



Date: November 29, 2023
To: Municipal Council
cc: Kim Ramsay, Chief Administrative Officer
From: Councillor Perry, Corporate and Residential Services Committee Chairperson
RE: **Corporate & Residential Services Committee Report**

The Committee held its regular meeting on November 21, 2023 in Council Chambers. The following motions are coming forward as a result of that meeting:

1. EMPLOYEE POSITION CHANGES & EMPLOYEE RECOGNITIONS

None for November 2023.

2. EAST HANTS SPORTSPLEX - LINE OF CREDIT

In 2021, Council approved motion C21(212) “Moved that Council establish a Municipal Operating Line of Credit of \$100,000 for managing the cash flows for operations of the Sportsplex under the direction of the Director of Finance pursuant to the MGA Section 84 and 88”. The \$100,000 line of credit was put in place to assist the East Hants Arena Association in managing the day-to-day operational cashflows of the Sportsplex. The Municipality of East Hants has internal Operating Reserves it can use to provide this line of credit, by doing this it will save the EHAA several thousand dollars per year and it will be more efficient for staff to administer.

The Corporate & Residential Services Committee recommends to Council ***that Council approve the use of municipal operational reserves to fund the \$100,000 line of credit (as per motion C21(212) for the East Hants Sportsplex.***

As Chair of the Committee, I so move...

3. SERVICE CAPACITY STUDY - WATER AND WASTEWATER

In 2022/2023 budgets, Council approved the Service Capacity Study for wastewater and water totaling \$100,000 each with funding to come from obligatory reserves. The study was awarded and the total amount spent on wastewater and water in 2022/2023 was \$64,921 each. At budget time we anticipated the project was going to be completed by March 31, 2023 but it was not; the remaining funds of \$34,082 to be spent in both wastewater and water was not added to the year-end memo as a carry-over to 2023/2024.

The Corporate & Residential Services Committee recommends to Council ***that Council approve finalizing the service capacity study in 2023/2024 for the total of \$70,164 in water and wastewater, to be funded from obligatory reserves.***

As Chair of the Committee, I so move...

4. MOUNT UNIACKE STREETLIGHT ADDITIONS

In 2023, Council moved that Council direct staff to complete a report on calculations and costs for extending the safety/streetlighting on roads (routes and trunks) in East Uniacke Growth Management Area. Staff from Infrastructure & Operations met with the two Mount Uniacke Councillors and reviewed the areas without

safety lights/streetlights. A list of these routes, trunks and subdivision streets was prepared as well as the number of estimated lights needed.

The Corporate & Residential Services Committee recommends to Council *that Council approve a capital expenditure of \$420,000 including non-refundable HST, for the installation of streetlights and related wiring throughout Mount Uniacke. The capital costs will be funded with CCBF Mount Uniacke Reserves. Safety light and Streetlight area rates (L9 and L10) will be amended for operating costs beginning in the 25/26 budget year. Council agrees the local area Councillors may advise staff on servicing decisions should they arise as the project unfolds, providing the approved budget is adhered to; and that, Council directs Staff to bring a report back with related Street Lighting Policy changes.*

As Chair of the Committee, I so move...

5. COMFORT CENTRE FUNDING - NOEL FIRE DEPARTMENT & MUNICIPAL GRANT PROGRAM POLICY UPDATE

In 2006, a report to Council identified a list of community halls and fire halls as potential facilities to be used as comfort centres in the event of an emergency. The original policy for possible funding was adopted in 2009, and amended periodically. In 2020, the original policy was repealed and replaced with the 2020 policy.

The Corporate & Residential Services Committee recommends to Council *that Council approve a grant of \$3,542.72 be awarded to the Noel Fire Department for the purchase of a new generator, to be funded from Comfort Station Reserves.*

As Chair of the Committee, I so move...

The Corporate & Residential Services Committee also recommends to Council *that Council amend the Municipal Grant Program Policy to permit all future grants under the Comfort Centres and Reception Centres/Shelters Funding Policy to be award by Staff in accordance with the policy as outlined in the staff report as attached to the Executive Committee Agenda of November 21, 2023.*

As Chair of the Committee, I so move...

6. SUSTAINABLE COMMUNITIES CHALLENGE FUND

The Sustainable Communities Challenge Fund is a provincial grant program supporting climate change adaptation and mitigation projects with the goal of helping communities lead their climate action. Applications for the Sustainable Communities Challenge Fund opened for applications in late October, 2023. The pre-screening deadline was November 14, 2023, with full applications due November 28, 2023. Based on timelines, staff proceeded with a pre-screening application for 80% grant funding for Electric Vehicle Charging Infrastructure.

The Corporate & Residential Services Committee recommends to Council *that Council direct the CAO to submit an application to the Sustainable Communities Challenge Fund to fund electric vehicle charging infrastructure, with a municipal contribution of \$50,000 to be included in the draft 24/25 budget contingent on a successful grant funding.*

As Chair of the Committee, I so move...

7. [CALL FOR APPLICATIONS - MUNICIPAL CAPITAL GROWTH PROGRAM \(MCGP\)](#)

The Housing Accelerator Fund (HAF) provides incentive 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.

The Corporate & Residential Services Committee recommends to Council *that Council prioritize project 16-009, the “Wastewater Collection Upgrade Lantz”, as the Municipality’s first priority for funding applications through the Municipal Capital Growth Program for 2023.*

As Chair of the Committee, I so move...

The Corporate & Residential Services Committee recommends to Council *that Council prioritize project 20-017, the “Medical Centre Liftstation Upgrade”, as the Municipality’s second priority for funding applications through the Municipal Capital Growth Program for 2023.*

As Chair of the Committee, I so move...

The Corporate & Residential Services Committee recommends to Council *that Council prioritize project 10-041, the “Sewer Upgrade - Highway 214”, as the Municipality’s third priority for funding applications through the Municipal Capital Growth Program for 2023.*

As Chair of the Committee, I so move...

The Corporate & Residential Services Committee recommends to Council *that Council prioritize project 10-050, the “Barney’s Brook Liftstation Upgrade”, as the Municipality’s fourth priority for funding applications through the Municipal Capital Growth Program for 2023.*

As Chair of the Committee, I so move...

8. [2024 REGULAR MUNICIPAL ELECTION - STAFF REPORT #1](#)

The 2020 Municipal Election was hybrid using both electronic and in-person methods in 9 of 11 districts. Special Elections were held in 2021 (District 7) and 2022 (District 4) that were 100% electronic. It has been proven that use of electronic voting has been successful not only in East Hants, but across the province. Other municipal units have also started their 2024 planning and most are recommending electronic options to their respective Council’s as well.

The Corporate & Residential Services Committee recommends to Council;

1. *That Council authorize expenditures for the October 2024 Municipal Election up to the amount held in reserve for that purpose, including \$10,000 for preliminary expenses which may be expenses prior to March 31, 2024.*
2. *That Council appoint Kim Ramsay as the Returning Officer for the 2024 Municipal Election, setting the fee for the Returning Officer to a maximum of \$25,000 (based on hours worked and within Municipal HR Policies) with invoices to be approved by the Warden.*

3. *That Council gives authority to the CAO to determine the Tariff of Fees and Expenses for the 2024 Municipal Election.*
4. *That Council gives authority to the CAO to appoint Assistant Returning Officer(s).*
5. *That Council agree to a full electronic method (internet and phone) from Intelivote Systems Inc. for the 2024 Municipal Election.*
6. *That Council set the dates for the advance polling period from Thursday, October 10, 2024 to the close of voting on Regular Election Poll Day of October 19, 2024. Nomination Day to be held on Tuesday, September 10, 2024.*
7. *That Council agrees that in addition to the methods mandated by the Municipal Elections Act to notify the public of the preliminary list of electors and revision methods, that it be left to the discretion of the Returning Officer to determine additional notification mechanisms that will improve the accuracy of the electors lists.*
8. *That Council authorizes election staff to continue to amend the electors' list database in conjunction with the electronic voting system up to and including Regular Election Poll Day.*
9. *That Council authorizes the use of the Nova Scotia permanent registry of voters provided by Elections Nova Scotia as the preliminary list of electors for the 2024 Municipal Election for East Hants.*
10. *That the RO do public education on the upcoming election and offer information session(s) for potential candidates.*

As Chair of the Committee, I so move...

9. [HOLIDAY VIDEO RECORDING FOR THE LAKER NEWS](#)

The Laker News attended Committee to record the annual Holiday Video from Municipal Council.

As Chair of the Committee, I move the adoption of this report.