the report titled “*District Recreation Fund Applications - April 2022 Intake*” dated June 6, 2022. A copy of the report was attached to the agenda and available to all Committee members. [13:45]

PRC22(23) On the motion of Councillors Hebb and Greene:
June

Moved that the Parks, Recreation and Culture Committee recommend that Council approve District Recreation Funding 2022-2023 (intake 2) based on policy as follows:

- ***Lions Memorial Park Society \$2,730 (Dist. 2), \$2,270 (Dist. 3) for a total of \$5,000***

MOTION CARRIED

PRC22(24) On the motion of Councillors Perry and Moussa:
June

Moved that the Parks, Recreation and Culture Committee recommend that Council approve District Recreation Funding 2022-2023 (intake 2) based on policy as follows:

- ***Mount Uniacke Legion \$5,000 (Dist. 8), \$5,000 (Dist. 9) for a total of \$10,000***

MOTION CARRIED

PRC22(25) On the motion of Councillors Hebb and Greene:
June

Moved that the Parks, Recreation and Culture Committee recommend that Council approve District Recreation Funding 2022-2023 (intake 2) based on policy as follows:

- ***Corridor Minor Baseball Association \$3,889.50 (Dist. 1), \$3,889.50 (Dist. 7), \$7,779 (Dist. 10) for a total of \$15,557***

MOTION CARRIED

PRC22(26) On the motion of Councillors Greene and Perry:
June

Moved that the Parks, Recreation and Culture Committee recommend that Council approve District Recreation Funding 2022-2023 (intake 2) based on policy as follows:

- ***Enfield Elmsdale & Dist. Lions Club \$2,963 (Dist. 1), \$2,963 (Dist.2) for a total of \$5,926***

MOTION CARRIED

ADJOURNMENT

PRC22(27) On the motion of Councillors Greene and Moussa:
June

Moved that the Parks, Recreation & Culture Committee be adjourned at 4:57 p.m.

MOTION CARRIED

Approved By: Alana Tapper, Director of Parks, Recreation & Culture

Date: June 22, 2022

/AM