



July 27, 2023

Nova Scotia Utility & Review Board
3rd Floor, 1601 Lower Water Street
Halifax, NS
B3J 3P6

Re: M10483 - Municipality of East Hants - Municipal Boundary Review 2022

Please find enclosed the eight undertakings requested by the Board on July 21, 2023.

Please note that in Undertaking U-2 the Board requested a completed copy of Form D. However, after examining the form it references that it is "for use by TOWNS which do not have polling districts or wards". We believe the correct document would be Form C and have completed it.

If you require anything further, please let us know.

Regards,

A handwritten signature in black ink, appearing to read 'Kim Ramsay', with a long horizontal flourish extending to the right.

Kim Ramsay, CPA, CMA
Municipal Clerk & CAO

Undertakings

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October 19, 2022

John Woodford
Municipality of East Hants
Box 230, Suite 170
15 Commerce Court
Elmsdale, NS B2S 3K5

**Subject: 2021 Census of Population – East Hants
(Census Subdivision # 1208008)**

Dear Mr. Woodford,

As per your request, a detailed review of the 2021 Census population and dwelling counts for the East Hants has been undertaken. The review has confirmed that the 2021 Census population and dwelling counts for East Hants (Census Subdivision # 1208008) were incorrect.

The investigation involved a detailed analysis of all the documents and procedures used by census enumerators during the 2021 Census. The census enumeration records were examined, street by street, for each part of the district. Maps were checked to verify current boundaries and confirm that all population and dwellings within those boundaries were correctly allocated.

The investigation revealed that 367 private dwellings (363 occupied by usual residents) and a population of 842 persons had been incorrectly assigned to the Census Subdivisions (CSDs) of Indian Brook 14 (831 persons and 361 private dwellings) and West Hants (11 persons and 6 private dwellings) instead of being assigned to the CSD of East Hants.

Within the CSD of East Hants, the Designated Place (DPL) of Shubenacadie part A was also affected by the misallocation with Indian Brook 14. Of the private dwellings misallocated into Indian Brook 14, 161 private dwellings (160 occupied by usual residents) and a population of 357 persons belonged in Shubenacadie part A.

The population and private dwelling counts for all the above CSDs and DPL will be adjusted to correct the errors identified. The originally published and revised counts are shown in the tables below.



Published and Revised Counts for 2021 Census

2021 Census	Population		Private Dwellings occupied by Usual Residents		Private Dwellings Other (unoccupied + occupied by Foreign or Temporary Residents)		Total Private Dwellings	
	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts
East Hants (1208008 – MD)	22,892	23,734	9,387	9,750	659	663	10,046	10,413
West Hants (1208003 – RM)	19,509	19,498	8,374	8,369	762	761	9,136	9,130
Indian Brook 14 * (1208014 – IRI)	2,739	1,119	1,101	402	23	16	1,124	418

*The revised counts for Indian Brook 14 include additional corrections not involving East Hants.

Designated Place (DPL)	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts
Shubenacadie part A (120061 – CFA)	401	758	176	336	15	16	191	352

In accordance with Statistics Canada’s [Policy on response to formal review requests of 2021 Census population and dwelling counts \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/92-629-x/2021001/article/00001-eng.htm), a notification showing the 2021 revised population and dwelling counts for the CSDs and DPL above will be published on the Statistics Canada website. The amended counts will be posted within the coming weeks on the page for [Population and dwelling count amendments, 2021 Census \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/92-629-x/2021001/article/00001-eng.htm).

As noted in the policy, Statistics Canada investigates and provides corrections to current census population and dwelling counts at the Census Subdivision and Designated Place levels only. These two geographies are administrative geographies, which are legislated or defined by the provinces and territories. The census counts of Population Centres are not eligible for review or correction.



If you require further assistance, please do not hesitate to contact Christa Clarke, Intercensal Manager, Statistics Canada, at 902-401-6841 or by email at: christa.clarke@statcan.gc.ca

Regards,

Martine Lamontagne
Eastern Region Director
200 René-Lévesque Blvd. West
Complexe Guy-Favreau
4th Floor, East Tower
Montreal, QC H2Z 1X4

c.c. Sheila Pelkey, Indigenous Liaison Advisor for the Atlantic provinces
Center for Indigenous Statistics and Partnerships
Statistics Canada

c.c. Thomas Storning, Director, Economics and Statistics, Nova Scotia Department of Finance and Treasury Board; Mayor Abraham Zebian, West Hants, Nova Scotia; Mayor Eleanor Roulston, East Hants, Nova Scotia



IN THE MATTER OF: An APPLICATION pursuant to section 368 or 369 of the MUNICIPAL GOVERNMENT ACT

Reset Form

The Council of the Municipality of the District of East Hants

makes application to the Nova Scotia Utility and Review Board to:

- confirm the number and boundaries of polling districts
confirm the number of councillors
alter the number and boundaries of polling districts
alter the number of councillors

1. There are at present 11 polling districts in the Municipality and 11 Councillors

2. The following is a brief outline of each polling district in the Municipality, including the names of the larger communities, the geographic size, any relevant geographic features, and any factors which establish a particular community of interest in the polling district:

Add Polling District Remove Polling District

Polling District

See Section 2 of Brief submitted by East Hants to NSUARB on April 27, 2023

3. The latest population statistics for the Municipality are as follows

Add Polling District Remove Polling District

See attached

Polling District Population Total

4. The following table shows the results from the last municipal election which was held on

See Undertaking # 4

Table with 4 columns: Polling District, Number of Electors, % of Total Electors, Variation from the Average Number of Voters (subdivided into # and %).

Add Row Delete Row

Total Number of Electors



IN THE MATTER OF: An APPLICATION pursuant to section 368 or 369 of the MUNICIPAL GOVERNMENT ACT

Reset Form

Total Number of Councillors _____

Average Number of Electors per Councillor _____

5. The number and boundaries of the polling districts and the number of councillors elected therefrom should be confirmed for the following reasons:

See Section 3 and 4 of Brief submitted by East Hants to NSUARB on April 27, 2023

OR

5. a) The following changes to the number and boundaries of the polling districts and the number of councillors to be elected therefrom are proposed:

5. b) The reasons for these proposed changes are as follows:

5. c) The following table shows an estimate of the voter statistics which will result if the changes are approved by the Board:

Polling District	Number of Electors	% of Total Electors	Variation from the Average Number of Voters	
			#	%
See Section 4 of Brief submitted by East Hants to NSUARB on April 27, 2023				
Add Row		Delete Row		

Total Number of Electors _____

Total Number of Councillors _____

Average Number of Electors per Councillor _____



IN THE MATTER OF: An **APPLICATION** pursuant to **section 368 or 369**
of the **MUNICIPAL GOVERNMENT ACT**

Reset Form

DATED at July 27, 2023)
County of Hants)
this 27th)
day of July) 2023 .)

Mayor/Warden
Clerk

Eleanor Koutou
[Signature]

Print Form

Submit by Email

Latest Population Statistics (April 2022)

Polling District	
1 Enfield	2826
2 Elmsdale-Belnan	2374
3 Milford-Nine Mile River	2356
4 Shubenacadie	2503
5 Maitland-MacPhee's Corner	1974
6 Walton-Noel-Kennetcook	1771
7 Lantz-Milford	3033
8 Mount Uniacke	2083
9 South-East Uniacke	2008
10 Enfield-Grand Lake	2234
11 Rawdon-Gore	2198
TOTAL	25360

Current Voter Parity (April 2022)			
Polling District	Electors	Variance	Variance %
1 Enfield	2261	+417	+22.6%
2 Elmsdale-Belnan	1899	+55	+3.0%
3 Milford-Nine Mile River	1885	+41	+2.2%
4 Shubenacadie	2002	+158	+8.6%
5 Maitland-MacPhee's Corner	1579	-265	-14.3%
6 Walton-Noel-Kennetcook	1417	-427	-23.2%
7 Lantz-Milford	2426	+582	+31.6%
8 Mount Uniacke	1666	-178	-9.7%
9 South-East Uniacke	1606	-238	-12.9%
10 Enfield-Grand Lake	1787	-57	-3.1%
11 Rawdon-Gore	1758	-86	-4.7%
TOTAL	20286		
AVERAGE	1844		

Voter Parity (October 2020)				
Polling District	Electors*	% of total Electors	Variance	Variance %
1 Enfield	2211	11.4%	+454	+25.8%
2 Elmsdale-Belnan	1824	9.4%	+67	+3.8%
3 Milford-Nine Mile River	1777	9.2%	+20	+1.1%
4 Shubenacadie	1898	9.8%	+141	+8.0%
5 Maitland-MacPhee's Corner	1515	7.8%	-242	-14.3%
6 Walton-Noel-Kennetcook	1375	7.1%	-382	-21.7%
7 Lantz-Milford	2077	10.7%	+320	+18.2%
8 Mount Uniacke	1582	8.2%	-175	-10.0%
9 South-East Uniacke	1692	8.8%	-65	-3.7%
10 Enfield-Grand Lake	1667	8.6%	-90	-5.1%
11 Rawdon-Gore	1706	8.8%	-51	-2.9%
TOTAL	19324			
AVERAGE	1757			

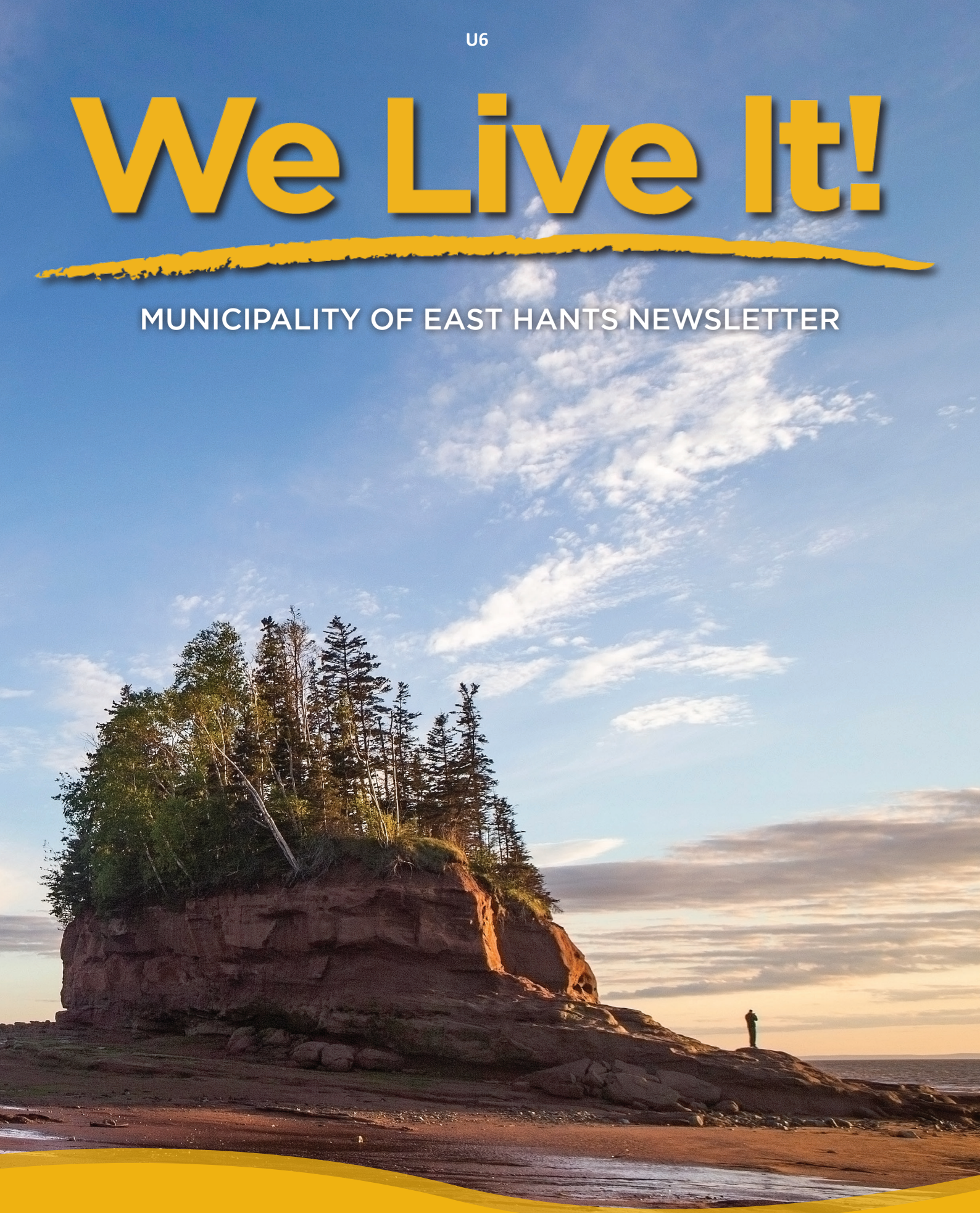
*Districts 3 and 9 were acclaimed, therefore no elector data was available. Oct 2020 electors were estimated by taking a count of all residential civics, multiplying by the people/dwelling ratio for each area, then multiplying by the ratio of electors per dwelling (0.8)

U5

Projected Voter Parity (October 2024) Calculated from October 2020			
Polling District	Electors	Variance	Variance %
1 Enfield	2979	+963	+47.8%
2 Elmsdale-Belnan	2176	+160	+7.9%
3 Milford-Nine Mile River	1878	-138	-6.8%
4 Shubenacadie	1908	-108	-5.4%
5 Maitland-MacPhee's Corner	1585	-431	-21.4%
6 Walton-Noel-Kennetcook	1397	-619	-30.1%
7 Lantz-Milford	3060	+1044	+51.8%
8 Mount Uniacke	1701	-315	-15.6%
9 South-East Uniacke	1955	-61	-3.0%
10 Enfield-Grand Lake	1719	-297	-14.7%
11 Rawdon-Gore	1823	-193	-9.6%
TOTAL	22181		
AVERAGE	2016		

We Live It!

MUNICIPALITY OF EAST HANTS NEWSLETTER





Cover, above, and below images: Burntcoat Head Park. Photos by Len Wagg. Plan your ocean floor adventure at burntcoatheadpark.ca

HELLO, EAST HANTS!

Welcome to the Spring/Summer 2022 edition of *We Live It!* - the Municipality of East Hants' newsletter sharing exciting news, helpful tips and much more with our residents.

Spring has sprung, summer is around the corner, and residents all over the Municipality are ready to get out and enjoy everything our region has to offer. This issue features a guide to Recreation Month to get your planning started!

The warm weather also means spring cleaning and home improvement season. This edition has information on new opportunities to increase the efficiency of your home, as well as tips on how you can prepare for the next storm season, now.

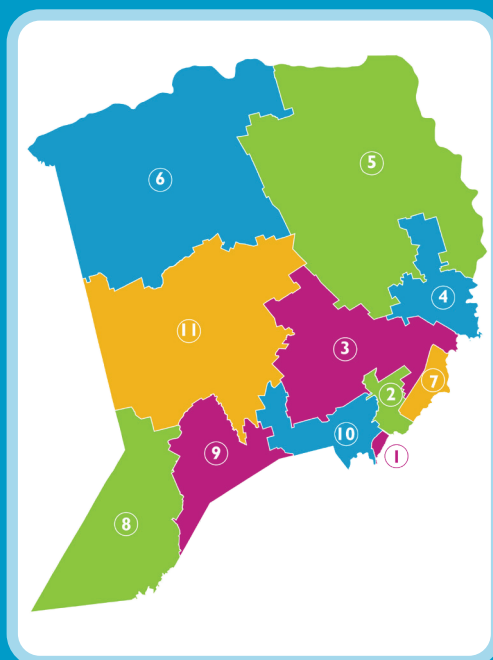


2022 POLLING DISTRICT REVIEW

The Municipality is required to conduct a review of its polling districts every eight years. The current review is taking place in 2022 in preparation for the next municipal election in 2024. The first phase of the review is to determine if the current 11 Districts are still the appropriate number. The second part of the review will look at the proposed districts to ensure there are similar numbers of voters in each district. The target is for districts to be within +/-10% of each other.

Public meetings will be held in both phases of the review, with the dates to be announced when they are available.

[LEARN MORE](#)



COUNCIL CORNER

Council is back to in-person meetings in Council Chambers. Meetings will continue to be livestreamed to the Municipal YouTube page. Council welcomes everyone to join the meetings in-person or virtually, to learn more about Council's projects and decisions. There will be no Executive Meeting or Regular Meeting of Council in the month of August.

[LEARN MORE](#)

GET INVOLVED WITH THE MUNICIPALITY

If you are a community-minded person looking to make a difference in the lives of your fellow residents, consider joining a municipal committee! Committees work directly with Council and other community stakeholders to help inform decisions and improve services in East Hants. We are seeking residents to join the:



ACCESSIBILITY ADVISORY COMMITTEE

This committee works to address accessibility related to municipal services, buildings and infrastructure. We are actively recruiting public members including persons with a disability and/or representatives from organizations representing persons with disabilities.

[APPLY NOW](#)

FINANCIAL ASSISTANCE FOR YOUR FAMILY

The [Municipal Tax Assistance Program](#) (MTAP) and [Recreation Access](#) (RecAccess) programs can help East Hants residents each year. These programs can benefit taxpayers whose household taxable income falls within the thresholds below:

Family Size	Family Taxable Income
1 adult	\$25,948
2 adults	\$31,582
1 adult + 1 child	\$39,280
3 persons	\$48,345
4 persons	\$58,618
5 persons	\$66,474
6+ persons	\$74,934

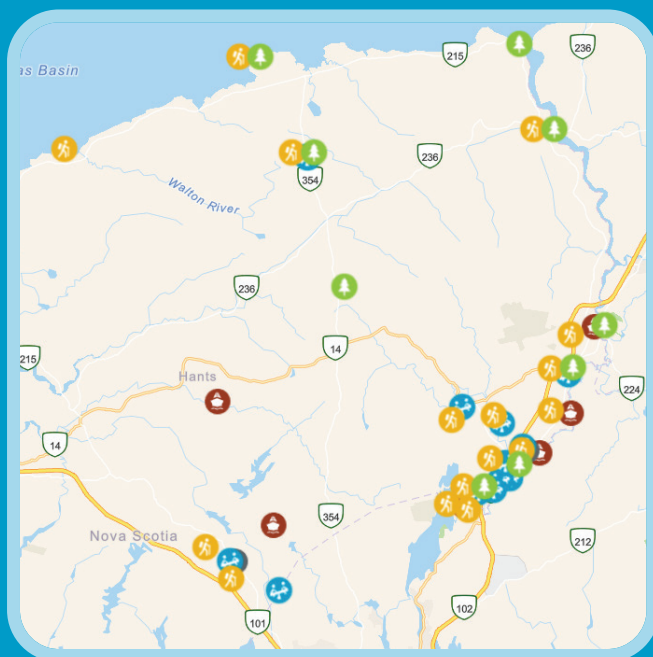
Note: Taxable income is less than total income. Deductions such as childcare and RRSP and union dues are deducted to calculate taxable income. You may qualify and not realize it.

For 2022-2023, the exemption for MTAP is a minimum of \$237 or up to 20% of the applicant's annual tax bill, whichever is the greater amount. Please call **902-883-2299** to find out if you qualify.

GET ACTIVE FOR RECREATION MONTH

June is Recreation and Parks Month and East Hants has tons of ways for you to celebrate! Our Municipality is home to active trails, water access points, playgrounds and parks. Make time in June for activities that promote a healthy and balanced lifestyle:

- ❑ Visit Burntcoat Head Park
- ❑ Scale the stairs to the top of the Walton Lighthouse
- ❑ Bike or hike the Nine Mile River Trail (pictured right)
- ❑ Paddle the Shubie River from our water access points
- ❑ Spend an afternoon at the South Uniacke Road Park
- ❑ Check out the Edmond Chater Memorial Skate Park
- ❑ Cool off at the Findley Park Splash Pad



EAGER FOR MORE ADVENTURES?

Use our interactive **Outdoor Fun Map** to discover all the places you can go to enjoy Recreation Month in East Hants! Search your local area or explore the entire Municipality and find a new favourite spot to get active.

[VISIT THE MAP](#)

SUMMER DAY CAMPS

Games! Arts & Crafts! Play! Our camps have it all!

There will be lots of day camps happening all over the Municipality this summer. Our program guide with dates, locations and more will be launching in early May. Registration for all summer programs opens on May 25 at noon.

[SEE PROGRAMS](#)



PRIVATE CAMPGROUNDS IN EAST HANTS

The development of private campgrounds in East Hants has sparked many inquiries over the past several years. Council has heard the concerns of residents and has discussed how campgrounds are operated and the impacts on neighbouring property owners. The Municipality will be adopting new ways to address some of these concerns.

To learn more and provide feedback, send an email to planning@easthants.ca



TRANSITIONS & THE SHUBIE RIVER

Transitions is a three-year project from the Shubenacadie Canal Commission working to increase awareness of the cultural heritage of the Shubie River, and to create opportunities for access and sustainable usage of the waterway.

[LEARN MORE](#)

The first year of Transitions saw four pilot projects funded that offered new ways to learn about or experience the Shubenacadie waterway. As Year 2 begins, there are more upcoming projects focused on exploring the diverse cultural heritage of the waterway.

DID YOU KNOW?

In 1867, East Hants residents petitioned to have the canal locks removed because they were obstructing the passage of fish. In November 1884, a fisheries officer inspecting the Shubenacadie Canal reported that locals had taken it upon themselves to cut away a portion of the Elmsdale Lock!

Photo: Swim the Shubie Canal, A for Adventure

COMING SOON: HOME ENERGY IMPROVEMENTS THAT SAVE YOU MONEY

One of the key objectives in the East Hants 2021-2024 Strategic Plan is to invest in energy initiatives that support the sustainability of our community - which is why the Municipality has partnered with **Clean Energy Financing** to help residents make affordable and impactful changes to their homes.



Homeowners can apply to a program that helps with access to clean energy upgrades that should pay for themselves over time.

What upgrades are available in the program?

- Insulation & draft-proofing
- Exterior doors & windows
- Heat pumps
- Solar panels

Experienced Energy Advisors will recommend upgrades that maximize your long-term savings potential.

To register, visit cleanenergyfinancing.ca/easthants or call, toll free: 1-844-727-7818.

LEAD & COPPER SAMPLING PROGRAM

The Municipality of East Hants is continuing the drinking water testing program for municipal water utility customers in 2022. In addition to regularly sampling for lead and copper within our water distribution system, all water utilities in Nova Scotia have been mandated by the Department of Environment and Climate Change to collect samples within customers' homes.

Lead and copper are more likely to be present in drinking water within older homes due to the use of certain construction materials at the time they were built. If your home is older, you may be selected to take a sample. A door tag, sample kit and instructions will be delivered to properties between May 1 - September 30, 2022. All sample results will be communicated to participants.



If you are interested in having your home sampled or have questions about the program, please contact: water@easthants.ca

MILFORD RECREATION ASSOCIATION GOES NET ZERO

The **Milford Recreation Association** has recently made several energy upgrades to their space, with the goal of becoming net zero by the end of 2022! An energy audit performed by Efficiency Nova Scotia identified the key areas needing improvement. After securing funding, upgrades were made to the electrical system, lights were changed to energy efficient LEDs, heat pumps were added, windows were replaced and waterproofing and insulating work was done.



In addition, two solar panel areas were installed - a 15kW behind the hall and 30kW beside the tennis courts. The solar panels will be up and running by the end of 2022.

This project was made possible through funding from the Province of Nova Scotia and the Municipality of East Hants.

[LEARN MORE](#)

GET READY FOR EXTREME WEATHER

Our province saw an extreme winter in 2021 and 2022, with many weekend storms, heavy rain, snow and high-powered winds. Preparing your property in the warmer months can help prevent potential damage in the next storm season. Below are some tips to add to your Spring To Do List around your home.

FLOODING BASEMENT?

- Install a backwater valve in your sewer/floor drain
- Correct grading around foundation
- Potential install of a sump pump
- Extend downspouts at least 2m away from foundation

[LEARN MORE](#)

FLOODING PROPERTY?

- Clear debris out of culverts (before & after storms)
- Grade property for optimal runoff routes
- Consider installing french drains, a rain barrel or a 'rain garden' to help with runoff

[LEARN MORE](#)

MUNICIPAL BUDGET 2022-23

East Hants Council approved the 2022-2023 budgets at their meeting on February 23, 2022. Council worked diligently to ensure the Municipality is run in a responsible and transparent way.

The 2022-2023 budget came into effect on April 1, 2022. The approved budget and operational business plans are two of the guiding documents that will support the priorities of Council's Strategic Plan: Sustainable Infrastructure, Corporate Excellence, Strong Community and Economic Prosperity.

[LEARN MORE](#)

NEED A RIDE? CALL THE EAST HANTS COMMUNITY RIDER

The East Hants Community Rider is a cost-effective, community transportation service available to everyone. It covers East Hants and surrounding areas, including Fall River and Waverley. The Municipality of East Hants supports this organization through our community grant program.

TOP 3 REASONS TO BOOK:

Explore in Comfort! The Community Rider can get up to 8 passengers to and from your destination in comfort.

Get to Work! The Community Rider is happy to assist businesses with getting their employees to work. Many passengers receive rides to some or all of their shifts.

Get to the Airport! We can take you to the airport (or pick you up!), for a reasonable rate. Service is limited to standard hours of operation: 6 AM-7 PM, Monday to Friday.



For an up-to-date list of programs and events:

902-883-1608

communications@communityrider.com

[LEARN MORE](#)



EAST HANTS

We live it!

Box 230, Suite 170 Commerce Court, Elmsdale, NS B2S 3K5
Phone: 902-883-2299 Toll Free: 1-866-758-7799
easthants.ca





COUNCIL REMUNERATION & TRAVEL REIMBURSEMENT POLICY

Council Administrative

PURPOSE

To outline policy with respect to Council remuneration including travel, and cases where an additional claim is permitted for reimbursement of travel expense, as a non-taxable reimbursement.

SCOPE

This policy applies to all elected officials of the Municipality.

POLICY

POLICY STATEMENT

Councillors shall be paid a base salary and a travel allowance every two weeks dependent on the distance they are located from the Municipal Office. Unless otherwise determined this amount shall be adjusted upward each April 1 by the CPI for Nova Scotia. Council remuneration shall be paid on a bi-weekly basis and will include any tax deductions for internet and/or cell phone benefits.

1. Annual Remuneration & Travel Allowance

Effective April 1, 2023 Councillor annual remuneration shall be as follows:

Salary:

Position	Salary
Warden	\$62,414
Deputy Warden	\$40,009
Councillor	\$32,006

Salary & Travel Allowance:

Travel - Warden	Travel Allowance	Salary	Salary Including Travel Allowance
Up to 25 KM	\$1,207	\$62,414	\$63,621
More than 25, less than 50 KM	\$2,417	\$62,414	\$64,831
Between 51 to 75 KM	\$3,628	\$62,414	\$66,042
Between 75 to 100 KM	\$4,839	\$62,414	\$67,253
Between 100 to 125 KM	\$6,046	\$62,414	\$68,460
Between 125 to 150 KM	\$7,258	\$62,414	\$69,672
Between 150 to 175 KM	\$8,468	\$62,414	\$70,882

Travel - Deputy Warden	Travel Allowance	Salary	Salary Including Travel Allowance
Up to 25 KM	\$473	\$40,009	\$40,482
More than 25, less than 50 KM	\$947	\$40,009	\$40,956
Between 51 to 75 KM	\$1,423	\$40,009	\$41,432
Between 75 to 100 KM	\$1,896	\$40,009	\$41,905
Between 100 to 125 KM	\$2,370	\$40,009	\$42,379
Between 125 to 150 KM	\$2,844	\$40,009	\$42,853
Between 150 to 175 KM	\$3,317	\$40,009	\$43,326

Travel - Councillor	Travel Allowance	Salary	Salary Including Travel Allowance
Up to 25 KM	\$473	\$32,006	\$32,479
More than 25, less than 50 KM	\$947	\$32,006	\$32,953
Between 51 to 75 KM	\$1,423	\$32,006	\$33,429
Between 75 to 100 KM	\$1,896	\$32,006	\$33,902
Between 100 to 125 KM	\$2,370	\$32,006	\$34,376
Between 125 to 150 KM	\$2,844	\$32,006	\$34,850
Between 150 to 175 KM	\$3,317	\$32,006	\$35,323

The above amounts shall be adjusted annually (April 1) by the annual CPI at October 31st for Nova Scotia for the previous calendar period (average of 12 months indices).

2. Reimbursable Travel

A Councillor is entitled to submit a travel claim for the following:

- a) Attendance at Council/Committee meetings that are held at a location other than the Municipal offices (Council/ Executive, PAC, Operations, Corporate Services, EMO, Fire, PRC) and other public meetings conducted by the Planning department, such as Public Information Sessions and Public Hearings at a location other than Council Chambers.
- b) Attendance at an "agency" meeting to which Council has appointed the member (i.e. Library Board).
- c) Travel to regional events put on by the Province, NSFM, FCM, AMA or another external agency where municipal topics are being discussed. Where multiple events are available throughout the province, it is expected that mileage would only be reimbursed at the distance of the event closest to the home of the Councillor.
- d) Municipal hosted events such as summer and fall Burntcoat Park events, municipal funding announcements, official municipal openings including parks, buildings, and playgrounds, and volunteer recognition.

- e) Public events where a councillor attends in official capacity (official capacity means that Council has appointed the councillor to attend), such as award recognition at school awards and Sport Hall of Fame events.
- f) Remembrance Day events when laying a Municipal wreath.
- g) Where a Councillor wishes to attend an event and be reimbursed travel, where the event is not covered under one of the scenarios above, the Councillor may ask for an eligibility review of the event, to be conducted by the CAO and Warden.

3. Transportation

Councillors will be reimbursed travel costs to attend meetings to locations other than the Council chamber at the rate per kilometre then in effect for committees to which they have been appointed by Council (i.e. Library Board).

Councillors are considered, through their travel allowance, to have been compensated for travel to community events and other meetings/events that they may choose to attend that are of interest to them.

Councillors will be compensated for travel to attend NSFM and FCM events if they are approved by Council to attend (subject to policy below).

4. Other Travel Expense

If travel to an event involves an individual choice between vehicle travel and air or some other form of travel, the Councillor will be reimbursed for the lowest cost option, regardless of the option they have used. The organization may deem it appropriate to have all delegates travel by means other than the lowest cost option. All forms of transportation will be economy class.

Other expenses for which the Councillor will be reimbursed will be determined as they are for staff members. Itemized receipts must support all claims.

For greater clarity, personal expenses will not be reimbursed including but not limited to movies, other entertainment, personal calls, personal products (newspapers, tooth brushes), travel costs not related to the event being attended and alcoholic beverages.

5. Meals

Councillors will be given an allowance for meals during conference/training attendance not to include meals which are provided as part of the registration fee. The allowance will be paid to the Councillor before the event occurs and will not require any receipts.

Allowances (including tip) will be paid as follows:

Meal	Rate (per day)
Breakfast	\$18.00
Lunch	\$21.00
Dinner	\$30.00

(This is the maximum allowed under the Income Tax Act without provision of receipts.)
 The same rates will be used should a reimbursement of a meal expense be applicable.

6. Accommodation

The Municipality will cover a reasonable cost for accommodations for conferences and other Council approved overnight events. Every effort will be made to keep costs to a minimum considering the circumstances (event venue may define the costs).

Only accommodation costs will be paid by direct bill to the Municipality as prearranged by staff with the venue. No other costs will be able to be charged to the bill.

7. Equipment

Each Councillor shall be provided with a municipally owned laptop, monitor, and printer (if requested), during their term of service to be used for municipal business. The Municipality will pay a \$65 monthly allowance (includes HST) for each Councillor to have access to the Internet from their homes. A review of internet costs will be conducted bi-annually.

The Warden shall be provided with a municipally owned cell phone during their term as Warden for Municipal use. The Municipality will absorb the capital and operating expense of the cell phone. If the Warden chooses to have a personal cell phone and use it for Municipal purposes there will be a \$30 per month reimbursement made to them. The provision of internet and cell phone reimbursement are taxable benefits.

8. Claims Submission

Staff are authorized to process claims for reimbursement submitted no later than the end of the first week of each month for expenses related to the previous month. Submissions made beyond the end of a fiscal year for prior years will require Council approval to be processed. Councillors are responsible to ensure that their claims are in accordance with this policy and must certify that they are.



ROLES AND RESPONSIBILITIES

Title/Role	Responsibilities
Policy Editor	<p>The Policy Editor is a person having managerial and policy-making responsibility related to the writing, compilation and revision of content and will:</p> <ul style="list-style-type: none"> • Ensure policies in their care and control are always up-to-date, reviewed annually or sooner if necessary • Draft new or edit existing policy content • Be able to interpret and explain policy content • Ensure policy documents are branded and any supporting documents, ie. applications forms are also branded and content consistent with the policy • Ensure policy content is relevant and accurate • Seek and secure approval recommendation of the policy from the Policy Owner • Seek and secure approval of the policy from the appropriate Approver; and, • Provide the final approved policy document to the Assistant Municipal Clerk
Policy Owner	<p>The Policy Owner will:</p> <ul style="list-style-type: none"> • Provide oversight to ensure policies in their care and control are always up-to-date, reviewed annually or sooner if necessary by the assigned Policy Editor • Be able to interpret and explain policy content • Provide oversight to ensure policy documents are branded and any supporting documents, ie. application forms are also branded and content consistent with the policy • Provide oversight to ensure policy content is relevant and accurate • Review the policy and make recommendation for approval to the appropriate Approver; and, • Ensure that the final approved policy document has been provided to the Assistant Municipal Clerk
Approver	<p>The Approver will:</p> <ul style="list-style-type: none"> • Review Policy recommendations for approval consideration (approve, reject or edit); and, • Notify the Policy Editor, Policy Owner and Assistant Municipal Clerk of decision
Assistant Municipal Clerk	<p>The Assistant Municipal Clerk will:</p> <ul style="list-style-type: none"> • Facilitate an annual Policy Review; and, • Ensure final approved policies are maintained, stored and posted where appropriate
Employees	<p>The Employees will:</p> <ul style="list-style-type: none"> • Adhere to the policy



RELATED DOCUMENTATION

Related forms, processes, procedures and other documents that support the policy.

Document Name	Document ID	Document Type
Income Tax Act		Legislation
Municipal Government Act (MGA)		Legislation
Councillor Training & Expense Form		Form

VERSION LOG

Version Number	Amendment Description	Amendment/Policy Editor	Amendment/Policy Owner	Approver	Approval Date
1.0	Approved Policy of Council		Director of Finance	Council	March 2007
1.1	Approved medication - Motion C10(123)		Director of Finance	Council	March 24, 2010
1.2	Consolidated with 2012 rates (adjusted by CPI) for Councillor orientation		Director of Finance & Administration	Approved by policy	November 5, 2012
1.3	Consolidated 2013 rates (adjusted by CPI)		Director of Finance & Administration	Approved by policy	February 27, 2013
1.4	Consolidated 2014 rates (adjusted by CPI)		Director of Finance & Administration	Approved by policy	March 24, 2014
1.5	Consolidated 2015 rates (adjusted by CPI)		Director of Finance & Administration	Approved by policy	April 7, 2015
1.6	Consolidated 2016 rates (adjusted by CPI)	Manager of Finance	Director of Finance & Administration	Approved by policy & CAO	May 13, 2016
1.7	Consolidated 2017 rates (adjusted by CPI)	Manager of Finance	Director of Finance & Administration	Approved by policy & CAO	April 20, 2017
1.8	Consolidated 2018 rates (adjusted by CPI)	Manager of Finance	Director of Finance & Administration	Approved by policy & CAO	April 4, 2018
1.9	Remove reference to 1/3 tax exemption per Income Tax Act & transfer to new template	Manager of Finance	Director of Finance	Council	September 26, 2018
1.10	Consolidated 2019 rates (adjusted by CPI)	Manager of Finance	Director of Finance	Approved by policy & Acting CAO	April 8, 2019
1.11	Adjustment to Travel Allowance section 2	Manager of Finance	Director of Finance	Council	November 27, 2019



COUNCIL REMUNERATION & TRAVEL REIMBURSEMENT POLICY

Council Administrative

Version Number	Amendment Description	Amendment/Policy Editor	Amendment/Policy Owner	Approver	Approval Date
1.12	Adjustment to Salaries section 1 and Travel Allowance section 2 (b), (c), (g), and Transportation section 3	Manager of Finance	Director of Finance	Council	March 26, 2020
1.13	Add the \$65 amount for Internet to section 7 and review of internet costs bi-annually	Manager of Finance	Director of Finance	Council	October 14, 2020
1.14	Consolidated 2021 rates (adjusted by CPI)	Manager of Finance	Director of Finance	Approved by policy & CAO	April 19, 2021
1.15	Consolidated 2022 rates (adjusted by CPI)	Manager of Finance	Director of Finance	Approved by policy & CAO	March 11, 2022
1.16	Consolidated 2023 rates (adjusted by CPI)	Manager of Finance	Director of Finance	Approved by policy & CAO	March 15, 2023
1.17	Adjustments to meal rates in section 5	Manager of Finance	Director of Finance	Council	June 28, 2023

CERTIFICATION

I, Kim Ramsay, Municipal Clerk for the Municipality of East Hants, hereby certify that this policy was duly approved.

Kim Ramsay
Municipal Clerk

U8 – 2020 Election Results including Elected and Acclaimed Districts

Overall voter turnout was: 41.6%

Districts	Votes Cast	% Voted
District 1	867	39.2%
District 2	739	40.5%
District 3	Acclaimed	
District 4	727	38.2%
District 5	734	48.4%
District 6	748	54.4%
District 7	1,028	49.5%
District 8	513	32.4%
District 9	Acclaimed	
District 10	713	42.8%
District 11	525	30.8%

District 1 – Enfield

Sam Balcom – 173

Sandra Garden-Cole – 691

District 2 – Elmsdale-Belnan

Stephen King – 318

Norval Mitchell – 420

District 3 – Milford-Nine Mile River

Eldon Hebb – acclaimed

District 4 – Shubenacadie

Ian Knockwood – 326

Carl MacPhee – 183

Paul Preiss – 84

Marianne Stewart – 51

Kim Williams – 82

District 5 – Maitland-MacPhees Corner

Shannon MacWilliam – 217

Keith Rhyno – 514

District 6 – Walton-Noel-Kennetcook

Ron Fortune – 6

Wayne Greene – 373

Angela Sanford – 369

District 7 – Lantz-Milford

Julie Benoit – 209

John A. MacDonald – 379

Jonathan Nieforth – 88
Walter Tingley – 349

District 8 – Mount Uniacke

Brandon Lynch – 201
Michael Perry – 316

District 9 – South-East Uniacke

Elie Moussa – acclaimed

District 10 – Enfield-Grand Lake

John Douglas Boyd – 57
Tom Isenor – 367
Louise Parker – 283

District 11 – Rawdon-Gore

Andrew Cluett – 206
Eleanor Roulston – 318