



## Corporate & Residential Services Committee Executive Committee

July 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.

Deputy Warden Perry, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 9:00 a.m. All members of Council were present.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Ms. Janice Taylor, Manager of Finance
- Mr. Jordan Baltzer, Accountant & Budget Analyst
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Ms. Debbie Uloth, Project Planner
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

### 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. East Hants further acknowledges the 50 African Nova Scotian communities whose 400-year history have contributed to the provinces culture, history and legacies. We are all Treaty people.

### APPROVAL OF AGENDA

CRS23(69)  
July On the motion of Councillors Greene and Moussa:

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

CRS23(70)  
July On the motion of Councillor Garden-Cole and Warden Roulston:

***Moved to amend the agenda to add a discussion regarding the construction by the Magnolia on Highway 2, Enfield.***

**AMENDED MOTION CARRIED**

**APPROVAL OF MINUTES**

CRS23(71) On the motion of Councillors Mitchell and Hebb:  
July

***Moved that the minutes of the Corporate & Residential Services Committee held on June 20, 2023 be approved.***

**MOTION CARRIED**

**NEW EMPLOYEE INTRODUCTIONS**

Amanda Ward, Accounts Payable/Accounting Administrator 00:03:51

The CAO introduced and welcomed Amanda Ward, the new Accounts Payable & Accounting Administrator.

**SUSTAINABLE SERVICES GROWTH FUND - ALLOCATION OF FUNDS**

The Director of Finance presented the staff report titled “*Sustainable Services Growth Fund*” dated July 12, 2023. A copy of the report was attached to the agenda and available to all committee members. The Municipality of East Hants received a letter from the NS Minister of Municipal Affairs and Housing dated March 31, 2023 indicating the Province of Nova Scotia approved a grant of \$1,123,778 to support infrastructure investment under the new Sustainable Services Growth Fund. 00:05:05

CRS23(72) On the motion of Warden Roulston and Councillor Greene:  
July

***Moved that Corporate and Residential Services Committee recommend that Council approve the use and allocation of the \$1,123,778 Sustainable Services Growth Fund (SSGF) Grant toward the follow projects as follows:***

Project	\$ Amount
Industrial Park Lift Station	\$821,910
Waste Management Loader	\$149,000
Waste Management Centre Household Waste Receiving Expansion	\$15,000
Lantz Secondary Planning Strategy	\$130,000
Waste Management Centre Green Bin Storage Structure	\$11,000
Shubenacadie Parking Capacity Project	\$50,000

**MOTION CARRIED**

**HOUSING ACCELERATOR FUND (HAF)**

The Director of Planning & Development and Director of Infrastructure & Operations presented the staff report titled “*Housing Accelerator Fund*” dated July 12, 2023. A copy of the report was attached to the agenda and available to all committee members. The Housing Accelerator Fund (HAF) provides incentive 00:08:30

funding to local governments to encourage local initiatives that remove barriers to housing supply, accelerate the growth of supply and support the development of complete, low-carbon and climate-resilient communities which are affordable, inclusive, equitable and diverse.

Discussion was held and questions were addressed by staff.

CRS23(73)  
July

On the motion of Councillors Tingley and Greene:

***Moved that the Corporate and Residential Services Committee recommend to Council that Council direct the CAO to submit a Housing Accelerator Fund Action Plan that includes the initiatives as generally outlined in Appendix C of this report, along with all additional required documentation to the Canada Mortgage and Housing Corporation as the Municipality's application under the Housing Accelerator Fund program; and authorize the CAO to enter into any contribution agreement or amending agreements that may be required should East Hants be approved for funding under the program.***

**MOTION CARRIED**

**[2022/2023 ANNUAL REPORT \(INCLUDING TREASURER'S REPORT & CONSOLIDATED FINANCIAL STATEMENTS\)](#)**

The CAO presented a report titled "2022/2023 Annual Report (including Treasurer's Report & Consolidated Financial Statements)" dated July, 2023. A copy of the annual report was attached to the agenda and available to all committee members. 00:54:05

CRS23(74)  
July

On the motion of Councillors Mitchell and Greene:

***Moved that the Corporate and Residential Services Committee recommend to Council that Council accept the 2022/2023 Annual Report (including Treasurer's Report & Consolidated Financial Statements) and put it on file.***

**MOTION CARRIED**

**[ADJOURNMENT](#)**

CRS23(75)  
July

On the motion of Councillors Moussa and Greene:

***Moved that the Corporate & Residential Services Committee adjourn at 10:47 a.m. (reconvened later in the day).***

**MOTION CARRIED**

Deputy Warden Perry, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 3:11 p.m.

**[CONSTRUCTION ISSUES - HIGHWAY 2, ENFIELD](#)**

Councillor Garden-Cole brought forward concerns from community residents regarding the road construction on the provincial Highway 2 in Enfield.

Discussion was held and questions were addressed by staff.

CRS23(76)  
July

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

***Moved that the Corporate & Residential Services Committee recommend to Council that Council direct staff to contact NS Department of Public Works regarding the status of the construction on Highway 2 in Enfield.***

**MOTION CARRIED**

CRS23(77)  
July

On the motion of Warden Roulston and Councillor Hebb:

***Moved that the Corporate Residential Services Committee go in camera to discuss contractual and legal issues at 3:18 p.m.***

**MOTION CARRIED**

Committee returned to open session at 4:07 p.m. Deputy Warden Perry, as Chairperson reported that committee met in camera to discuss various issues. The following motion is coming forward as a result:

**CONTRACTUAL ISSUE - ROAD GAP PROJECT II**

CRS23(78)  
July

On the motion of Councillors Greene and Hebb:

***Moved that Council approve an additional \$72,000 to project 22-023 “Road Gap Project II”, to be funded from the Contingency Reserve, and to approve an Allocation of \$42,085 to the Rural Fire Capital Fund from the Contingency Reserve, and also to allocate an amount of \$67,702 to the Mount Uniacke Recreation Fund from the Contingency Reserve.***

**MOTION CARRIED**

**ADJOURNMENT**

CRS23(79)  
July

On the motion of Councillors Mitchell and Greene:

***Moved that the Corporate & Residential Services Committee adjourn at 4:08 p.m.***

**MOTION CARRIED**

Approved by: Adam Clarkson, Director of Corporate Services  
Date: July 19, 2023

Approved by: Wade Tattrie, Director of Finance  
Date: July 19, 2023



## Planning Advisory Committee Executive Committee

July 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 1:33 p.m. All members of Council were present.

### Staff Present:

- Mr. Wade Tattrie, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Ms. Lee-Ann Martin, Planner/Development Officer
- Ms. Debbie Uloth, Community Planner II
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

### Public Member:

- Mr. Sam Balcom
- Ms. Candace Stephens

### Guest:

- Mr. Dean Shea, Developer

### Regrets:

- Ms. Kim Ramsay, Chief Administrative Officer

### APPROVAL OF MINUTES

PAC23(39)  
July

On the motion of Councillor Moussa and Warden Roulston:

*Moved that the minutes of the Planning Advisory Committee meeting held June 20, 2023 be approved.*

**MOTION CARRIED**

[PRESENTATION - DEAN SHEA - DEVELOPMENT AGREEMENT FENCING REQUIREMENT](#)

The Director of Planning & Development introduced Mr. Dean Shea, Developer and provided background on the fencing requirements under the Development Agreement and the previously tabled motion by Council. Developer Dean Shea made a presentation regarding his Development Agreement Fencing Requirement. Discussion was held and questions from Committee were addressed by the developer and staff. Concerns were discussed regarding the fencing and the parking lot lighting. 00:01:04

PAC23(40) On the motion of Warden Roulston and Councillor Tingley:  
July

*Moved that the Planning Advisory Committee recommend to Council that Council authorize staff to correspond with Mr. Shea and request that he provides staff with the details of the modifications to the existing fence to ensure that it meets the intent of the original fencing requirement and that staff bring those modification details to Council for final approval.*

Twelve (12) voting in favor, one (1) voting against. Councillor Rhyno voting nay.

**MOTION CARRIED**

Mr. Shea advised that he will provide fencing modification details before the Council meeting in July for consideration and he will adjust the parking lot lighting.

**PLN23-008 THE TIRE MAN - REDESIGNATION/REZONING - INITIAL REPORT**

The Planner presented the report titled “*The Tire Man - MPS and LUB Mapping Amendments*” dated July 5, 2023. A copy of the report was attached to the agenda and available to all committee members. The Municipality has received an application from The Tire Man to redesignate and rezone a portion of property in Mount Uniacke from Rural Use (RU) zone and designation to the Regional Commercial (RC) zone and designation. 00:51:23

PAC23(41) On the motion of Deputy Warden Perry and Councillor Moussa:  
July

*Moved that the Planning Advisory Committee recommend to Council that Council authorize staff to schedule a Public Information Meeting to consider a proposal for a portion of PID 45337722 to change the designation from Rural Use (RU) to Regional Commercial (RC) and the zone from Rural Use (RU) to Regional Commercial (RC).*

**MOTION CARRIED**

**PLN23-002 SIRAVISTA DEVELOPMENTS LTD. - REZONING - FINAL REPORT**

The Planner presented the report titled “*Siravista Development Ltd. - LUB Mapping Amendments*” dated July 6, 2023 A copy of the report was attached to the agenda and available to all committee members. The Municipality has received an application from Siravista Developments Ltd. to rezone property on 00:56:26

Pinehill Drive from Established Residential Neighbourhood (R1) Zone to the Two Dwelling Unit Residential (R2) Zone.

PAC23(42)  
July

On the motion of Councillors Greene and Moussa:

*Moved that the Planning Advisory Committee recommend to Council that Council give Second Reading and approve an application to rezone properties identified as PIDs 45416989, 45421435, 45421427, 45421419, 45421401, and 45421393 located on Pinehill Drive from the Established Residential Neighbourhood (R1) Zone to the Two Dwelling Unit Residential (R2) Zone, and Council's decision being contingent on final subdivision approval being granted.*

**MOTION CARRIED**

### [PLAN UPDATE - FINAL REPORT](#)

The Community Planner II presented the report titled “Plan Update - Second Reading and Final Approval” dated July 12, 2023. A copy of the report was attached to the agenda and available to all committee members. Staff have prepared the final report for the Plan Update and have prepared the final draft of the 2023 East Hants Official Community Plan (Municipal Planning Strategy, Land Use Bylaw and Subdivision Bylaw) for Planning Advisory Committee’s review and recommendation for second and final reading. First Reading of the 2023 East Hants Official Community Plan was given at the May 2023 Council meeting.

00:66:40

Discussion was held and questions addressed by staff.

PAC23(43)  
July

On the motion of Councillors Greene and Rhyno:

*Moved that the Planning Advisory Committee recommends to Council that Council direct staff to remove the Fundy Erosion Overlay (FE-2050) and (FE-2100) Designations and Zones and the Fundy Flood Risk Overlay (FF) Designation and Zone from the Community Plan Update until such time when the province looks into a province wide plan for Fundy Coastline Erosion.*

Nine (9) voting in favor, four (4) voting against. Deputy Warden Perry, Councillors MacPhee, Tingley and Public Member Balcom voting nay.

**MOTION CARRIED**

PAC23(44)  
July

On the motion of Councillors Greene and Rhyno:

*Moved that the Planning Advisory Committee recommend to Council that Council give second reading and approve the amended document; give second reading and approve the 2023 Municipal Planning Strategy, Bylaw P-400; give second reading and approve the 2023 Land Use Bylaw, Bylaw P-500; and give second reading and approve the 2023 Subdivision Bylaw, Bylaw P-600.*

Twelve (12) voting in favor, one (1) voting against. Councillor MacPhee voting nay.

**MOTION CARRIED**

**ADJOURNMENT**

PAC23(45) On the motion of Councillors Greene and Moussa:  
July

***Moved that the Planning Advisory Committee Meeting adjourn at 3:10 p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning & Development  
Date: July 20, 2023





## Parks, Recreation & Culture Committee Executive Committee

July 18, 2023

A meeting of the Parks, Recreation & Culture Committee was held on the above date in Council Chambers. The meeting was livestreamed and recorded.

Councillor Rhino, as Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 11:00 a.m. All members of Council were present.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Aurora Douthwright, Tourism & Events Supervisor
- Mr. Scott Preston, Manager of Recreation & Aquatics
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Erin Taylor, Communications Coordinator
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

### Guest:

- Mr. Scott Forward, General Manager, East Hants Sportsplex

### APPROVAL OF MINUTES

PRC23(30)  
July

On the motion of Councillors Mitchell and Moussa:

***Moved that the minutes of the Parks, Recreation & Culture Committee held June 20, 2023 be approved.***

### MOTION CARRIED

### (FAM) FAMILIARIZATION TOUR DATES

The Director of Parks, Recreation & Culture and Tourism & Events Supervisor presented the staff report titled “*Familiarization Tour for Council*” dated July 7, 2023. A copy of the report was attached to the agenda and available to all committee members. Based on discussion with the CAO, the Parks, Recreation and Culture Department created itineraries for familiarization tours of East Hants. The purpose of the tours would be to provide Council and senior leadership with an opportunity to visit a wide variety of Municipal assets as a group, including tours and interpretation of specific sites. 00:00:30

PRC23(31) On the motion of Councillor Greene and Deputy Warden Perry:  
July

***Moved that the Parks, Recreation & Culture Committee recommend to Council that Council direct staff to budget funds for a tour to occur for the new Council after the October 2024 municipal election.***

Seven (7) voting in favor, four (4) voting against. Councillors MacPhee, Hebb, Mitchell, Isenor voting nay.

**MOTION CARRIED**

PRC23(32) On the motion of Warden Roulston and Councillor Mitchell:  
July

***Moved that the Parks, Recreation & Culture Committee recommend to Council that Council direct staff to create a virtual familiarization tour to address the municipal sites in the Municipality (including the Rawdon RCMP Department).***

Ten (10) voting in favor, one (1) voting against. Councillor MacPhee voting nay.

**MOTION CARRIED**

PRC23(33) On the motion of Warden Roulston and Councillor MacPhee:  
July

***Moved that the Parks, Recreation & Culture Committee recommend to Council that Council authorize staff to send an email to Council to coordinate site visits and a tour of the Municipality and its facilities.***

**MOTION CARRIED**

**[EAST HANTS SPORTSPLEX - REQUEST TO INCREASE RATES - FINANCIAL VARIANCES](#)**

The Director of Finance and Director of Parks, Recreation & Culture presented the report titled “*East Hants Sportsplex - Request to Increase Rates*” dated July 12, 2023. A copy of the report was attached to the agenda and available to all committee members. 00:26:25

PRC23(34) On the motion of Warden Roulston and Councillor Tingley:  
July

***Moved that the Parks, Recreation and Culture Committee recommend to Council that Council approve the 4% rate increase on ice rentals, and 3% on field rentals; and, instruct the CAO to again communicate Articles 8.3, and 8.4 of the July 2021 facility management agreement to the EHAA Board Members and General Manager. This communication is to emphasize the need to soon prepare a forecast of revenue and expenditures for 2023-24 and to take appropriate steps to increase revenues and/or decrease expenditures should a deficit be forecasted. As well, it should be emphasized that any surplus in a fiscal year is to be forwarded to EH to include with the EH Sportsplex Capital Repairs Reserve.***

**MOTION CARRIED**

PRC23(35) On the motion of Councillors Mitchell and Greene:  
July

*Moved that the In Camera Session reconvene at the end of the day due to time constraints.*

**MOTION CARRIED**

**ADJOURNMENT**

PRC23(36) On the motion of Councillors Greene and Mitchell:  
July

*Moved that the Parks, Recreation & Culture Committee adjourn at 12:07 p.m.*

**MOTION CARRIED**

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

Date: July 19, 2023