



### Corporate & Residential Services Committee Executive Committee

January 21, 2025

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

Councillor Garden-Cole, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 9:00 a.m. All members of Council were present with the exception of Councillor Moussa who arrived at 9:02 a.m., and Warden Roulston & Councillor Moussa who arrived at 9:03 a.m.

#### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. John Woodford, Director of Planning
- Ms. Jo Swinemer, Community Development Coordinator
- Ms. Erin Taylor, Communications Coordinator (present until 10:30 am)
- Ms. Juliann Cashen, Communications Officer (arrived at 10:30 am)
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator
- Mr. Graham Scott, Manager of Economic & Business Development

#### Guest:

- Mr. Hugh MacKay, Rural Communities Foundation of Nova Scotia

#### APPROVAL OF OR AMENDMENTS TO THE AGENDA OF ALL SUB-COMMITTEES

CRS25(1)  
January      On the motion of Councillors Dixon and Mitchell:

***Moved that the agenda of all sub-committees be approved.***

**MOTION CARRIED**

#### APPROVAL OF MINUTES

CRS25(2)  
January      On the motion of Councillors Mitchell and Merriam:

***Moved that the minutes of the Corporate & Residential Services Committee held on December 10, 2024, be approved.***

**MOTION CARRIED**

### NEW EMPLOYEE INTRODUCTIONS

- Hillary Carter, Tourism & Events Supervisor (Term)
- Andrew Hamblin, Water & Wastewater Operator

### PRESENTATION - RURAL COMMUNITIES FOUNDATION

Hugh MacKay from the Rural Communities Foundation of Nova Scotia made a presentation on the Dave Gunning Zero Hunger Fund.

Discussion was held and questions were addressed.

### BYLAW F-400-10, AN AMENDMENT TO BYLAW F-400, TAX EXEMPTION BYLAW - FIRST READING

The Community Development Coordinator presented a report titled “Bylaw F-400-10, an amendment to Bylaw F-400, Tax Exemption Bylaw” January 3, 2025. A copy of the report was attached to the agenda and available to all committee members.

CRS25(3)  
January

On the motion of Councillor Rhyno and Deputy Warden MacPhee:

***Moved that the Corporate & Residential Services Committee recommend to Council that Council give first reading to By-law F-400-10, an amendment to By-law F-400, Tax Exemption By-law, and be amended to reflect the following changes:***

- ***Add Property #01078852, Tots Academy Child Care Society to Schedule B;***
- ***Remove Property #00088897, Anglican Church of Canada (Christ Church) from Schedule A;***
- ***Remove Property #10560985, Corridor Community Options Society***
- ***Update addresses:***
- ***Property #10560977, Corridor Community Options Society to 201 Park Rd***
- ***Property #07840764, Hants North Food Bank to 7070 Hwy 236***

**MOTION CARRIED**

### PROCUREMENT POLICY UPDATE - LOW VALUE THRESHOLD

The Procurement Officer presented a report titled “Procurement Policy update - Low Value Threshold” dated December 17, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS25(4)  
January

On the motion of Councillors Perry and Moussa:

***Moved (later amended) that the Corporate and Residential Services Committee recommends to Council that Council give notice of intent to***

***amend their Procurement Policy as attached to the Executive Agenda January 21, 2025.***

Discussion was held and staff addressed questions. It was agreed that the same changes should be made to the Financial Guidelines for Volunteer Fire Departments.

CRS25(5)  
January

On the motion of Warden Roulston and Councillor Perry:

***Moved to amend Motion CRS25(4) that Council give notice of intent to amend their Procurement Policy as attached to the Executive Agenda January 21, 2025, as well as change the Financial Guidelines for Volunteer Fire Departments to reflect the same changes.***

**AMENDMENT CARRIED**

**AMENDED MOTION CARRIED**

#### **BREAK**

The Corporate & Residential Services Committee took a brief break from 9:58 a.m. to 10:15 a.m.

#### **2025/2026 DRAFT BUDGET - PRELIMINARY INFORMATION**

The Director of Finance presented a report titled “*Preliminary Information - 2025/2026 Budget*” dated January 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

#### **RURAL TRANSIT SOLUTIONS FUND - CAPITAL FUNDING FOR PUBLIC TRANSIT**

The Director of Corporate Services and Manager of Economic and Business Development presented a report titled “*Rural Transit Solutions Fund - Capital Funding for Public Transit*” dated January 6, 2025. A copy of the report was attached to the agenda and available to all committee members.

CRS25(6)  
January

On the motion of Councillors Tingley and Merriam:

***Moved that the Corporate and Residential Services Committee recommends to Council that East Hants apply to the Rural Transit Solutions Fund to support the \$2,405,000 capital costs associated with implementing Phase 1 of the Battery Electric Bus Strategy for public transit in East Hants.***

Discussion was held and questions were addressed.

**MOTION CARRIED**

Seven (7) voting in favour and four (4) voting against, with Warden Roulston and Councillors Rhyno, Garden-Cole and Moussa voting nay.

### DOG TAG REGISTRATIONS

The Manager of Protective Services presented a report titled “*Dog Tag Review*” dated August 15, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS25(7)  
January

On the motion of Councillors Perry and Rhyno:

***Moved that the Corporate and Residential Services Committee recommends to Council that Council continues to maintain a dog tag registration program and that Council consider implementing a lifetime dog registration fee option and instruct staff to bring back draft amendments to the Municipal Fee Policy.***

**MOTION CARRIED**

### ADJOURNMENT

CRS25(8)  
January

On the motion of Councillors Hebb and Dixon:

***Moved to adjourn at 11:44 a.m.***

**MOTION CARRIED**

Approved by: Adam Clarkson, Director of Corporate Services

Date: January 23, 2025

Approved by: Wade Tattrie, Director of Finance

Date: January 23, 2025

/ar



### Infrastructure & Operations Executive Committee

January 21, 2025

A meeting of the Infrastructure & Operations Committee was held on the above date in Council Chambers. The meeting was livestreamed and recorded.

Councillor Perry, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 11:45 a.m. All members of Council were present.

#### Staff Present:

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

#### APPROVAL OF MINUTES

IO25(1)  
January On the motion of Councillors Dixon and Mitchell:

***Moved that the minutes of the Infrastructure & Operations Committee meeting held December 10, 2024 be approved.***

#### **MOTION CARRIED**

#### SOLID WASTE - EXTENDED PRODUCER RESPONSIBILITY (EPR)

The Manager of Solid Waste presented the report titled “*Status of Extended Producer Responsibility - Packaging and Printed Paper \*New Nova Scotia Recycling Program\**” dated January 8, 2025. A copy of the report was attached to the agenda and available to all committee members.

IO25(2)  
January On motion of Warden Roulston and Deputy Warden MacPhee:

***Moved that the Infrastructure & Operations Committee recommend to Council to have a letter sent to the Circular Materials stating the Municipality of East Hants’ interest to continuing to explore East Hants managing the curbside collection program on behalf of Circular Materials are part of a transition related to the Extended Producer Responsibility programming.***

**MOTION CARRIED**

**ADJOURNMENT**

IO25(3)  
January

On motion of Councillors Hebb and Dixon:

*Moved to adjourn at 12:07 p.m.*

**MOTION CARRIED**

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: January 23, 2025

/ar



### Planning Advisory Committee Executive Committee

January 21, 2025

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.

#### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Wade Tatttrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. John Woodford, Director of Planning & Development
- Ms. Lee-Ann Martin, Planner/Development Officer
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Community Planner II
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

#### Public Members:

- Public Member Mr. Sam Balcom
- Public Member Ms. Pamela Harvie

#### APPROVAL OF MINUTES

PAC25(1)  
January

On the motion of Councillors Hebb and Dixon:

***Moved that the minutes of the Planning Advisory Committee held on December 10, 2024, be approved.***

**MOTION CARRIED**

#### PLN24-012 THE SHAW GROUP LTD. - MPS AND LUB AMENDMENTS

The Community Planner presented a report titled “PLN24-012 The Shaw Group Ltd: MPS and LUB Amendments” dated January 15, 2025. The report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC25(2)  
January

On the motion of Councillor Tingley and Deputy Warden MacPhee:

***Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a public information meeting to consider an application from The Shaw Group Ltd. to amend the MPS and LUB by changing the land use designation of a portion of PID 45086980 to Medium Density Residential Neighbourhood (MR) and rezoning the same portion of land to Townhouse (R2-T) Zone.***

**MOTION CARRIED**

#### **MINI HOMES AS ACCESSORY DWELLING UNITS**

The Planner & Development Officer presented the report titled “*Motion C24(225)- Mini-homes as Accessory Dwelling Units*” dated January 7, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC25(3)  
January

On the motion of Councillors Tingley and Merriam:

***Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a Public Information Meeting to amend the Municipal Planning Strategy and Land Use Bylaw to permit small mini-homes as accessory dwelling units.***

Discussion continued.

**MOTION CARRIED**

PAC25(4)  
January

On the motion of Councillors Rhyno and Perry:

***Moved that the Planning Advisory Committee recommends that Council authorize staff to come back with an additional report regarding the design requirements for accessory dwelling units with consideration around stick-built units, and that the report be brought back as soon as possible so that it can be dealt with in a timely manner.***

**MOTION CARRIED**

#### **CONCEPT PLANS AND REZONING APPLICATIONS**

The Manager of Planning presented the report titled “*Motion C24(138): Rezoning and Concept Plans*” dated January 9, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.



PAC25(5)  
January

On the motion of Councillors Tingley and Merriam:

***Moved that the Planning Advisory Committee recommends that Council direct staff to improve communication to the public as outlined in this staff report.***

**MOTION CARRIED**

Twelve (12) voting in favour and one (1) voting against, with Councillor Rhyno voting nay.

**HAF INITIATIVE - VILLAGE CORE (VC) ZONE DENSITY INCREASE**

The Community Planner presented the report titled “*HAF Initiative - Village Core (VC) Zone Density Increase*” dated January 14, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC25(6)  
January

On the motion of Councillor Tingley and Deputy Warden MacPhee:

***Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a public information meeting to consider the proposal to amend the East Hants Official Community Plan to increase the density in the Village Core (VC) Designation and Zone.***

**MOTION CARRIED**

Eleven (11) voting in favour and two (2) voting against, with Councillors Rhyno and Garden-Cole voting nay.

**BYLAW P-800-2, AN AMENDMENT TO BYLAW P-800, CIVIC ADDRESSING BYLAW - FOLLOW UP REPORT - REPEAT FIRST READING**

The Planning & Development Technician presented the report titled “*Civic Addressing Bylaw Review*” dated January 10, 2025. A copy of the report was attached to the agenda and available to all committee members.

PAC25(7)  
January

On the motion of Warden Roulston and Councillor Hebb:

***Moved that the Planning Advisory Committee recommends to Council that Council give first reading to Bylaw P-800-2, a bylaw to amend Bylaw P-800 Civic Addressing Bylaw.***

**MOTION CARRIED**

**SINGLE ACCESS & 100 LOTS OPTIONS REPORT - VULNERABILITY ASSESSMENT RESULTS**

The Director of Planning and Development presented the report titled “*Single Access & 100 Lots Options Report - Vulnerability Assessment Results*” dated January 15, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC25(8)  
January      On the motion of Councillors Perry and Moussa:

***Moved that the Planning Advisory Committee table the Single Access & 100 Lots Options Report - Vulnerability Assessment Results report for further discussion at a later date.***

**MOTION CARRIED**

Eleven (11) voting in favour and two (2) voting against, with Councillors Dixon and Warden Roulston voting nay.

PAC25(9)  
January      On the motion of Warden Roulston and Councillor Dixon:

***Moved that the Planning Advisory Committee bring the Single Access & 100 Lots Options Report - Vulnerability Assessment Results report for discussion at next month’s PAC Meeting.***

**MOTION CARRIED**

Twelve (12) voting in favour and one (1) voting against, with Councillor Perry voting nay.

Due to time constraints, the following reports will be deferred to future meetings:

Planning Advisory Committee:  
Municipal Government Act Changes

Parks, Recreation & Culture Committee:  
(In Camera) Contractual Issue  
Sportsplex Update - Facility Revitalization  
Sportsplex Rate Review

**ADJOURNMENT**

PAC25(10)  
January      On the motion of Councillors Perry and Dixon:

***Moved that the Planning Advisory Committee Meeting adjourn at 4:38 p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning and Development

Date:

/ar