



Corporate & Residential Services Committee Executive Committee

December 13, 2022

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

Deputy Warden 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 Councillors Mitchell and Rhyno. They all sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Janice Taylor, Manager of Finance (on behalf of Sue Surrette, Director of Finance)
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

Regrets:

- Ms. Sue Surrette, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture

LAND ACKNOWLEDGEMENT

Deputy Warden 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(126) On the motion of Councillors Greene and Hebb:
December

Moved that the Agenda of all sub-committee meetings held December 13, 2022 be approved.

MOTION CARRIED

APPROVAL OF MINUTES

CRS22(127) On the motion of Councillors Greene and Moussa:
December

Moved that the minutes of the Corporate & Residential Services Committee held November 15, 2022 be approved.

MOTION CARRIED

PRESENTATION OF QUEEN'S JUBILEE MEDALS

Deputy Warden Perry presented the Queen Elizabeth II Platinum Jubilee Medals to Mike Brown, Sue Surrette, Tracy Dixon, Andrea Trask, Kelly Ash & Corrine Giles in recognition of their work in our communities and province.

NEW EMPLOYEE INTRODUCTIONS

Benjamin Herman, Civil Engineering Technician

The CAO introduced Benjamin Herman, the new Civil Engineering Technician, for the Municipality of East Hants.

COUNCIL PROCEDURAL POLICY UPDATE

The CAO presented the report titled “*Council Procedural Policy Updates*”, dated December 12, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(128) On the motion of Councillors Greene and Garden-Cole:
December

Move that the Corporate & Residential Services Committee recommends that Council direct staff to prepare updates to the Council Procedural Policy, for consideration, including:

- ***Section 4.1.3.7 - should read “Two (2) other members of Council” for the Audit Committee;***
- ***Section 3.2.10 - should read “A brief Council meeting shall be convened, as applicable, immediately following the regular monthly meeting of Committees for the purpose of receiving recommendations involving the MGA required minimum 7 days’ notice of change in policy and to permit an in-camera session for the purpose of expending money direction/decisions by Council or other time-sensitive matters, as needed. This meeting shall be titled “Regular Meeting of Council (Policy & In-Camera)”;*** and
- ***Section 3.2.4 - should read “Meetings of Council and the Executive Committee shall be livestreamed. Those recordings shall remain on the municipal YouTube channel indefinitely”.***

MOTION CARRIED

Seven (7) voting in favor. One (1) voting against. Councillor Hebb voting nay.

PROJECTS & SUSTAINABILITY COORDINATOR

The CAO presented the report titled “*Projects & Sustainability Coordinator*”, dated November 29, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(129) On the motion of Councillors Greene and Hebb:

December

Moved that the Corporate & Residential Services Committee recommend that Council include this position (Projects & Sustainability Coordinator) in next years draft budget.

MOTION CARRIED

FIRE SERVICE FINANCIAL GUIDELINES UPDATE

The Director of Corporate Services presented the report titled “*Financial Guidelines - Volunteer Fire Departments*”, dated December 6, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(130) On the motion of Councillors Greene and Moussa:

December

Move that the Corporate & Residential Services Committee recommend that Council adopt the proposed Financial Guidelines for Volunteer Fire Departments as attached to the December 13, 2022 Executive Committee Agenda.

MOTION CARRIED

FIRE TRAINING FACILITY

The Director of Corporate Services presented the report titled “*Fire Training Facility Funding Request*”, dated December 5, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(131) On the motion of Councillors Hebb and Moussa:

December

Move that the Corporate and Residential Services Committee recommend that Council approve the funding request by East Hants Fire Service Association for \$225,000 to fund a training facility in Noel to be funded from the Common Fire Training Facility Reserve in the amount of the balance which is approximately \$128,000 with the balance to be funded through the Rural Canada Community Build Fund reserve up to the maximum amount of \$97,000.

MOTION CARRIED

SPECIAL RESERVES POLICY

The CAO presented the report titled “*Draft Special Reserves Policy*”, dated December 5, 2022. A copy of the report was attached to the agenda and available to all committee members.

CRS22(132) On the motion of Councillors Tingley and Garden-Cole:
December

Move that the Corporate & Residential Services Committee recommends that Council give notice of intent to approve the Special Reserves Policy as attached to the December 13, 2022 Executive Committee Agenda.

MOTION CARRIED

CRS22(133) On the motion of Councillors Tingley and Garden-Cole:
December

Moved that the Corporate & Residential Services Committee recommend that Council approve the Special Reserves Policy and the recommendations in the Draft Special Reserves Report as attached to the December 13, 2022 Executive Committee Agenda.

MOTION CARRIED

ADJOURNMENT

CRS22(134) On the motion of Councillors Greene and Hebb:
December

Moved that the Corporate & Residential Services Committee adjourn at 10:20 a.m. to reconvene later in the day.

MOTION CARRIED

CRS22(135) On the motion of Councillors Greene and Moussa:
December

Moved to amend the agenda to include a continuation of the Corporate & Residential Services Committee prior to lunch.

MOTION CARRIED

Deputy Warden Perry, as Chairperson of the Corporate & Residential Services Committee called the meeting back to order at 11:02 a.m.

CRS22(136) On the motion of Councillors Greene and Moussa:
December

Moved that the Executive Committee go in camera at 11:03 a.m.

MOTION CARRIED

The Committee returned to open meeting at 11:52 a.m. Deputy Warden Perry noted that Committee met in camera to discuss land and contractual issues and no motions are coming forward. Staff were given direction while in-camera.

ADJOURNMENT

CRS22(137) On the motion of Councillors Greene and Hebb:
December

Moved that the Corporate & Residential Services Committee adjourn at 11:53 a.m.

MOTION CARRIED

Approved by: Adam Clarkson, Director of Corporate Services

Date: December 16, 2022

Approved by: Sue Surette, Director of Finance

Date: December 16, 2022



Infrastructure & Operations Executive Committee

December 13, 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 10:38 a.m. All members of Council were present, with the exception of Warden Roulston, and Councillors Mitchell and Rhyno. They all sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Andrea Trask, Manager of Solid Waste
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

Regrets:

- Ms. Sue Surette, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture

APPROVAL OF MINUTES

IO22(39) On the motion of Councillors Greene and Hebb:
December

Moved that the minutes of the Infrastructure & Operations Committee meeting held November 15, 2022 be approved.

MOTION CARRIED

SOLID WASTE TRANSPORTATION CONTRACT

The Manager of Solid Waste presented the report titled “*Transportation of Solid Waste Contract 2023-2026*”, dated December 13, 2022. A copy of the report was attached to the agenda and available to all committee members.

IO22(40) On the motion of Councillors Greene and Hebb:
December

Moved that the Infrastructure & Operations Committee recommend that Council approve the award of the Transportation of Solid Waste Contract (RFP50522) to

Royal Environmental Inc. for a three-year term effective April 1, 2023 and it be added to the draft budget.

MOTION CARRIED

C&D PROVINCIAL REGULATION STATUS UPDATE

The Manager of Solid Waste presented a verbal update regarding the Construction & Demolition Regulation Changes.

Discussion was had. Committee had their questions answered.

ADJOURNMENT

IO22(41) On the motion of Councillors Greene and Hebb:
December

Moved that the Infrastructure & Operations Committee adjourn at 10:44 am

MOTION CARRIED

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: December 16, 2022



Planning Advisory Committee Executive Committee

December 13, 2022

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

Councillor MacPhee, as Vice Chair of the committee, called the meeting to order at 1:37 p.m. All members of Council were present, with the exception of Warden Roulston and Councillor Mitchell. They all sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. John Woodford, Director of Planning & Development
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Ms. Lee-Ann Martin, Planner
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

Public Member:

- Ms. Candace Stephens
- Mr. Sam Balcom

Regrets:

- Ms. Sue Surrette, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture

APPROVAL OF MINUTES

PAC22(102) On the motion of Councillors Greene and Rhyno:
December

Moved that the minutes of the Planning Advisory Committee meeting held November 15, 2022 be approved.

MOTION CARRIED

PLN22-007 CUSTOM MILLWORK ATLANTIC INC. - DA FOR STORAGE BUILDING - FINAL REPORT

The Planner presented the report titled “*Custom Millwork Atlantic Inc.- Development Agreement Application*”, dated November 28, 2022. A copy of the report was attached to the agenda and available to all committee members.

PAC22(103) On the motion of Councillors Moussa and Greene:
December

Moved that the Planning Advisory Committee recommends that Council give final consideration and approve the Development Agreement for a 1115m² (12,000 square foot) storage building development on a property identified as PID 45402955.

MOTION CARRIED

[PLN22-009 M&M DEVELOPMENTS LTD. - REDESIGNATION AND REZONING - INITIAL REPORT](#)

The Manager of Planning presented the report titled “M&M Developments Ltd. - MPS and LUB Mapping Amendments”, dated December 7, 2022. A copy of the report was attached to the agenda and available to all committee members.

PAC22(104) On the motion of Councillors Tingley and Greene:
December

Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a Public Information Meeting to consider a proposal for PID 45371069 to change the designation and zone from Rural Use (RU) to Country Residential (CR).

Staff addressed questions.

MOTION CARRIED

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

[PLAN UPDATE BACKGROUND PAPER - HOCKEY STICK LOTS](#)

The Project Planner presented the report titled “Plan Update - Hockey Stick Lots”, dated December 8, 2022. A copy of the report was attached to the agenda and available to all committee members.

PAC22(105) On the motion of Councillors Greene and Tingley:
December

Moved that the Planning Advisory Committee recommends that Council authorize staff to amend the definition of flag lot to include hockey stick lots and allow the development of a minimum number of flag lots where, in the opinion of the development officer there is no alternative development form, for areas of the Municipality where there are no Municipal services.

Discussion was held.

MOTION CARRIED

ADJOURNMENT

PAC22(106) On the motion of Councillors Greene and Moussa:
December

Moved that the Planning Advisory Committee adjourn at 2:45 p.m.

MOTION CARRIED

Approved By: John Woodford, Director of Planning & Development

Date: December 16, 2022



Parks, Recreation & Culture Committee Executive Committee

December 13, 2022

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

Councillor Garden-Cole, as Vice Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 10:45 a.m. All members of Council were present, with the exception of Warden Roulston, and Councillors Mitchell and Rhyno. They all sent regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. Scott Preston, Manager of Recreation & Aquatics
- Ms. Corrine Giles, Community Recreation Coordinator
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

Regrets:

- Ms. Sue Surrette, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture

APPROVAL OF MINUTES

PRC22(43)
December On the motion of Councillors Greene and Moussa:

Moved that the minutes of the Parks, Recreation & Culture Committee held November 15, 2022 be approved.

MOTION CARRIED

OPEN SPACE DISPOSAL, MEADOW VIEW WAY, BELNAN

The Project Planner presented the report titled “*Open Space Disposal: PID 45354677, Belnan*”, dated December 5, 2022. A copy of the report was attached to the agenda and available to all committee members.

PRC22(44)
December On the motion of Councillors Hebb and Greene:

Moved that the Parks, Recreation and Culture Committee recommend to Council to that Council:

- *declare the open space parcel identified as PID 45354677, Meadow View Way, Belnan, surplus for disposal following the Expression of Interest method per the Disposal of Surplus Property Policy, with submissions to be brought to Council for consideration and direction.*
- *complete the property and legal review work to be funded through Open Space Reserves required to ensure roadway connectivity with neighboring properties.*
- *authorize staff to change the land use designation and zone of PID 45354677 from Community Use (CU) Designation and the Open Space (OS) Zone to the Country Residential (CR) Designation and Zone through the East Hants Official Community Plan Update.*

MOTION CARRIED

COMMUNITY GRANT PROGRAM POLICY UPDATES

The Manager of Recreation and Aquatics presented the report titled “*Community Grant Program Policy Review*”, dated December 5, 2022. A copy of the report was attached to the agenda and available to all committee members.

PRC22(45)
December On the motion of Councillors Greene and Hebb:

Move that the Parks, Recreation and Culture Committee recommend to Council to give notice of intent to approve the updates to the Community Grant Policy as described in Community Grant Program Policy Review Report as attached to the Executive Committee agenda dated December 13th, 2022.

MOTION CARRIED

PRC22(46)
December On the motion of Councillors Greene and Hebb:

Move that the Parks, Recreation and Culture Committee recommend to Council to approve updates to the Community Grant Program Policy as described in the Community Grant Program Policy Review Report as attached to the Executive Committee agenda dated December 13, 2022; And, that Council give direction to staff to explore a stand-alone insurance grant program and report back to Committee.

MOTION CARRIED

WALTON PLAYGROUND LEASE AGREEMENT

Manager of Parks and Buildings presented the report titled “*Walton Fire - Playground Lease Agreement*”, dated December 1, 2022. A copy of the report was attached to the agenda and available to all committee members.

PRC22(47) On the motion of Councillors Greene and Tingley:
December

Move that the Parks, Recreation and Culture Committee recommend that Council direct the CAO to enter into a 20-year land lease agreement with Walton Shore Fire Department Association allowing the Municipality to install and maintain a playground on PID 45344146.

MOTION CARRIED

ADJOURNMENT

PRC22(48) On the motion of Councillors Isenor and Moussa:
December

Moved that the Parks, Recreation & Culture Committee adjourn at 11:02 am

MOTION CARRIED

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

Date: December 15, 2022