



## Corporate & Residential Services Committee Executive Committee

November 15, 2022

A meeting of the Corporate & Residential Services Committee was held on the above date in the Council Chamber.

Councillor Perry, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 10:22 a.m. All members of Council were present, with the exception of Councillor Greene who sent requests.

### Staff Present:

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

### Guests Present:

- Claire Halpern, Shubenacadie Canal Commission
- Anna Richard, Shubenacadie Canal Commission
- Commissioner Brad Hodgins, Shubenacadie Canal Commission
- Sp. Cst. Jo-Anne Landsburg, Chief Provincial Inspector, NS SPCA
- Sp. Cst. Greg Hussey, NS SPCA

### APPROVAL OF MINUTES

CRS22(114) On the motion of Councillors Mitchell and Garden-Cole:  
November

***Moved that the minutes of the Corporate & Residential Services Committee held October 18, 2022 be approved.***

**MOTION CARRIED**

### PRESENTATION - SHUBENACADIE CANAL COMMISSION

Claire Halpern, Executive Director of the Shubenacadie Canal Commission, and Anna Richard, Research Coordinator from the Shubenacadie Canal Commission gave a presentation on the three-year research and planning Transitions Project to increase awareness, access, and usage of the Shubenacadie Canal Waterway as a natural and cultural resource. A copy of the presentation was attached to the agenda and available to all committee members.

CRS22(115) On the motion of Warden Roulston and Councillor Garden-Cole:  
November

***Move that the Corporate & Residential Services Committee, recommends to Council, that Council direct staff to interact with the Shubenacadie Canal Commission to receive more information, and have staff bring back a report to make a decision on their request (for a letter of support for their effort to have the Shubenacadie River designated as a Canadian Heritage River).***

**MOTION CARRIED**

Councillor Perry thanked the presenters.

**NEW EMPLOYEE INTRODUCTIONS**

Alex Fenton, Supervisor of Roads Operations (November 14)

The CAO introduced Alex Fenton, new Supervisor of Roads Operations, for the Municipality of East Hants.

**BREAK**

Executive Committee took recess at 10:38 a.m. to reconvene at 10:45 a.m.

Councillor Perry called the meeting back to order at 10:50 a.m. All members of Council were present with the exception of Councillor Greene.

**PRESENTATION - SPCA**

Sp. Cst. Jo-Anne Landsburg, Chief Provincial Inspector with the Nova Scotia SPCA and Sp. Cst. Greg Hussey, Regional Manager with the Nova Scotia SPCA, gave a presentation on the update of the contract with East Hants including enforcement over the past couple of years. A copy of the presentation was attached to the agenda and available to all committee members.

Councillor Perry thanked the presenters.

**2023 COUNCIL CALENDAR**

The CAO presented the draft *2023 Council Calendar*. A copy of the calendar was attached to the agenda and available to all committee members.

CRS22(116) On the motion of Warden Roulston and Councillor Mitchell:  
November

***Moved that the Corporate & Residential Services Committee recommend to Council that Council approve the draft 2023 Council Calendar as drafted.***

**MOTION CARRIED**

**IN CAMERA SESSION**

CRS22(117) On the motion of Councillors Mitchell and Hebb  
November

***Moved that the Executive Committee go in camera at 11:29 a.m.***

**MOTION CARRIED**

The Committee returned to open meeting at 11:52 a.m. Councillor Perry noted that Committee met in camera to discuss a land issue and the following motion is coming forward as a result of the discussion.

**LAND ISSUE - FORMER ELMSDALE & LANTZ SCHOOL SITES**

CRS22(118) On the motion of Councillors Tingley and Hebb:  
November

***Move that the Corporate & Residential Services Committee recommends to Council, that Council authorizes staff to award FBM, Turner Drake and Englobe an amount up to \$41,007 + HST to complete preliminary development consulting services for the Former Elmsdale School Site (PID 45147998) and Former Lantz School Site (PIDs 45148111 and 45088614); and to authorize staff to explore conceptual development options that include Lantz Volunteer Fire Department and the Elmsdale School's community tenants.***

**MOTION CARRIED**

**ADJOURNMENT**

CRS22(119) On the motion of Councillors Rhyno and Hebb:  
November

***Moved that the Corporate & Residential Services Committee adjourn at 11:53 p.m. and reconvene at the end of the day.***

**MOTION CARRIED**

Councillor Perry, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 4:52 p.m. All members of Council were present, with the exception of Councillor Greene who sent requests.

**POLLING DISTRICT REVIEW**

The Director of Planning presented the report titled "2022 Polling District Review Report # 5, Phase 2 - District Boundaries", dated November 8, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(120) On the motion of Councillors Tingley and Hebb:  
November

***Moved (later amended) that the Corporate & Residential Services Committee recommends to Council that Council authorize staff to proceed with the Polling District Review Phase 2 public consultation using the preferred option (Fb).***

CRS22(121) On the motion of Warden Roulston and Councillor Rhyno:  
November

***Moved to amend motion CRS22(120) to add “and move the community of Five Mile River to District 5”.***

Discussion was held.

**AMENDMENT CARRIED**

Discussion was held.

**AMENDED MOTION CARRIED**

For further clarification, Motion CRS(120) is as follows:

***That Council authorize staff to proceed with the Polling District Review Phase 2 public consultation using the preferred option (Fb) and move the community of Five Mile River to District 5.***

#### **ASSET MANAGEMENT POLICY**

The Manager Real Estate & Corporate Projects presented the report titled “Corporate Asset Management - Program Update & Proposed New Council Policy”, dated November 2, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(122)  
November

On the motion of Warden Roulston and Councillor Moussa:

***Moved that the Corporate & Residential Services Committee recommend that Council give notice of intent to adopt the proposed Asset Management Policy as attached to the November 15, 2022 Executive Committee Agenda.***

**MOTION CARRIED**

CRS22(123)  
November

On the motion of Warden Roulston and Councillor Moussa:

***Moved that the Corporate & Residential Services Committee recommend that Council adopt the proposed Asset Management Policy as attached to the November 15, 2022 Executive Committee Agenda.***

**MOTION CARRIED**

#### **BYLAW F-100 (F-100-8) AMENDMENT UPDATE**

The Director of Finance presented the report titled “Bylaw F-100 Local Improvement Amendment”, dated November 9, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(124)  
November

On the motion of Councillors Garden-Cole and Tingley:

***Moved that the Corporate & Residential Services Committee recommend that Council give second reading to Bylaw F-100-8, an amendment to Bylaw***

*F-100, Local Improvement Charges Bylaw to include the Road Gap Paving Project local improvements; and, an amendment to Section 9.13 to include contributing more than ten (10) percent in special circumstances at the discretion of Council.*

**MOTION CARRIED**

**ADJOURNMENT**

CRS22(125) On the motion of Councillors Hebb and Tingley:  
November

*Moved that the Corporate & Residential Services Committee adjourn at 5:25 p.m.*

**MOTION CARRIED**

Approved by: Adam Clarkson, Director of Corporate Services  
Date: November 17, 2022

Approved by: Sue Surrette, Director of Finance  
Date: November 17, 2022



### Infrastructure & Operations Executive Committee

November 15, 2022

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

Councillor Sandra Garden-Cole, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 1:47 p.m. All members of Council were present, with the exception of Councillor Greene, who sent regrets.

Staff Present:

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

#### APPROVAL OF MINUTES

IO22(34) On the motion of Councillors Mitchell and Moussa:  
November

***Moved that the minutes of the Infrastructure & Operations Committee meeting held October 18, 2022 be approved.***

**MOTION CARRIED**

#### TRAFFIC CALMING

The Director of Infrastructure & Operations presented the report titled “*Traffic Calming*”, dated November 2022. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held. Staff addressed questions.

IO22(35) On the motion of Councillor Tingley and Warden Roulston:  
November

***Moved that the Infrastructure & Operations Committee recommend that Council approve the addition of a Capital Project for Speed Tables with spending approval of \$50,000 in 2023, \$50,000 in 2024, and \$50,000 in 2025, to be funded from a reserve established from 2022-23 year end surplus if available or from debenture.***

**MOTION CARRIED**

IO22(36) On the motion of Deputy Warden Perry and Councillor Moussa:  
November

*Move that the Infrastructure & Operations Committee recommend that Council approve the addition of a Capital Project for permanent Digital Speed Display Signs with spending approval of \$112,000 in 2023, \$100,000 in 2024, and \$23,000 in 2025, to be funded from a reserve established from 2022-23 year end surplus if available or from debenture.*

**MOTION CARRIED**

IO22(37) On the motion of Councillors Mitchell and Tingley:  
November

*Move that the Infrastructure & Operations Committee recommend that council have the draft 2023-24 operating budget, and ongoing, include \$50,000 annually to go into a traffic calming reserve.*

**MOTION CARRIED**

**ADJOURNMENT**

IO22(38) On the motion of Councillors Hebb and Mitchell:  
November

*Moved that the Infrastructure & Operations Committee adjourn at 2:26 p.m.*

**MOTION CARRIED**

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date:



## Planning Advisory Committee Executive Committee

November 15, 2022

A meeting of the Planning Advisory Committee was held on the above date in the Council Chamber.

Councillor Mitchell, as Chair of the committee, called the meeting to order at 1:30 p.m. All members of Council were present, with the exception of Councillor Greene who sent regrets.

### Staff Present:

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

### Public Member:

- Ms. Candace Stephens
- Mr. Sam Balcom

### APPROVAL OF MINUTES

PAC22(99)  
November

On the motion of Councillors Hebb and Tingley:

*Moved that the minutes of the Planning Advisory Committee meeting held October 18, 2022 be approved.*

### MOTION CARRIED

### MIXED USE CENTRE REVIEW

The Director of Planning presented the report titled “*Mixed Use Centre Review*”, dated November 8, 2022. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and staff addressed questions.



PAC22(100) On the motion of Councillors Garden-Cole and Hebb:  
November

*Moved that the Planning Advisory Committee recommends that Council give first reading to amendments to the Municipal Planning Strategy and Land Use Bylaw which change the Mixed Use Centre (MC) Designation and Zone by restricting the height of new buildings in a prescribed area to 3 storeys; and require a minimum of 50% of the ground floor area of all new buildings be commercial.*

Eleven (11) voting in favor. One (1) voting against. Councillor Moussa voting nay.

**MOTION CARRIED**

**ADJOURNMENT**

PAC22(101) On the motion of Councillor Hebb and Warden Roulston:  
November

*Moved that the Planning Advisory Committee adjourn at 1:45 p.m.*

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning & Development

Date: November 17, 2022



## Police Advisory Committee Executive Committee

November 15, 2022

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

Warden Roulston called the meeting to order at 9:01 a.m. All members of Council were present, with the exception of Councillor Greene who sent requests. Councillor Tingley arrived at 9:03 a.m. and Councillor Moussa arrived at 9:27 a.m.

### Staff Present:

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

### Guests Present:

- S/Sgt. Cory Bushell, RCMP
- Cpl. Jared Ryan, RCMP

### Public Members:

- Greg Densmore
- Ruth Anne Greenough
- Crystal Randell

### LAND ACKNOWLEDGEMENT

Warden Roulston 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

PA22 (13)  
November

On the motion of Councillor Rhyno and Deputy Warden Perry:

***Moved that the Agenda of all sub-committee meetings held November 15, 2022 be approved.***

**MOTION CARRIED**

### APPROVAL OF MINUTES

PA22 (14)  
November

On the motion of Councillor Mitchell and Deputy Warden Perry:

*Moved that the minutes of the Police Advisory Committee meetings held September 20, 2022 be approved.*

**MOTION CARRIED**

### SELECTION OF CHAIRPERSON & VICE CHAIRPERSON

Per the Council Procedural Policy and Police Advisory Committee Terms of Reference, a bi-annual review of the Chair & Vice Chairperson positions was due. Councillor Mitchell nominated Councillor Rhyno for Chair of the Police Advisory Committee. Councillor Rhyno accepted. The Warden called for additional nominations three (3) times. There were no further nominations. Councillor Rhyno was appointed Chair.

Deputy Warden Perry nominated Councillor MacPhee as Vice Chair of the Police Advisory Committee. Councillor MacPhee accepted. The Warden called for additional nominations three (3) times. There were no further nominations. Councillor MacPhee was appointed Vice Chair.

### POLICE ADVISORY COMMITTEE MEMBER OATH OF OFFICE

Councillors MacPhee and Tingley both stood and repeated the Police Advisory Committee Oath of Office, signed the Oath document and returned it to the Assistant Municipal Clerk for the record.

### RCMP QUARTERLY REPORT & CRIME PREVENTION PRESENTATION

S/Sgt. Bushell presented a report titled East Hants District Municipal Quarterly Report dated November, 2022. A copy of the report was attached to the agenda and available to all Committee members.

The report included an HR Update, Commanding Officer's Priorities, Community Policing, East Hants Operations Update, Calls for Service Data and discussion on consultation for RCMP priorities.

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

Warden Roulston assumed Chair.

Councillor Rhyno had his questions addressed by S/Sgt. Bushell.

Councillor Rhyno assumed Chair.

Concerns were raised regarding increasing traffic infractions including speeding, thefts and increasing school violence.

PA22 (15) On the motion of Warden Roulston and Councillor Mitchell:  
November

*Moved that the Police Advisory Committee direct staff to schedule a workshop to discuss priorities in support of consultation efforts with the RCMP (at one of the extension of Committee or Council meeting dates in January or February).*

**MOTION CARRIED**

S/Sgt. Bushell advised that a tour of RCMP Headquarters could be arranged the first week in December. Municipal staff will work with the S/Sgt. to coordinate via email.

**ADJOURNMENT**

PA22 (16) On the motion of Councillors Mitchell and Deputy Warden Perry:  
November

*Moved that the Police Advisory Committee adjourn at 10:21 a.m.*

**MOTION CARRIED**

Approved by: Sheralee MacEwan, Assistant Municipal Clerk

Date: November 16, 2022

/AM



## Parks, Recreation & Culture Committee Executive Committee

November 15, 2022

A meeting of the Parks, Recreation & Culture Committee was held on the above date in the Council Chamber.

Councillor Rhyno, as Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 2:28 p.m. All members of Council were present, with the exception of Councillor Greene who sent regrets.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Ms. Sue Surette, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Evan MacDougall, Manager of Parks & Buildings
- Ms. Aurora Douthwright, Tourism & Events Supervisor
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

### APPROVAL OF MINUTES

PRC22(34) On the motion of Councillor Mitchell and Warden Roulston  
November

***Moved that the minutes of the Parks, Recreation & Culture Committee held October 18, 2022 be approved.***

**MOTION CARRIED**

### IN CAMERA SESSIONS

PRC22(35) On the motion of Councillors Mitchell and Moussa:  
November

***Moved that the Executive Committee go in camera at 2:29 a.m.***

**MOTION CARRIED**

The Parks, Recreation & Culture Committee returned to open committee at 4:34 p.m. Councillor Rhyno noted that the committee met in camera to discuss a contractual issue and two land issues. Staff were provided direction and the following motions are resulting from the discussion.

### SHUBENACADIE RIVER PARK - UPDATE

PRC22(36)  
November

On the motion of Deputy Warden Perry and Councillor MacPhee:

***Moved that the Parks, Recreation and Culture Committee recommends to Council that Council direct staff to complete the current capital projects at the Shubenacadie River Park and to not proceed with any further phases until projects related to the former Shubenacadie Residential School Site are completed.***

**MOTION CARRIED**

PRC22(37)  
November

On the motion of Councillors Hebb and Mitchell:

***Moved that the Parks, Recreation and Culture Committee recommends to Council that Council direct staff to place portable washrooms in the park for seasonal use and portable stages be used for community events once the existing washroom/stage structure is removed following damage from a fire.***

**MOTION CARRIED**

PRC22(38)  
November

On the motion of Councillors Tingley and Hebb:

***Moved that the Parks, Recreation and Culture Committee recommends to Council that Council direct staff to dispose of the hall property under the Disposal of Surplus Property Policy by a method recommended by Council once the proposed subdivision at the Shubenacadie River Park is approved and completed.***

Nine (9) voting in favor. One (1) voting against. Councillor MacPhee voting nay.

**MOTION CARRIED**

PRC22(39)  
November

On motion of Councillors Garden-Cole and Hebb:

***Moved that the Parks, Recreation and Culture Committee direct staff to complete the long-term lease with the Lion's Club for a 10-year period with the group responsible for all repairs and maintenance associated with the building and surrounding landscape.***

**MOTION CARRIED**

PRC22(40)  
November

On motion of Councillors Garden-Cole and Deputy Warden Perry:

***Moved that the Parks, Recreation and Culture Committee direct staff to bring any management agreements related to the Shubenacadie River Park 'ballfield' back to council before agreement.***

**MOTION CARRIED**

PRC22(41)  
November

On motion of Warden Roulston and Deputy Warden Perry:

***Moved to extend agenda to include items 35, 36 & 38 to finish today.***

Nine (9) voting in favor. One (1) voting against. Councillor Rhyno voting nay.

**MOTION CARRIED**

Item 37. Tourism Economic Development and Rural Economic Development Funds - deferred to December.

**ADJOURNMENT**

PRC22(42)  
November On the motion of Deputy Warden Perry and Councillor Tingley:

***Moved that the Parks, Recreation & Culture Committee adjourn at 4:42 p.m. for a break before Corporate & Residential Services Committee reconvenes.***

**MOTION CARRIED**

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

Date: November 17, 2022