



Corporate & Residential Services Committee Executive Committee

March 18, 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.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Ms. Seonaid McDonell, Sustainability Coordinator
- Mr. Wade Tattrie, Director of Finance
- Ms. Janice Taylor, Manager of Finance
- Mr. Jordan Baltzer, Accountant and Budget Analyst
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. John Woodford, Director of Planning
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

APPROVAL OF AGENDA OF ALL SUB-COMMITTEES

CRS25(37)
March

On the motion of Warden Roulston and Councillor Mitchell:

Moved that agenda be amended to include the addition of the Pension Cost Certificate to the Corporate & Residential Services agenda.

MOTION CARRIED

The amended Executive Committee agenda was accepted with unanimous consent.

APPROVAL OF MINUTES

CRS25(38)
March

The minutes of the Corporate & Residential Services Committee held on February 13, 2025 (Budget) and February 18, 2025, were approved with unanimous consent.

NEW EMPLOYEE INTRODUCTIONS

- Leah Terry, Tourism & Events Supervisor (Term)
- Dan Chisolm, Community Recreation Coordinator

EMPLOYEE POSITION CHANGES

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

DRAFT 2025/2026 WATER UTILITY BUDGET

The Manager of Finance presented the “*Draft 2025/2026 Water Utility Budget*” dated March 2025. A copy of the report was attached to the agenda and available to all committee members.

Staff addressed questions from Committee members.

CRS25(39)
March

On the motion of Councillors Tingley and Moussa:

Moved that the Corporate and Residential Services Committee recommend that Council approve the East Hants Water Utility Financial Estimates from 2025/2026 to 2027/2028 as presented.

MOTION CARRIED

EQUITABLE EAST HANTS PLAN

The CAO presented a report titled “*Equitable East Hants Plan*” dated March 6, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

CRS25(40)
March

On the motion of Councillor Tingley and Deputy Warden MacPhee:

Moved that the Corporate and Residential Services Committee recommends to Council the adoption of the Equitable East Hants Plan as attached to the Executive Committee agenda dated March 18, 2025.

Discussion was held.

MOTION CARRIED

EARTH KEEPERS LEASE EXTENSION

The Manager of Real Estate & Corporate Projects presented a report titled “*Enfield Earthkeepers Lease Renewal*” dated February 26, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

CRS25(41) On the motion of Councillor Mitchell and Warden Roulston:
March

Moved that the Corporate & Residential Services Committee recommend that Council authorize the CAO to execute the lease renewal term with the Enfield Earthkeepers for the Former CN Train Station for a renewal term of two (2) years, ending July 31, 2027.

MOTION CARRIED

PENSION COST CERTIFICATE

This item was added to the agenda.

The Director of Finance presented the staff report titled “Pension Cost Certificate” dated March 17, 2025. The report was posted to What’s New Item #52 and was available to all Committee members.

Discussion was held and questions were addressed.

CRS25(42) On the motion of Councillors Perry and Tingley:
March

Moved that the Corporate & Residential Services Committee recommends to Council that Council approve the filing of the December 31, 2024 actuarial cost certificate attached to the March 18, 2025 Executive Committee Agenda.

MOTION CARRIED

ADJOURNMENT

CRS25(43) The Meeting was adjourned with unanimous consent.
March

Approved by: Wade Tattrie, Director of Finance
Date: March 20, 2025

/ar



Infrastructure & Operations Executive Committee

March 18, 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 10:04 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(4)
March

On the motion of Councillors Mitchell and Moussa:

Moved that the minutes of the Infrastructure & Operations Committee meeting held January 21, 2025 be approved.

MOTION CARRIED

FRIIP APPLICATION REPORT

The Director of Infrastructure & Operations presented the report titled “*Flood Risk Infrastructure Investment Program (FRIIP) - 2025 Funding Priorities*” dated March 2025. A copy of the report was attached to the agenda and available to all committee members.

IO25(5)
March

On motion of Warden Roulston and Councillor Dixon:

Moved that the Infrastructure & Operations Committee recommend to Council that Council prioritize “Flood Risk Mitigation Study - Barney’s Brook”, as the Municipality’s priority for a funding application through the Flood Risk Infrastructure Investment Program for 2025.

MOTION CARRIED

ADJOURNMENT

IO25(6) On motion of Councillors Mitchell and Moussa:
March

Moved to adjourn the Infrastructure & Operations Committee meeting at 10:07 a.m.

MOTION CARRIED

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: March 19, 2025

/ar



Planning Advisory Committee Executive Committee

March 18, 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 1:31 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 Tattrie, 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:

- Mr. Sam Balcom
- Ms. Pamela Harvie

APPROVAL OF MINUTES

PAC25(28)
March

The minutes of the Planning Advisory Committee February 18, 2025 were approved with unanimous consent.

LANTZ SECONDARY PLANNING STRATEGY - UPDATE FROM FBM

Kieron Hunt, Partner & Planning Lead from FBM presented and update of the *Lantz Secondary Planning Strategy* dated March 18, 2025. A copy of the presentation was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed by Mr. Hunt.

The Chair thanked the presenter.

PLN24-012 - THE SHAW GROUP - AMENDMENTS TO THE OFFICIAL COMMUNITY PLAN

The Community Planner presented the staff report titled “PLN24-012 The Shaw Group Ltd: MPS and LUB Amendments” dated March 5, 2025. The report was attached to the agenda and available to all committee members.

PAC25(29)
March

On the motion of Councillors Tingley and Moussa:

Moved that Planning Advisory Committee recommends that Council give first reading to 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; for the purpose of enabling a public hearing and authorize staff to schedule a public hearing.

Discussion was held and questions were addressed by staff.

MOTION CARRIED

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

PLN24-002 - EDWARD HUNTER - REDESIGNATION AND REZONING

The Planner and Development Officer presented a report titled “Edward Hunter - MPS and LUB Mapping Amendments” dated March 4, 2025. The report was attached to the agenda and available to all committee members.

PAC25(30)
March

On the motion of Councillor Hebb and Warden Roulston:

Moved that Planning Advisory Committee recommends that Council give Second Reading and approve the proposal for PID 45189206 to amend the Municipal Planning Strategy and Land Use Bylaw by changing from the Agricultural Reserve (AR) zone and designation to the Rural Use (RU) zone and designation (Re: Edward Hunter - MPS and LUB Mapping Amendments).

Discussion was held and questions were addressed by staff.

MOTION CARRIED

Twelve (12) voting in favour and one (1) voting against, with Deputy Warden MacPhee voting nay.

MINI HOMES AS ACCESSORY DWELLING UNITS

The Planner & Development Officer presented the report titled “*Motion C24(225)- Mini-homes as Accessory Dwelling Units*” dated March 3, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed by staff.

PAC25(31)
March On the motion of Councillors Perry and Moussa:

Moved that Planning Advisory Committee recommend to Council that Council direct staff during the 2026 Plan Review to look at reducing the acreage size for an Accessory Dwelling Unit or tie the Accessory Dwelling Unit to other specifications such as sewer and water capabilities.

Discussion was held regarding the definition of mobile homes vs. mini homes.

MOTION CARRIED

PAC25(32)
March On the motion of Councillors Merriam and Tingley:

Moved that Planning Advisory Committee recommends that Council give Second Reading and approval to amend the Municipal Planning Strategy and Land Use Bylaw to permit small mini-homes as accessory dwelling units.

MOTION CARRIED

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

PAC25(33)
March On the motion of Councillors Tingley and Rhyno:

Moved that Planning Advisory Committee recommends that Council direct staff to bring a report back regarding the definition of mini-homes (during the next plan review).

Discussion was held and questions were addressed by staff.

MOTION CARRIED

Eleven (11) voting in favour and two (2) voting against, with Deputy Warden MacPhee and Councillor Perry voting nay.

Committee paused for a break during Planning Advisory Committee at 3:00 p.m. and reconvened at 3:13 p.m.

The committee agreed to rearrange the schedule of topics for the remaining portion of the meeting.

REQUEST FROM CLAYTON DEVELOPMENTS TO PRESENT TO PAC

The Manager of Planning presented the report titled “*Clayton Development Ltd. - Development Agreement Amendment*” dated March 10, 2025. The report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed by staff.

PAC25(34)
March On the motion of Councillors Perry and Merriam:

Moved that Planning Advisory Committee recommends that Council give approval to the applicant (Clayton Developments) to present details regarding amendments to the application to a future meeting of Planning Advisory Committee.

MOTION CARRIED

MOTION C25(75) - EXISTING NON-FARM DWELLINGS

The Director of Planning presented the report titled “*Non-Farm Dwellings in AR Zone*” dated March 10, 2025 and available to all committee members.

Discussion was held and questions were addressed by staff.

PAC25(35)
March On the motion of Warden Roulston and Councillor Garden-Cole:

Moved that Planning Advisory Committee recommends that Council give first reading to amendments to the Land Use Bylaw that make existing non-farm dwellings, within the Agricultural Reserve (AR) Zone, lawfully existing use for the purpose of enabling a public hearing and authorize staff to schedule a public hearing.

MOTION CARRIED

PAC25(36)
March On the motion of Councillor Tingley and Deputy Warden MacPhee:

Moved (later amended) that Planning Advisory Committee recommends that Council direct staff to seek comments on the proposed changes from the East Hants Agricultural Advisory Committee.

PAC25(37)
March On the motion of and Warden Roulston and Councillor Hebb:

Moved that Motion PAC25(36) be amended to add the words “within the next month for feedback, and if no feedback is received, PAC is to continue without input from the Agricultural Advisory Committee” at the end of the motion.

AMENDMENT CARRIED
AMENDED MOTION CARRIED

For further clarification, Motion PAC25(36) is as follows:

That Planning Advisory Committee recommends that Council direct staff to seek comments on the proposed changes from the East Hants Agricultural Advisory Committee within the next month for feedback, and if no feedback is received, PAC is to continue without input from the Agricultural Advisory Committee (Re: Non-Farm Dwellings in the AR Zone).

MOTION C25(36) - WATERCOURSE SETBACKS AND UNDERSIZED LOTS

The Community Planner presented a report titled “*Motion C25(36)-Undersized Lots and Setbacks from Watercourses*” dated March 4, 2025. The report was attached to the agenda and available to all committee members.

PAC25(38)
March On the motion of Councillors Tingley and Merriam:

Moved that Planning Advisory Committee recommends that Council authorize staff to move the review of watercourse setback for undersized lots (Motion C25(36)) to the 2026 Plan Review.

Discussion was held and questions were addressed by staff.

MOTION CARRIED

Ten (10) voting in favour and three (3) voting against, with Warden Roulston and Councillors Perry and Moussa voting nay.

LOT GRADING AND DRAINAGE - UN-SERVICED LOTS

The Community Planner presented a report titled “*Motion C24(89) and C24(161): Lot Grading and Drainage Unserviced Areas*” dated February 12, 2025. The report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed by staff.

PAC25(39)
March On the motion of Councillors Tingley and Rhyno:

Moved that Planning Advisory Committee recommends that Council make no changes to Bylaw P-1200, Lot Grading and Drainage (Option 1) at this time and wait for the Provincial Stormwater Management Study.

Discussion continued and questions were addressed by staff.

MOTION DEFEATED

Nine (9) voting in against and four (4) voting favour, with Deputy Warden MacPhee and Councillors Rhyno, Tingley and Hebb voting in favour.

PAC25(40)
March On the motion of Warden Roulston and Public Member Balcom:

Moved that Planning Advisory Committee recommends that Council proceed with amending Bylaw P-1200, Lot Grading and Drainage to require the submission of a lot grading and drainage plan for all lots up to a maximum of 1.21 hectares (3 acres), where no Municipal services are provided; and authorize staff to consult with the public on the proposed change.

Discussion continued.

PAC25(41)
March On the motion of Councillors Rhyno and Merriam:

Moved to table Motion PAC25(40).

MOTION TABLED

Eight (8) voting in favour and five (5) voting against, with Warden Roulston, Councillors Perry, Moussa, Mitchell and Public Member Harvie voting against.

The CAO noted that while this is a complex issue, there is no additional information for staff to share. Council must decide their intent.

PAC25(42)
March On the motion of Warden Roulston and Councillor Moussa:

Moved to lift Motion PAC25(40) from the table.

Nine (9) voting in favour and four (4) voting against, with Deputy Warden MacPhee and Councillors Rhyno, Tingley and Merriam voting against.

PAC25(43)
March On the motion of Councillor Rhyno

Moved to exempt RU 2 zoned lands.

MOTION FAILED DUE TO LACK OF SECONDER.

Discussion continued.

The vote was held on Motion PAC25(40).

MOTION CARRIED

Eleven (11) voting in favour and two (2) voting against, with Deputy Warden MacPhee and Councillor Rhyno voting nay.

Due to time constraints, two reports were deferred to the next meeting in April:

- Municipal Government Act Changes
- Motion C24(417) - Duplicate civic numbering on Highway 215

ADJOURNMENT

PAC25(44) On the motion of Perry and Moussa:
March

Moved that the Planning Advisory Committee Meeting adjourn at 4:44 p.m.

MOTION CARRIED

Approved By: John Woodford, Director of Planning and Development
Date: March 20, 2025

/ar



Parks, Recreation & Culture Committee Executive Committee

March 18, 2025

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

Councillor Rhyno, as Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 10:22 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
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator
- Ms. Jo Swinemer, Community Development Coordinator

APPROVAL OF MINUTES

PRC25(3)
March On the motion of Councillors Mitchell and Dixon:

Moved that the minutes of the Parks, Recreation & Culture Committee meetings held December 10, 2024 & February 18, 2025 be approved.

MOTION CARRIED

DISTRICT RECREATION FUNDS, 1ST INTAKE

The Community Development Coordinator and Director of Parks, Recreation and Culture presented the staff report titled “*District Recreation Fund Application (Intake 1) for 2025*” dated February 27, 2025. A copy of the report was attached to the agenda and available to all committee members.

PRC25(4)
March On motion of Councillors Mitchell and Dixon:

Moved that Parks, Recreation and Culture Committee recommend that Council approve District Recreation Funding 2025-2026 (Intake 1) based on discussion at committee (motions will have details for Council for their March 26, 2025 meeting).

MOTION CARRIED

VOLUNTEER NOMINATIONS 2025

The Director of Parks, Recreation and Culture presented the staff report titled “*Municipal Volunteer Recognition Nominations & Model Volunteer 2025*” dated March 4, 2025. A copy of the report was attached to the agenda and available to all committee members.

PRC25(5)
March On motion of Warden Roulston and Councillor Perry:

Moved that Parks, Recreation and Culture Committee recommends to Council to approve the Volunteer Award nominees and the Model Volunteer be accepted as presented in the confidential memo sent to Council by email; and for the Model Volunteer be designated to represent the Municipality of East Hants at the Provincial Volunteer Awards.

Discussion was held.

MOTION CARRIED

RISING TIDE SHORE SIGNAGE PROJECT UPDATE

The Director of Parks, Recreation and Culture presented the staff report titled “*Rising Tide Shore Signage*” dated March 4, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed by staff.

PRC25(6)
March On motion of Warden Roulston and Councillor Hebb:

Moved that Parks, Recreation and Culture Committee recommends that Council gives the CAO direction to continue on the Rising Tide Shore signage program as outlined in this report.

Further discussion was held.

MOTION CARRIED

FAMILIARIZATION BUS TOUR DATES (DISCUSSION)

The Director of Parks, Recreation and Culture held a discussion with Committee regarding dates for a Familiarization Bus Tour of the Corridor and Central areas.

Based on discussion, it was determined that June 13th, 2025 would be the best date for Councillors to attend the first tour of the corridor.

ADJOURNMENT

PRC25(7)
March On motion of Councillors Perry and Dixon

Moved that Council adjourn at 11:30 a.m. to allow time for a Nominating Committee meeting to be held before the lunch break.

MOTION CARRIED

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

Date: March 21, 2025

/ar