



## Corporate & Residential Services Committee Executive Committee

April 18, 2023

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

Councillor Tingley, as Vice-Chairperson of the Corporate & Residential Services Committee called the meeting to order at 10:00 a.m. All members of Council were present, with the exception of Warden Roulston, Deputy Warden Perry and Councillor Rhyno who sent regrets.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Sue Surette, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Adam Clarkson, Director of Corporate Services
- Ms. Amy Pyne, Manager, Real Estate and Corporate Projects
- Mr. Nathan Hoffmann, Policy Analyst
- 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 Richards, Administrative Assistant

### LAND ACKNOWLEDGEMENT

Councillor Tingley 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. The anniversary of the Nova Scotia mass shooting event of 2020 was also acknowledged with a moment of silence.

### APPROVAL OF AGENDA

CRS23(34)  
April On the motion of Councillors Mitchell and Greene:

***Moved that the Agenda of all sub-committee meetings held April 18, 2023 be approved.***

**MOTION CARRIED**

### APPROVAL OF MINUTES

CRS23(35)  
April On the motion of Councillors Greene and Moussa:

***Moved that the minutes of the Corporate & Residential Services Committee held on March 21, 2023 be approved.***

**MOTION CARRIED**

**NEW EMPLOYEE INTRODUCTIONS**

**Edward McKenzie, Heavy Equipment Operator**

The Director of Infrastructure & Operations introduced Edward McKenzie, the new Heavy Equipment Operator, for the Municipality of East Hants.

**Alex Andreas, Bylaw Enforcement Officer**

The Director of Planning & Development introduced Alex Andreas, the new Bylaw Enforcement Officer for the Municipality of East Hants.

**EMPLOYEE POSITION CHANGES**

**Marlee Langille, Development Control Assistant**

The CAO introduced Marlee Langille in her new role as the new Development Control Assistant for the Municipality of East Hants.

**Abby Reynolds, Administrative Assistant for PRC & Planning**

The CAO introduced Abby Reynolds in her new role as the new Administrative Assistant for PRC & Planning for the Municipality of East Hants.

**Jillian Stymest, Asset Coordinator**

The CAO introduced Jillian Stymest in her new role as the new Asset Coordinator for the Municipality of East Hants.

**EMPLOYEE RECOGNITION**

Councillor Tingley, as Vice-Chairperson of the Corporate & Residential Services Committee presented Dwayne Lightle with a 35-Year Service Recognition Award on behalf of Committee.

**PENSION VALUATION REPORT**

The CAO presented the report titled “*Results: Tri-Annual Actuarial Review - December 31, 2022*”, dated April 8, 2023. A copy of the report was attached to the agenda and available to all committee members. [12:15]

The CAO addressed questions from Committee members.

CRS23(36) On the motion of Councillors Mitchell and Greene:  
April

**Moved that the Corporate & Residential Services Committee recommends that Council authorize:**

- 1) *The final December 31, 2022 actuarial valuation be filed based on the results as outlined in the report to Corporate & Residential Services Committee, dated April 8, 2023, Results: Tri-Annual Actuarial Review - December 31, 2022;*
- 2) *Pension payments as required by legislation are approved for payment into the Plan;*
- 3) *The definition of average earnings for service prior to January 1, 2023, be upgraded to December 31, 2022 earnings, with no pension being greater than the best five years income of the employee, for those employees who are retiring between May 1, 2023 and September 30, 2026 only, and that these special payments, as they arise, be funded through the pension reserve fund;*
- 4) *The employer contribution rate be 5.32% for contributions on earnings after January 1, 2023 and adjusted by future cost certificates/pension valuations as legislation requires;*
- 5) *The Actuary be asked to do the standard upgrade calculation as part of the December 2025 actuarial review. This calculation will upgrade the definition of average earnings (to redefine average earnings to December 31, 2025 earnings with no pension being greater than the best five years income of the employee); and,*
- 6) *That Plenus Consultants be appointed as the Actuary for the Municipality of East Hants pension plan.*

**MOTION CARRIED**

**WELL AND SEPTIC LOAN PROGRAM**

The Policy Analyst presented the report titled “*Well & Septic Loan Program*”, [35:35] dated April 3, 2023. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and staff addressed questions from Committee members.

CRS23(37) On the motion of Councillors MacPhee and Greene:  
April

**Moved (later defeated) that the Corporate and Residential Services direct staff to move forward with the (Well/Septic) Program and have a household income cap of \$120,000 or less eligible.**

**MOTION DEFEATED**

Four (4) voting in favor. Four (4) voting against with Councillors Hebb, Garden-Cole, Mitchell and Isenor voting nay.

Councillor Rhyno joined the meeting at 11:11 a.m.

Further discussion was held.

CRS23(38)  
April On the motion of Councillors Garden-Cole and Hebb:

***Moved that the Corporate and Residential Services Committee recommend that Council direct staff to move forward with the implementation of a one (1) year pilot program up to \$200,000 using 2022/2023 Deed Transfer Tax surplus funds; with the family household income eligibility threshold of \$90,000 regardless of how many people live in the home; using all other terms as outlined in the staff report titled “Well & Septic Loan Program” as attached to the April 18, 2023 Executive Committee agenda.***

**MOTION CARRIED**

Seven (7) voting in favor. One (1) voting against with MacPhee voting nay. Councillor Rhyno did not vote as he was not present for the report presentation.

**FIRE SERVICE FUNDING POLICY (FIRE TRAINING)**

The Director of Corporate Services presented a report titled “Fire Service Training Funding - Expanded Use”, dated April 11, 2023. A copy of the report was attached to the agenda and available to all committee members. [74:40]

Discussion was held.

CRS23(39)  
April On the motion of Councillors Mitchell and Greene:

***Moved that the Corporate and Residential Services Committee recommend to Council, that Council gives notice of intent to approve the policy amendments to the Fire Service Funding Policy as attached to the April 18th Corporate and Residential Services Committee agenda.***

**MOTION CARRIED**

CRS23(40)  
April On the motion of Councillors Mitchell and Greene:

***Moved that the Corporate and Residential Services Committee recommend to Council, that Council approve the policy amendments to the Fire Service Funding Policy as attached to the April 18th Corporate and Residential Services Committee agenda.***

**MOTION CARRIED**

**BARRIERS IN COUNCIL CHAMBERS (DISCUSSION)**

The CAO guided a discussion with Committee regarding the barriers in Council Chambers. CAO noted there would be costs associated with this and the barriers would be put in storage for future potential use.

Committee members expressed their opinions.

CRS23(41)  
April On the motion of Councillors Greene and Rhyno:

***Moved that the Corporate & Residential Services Committee direct staff to remove all of the barriers in Council Chambers.***

**MOTION CARRIED**

Eight (8) voting in favor. One (1) voting against with MacPhee voting nay.

**IN CAMERA - CONTRACTUAL ISSUE**

CRS23(42)  
April On the motion of Councillors Mitchell and MacPhee:

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

**MOTION CARRIED**

Committee returned to open session at 11:55 a.m. Councillor Tingley, as Vice-Chairperson of the Corporate & Residential Services Committee reported that Committee met In Camera to discuss contractual issues.

**ADJOURNMENT**

CRS23(43)  
April On the motion of Councillors Greene and Hebb:

***Moved that the Corporate & Residential Services Committee adjourn at 11:55 p.m.***

**MOTION CARRIED**

Approved by: Adam Clarkson, Director of Corporate Services

Date: April 19, 2023

Approved by: Sue Surette, Director of Finance

Date: April 19, 2023



## Planning Advisory Committee Executive Committee

April 18, 2023

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

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 Warden Roulston who sent regrets.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. Sue Surette, Director of Finance
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Project Planner
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Administrative Assistant

### Public Member:

- Mr. Sam Balcom
- Ms. Candace Stephens

### Guests:

- Michael Bohdanowicz, Masters of Planning Student - Dalhousie University
- John Gamey, Masters of Planning Student - Dalhousie University
- Shaoqiu Gong, Masters of Planning Student - Dalhousie University
- Emily Paterson, Masters of Planning Student - Dalhousie University

### APPROVAL OF MINUTES

PAC23(17)  
April

On the motion of Councillor Greene and Deputy Warden Perry:

*Moved that the minutes of the Planning Advisory Committee meeting held March 21, 2023 be approved.*

**MOTION CARRIED**

### PRESENTATION FROM MASTER OF PLANNING STUDENTS - MANAGING FUTURE GROWTH IN MOUNT UNIACKE

The Masters of Planning Students from Dalhousie presents a report titled “*Managing Future Growth in Mount Uniacke*”, dated April 18, 2023. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held. Committee had their questions answered by the Students.

#### [PLN20-001 ELMSDALE LUMBER COMPANY - CONTAINERIZED BIOCHAR FACILITY](#)

The Project Planner presented the report titled “*Elmsdale Lumber Company Limited - Proposed Containerized Biochar Facility*”, dated April 12, 2023. A copy of the report was attached to the agenda and available to all committee members.

PAC23(18)  
April On the motion of Councillors Hebb and Greene:

*Moved that the Planning Advisory Committee recommends that Council give initial consideration to substantially amend an existing Development Agreement for a containerized biochar production facility on lands located at 604 Highway 2, Elmsdale (PID 45082773) to enable a public hearing; and authorize staff to schedule a public hearing.*

#### **MOTION CARRIED**

Ten (10) voting in favor. Two (2) voting against with Councillors Garden-Cole and Mitchell voting nay.

#### [BYLAW P-1300 BLASTING BYLAW](#)

The Manager of Planning presented the report titled “*Blasting Bylaw*”, dated April 6, 2023. A copy of the report was attached to the agenda and available to all committee members. [50:45]

PAC23(19)  
April On the motion of Councillors Greene and Moussa:

*Moved that the Planning Advisory Committee recommends that Council direct staff to consult with the stakeholder community on the Draft Blasting Bylaw.*

#### **MOTION CARRIED**

#### [PLAN UPDATE - FUNDY EROSION ZONE SUPPLEMENTAL REPORT](#)

The Manager of Planning and Project Planner presented the report titled “*Plan Update - Fundy Vulnerability Supplemental Report*”, dated April 12, 2023. A copy of the report was attached to the agenda and available to all committee members. [64:25]

On the motion of Councillor Garden-Cole and Public Member Balcom:

*Moved (later withdrawn) that the Planning Advisory Committee recommends to Council to amend the draft East Hants Official Community Plan to include new provisions for the Fundy Erosion Overlay Designations and Zones as outlined in the staff report presented to Planning Advisory Committee on April 18, 2023.*

Discussion was held. The mover, with agreement of the seconder, withdrew the motion.

PAC23(20) On the motion of Councillors Rhyno and Greene: [108:00]  
April

*Moved that the Planning Advisory Committee recommends to Council to amend the draft East Hants Official Community Plan to include new provisions for the Fundy Erosion Overlay Designations and Zones as outlined in the staff report presented to Planning Advisory Committee on April 18, 2023.*

**MOTION CARRIED**

Ten (10) voting in favor. Two (2) voting against with Councillor MacPhee and Deputy Warden Perry voting nay.

**PLAN UPDATE - ACCESSORY STRUCTURES IN FRONT YARDS**

The Director of Planning and Development presented the report titled “Plan Update - Accessory Structures in Front Yards”, dated April 11, 2023. A copy of the report was attached to the agenda and available to all committee members. [111:52]

Discussion was held.

PAC23(21) On the motion of Councillors Greene and Moussa:  
April

*Moved that the Planning Advisory Committee recommends that Council direct staff to add provisions to the draft planning documents that would enable existing accessory structures within front yards in serviced areas to be treated as legal land uses.*

**MOTION CARRIED**

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

**ADJOURNMENT**

PAC23(22) On the motion of Councillors Hebb and Moussa:  
April

*Moved that the Planning Advisory Committee Meeting adjourn at 3:33 p.m.*

**MOTION CARRIED**



Approved By: John Woodford, Director of Planning & Development

Date: April 20, 2023