



### Corporate & Residential Services Committee Executive Committee

November 18, 2025

A meeting of the Corporate & Residential Services Committee was held on the above date in the 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 11:05 a.m., and recited the historical acknowledgement. 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. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk

#### Guests Present:

- Cathy MacDonald, East Hants Family Resource Centre

#### APPROVAL OF MINUTES

CRS25(97)  
November

***The minutes of the Corporate & Residential Services Committee held on October 14, 2025 were approved with unanimous consent.***

Due to time restraints, the New Employee Introductions and Position Change/Promotions were not formally presented, but the information was attached to the agenda and available to all Committee members.

#### NEW EMPLOYEE INTRODUCTIONS

- Deanna Koch - Administrative Services Clerk (6-month term)
- Anne Warburton - Sustainability Coordinator (term)

#### POSITION CHANGE/PROMOTIONS

- Rachel Edgett - Administrative Services Clerk (currently term Tax Administrator)

## PRESENTATION

Ms. Cathy MacDonald, Executive Director of the East Hants Family Resource Centre, gave a presentation on the programs offered by the organization. A copy of the presentation titled “*East Hants Family Resource Centre - Supporting Families to Strengthen Communities*” was attached to the agenda and available to all committee members.

Ms. MacDonald noted that the not-for-profit organization is experiencing an increase in expenses to meet the needs of a growing community and are seeking an increase of municipal grant funding to \$40,000 annually.

The presenter and staff addressed questions from Committee members. Several Committee members expressed thanks and made positive comments about the work of the organization.

On the motion of Councillors Tingley and Dixon:

CRS25(98)  
November ***Moved that the Corporate & Residential Services Committee recommends to Council, that Council direct Staff to include a \$40,000 Community Partnership Fund grant for the East Hants Family Resource Centre in the draft operating budget for consideration.***

Discussion continued.

Warden Roulston assumed the Chair at the request of Councillor Sandra Garden-Cole, Chairperson.

Councillor Garden-Cole made supportive comments.

## **MOTION CARRIED**

Councillor Sandra Garden-Cole resumed the Chair.

Ms. MacDonald also requested a letter of support to assist the organization in seeking additional provincial funding.

On the motion of Councillor Merriam and Warden Roulston:

CRS25(99)  
November ***Moved that the Corporate & Residential Services Committee recommends to Council, that Council direct staff to write a letter of support for the East Hants Family Resource Centre to assist their request for additional provincial funding.***

## **MOTION CARRIED**

## ADJOURNMENT

CRS25(100)  
November ***The Corporate & Residential Services Committee adjourned at 11:36 a.m. with unanimous consent.***

Approved by: Adam Clarkson, Director of Corporate Services  
Date: November 19, 2025

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

/sm



## Infrastructure & Operations Executive Committee

November 18, 2025

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

Councillor Perry called the meeting to order at 2:53 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. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Andrea Trask, Manager of Solid Waste
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. John Woodford, Director of Planning & Development
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk

### APPROVAL OF MINUTES

IO25(34)  
November     *The minutes of the Infrastructure & Operations Committee held on October 21, 2025, were approved with unanimous consent.*

### SHUBENACADIE WATER TREATMENT PLAN PW2024 GUDI STEP 2 STUDY

The Director of Infrastructure & Operations presented a report titled “*Shubenacadie Water Treatment Plant PW2024 GUDI Step 2 Study*” dated November 2025. A copy of the report was attached to the agenda and available for all Committee members.

On the motion of Councillors MacPhee and Mitchell:

IO5(35)  
November     ***Moved that the Infrastructure & Operations Committee recommend that Council approve \$25,000 before tax for the completion of GUDI Step 2 Study of the new well at the Shubenacadie Water Treatment Plant, to be funded from the Housing Accelerator Fund.***

Staff addressed questions from Committee members.

### **MOTION CARRIED**

### EXTENDED PRODUCER RESPONSIBILITY (EPR) UPDATE

The Manager of Solid Waste presented a report titled “*Nova Scotia’s EPR Program - Update*” dated November 2025. A copy of the report was attached to the agenda and available for all Committee members.

Discussion ensued and questions were addressed by staff.

No motions resulted.

(IN-CAMERA) CONTRACTUAL ISSUE

On the motion of Deputy Warden Dixon and Councillor MacPhee:

IO25(36) ***Moved that the Infrastructure & Operations Committee to go in-camera at 3:31***  
November ***p.m. to discuss a contractual issue.***

**MOTION CARRIED**

The Infrastructure & Operations Committee returned to an open meeting at 3:42 p.m.

Councillor Perry, as Chairperson reported that the Committee met in-camera to discuss a confidential contractual issue and the following motion resulted:

On the motion of Councillors MacPhee and Hebb:

IO25(37) ***Moved that the Infrastructure & Operations Committee recommends to Council***  
November ***that Council direct the CAO to approve a 1-year contract extension with GFL Environmental for organics processing, at a rate of \$100/tonne effective April 1, 2026.***

**MOTION CARRIED**

ADJOURNMENT

IO25(38) ***The Infrastructure & Operations Committee meeting was adjourned at 3:43***  
November ***p.m. with unanimous consent.***

Approved by: Jesse Hulsman, Director of Infrastructure & Operations

Date: November 19, 2025

/sm



Title of Minutes - Date



## Planning Advisory Committee Executive Committee

November 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 1:45 p.m. All members of Council were present. Public Member Balcom joined the meeting at 1:47 p.m.

Staff present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Debbie Uloth, Community Planner II
- Ms. Lee-Ann Martin, Development Officer/Planner
- Ms. Rachel Gilbert, Manager of Planning
- Mr. Alex Fenton, Supervisor of Roads Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk

Public Member:

- Mr. Sam Balcom
- Ms. Pamela Harvie

### APPROVAL OF MINUTES

PAC25(124)  
November ***The minutes of the Planning Advisory Committee held on October 21 & 23, 2025, were approved with unanimous consent.***

### PLN25-009 MACINTOSH LANE, NMR - REDESIGNATION AND REZONING

The Manager of Planning presented a report titled “*David Maddeaux - Development Agreement Application*” dated November 3, 2025. A copy of the report and supporting documents were attached to the agenda and available for all Committee members.

On the motion of Councillor Hebb and Deputy Warden Dixon:

PAC25(125)  
November ***Moved that the Planning Advisory Committee recommends to Council that Council authorize staff to schedule a public information meeting to consider an application from David Maddeaux to amend the MPS and LUB by changing the***



***land use designation and zone from Agricultural Reserve (AR) to Rural Use (RU) for 47 MacIntosh Road, Upper Nine Mile River.***

Discussion ensued and questions were addressed by staff.

**MOTION CARRIED**

On the motion of Councillors Hebb and Merriam:

PAC25(126)  
November ***Moved that the Planning Advisory Committee recommends to Council that Council direct staff to seek comments on the application (PLN25-009 MacIntosh Lane, NMR) from the East Hants Agricultural Advisory Committee.***

**MOTION CARRIED**

**PLN25-010 - SUNNY POINT FARMS - MPS & LUB AMENDMENTS**

The Planner & Development Officer presented a report titled “Sunny Point Farms - Amendments to Official Community Plan” dated November 4, 2025. A copy of the report and supporting documents were attached to the agenda and available for all Committee members.

Questions were addressed by staff.

On the motion of Councillor Rhyno and Public Member Balcom:

PAC25(127)  
November ***Moved (later amended) that 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 reduce the minimum setback requirement for Intensive Livestock Operations in the Rural Use North (RU-2) Zone, and; Direct staff to seek comments from the East Hants Agricultural Advisory Committee on the application.***

Discussion ensued.

On the motion of Warden Roulston and Councillor Moussa:

PAC25(128)  
November ***Moved that Motion PAC25(127) be amended to remove the second part of the motion to seek comments from the East Hants Agricultural Advisory Committee.***

**AMENDMENT CARRIED**

Ten (10) voting in favor; Three (3) voting against; Councillors Hebb, Rhyno and Tingley voting nay.

Staff addressed additional questions.

**AMENDED MOTION CARRIED**

For further clarification, Motion PAC25(127) is as follows:

***That 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 reduce the minimum setback requirement for Intensive Livestock Operations in the Rural Use North (RU-2) Zone.***

On the motion of Warden Roulston and Councillor MacPhee:

- PAC25(129) *Moved that the Planning Advisory Committee recommends to Council, that*  
November *Council direct Staff to include a review of the setbacks in the AR, RU and RU*  
*North zones be included in the next Plan Review.*

**MOTION CARRIED**

**MOTION C25(236) - ESTIMATED COST OF UPGRADING K-CLASS ROADS FOR EMERGENCY PURPOSES**

The Community Planner II presented a report titled “*Motion C25(236): Costs of Upgrading K-Class Roads - Single Egress/Ingress Development*” dated November 12, 2025. The Supervisor of Roads Operations was also available to address questions. A copy of the report and supporting documents were attached to the agenda and available for all members of the Committee.

Discussion ensued and questions were addressed by staff.

On the motion of Councillor MacPhee and Warden Roulston:

- PAC25(130) *Moved that the Planning Advisory Committee recommends to Council, that*  
November *Council accept the cost estimates and put the report “(Motion C25(236): Costs of Upgrading K-Class Roads - Single Egress/Ingress Development” on file and do not proceed with any additional work.*

Discussion continued and questions were addressed by staff.

**MOTION CARRIED**

Twelve (12) voting in favor; One (1) voting against, with Councillor Moussa voting nay.

**LANTZ SPS AMENDMENTS TO MPS AND LUB - FINAL STAFF REPORT**

The Manager of Planning presented a report titled “*Lantz Secondary Planning Strategy*” dated November 3, 2025. A copy of the report and supporting documents were attached to the agenda and available to all Committee members.

On the motion of Councillors Tingley and Merriam:

- PAC25(131) *Moved that the Planning Advisory Committee recommends to Council that*  
November *Council:*  
*• give second reading and approve the amendments to the Municipal Planning Strategy and Land Use Bylaw relating to the Lantz Secondary Planning Strategy.*

**MOTION CARRIED**

**ADJOURNMENT**

- PAC25(132) *The Planning Advisory Committee Meeting adjourned at 2:40 p.m. for a break*  
November *to be followed by the Infrastructure & Operations Committee meeting.*

**MOTION CARRIED**

Approved by: John Woodford, Director of Planning and Development

Date: November 20, 2025

/sm



### Police Advisory Committee Executive Committee

November 18, 2025

A meeting of the Police Advisory Committee was held on the above date in the Council Chambers.

Councillor Rhyno called the meeting to order at 9:01 a.m. and recited the historical acknowledgement. All members of Council were present with the exception of Councillor Tingley who joined the meeting at 9:06 a.m.

#### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer (joined at 9:24 a.m.)
- Mr. Wade Tattrie, Director of Finance
- Mr. Adam Clarkson, Director of Corporate Services
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Mr. Calvin Byard, Manager of Protective Services
- Mr. Tom Gignac, Manager of Information Services

#### Guests Present:

- S/Sgt. Mike Balmaceda, RCMP
- Sgt. Scott MacRae, RCMP

#### Public Committee Members Present:

- Ms. JoAnn Pelley

#### Regrets/Absent:

- Mr. Greg Densmore
- Ms. Nicole Cluett
- Mr. Timothy McDermott

#### APPROVAL OF AGENDA OF ALL SUB-COMMITTEES

PA25(13)  
November *The agenda was approved as presented by unanimous consent.*

#### APPROVAL OF MINUTES

PA25(14)  
November *The minutes of the Police Advisory Committee meeting held September 16, 2025 were approved with unanimous consent.*

#### RCMP QUARTERLY REPORT

S/Sgt. Balmaceda and Sgt. MacRae presented a report titled “*East Hants District Municipal Quarterly Report*” dated November 2025. A copy of the report was attached to the agenda and available to all Committee members.

The report included follow-ups to previous meeting, an HR update and APP priorities update.

The CAO joined the meeting.

Councillor Rhyno opened the floor to comments or questions from members of Council, which were answered by the RCMP members.

**(IN CAMERA) PUBLIC PROTECTION**

On the motion of Deputy Warden Dixon and Councillor Hebb:

PA25(15) ***Moved that the Police Advisory Committee go in-camera at 9:50 a.m. to***  
November ***discuss a confidential public protection topic.***

**MOTION CARRIED**

The Police Advisory Committee returned to an open meeting at 11:00 a.m. Councillor Rhyno, as Chairperson, reported that the committee met in-camera to discuss a confidential public protection topic and no motions resulted.

**ADJOURNMENT**

On the motion of Councillors Tingley and Mitchell:

PA25(156) ***Moved to adjourn the Police Advisory Committee meeting at 11:02 a.m.***  
November

**MOTION CARRIED**

Approved by: Sheralee MacEwan, Assistant Municipal Clerk  
Date: November 19, 2025

/sm



### Parks, Recreation & Culture Executive Committee

November 18, 2025

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

Warden Roulston (at the request of Councillor Rhyno, Chairperson due to time constraints) called the meeting to order at 11:36 a.m. All members of Council were present.

#### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Aurora Douthwright, Tourism & Events Supervisor
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk

#### APPROVAL OF MINUTES

Due to time constraints, the minutes of Parks, Recreation & Culture Committee meeting held of October 21, 2025 will be approved at the next meeting.

#### VOLUNTEER RECOGNITION: DATE & TIME RECOMMENDATIONS

The Tourism & Events Supervisor presented a report titled “2026 Volunteer Awards Locations & Date” dated October 10, 2025. A copy of the report was attached to the agenda and available for all Committee members.

On the motion of Councillors Perry and Hebb:

PRC25(34)  
November

***Moved that the Parks, Recreation & Culture Committee recommends to Council that Council approves that the East Hants Volunteer Awards and Firefighter Long Service Awards ceremony be held on April 24, 2026 at the Mount Uniacke Royal Canadian Legion Branch 165;***

***And that, if a caterer is not available for Mount Uniacke, Council approves that the event be held in Rawdon.***

**MOTION CARRIED**

**ADJOURNMENT**

On the motion of Councillors Perry and Mitchell:

PRC25(35) *Moved that the Parks, Recreation and Culture Committee meeting be*  
November *adjourned at 11:40 a.m. to be followed by Nominating Committee Meeting*  
*and a lunch break.*

**MOTION CARRIED**

Approved By: Alana Tapper, Director of Parks, Recreation & Culture  
Date: November 19, 2025

/sm