



Corporate & Residential Services Committee Executive Committee

July 15, 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 9:02 a.m., and recited the historical acknowledgement. All members of Council were present with the exception of Councillor Michael Perry who arrived at 11:01 a.m. Councillor Perry had provided advance notice.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. John Woodford, Director of Planning (arrived at 9:17 a.m.)
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, Business & Legislative Administrator
- Ms. Erin Taylor, Communications Coordination
- Ms. Tracy Dixon, Human Resources Manager
- Ms. Ashley Lush, Human Resources Generalist
- Ms. Mary George, Collections Officer
- Ms. Jenna Robar, Revenue Coordinator
- Mr. Jordan Baltzer, Manager of Finance
- Mr. Derek Sullivan, Accounting Coordinator
- Ms. Alex Collin, I&O Administrator
- Mr. Michael Hatfield, Procurement Officer

Various employees joined the meeting for the employee introductions and employee recognition awards.

APPROVAL OF AGENDA OF ALL SUB-COMMITTEES

CRS25(68) *The agenda of all sub-committees, was approved with unanimous consent.*
July

APPROVAL OF MINUTES

CRS25(69) *The minutes of the Corporate & Residential Services Committee held on June 17, 2025, were approved with unanimous consent.*
July

NEW EMPLOYEE INTRODUCTIONS

- Erin MacIsaac, Legislative & HR Administrator (Term)
- Mary George, Collections Officer
- Robert Vint, Heavy Equipment Operator (WMC)
- Jonathan Higgins, Facility Operator (Sportsplex)

EMPLOYEE RECOGNITION

Alex Collin, I&O Administrator - 10 years

2024/2025 YEAR-END BUDGET CARRY FORWARD

The Director of Finance presented a report titled “2024/2025 Budget Carryforwards Request and Sportsplex Financial Results” dated July 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.

CRS25(70)
July

On the motion of Councillors Merriam and Mitchell:

Moved that the Corporate and Residential Services Committee recommend that Council approve the year-end carry forward amounts in the 2024/2025 Year End Adjustments Report dated July 9, 2025 and presented on July 15th, 2025.

MOTION CARRIED

2025/2026 RCMP BUDGET OVERAGE FUNDING

The Director of Finance presented a report titled “2025/2026 RCMP Budget Overage Funding Report”, dated July 9, 2025. A copy of the report was attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by staff.

CRS25(71)
July

On the motion of Warden Roulston and Councillor Merriam:

Moved that the Corporate and Residential Services Committee recommends to Council that Council allocate \$90,790 from Reserve G001-b (RCMP Policing) to address the increased 25/26 RCMP policing costs.

MOTION CARRIED

2024/2025 EAST HANTS ANNUAL REPORT INCLUDING TREASURER’S REPORT

The Chief Administrative Officer presented a report titled “2024/2025 East Hants Annual Report”. A copy of the report was attached to the agenda and available for all committee members.

CRS25(72)
July

Several Councillors expressed positive comments about the report. Discussion ensued and questions were addressed by staff.

On the Motion Councillor Rhyno and Councillor Hebb:

Moved that the Corporate and Residential Services Committee recommends to Council that Council accepts the 2024/2025 East Hants Annual Report including Treasurer's Report and that it be made available to the Public.

MOTION CARRIED

The Corporate & Residential Services Committee took a break at 10:36 a.m. Councillor Garden-Cole, as Chairperson called the meeting back to order at 10:45 a.m.

COUNCIL PROCUREMENT POLICY UPDATE

The Procurement Officer presented a report titled ***"Procurement Policy Update"*** dated June 26, 2025. A copy of the report was attached to the agenda and available for all committee.

Discussion ensued and questions were addressed by staff.

CRS25(73)
July

On the Motion of Warden Roulston and Councillor Tingley:

Moved 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 July 15, 2025 with such amendment to be effective beginning September 1, 2025.

MOTION CARRIED

CRS25(74)
July

On the Motion of Warden Roulston and Councillor Tingley:

Moved that the Corporate and Residential Services Committee recommends to Council that Council amend their Procurement Policy as attached to the Executive Agenda July 15, 2025 with such amendment to be effective beginning September 1, 2025.

MOTION CARRIED

FINANCIAL GUIDELINES FOR VOLUNTEER FIRE DEPARTMENTS

The Procurement Officer presented a report titled "Financial Guidelines for Volunteer Fire Departments Update" dated June 26, 2025. A copy of the report was attached to the agenda and available for all committee.

CRS25(75)
July

On the motion Councillors Rhyno and Tingley:

The Corporate & Residential Services Committee went in-camera at 11:22 a.m. to discuss a potential legal issue.

MOTION CARRIED

The Corporate & Residential Services Committee returned to an open meeting at 12:00 noon. Councillor Garden-Cole, as Chairperson reported that Committee held discussions in camera.

CRS25(76)
July

On the motion of Warden Roulston and Deputy Warden MacPhee:

Moved that the Corporate & Residential Services Committee recommend to Council that Council direct staff to engage the fire service, particularly to the Fire Advisory Committee for further discussion (Re: Financial Guidelines for Fire Departments).

MOTION CARRIED

CAO PRIORITY SESSION

Due to time constraint, this matter was deferred to the later in-camera session. The CAO Priority Session was subsequently deferred to a future meeting due to time constraints in the afternoon as well.

ADJOURNMENT

CRS25(77)
July

The meeting was adjourned with unanimous consent at 12:02 p.m. to be followed by a Nominating Committee meeting and lunch break.

Approved by: Wade Tattrie, Director of Finance
Date: July 17, 2025

/em



Infrastructure & Operations Executive Committee

July 15, 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 3:51 p.m. All members of Council were present.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer (Morning Session)
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, Business & Legislative Administrator
- Mr. Logan Blanchard, Project Engineer
- Mr. Alex Fenton, Supervisor of Roads Operations
- Mr. Jared Mullett, Project Engineer

APPROVAL OF MINUTES

IO25(17) *The minutes of the Infrastructure & Operations Committee held on June 17, 2025,*
July *were approved with unanimous consent.*

MOTION CARRIED

HIGHWAY 2 SIDEWALK EXTENSION (MILFORD LIONS PARK)

The Director of Infrastructure & Operations presented the staff report titled “*Highway 2 Sidewalk Extension (Milford Lions Park)*” dated June 2025. The report was attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by Staff.

IO25(18) On the motion of Councillor Merriam and Councillor Dixon:
July *Moved that the Infrastructure & Operations Committee recommend that the Highway 2 Sidewalk project budget is increased to \$225,000 (18-010) in the next Capital Budget.*

MOTION CARRIED

HIGHWAY 2 CROSSWALK, MILFORD RECREATION ASSOCIATE SITE

The Director of Infrastructure & Operations presented the staff report titled “Crosswalk- Highway 2, Milford Recreation Association Site” dated June 24, 2025. The report was attached to the agenda and available to all committee members.

IO25(19)
July On the Motion of Councillor Merriam and Councillor Tingley:

Moved that the Infrastructure & Operations Committee recommend that Council request that a new capital project for enhancing the existing crosswalk area in Milford near the Milford Recreation Association facility, listed as Option B in this report titled “Crosswalk - Highway 2, to Milford Recreation Association site” July 2025, to be added to the next municipal Capital Budget, with costing and recommended sources of funding, to be considered for future approval.

Discussion ensued and questions were addressed by Staff.

MOTION CARRIED

SNOW CLEARING ROAD SHOULDER DISCUSSION

The Director of Infrastructure & Operations presented the staff report titled “Snow Clearing Road Shoulder Discussion” dated June 2025. The report was attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by Staff.

IO25(20)
July On the motion of Councillor Tingley and Councillor Merriam:

Moved that the Infrastructure & Operations Committee recommend to Council that Council send a letter to the Chignecto Central Regional Centre for Education (CCRCE) seeking alternative suggestions on how to get children to school safely.

IO25(21)
July On the motion of Councillor Rhyno and Councillor Dixon:

Moved to amend Motion IO25(20) to also ask CCRCE to compare how other regions and/or provinces get children to school safely, ie. the Newfoundland program.

AMENDMENT CARRIED

Further discussion was held.

AMENDED MOTION CARRIED

For further clarification, Motion IO25(20) is as follows:

That Council send a letter to the Chignecto Central Regional Centre for Education (CCRCE) seeking alternative suggestions on how to get children to school safely; and also ask CCRCE to compare how other regions and/or provinces get children to school safely, ie. the Newfoundland program.

Discussion was held on changing agenda schedule due to time constraints.

MUNICIPAL STANDARDS UPDATE

The Director of Infrastructure & Operations presented the staff report titled “Municipal Standards Update” dated June 25, 2025. The report was attached to the agenda and available for all committee members.

IO25(22)
July

On the motion of Warden Roulston and Councilor MacPhee:

Moved that the Infrastructure & Operations Committee recommends to Council that Council approves the revisions to the Municipal Standards as attached to the Executive Committee agenda of July 15, 2025.

MOTION CARRIED

IO25(23)
July

ADJOURMENT

The Meeting was adjourned with unanimous consent at 4:50 p.m.

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: July 18, 2025

/em



Planning Advisory Committee Executive Committee

July 15, 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.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. John Woodford, Director of Planning & Development
- Ms. Debbie Uloth, Community Planner II
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, Business & Legislative Administrator
- Mr. Logan Blanchard, Project Engineer
- Mr. Jared Mullett, Project Engineer
- Mr. Derek Normanton, Senior Project Engineer
- Mr. Alex Fenton, Supervisor of Roads Operations

Public Members:

- Mr. Sam Balcom
- Ms. Pamela Harvie

APPROVAL OF MINUTES

PAC25(83) *The minutes of the Planning Advisory Committee held on June 17, 2025*
July *were approved with unanimous consent.*

SUBDIVISION BYLAW - STORMWATER MANAGEMENT AMENDMENTS

The Community Planner II presented the staff report titled “*Motion C23(346): Stormwater Management Un-serviced Areas*” dated July 9, 2025. The report was attached to the agenda and available to all committee members.

PAC25(84) On the motion of Councillor Hebb and Merriam:
July
Moved that the Planning Advisory Committee recommends that Council give first reading to the proposal to amend the Municipal Planning Strategy and Subdivision Bylaw to require stormwater management plans

in un-serviced areas of the Municipality, for the purpose of enabling a public hearing and authorize staff to schedule a public hearing.

MOTION CARRIED

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

SINGLE EGRESS/INGRESS AREAS

The Community Planner II presented a report titled “*Supplemental Report: Consultation with Fire Services - Single Egress/Ingress Development - Updated*” dated July 9, 2025. The report was attached to the agenda and available for all committee members.

Discussion was held and questions were addressed by staff.

PAC25(85)
July

On the motion of Warden Roulston and Councillor Tingley:

Moved that Planning Advisory Committee recommends that Council maintain the current Subdivision Bylaw regulations regarding 100 lots on a single ingress/egress.

Further discussion was held.

MOTION CARRIED

Seven (7) in favour, and six (6) voting against, with Councillor Dixon, Councillor Hebb, Councillor Moussa, Councillor Garden-Cole, Councillor Rhyno, and Councillor Perry voting nay.

MUNICIPAL HOUSING STRATEGY

The Director of Planning and Development presented a report titled “*Municipal Housing Strategy*” dated July 3, 2025. The report was attached to the agenda and available for all committee members.

Discussion was held and questions were addressed by staff.

PAC25(86)
July

On the motion of Deputy Warden MacPhee and Councillor Tingley:

Moved that the Planning Advisory Committee recommends to Council that Council approves the East Hants Housing Strategy.

PAC25(87)
July

On the motion of Warden Roulston and Councillor Rhyno:

Moved that Motion PAC25(86) be amended to strike the item regarding five (5) mini-homes in the RU-2 Zone from the Housing Strategy.

Discussion continued.

Question called on the amendment.

AMENDMENT CARRIED

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

For further clarification Motion PAC25(86) is as follows:

That the Planning Advisory Committee recommends to Council that Council approves the East Hants Housing Strategy, striking the item regarding five (5) mini-homes in the RU-2 Zone from the Strategy.

Discussion continued.

PAC25(88)
July On the motion of Warden Roulston and Councillor Garden-Cole:

Moved to table amended Motion PAC25(86) on this matter (Re: Housing Strategy) until the Planning Advisory Committee can perform further due diligence and fully reviewed (the strategy document).

MOTION TABLED

Ten (10) in favour and three (3) voting against, with Councillor Tingley, Councillor Mitchell and Deputy Warden MacPhee voting nay.

PAC25(89)
July On the motion of Warden Roulston and Councillor Perry:

Moved to direct staff to set up an evening PAC meeting to deal with the Housing Strategy on a date that is suitable for the public members on a date already set aside for extension meetings.

MOTION CARRIED

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

THOMAS STREET AND MCKENZIE LANE PAVING PEITIONS

The Geomatics Coordinator presented a report titled “Mckenzie Ln and Thomas St Paving Petition Contributions” dated July 3, 2025. The report was attached to the agenda and available for all committee members

Discussion ensued and questions were addressed by staff

PAC25(90)
July On the motion of Councillors Dixon and Tingley:

Moved that the Planning Advisory Committee recommend that if the paving petitions for Thomas St and McKenzie Lane, East Uniacke are successful, and the Province agrees to contribute 50% towards the paving of the provincial portion of McKenzie Lane, that:

- *Council approve a 10% Municipal contribution towards the cost of paving the municipal portions of Thomas St, Enfield and McKenzie Lane, East Uniacke, and:*
- *That the municipal 10% and provincial 50% contribution be subtracted from the combined total cost of the paving McKenzie Ln, East Uniacke and the remainder be divided evenly amongst all property owners.*

Discussion continued.

MOTION CARRIED

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

ADJOURNMENT

PAC25(91) *The Planning Advisory Committee Meeting adjourned at 2:55 p.m.*
July

MOTION CARRIED

Approved By: John Woodford, Director of Planning and Development

Date: July 17, 2025

/em



Parks, Recreation & Culture Committee Executive Committee

July 15, 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 4:51 p.m. All members of Council were present.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. John Woodford, Director of Planning
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Evan MacDougall, Manager of Parks and Buildings
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, Business & Legislative Administrator
- Mr. Scott Preston, Manager of Recreation & Facilities

APPROVAL OF MINUTES

PRC25(18) *The minutes of the Parks, Recreation & Culture Committee meeting held on*
July *June 17, 2025, were approved with unanimous consent.*

On the motion of Councillors Perry and Merriam:

Moved to adjust the agenda to defer Item 38 - Mount Uniacke Splash Pad Discussion to September and Item 18 - CAO Priorities (In camera) to a future meeting, due to time constraints.

MOTION CARRIED

AFTER-HOURS OCEAN FLOOR TOUR REQUEST (SHOREGIRL ADVENTURES)

The Director of Parks, Recreation and Culture presented a report titled “*After-hours Ocean Floor Tour Request*” dated June 27, 2025. The report was attached to the agenda and available for all committee members.

Discussion ensued and questions were addressed by Staff.

Warden Roulston assumed the Chair at the request of Councillor Rhyno.

Discussion continued.

PRC25(19) On motion of Councillor Rhyno and Deputy Warden MacPhee:
July

Moved that the Parks, Recreation and Culture Committee recommend that Council approve Option 2 to direct staff to enter into negotiations with Shoregirl Adventures to permit after-hours tours at Burntcoat Head Park provided the following criteria are met:

- ***Establishment of a formal agreement or contract with indemnity provisions and insurance requirements;***
 - ***\$5 million liability insurance listing Municipality of East Hants as an additional insured;***
- ***Defined tour parameters;***
- ***Safety plan;***
- ***Environmental impact/protection plan;***
- ***Municipal staff person is onsite during the tours on a cost recovery basis with the tour operation; and***
- ***The local fire department is aware and in alignment with non-municipal tours running between the hours of 5pm up until 2 hours before dusk.***

PRC25(20) On the motion of Councillor Hebb and Deputy Warden MacPhee
July

Moved to amend Motion PRC25(19) to be a pilot project for this tourist season to be reviewed and report back at end of the season.

AMENDMENT CARRIED

Nine (9) in favour and two (2) against, with Councillor Mitchell and Councillor Tingley voting nay.

Discussion continued.

Deputy Warden MacPhee assumed the Chair at the request of Warden Roulston.

Discussion continued.

MOTION DEFEATED

Six (6) against and five (5) in favour, with Councillors Dixon, Moussa, Perry, Mitchell, Tingley and Warden Roulston voting nay.

Councillor Rhyno resumed the Chair.

REQUEST TO MAKE PRESENTATION RE: SHUBENACADIE CENOTAPH

The CAO advised that due to timing, the request from Shubenacadie residents to make a presentation to the Council regarding the Shubenacadie Cenotaph was brought forward to allow for the presentation at the July Regular Meeting of Council, should Councillors agree.

Discussion ensued.

PRC25(21) On the Motion of Councillors Garden-Cole and Tingley:
July

Moved to direct staff to schedule the presentation regarding the relocation of the Shubenacadie Cenotaph during the Regular Meeting of Council to be held July 23, 2025.

MOTION CARRIED

Seven (7) in favour and four (4) against, with Deputy Warden MacPhee, Councillor Hebb, Councillor Perry, Warden Roulston voting nay.

(IN CAMERA) CONTRACTUAL ISSUE

PRC25(22) On the motion of Councillors Merriam and Dixon:
July ***Moved that Parks, Recreation & Culture Committee go in-camera at 5:48 p.m. to discuss an in-camera contractual issue.***

MOTION CARRIED

The Parks, Recreation & Culture Committee returned to an open meeting at 5:58 p.m.

Councillor Rhyno, as Chairperson reported that the Committee met in camera to deal with a confidential contractual issue and direction was given to staff.

ADJOURNMENT

PRC25(23) ***The Meeting was adjourned with unanimous consent at 5:59 p.m.***
July

Approved by: Alana Tapper, Director of Parks, Recreation & Culture
Date: July 22, 2025

/em