



Corporate & Residential Services Committee Executive Committee

January 20, 2026

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 9:03 a.m., and recited the historical acknowledgement. All members of Council were present excluding Councillor Perry who arrived at 9:38 a.m. Warden Roulston appeared virtually via Zoom.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Wade Tattie, 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
- Ms. Erin MacIsaac, HR & Legislative Administrator
- Mr. Calvin Byard, Manager of Protective Services

Various staff members attended during the New Employees and Employee Recognition portion of the meeting.

Guests Present:

- Luke Guthro, Enfield Volunteer Fire Department
- Other members of the Department were in the gallery

APPROVAL OF OR AMENDMENTS TO AGENDA

CRS26(01)
January

The approval of the agenda was approved with unanimous consent.

APPROVAL OF MINUTES

CRS26(02)
January

The minutes of the Corporate & Residential Services Committee held on December 9, 2025 were approved with unanimous consent.

PRESENTATION

Luke Guthro, Captain and Chairman of Hall Planning Committee of the Enfield Volunteer Fire Department made a presentation requesting that the Municipality take ownership of land located at 273 Highway, Enfield in order for the department to qualify for an FCM grant to build a new fire station to support the growing needs in the community.

The Chief Administrative Officer thanked the presenter and advised that Council will consider the request.

FIRE SERVICE ASSOCIATION OF NOVA SCOTIA (FSANS) FIRE GOVERNANCE REVIEW

The Director of Corporate Services and Manager of Protective Services presented a report titled “*Fire Service Association of Nova Scotia (FSANS) - Governance Study*” dated December 22, 2025. A copy of the report and attachments were attached to the agenda and available to all committee.

Discussion ensued and questions were addressed by staff.

NEW EMPLOYEE INTRODUCTIONS

- Colton Dean, Information Services Technician
- Jennings Sinclair, Building Official

POSITION CHANGES

- Jade Robinson, from Development Control Clerk (Term) to Building Official as of February 1st, 2026.

EMPLOYEE RECOGNITION

- Geoff MacDonald, Manager of Accounting (5 years)
- Steve Caines, Operator II, Water & Wastewater Services - 10 years
- Evan MacDougall, Manager of Parks & Buildings - 10 years

Committee took a break at 10:00 a.m. and the Chair called the meeting back to order at 10:15 a.m.

WELL & SEPTIC LOAN UPDATE - BYLAW A-200-1, AMENDMENTS TO BYLAW A-200, WATER SUPPLY AND ON-SITE SEWAGE DISPOSAL SYSTEM UPGRADE LENDING PROGRAM BYLAW

The Manager of Real Estate & Corporate presented a report titled “*Well and Septic Loan Program Update*” dated January 12, 2025. A copy of the report and supporting documents were attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by staff.

CRS26(03)
January

On the motion of Councillors Merriam & Tingley:

Moved that the Corporate & Residential Services Committee recommend that Council give first reading to Bylaw A-200-1, An Amendment to Bylaw A-200 Water Supply and On-Site Sewage Disposal System Upgrade Lending Program Bylaw; and

That the Corporate & Residential Services Committee recommend that Council extend the Well and Septic Loan Program under Bylaw A-200-1, with the program funding amount to be increased to, and capped at, \$500,000.

Discussion continued and further questions were addressed by staff.

The Chairperson requested the Deputy Warden to take the chair to continue discussion.

The Chairperson resumed the chair.

The CAO provided further clarification to Councillors.

MOTION CARRIED

Discussion continued.

CRS26(04)
January

On the motion of Councillors Perry & Moussa:

Moved that once the cap of \$500,000 has been reached, a report with the number of waiting applicants and costs be brought back to Council for decision based on our financial situation at that time.

MOTION CARRIED

(IN-CAMERA) CONTRACTUAL ISSUE & CAO PRIORITIES

CRS26(05)
January

On the motion of Deputy Warden Dixon & Councillor Mitchell:

Moved that Committee go in-camera at 10:52 a.m. to discuss a contractual issue and CAO Priorities.

MOTION CARRIED

The Corporate & Residential Services Committee returned to an open meeting at 12:07 p.m. Councillor Garden-Cole as Chairperson reported that Committee held discussions in camera on a contractual issue and CAO Priorities (to be continued later in the day) with the following motion coming forward:

DAR LINE LAND MANAGEMENT & ENCROACHMENT BYLAW UPDATE

CRS26(06)
January

On the motion of Councillors Perry & Hebb:

Moved that Council authorize the CAO to enter into a ten-year agreement, with ten-year renewal term, with the East Hants Multi-Use Trail Association for the management and maintenance of the DAR Line between King Road in Kennetcook and the East Hants/West Hants Boundary in Stanley that permits multi-modal recreational trail use, consistent with the terms and conditions outlined in the January 8, 2026 dated staff report, with the intent to move toward a future agreement for the entire DAR Line.

MOTION CARRIED

ADJOURNMENT

CRS26(07)
January

The meeting was adjourned with unanimous consent at 12:08 p.m. to be followed by a lunch break.

Approved by: Adam Clarkson, Director of Corporate Services
Date: January 23, 2026

Approved by: Wade Tattree, Director of Finance
Date: January 23, 2026

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Infrastructure & Operations Executive Committee

January 20, 2026

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

Councillor Moussa, as Vice Chairperson of the Committee called the meeting to order at 3:48p.m. All members of Council were present with the exception of Councillor Perry who left earlier in the day. Warden Roulston appeared virtually via Zoom.

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
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, HR & Legislative Administrator
- Mr. Alex Fenton, Supervisor of Roads Operations

APPROVAL OF MINUTES

IO26(01)
January

The minutes of the Infrastructure & Operations Committee held on November 18, 2026, were approved with unanimous consent.

THOMAS STREET PAVING PETITION FINANCIAL UPDATE

The Director of Infrastructure & Operations and the Manager of Roads Operations presented a report titled “*Thomas Street Paving Petition Financial Update*” dated January 6, 2026. A copy of the report was attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by staff.

IO26(02)
January

On the motion of Deputy Warden Dixon & Councillor Garden-Cole:

Moved that the Infrastructure & Operations Committee recommend that Council update capital project 24-018 “Gravel Road Replacement - Thomas Street” with the change being to seek approval in the capital budget to be completed in Fiscal year 2027-28. The scope will now include the paving of the Municipal owned road for a total project budget of \$1,170,000, contingent on a successful paving petition, and where local residents agree to contribute towards the transition to paved surface. Where there is understanding the base estimated \$860,000 in gravel costs is considered work that would be done by the Municipality within the same window of time and thus not in contradiction of the Local Improvement Charges Bylaw- F100.

Discussion continued and further questions were addressed.

MOTION CARRIED

Nine (9) in favour and one (1) against, with Councillor Rhyno voting nay.

STATUS OF CONSTRUCTION & DEMOLITION (C&D) LANDFILL CELL - WASTE MANAGEMENT CENTRE - BUDGET

The Manager of Solid Waste and Director of Infrastructure & Operations presented a report titled “*Status of Construction & Demolition Landfill Cell (Waste Management Centre)*” dated December 23, 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.

IO26(03)
January

On the motion of Councillors Tingley & Mitchell:

Moved that the Infrastructure & Operations Committee recommend that Council approve the addition of \$410,000 to capital project 25-019 “Construction & Demolition Landfill Cell”, with funding coming from the Solid Waste Operating Reserve (G501) that will see the updated total approved budget for the project become \$1,840,000.

MOTION CARRIED

Discussion continued.

(IN-CAMERA) CONTRACTUAL ISSUE AND CONTINUATION OF CAO PRIORITIES

IO26(04)
January

On the motion of Councillors Hebb & Mitchell:

Moved to go in camera at 4:26 p.m. to discuss a contractual issue and continue the earlier CAO Priorities session.

The Infrastructure & Operations Committee returned to an open meeting at 5:32 p.m. Councillor Moussa, as Vice Chairperson reported that the Committee met in-camera to discuss a confidential contractual issue and to continue the earlier CAO Priorities session. No motions are coming forward.

ADJOURNMENT

IO26(05)
January

the Infrastructure & Operations Committee was adjourned at 5:33 p.m. with unanimous consent.

Approved by: Jesse Hulsman, Director of Infrastructure & Operations
Date: January 23, 2026

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Planning Advisory Committee Executive Committee

January 20, 2026

A meeting of the Planning Advisory Committee was held on the above date in the Council Chambers. The meeting was livestreamed and recorded.

Councillor Mitchell, as Chairperson of the Planning Advisory Committee called the meeting to order at 1:31 p.m. All members were present and Warden Roulston appeared virtually via Zoom. Councillor Perry left the meeting at 2:45 p.m. and public member Pamela Harvie left at 3:00 p.m.

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 Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, HR & Legislative Administrator
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Debbie Uloth, Community Planner II

Public Member:

- Ms. Pamela Harvie

REGRETS:

- Sam Balcom

APPROVAL OF MINUTES

PAC26(01)
January

The minutes of the Planning Advisory Committee held on December 9, 2025 were approved with unanimous consent.

PLN25-011 - CORES WORDWIDE - TEXT AMENDMENT TO LAND USE BYLAW - INITIAL REPORT

The Community Planner II presented a report titled “Cores Worldwide Inc. Application to Amend the Land Use Bylaw” dated January 14, 2026. A copy of the report and supporting documents were attached to the agenda and available to all committee members.

PAC26(02)
January

On the motion of Councillors Hebb & MacPhee:

Moved that the Planning Advisory Committee recommends to Council that Council:

- *Give first reading to the application from Cores Worldwide Inc. to amend the LUB by increasing the maximum commercial floor area of the Highway Commercial (HC) Zone to 2,750 m²; for the purpose of enabling a public hearing and authorize staff to schedule a public hearing.*

Discussion ensued and questions were addressed by staff.

MOTION CARRIED

PLN25-013 - ARKHAM DEVELOPMENTS LTD - INITIAL REPORT

The Manager of Planning presented a report titled “Arkham Developments Ltd.: MPS and LUB Mapping Amendments” dated January 12, 2026. A copy of the report and supporting documents were attached to the agenda and available for all committee members.

Discussion ensued and questions were addressed by staff.

Further questions were addressed by staff.

PAC26(03)
January

On the motion of Councillors Tingley & Merriam:

Moved that the Planning Advisory Committee recommends that Council:

- *authorize staff to schedule a public information meeting to consider an application from Arkham Developments Ltd. to amend the MPS and LUB by changing the land use designation and zone for portions of PIDs 45265843 and 45235835, Dorey Lane Enfield and the parking standards for townhouses be reviewed before going to the Public Information Meeting.*

Discussion continued and further clarification given.

MOTION CARRIED

Nine (9) in favour and three (3) against, with Councillors Rhyno, Garden-Cole and Perry voting nay.

MAITLAND HERITAGE CONSERVATION DISTRICT PLAN AND BYLAW REVIEW (BYLAW P-1100)

The Manager of Planning presented a report titled “Maitland Heritage Conservation District Review” dated January 7, 2025. A copy of the report and presentation were attached to the agenda and available for all committee members.

PAC26(04)
January

On the motion of Councillors Hebb & Merriam:

Moved that the Planning Advisory Committee recommends to Council that Council:

- *Adopt the public participation program, as outlined in the staff report regarding the Maitland Heritage Conservation District Review and dated January 7, 2026; and*
- *Approve sending the background information to the Minister for Communities, Culture, Tourism and Heritage.*

Discussion ensued and questions were addressed by staff.

MOTION CARRIED

Eleven (11) in favour and one (1) against, with Councillor Rhyno voting nay.

Councillor Perry left the meeting, due to another commitment.

2026-27 PLAN REVIEW SCOPING REPORT

The Director of Planning & Development presented a report titled “2026-27 Plan Review Scoping Report” dated January 9, 2026. A copy of the report was attached to the agenda and available to all committee members.

Discussion ensued and questions were addressed by staff.

PAC26(05)
January

On the motion of Councillors Merriam & Moussa:

Moved that the Planning Advisory Committee recommends to Council that Council:

- ***Authorize staff to begin a plan review as outlined in the staff report “2026-27 Plan Review Scoping Report” dated January 9, 2026 following Option C.***

Discussion continued.

Public Member Pamela Harvie left the meeting at 3:00 p.m., due to another commitment.

Discussion continued.

MOTION CARRIED

ADJOURNMENT

PAC26(06)
January

The Planning Advisory Committee Meeting adjourned at 3:19 p.m. to be followed by a break and the Parks, Recreation & Culture Committee.

Approved by: John Woodford, Director of Planning and Development
Date: January 23, 2026

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Parks, Recreation & Culture Executive Committee

January 20, 2026

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

Councillor Rhyno, as Chairperson called the meeting to order at 3:34 p.m. All members of Council were present with the exception of Councillor Perry who left at 2:45 p.m. and Warden Roulston appeared virtually via Zoom.

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 Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Erin MacIsaac, HR & Legislative Administrator

APPROVAL OF MINUTES

PRC26(01)
January

The minutes of the Parks, Recreation & Culture Committee meetings held on November 18 and December 9, 2025 were approved with unanimous consent.

RISING TIDE SHORE SIGNAGE UPDATE

The Tourism & Events Supervisor and the Director of Parks, Recreation & Culture presented a report titled "*Rising Tide Shore Signage - Update*" dated December 11, 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.

PRC26(02)
January

On the motion of Councillor Mitchell & Deputy Warden Dixon:

Moved that Parks, Recreation & Culture Committee recommends that Council give the CAO direction to:

1. *Discontinue the Rising Tide Shore signage program;*
2. *Request to reallocate the Provincial Beautification Funds to other appropriate projects or return funding and return any municipal funds to the Tourism reserve; and that*

- 3. Council direct staff to update the existing East Hants Tourism Strategy to reflect current tourism conditions, to be presented for Council approval at a future date.**

Deputy Warden Dixon assumed the Chair at the request of the Chairperson.

Discussion continued.

The Chairperson resumed the Chair.

MOTION CARRIED

ADJOURNMENT

PRC26(03)
January

The Parks, Recreation & Culture Committee adjourned by unanimous consent at 3:47 p.m, to be followed by the Infrastructure & Operations Committee.

Approved by: Alana Tapper, Director of Parks, Recreation & Culture
Date: January 22, 2026

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