



Corporate & Residential Services Committee Executive Committee

May 19, 2026

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 10:20 a.m. All members of Council were present with the exception of Councillor Rhyno, who sent regrets.

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. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Amanda Hatfield, Information Management Coordinator
- Mr. Tom Gignac, Manager of Information Services

APPROVAL OF MINUTES

The minutes of the Corporate & Residential Services Committee held on April 14, 2026 were approved.

NEW EMPLOYEE ANNOUNCEMENTS

The CAO informed the committee that Darby Sullivan, Community Planner I and Kyle Kennedy, Operator Water and Wastewater were recently hired.

POSITION CHANGES

The CAO informed the committee that Brittney McDonell moved from the Aquatics Supervisor to the Recreation Facility Administrator position; Krista Nelson moved from the Administrative Services Clerk to Tax Administrator; Rachel Mason moved from the term Tax Administrator role to the full time Administrative Services Clerk; and Deanna Koch moved from the term Administrative Services Clerk position to the Real Estate Coordinator (DAR Line) term position.

CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS (CAMA)
PRESENTATION - KIM RAMSAY - 25 YEARS

The Warden presented the CAO with an award on behalf of the Canadian Association of Municipal Administrators (CAMA) recognizing her 25 years of service in municipal government.

DR. JT SNOW BURSARY AND LEADERSHIP AWARDS - PRESENTER SELECTION [06:59]

The CAO presented a report titled “*Selection of Presenters - Dr. James T. Snow Bursary & Leadership Awards - 2026*” dated May 1, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Council awards a \$2,500 Dr. James T. Snow Bursary annually to a recipient at each of the following schools: Hants East Rural High School, Avon View High School and Hants North Rural High School. Traditionally, a member of Council attends the graduation ceremony to make the presentation on behalf of Council. As well, a member of Council is asked to present the Leadership Awards to recipients at the following schools: Hants North Rural High School, Riverside Education Centre and Uniacke District School.

CRS26(51) On the motion of Warden Roulston and Councillor Perry: [11:28]
May *Moved that the Corporate and Residential Services Committee recommend to Council that Council appoint the following presenters for the 2026 Dr. JT Snow Bursary awards: Hants East Rural High - Councillor Mitchell; Avon View High School - Councillor Perry; Hants North Rural High School - Warden Roulston.* CAO

MOTION CARRIED

CRS26(52) On the motion of Warden Roulston and Councillor Tingley: [11:28]
May *Moved that the Corporate and Residential Services Committee recommend to Council that Council appoint the following presenters for the Leadership awards: Hants North Rural High - Councillor Rhyno or Warden Roulston; Riverside Educational Centre - Councillor MacPhee; Uniacke District School - Councillor Perry.* CAO

MOTION CARRIED

CAO AUTHORITY POLICY [14:20]

The CAO presented a report titled “*CAO Authority Policy Amendments*” dated May 12, 2026. A copy of the report was attached to the agenda and available to all committee members.

The recommended amendments do not grant the CAO additional powers, they clarify the authority to take actions which occur in the management of the Municipality. Recent changes made to the MGA via Bill 212 are reflected in these amendments for the purposes of clarifying the oversight relationship between Council and the CAO. The CAO explained the recommended policy changes.

CRS26(53) On the motion of Councillors Merriam and Hebb: [41:00]
May *Moved that the Corporate & Residential Services Committee recommend to Council that Council give notice of intent to adopt the amended CAO Authority Policy as presented and attached to the May 19, 2026 Corporate and Residential Services Committee agenda.*

MOTION CARRIED

CRS26(54) On the motion of Councillors Merriam and Hebb:
May *Moved that the Corporate & Residential Services Committee recommend to Council that Council adopt the amended CAO Authority Policy as presented and attached to the May 19, 2026 Corporate and Residential Services Committee agenda.*

MOTION CARRIED

DECEMBER 31, 2025 ACTUARIAL PENSION VALUATION REPORT RESULTS

The Director of Finance presented a report titled “Results: Tri-Annual Actuarial Review - December 31, 2025” dated May 13, 2026. A copy of the report was attached to the agenda and available to all committee members.

Results have been received for the December 31, 2025 tri-annual actuarial review of the defined benefit pension plan. This full actuarial valuation review is required by legislation every three years. In April of 2023, Council approved upgrading the definition of average earnings (to December 31, 2022 earnings) for those employees who were retiring between January 1, 2023 and September 30, 2026 only. As these retirements occur, special payments to the pension plan may be required and they are funded through the pension reserve fund. A recommended continuation of this commitment to September 30, 2029 is being made.

Discussion was held.

CRS26(55) On the motion of Warden Roulston and Councillor Mitchell: [72:37]
May *Moved that the Corporate & Residential Services Committee recommend to Council that the final December 31, 2025 actuarial valuation be filed based on the results as outlined in the report to Corporate & Residential Services Committee, dated May 13, 2026, Results: Tri-Annual Actuarial Review - December 31, 2025;*

That pension payments as required by legislation are approved for payment into the Plan;

That the definition of average earnings for service prior to January 1, 2026 be upgraded to December 31, 2025 earnings, with no pension being greater than the best five years income of the employee, for those employees who are retiring between May 1, 2026 and September 30, 2029 only, and that these special payments, as they arise, be funded through the pension reserve fund;

That the employer contribution rate be 6.85% for contributions on earnings after January 1, 2026 and adjusted by future cost certificates/pension valuations as legislation requires;

That the Actuary be asked to do the standard upgrade calculation as part of the December 2028 actuarial review. This calculation will upgrade the definition of average earnings (to redefine average earnings to December 31, 2028 earnings with no pension being greater than the best five years income of the employee); and

That Plenus Consultants be appointed as the Actuary for the Municipality of East Hants pension plan.

MOTION CARRIED

CRS26(56)
May

On the motion of Warden Roulston and Councillor Merriam:
Moved that the Corporate & Residential Services Committee recommend to Council that the 2028 actuarial review look at increasing employee pension contributions.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 11:35 a.m.

Approved by: Adam Clarkson, Director of Corporate Services
Date: May 21, 2026

Approved by: Wade Tattrie, Director of Finance
Date: May 21, 2026

/ah



Infrastructure & Operations Executive Committee

May 19, 2026

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

Councillor Perry as Chairperson of the committee called the meeting to order at 3:40 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. Matthew Mahoney, Manager, Roads & Engineering
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Amanda Hatfield, Information Management Coordinator
- Ms. Amy Pyne, Manager, Real Estate & Corporate Projects
- Ms. Jo Swinemer, Community Development Coordinator

APPROVAL OF MINUTES

The minutes of the Infrastructure & Operations Committee held on April 14, 2026 were approved.

CROSSWALK - RIVERSIDE EDUCATIONAL CENTRE, MILFORD

The Director of Infrastructure & Operations presented a report titled "*Crosswalk at Riverside Education Centre, Milford*" dated April 2026. A copy of the report was attached to the agenda and available to all committee members.

The Director of Infrastructure & Operations provided a history of requests for a crosswalk at the intersection of Riverside Drive and Highway 2, Milford, dating back to 2010. If a crossing guard program were to be implemented, there would be an upfront cost of approximately \$90,000 to install the crosswalk and accessibility features. Current benchmarks have the hourly wage projected to be \$18.00 to \$18.50/hour for a crossing guard. The time may vary between 10 to 20 hours per week, per crossing. If school is cancelled for any reason, the crossing guard is still paid for that day. An annual cost would be the range of \$16,000 per crossing per year.

- IO26(15) On the motion of Councillor Merriam and Warden Roulston: [13:24]
April *Moved (later defeated) that the Infrastructure & Operations Committee recommend to Council that a new capital project for adding a new crosswalk at the Riverside Education Centre in Milford, with pricing and features as identified in the report titled "Crosswalk at Riverside Education Centre, Milford", April 2026, at a location crossing the #2 most advantageous for safety as determined by the municipality, to be added to the next municipal Capital Budget, with costing and recommended sources of funding to be considered for future approval, including the funding of a crosswalk guard program at that location.*

Discussion was held.

Four (4) voting in favor, seven (7) voting against. Warden Roulston, Deputy Warden Dixon and Councillors MacPhee, Perry, Rhyno, Mitchell, and Garden-Cole voting nay.

MOTION DEFEATED

- IO26(16) On the motion of Councillors Rhyno and Garden-Cole: [48:00]
April *Moved that the Infrastructure & Operations Committee recommend to Council that Council direct staff to correspond with the Province, asking for a reconsideration of a flagging program or flashing lights within school zones.*

MOTION CARRIED

- IO26(17) On the motion of Councillors Tingley and MacPhee: [52:35]
April *Moved that the Infrastructure & Operations Committee recommend to Council that Council give notice of intent to repeal the Municipal Crossing Guards Policy and Procedures (Crosswalk Policy).*

MOTION CARRIED

- IO26(18) On the motion of Councillors Tingley and MacPhee:
April *Moved that the Infrastructure & Operations Committee recommend to Council that Council repeal the Municipal Crossing Guards Policy and Procedures (Crosswalk Policy).*

MOTION CARRIED

- IO26(19) On the motion of Warden Roulston and Councillor Rhyno: [54:32]
April *Moved that the Infrastructure & Operations Committee recommend to Council that Council direct staff to contact our MLAs to gauge interest in meeting with Council to discuss of issues of mutual interest.*

MOTION CARRIED

ADJOURNMENT

The Infrastructure & Operations Committee adjourned at 4:35 p.m.

Approved by: Jesse Hulsman, Director of Infrastructure & Operations

Date: May 22, 2026 /ah



Planning Advisory Committee Executive Committee

May 19, 2026

A meeting of the Planning Advisory Committee was held on the above date in the Council Chamber.

Councillor Mitchell, as Chairperson of the committee, called the meeting to order at 1:30 p.m. All members of Council were present.

Staff Present:

- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning & Development
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director Infrastructure & Operations
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Debbie Uloth, Community Planner II
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Lee-Ann Martin, Planner and Development Officer
- Ms. Darby Sullivan, Community Planner I
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Amanda Hatfield, Information Management Coordinator

Public Members:

- Mr. Sam Balcom

Regrets:

- Ms. Pamela Harvie

APPROVAL OF MINUTES

The minutes of the Planning Advisory Committee meeting held April 14, 2026 were approved.

PLN26-008 LEGROW AND WILLIAMS (LANTZ) - MAPPING AMENDMENTS TO PERMIT TOWNHOUSES

The Community Planner II presented the staff report titled “*PLN26-008 Legrow and Williams: MPS and LUB Mapping Amendments*” dated May 13, 2026. A copy of the report was attached to the agenda and available to all committee members.

The Municipality has received an application from Zzap Consulting Incorporated on behalf of Nicole Legrow & Natalie Williams to change the land use designation and

zone of PIDs 45332590 & 45332608, 1451 Highway 2, Lantz and the parcel of land identified as Earls Court to permit a townhouse development. The land use designation is proposed to change from the Established Residential Neighbourhood (ER) Designation to the Medium Density Residential Neighbourhood (MR) Designation and to be rezoned from the Two Dwelling Unit Residential (R2) Zone to the Townhouse (R2-T) Zone. The mapping amendments will enable the development by site plan approval of approximately 24 townhouse dwelling units.

PAC26(30) On the motion of Councillors Perry and MacPhee: [36:01]
May *Moved (later amended) that the Planning Advisory Committee recommend to Council that Council authorize staff to schedule a public information meeting to consider an application from Zzap Consulting Incorporated, on behalf of Nicole Legrow and Natalie Williams, to amend the MPS and LUB by changing the land use designation of PIDs 45332590 & 45332608 to Medium Density Residential Neighbourhood (MR) and rezone the same land to Townhouse (R2-T) Zone.*

Discussion was held.

PAC26(31) On the motion of Councillors Merriam and Moussa: [42:32]
May *Moved to amend Motion C26(30) to add that notification of the public information meeting be sent to properties within 500 m of the subject property.*

AMENDMENT CARRIED

Question was called on the amended motion.

Ten (10) voting in favor, two (2) voting against. Councillors Rhyno and Garden-Cole voting nay.

AMENDED MOTION CARRIED

For clarification, Motion C26(30) is as follows:

Moved that the Planning Advisory Committee recommend to Council that Council authorize staff to schedule a public information meeting to consider an application from Zzap Consulting Incorporated, on behalf of Nicole Legrow and Natalie Williams, to amend the MPS and LUB by changing the land use designation of PIDs 45332590 & 45332608 to Medium Density Residential Neighbourhood (MR) and rezone the same land to Townhouse (R2-T) Zone; and that notification of the public information meeting be sent to properties within 500 m of the subject property.

Woodford

[PLN26-007 BARRY HILL AND DARREN LAWRENCE \(SOUTH MAITLAND\) - DA APPLICATION FOR MOTOCROSS TRACK](#) [45:00]

The Community Planner II presented the staff report titled “PLN26-007 Hill and Lawrence - Development Agreement for a Motocross Track” dated May 13, 2026. A

copy of the report was attached to the agenda and available to all committee members.

The Municipality has received a development agreement application from Barry Hill and Darren Lawrence requesting approval for a motocross track for property identified as PID 45104403, 1160 Highway 236, South Maitland. The property is zoned Rural Use North (RU-2) Zone. In addition to the track, the applicant is also proposing to construct supporting structures, such as a tower, bleachers, parking area, portable washrooms and a temporary canteen. The house located on the subject property is to remain.

PAC26(32) On the motion of Councillor Rhyno and Mr. Balcom: [48:24]
May *Moved that the Planning Advisory Committee recommend to Council that* Woodford
Council give initial consideration to enter into a development agreement for a motocross track use located on property identified as PID 45104403, 1160 Highway 236, South Maitland, to enable a public hearing; and authorize staff to schedule a public hearing.

MOTION CARRIED

[PLN26-010 - REQUIRED FUTURE CONNECTIONS MAPPING \(LACY ANNE & WHITE ROAD, ENFIELD\)](#) [49:12]

The Planner & Development Officer presented the staff report titled “*Subdivision Bylaw- Required Future Connections Map Amendment*” dated May 6, 2026. A copy of the report was attached to the agenda and available to all committee members.

Staff are requesting to amend the Required Future Transportation Connection Map in the Subdivision Bylaw to include a connection between Lacy Anne Avenue and White Road. This connection is required to be made should a future application for subdivision of these lands be submitted. The connection would cross over PID 45379864 and PID 45329901. A private development application (PLN25-007) has been submitted for these lands, and staff are requesting an amendment to the map to ensure the connection is made. Should the private application be approved by Council, the developer would be required to make this connection prior to final subdivision approval being granted.

Discussion was held.

PAC26(33) On the motion of Warden Roulston and Councillor Hebb: [52:51]
May *Moved that the Planning Advisory Committee recommend to Council that* Woodford
Council authorize staff to schedule a public information meeting to amend
the Subdivision Bylaw to include a required connection as presented between
Lacy Anne Avenue and White Road, Enfield.

Ten (10) voting in favor, two (2) voting against. Councillors Rhyno and Garden-Cole voting nay.

MOTION CARRIED

[PLN26-005 - SIRAVISTA DEVELOPMENTS LTD. - PINEHILL DRIVE - REDESIGNATION AND REZONING](#) [57:27]

The Planner & Development Officer presented the staff report titled “*FBM Architecture Ltd - Official Community Plan Amendments*” dated April 27, 2026. A copy of the report was attached to the agenda and available to all committee members.

The Municipality received an application from FBM Architecture Ltd. on behalf of Siravista Developments Limited to redesignate six (6) properties on Pinehill Drive from Established Residential Neighbourhood (ER) to Medium Density Residential (MR) and rezone the same properties from Two-Dwelling Unit Residential (R2) to Townhouse (R2-T). In 2023, Council approved a rezoning for these same lands to rezone from the Established Residential Neighbourhood (R1) zone to the Two-Dwelling Unit Residential (R2) zone to allow for the development of semi-detached dwellings for this same developer, which were not built.

PAC26(34) On the motion of Councillors Hebb and MacPhee: [01:01:18]
May *Moved (later defeated) that the Planning Advisory Committee recommend to* Woodford
Council that Council authorize staff to schedule a public information meeting to
redesignate properties identified as PIDs 45421393, 45421401, 45421419,
45421427, 45421435, 45431012 located on Pinehill Drive from the Established
Residential Neighbourhood (ER) designation to the Medium Density Residential
Neighbourhood (MR) designation, and to rezone the same lands from the Two-
Dwelling Unit Residential (R2) zone to the Townhouse (R2-T) zone.

Four (4) voting in favor, eight (8) voting against. Warden Roulston, Deputy Warden Dixon and Councillors Merriam, Mitchell, Moussa, Rhyno, Garden-Cole and Mr. Balcom voting nay.

MOTION DEFEATED

[PLN25-013 - ARKHAM DEVELOPMENTS LTD. - REDESIGNATION AND REZONING](#) [70:10]

The Manager of Planning presented the staff report titled “Arkham Developments Ltd. - MPS and LUB Mapping Amendments” dated May 11, 2026. A copy of the report was attached to the agenda and available to all committee members.

An application has been received from Arkham Developments Ltd. to amend the Municipal Planning Strategy and Land Use Bylaw for portions of PIDs 45235843 and 45235835, located on Dorey Lane, Enfield. The applicant is requesting to change the land use designation from Established Residential Neighbourhood (ER) to Medium Density Residential Neighbourhood (MR), and to rezone the same lands from Two Dwelling Unit Residential (R2) Zone to the Townhouse (R2-T) Zone. The purpose of the application is to enable a cluster townhouse development. Last year the same two areas of land were the subject of an application to redesignate and rezone to Multi-unit Residential (R3) and at their October 29, 2025 meeting Council refused that application. The reason for the refusal was that Council is not in support of apartment buildings in the low-density residential area that the application properties are located within should the application be approved.

There was discussion around the NS Department of Public Works’ requirement that the road exiting onto Highway 2 from Dorey Lane would require a right-in/right-out intersection design.

PAC26(35) On the motion of Councillors Perry and MacPhee: [01:26:09]
May *Moved (later defeated) that the Planning Advisory Committee recommend to Council that Council give first reading to the amendments proposed by Arkham Developments Ltd. to amend the MPS and LUB by changing the land use designation and zone for portions of PIDs 45235843 and 45235835, Dorey Lane, Enfield and to amend the parking requirements for townhouse developments; and authorize staff to schedule a public hearing.* Woodford

Discussion continued.

Two (2) voting in favor, ten (10) voting against. Warden Roulston, Deputy Warden Dixon and Councillors MacPhee, Moussa, Rhyno, Garden-Cole, Hebb, Tingley, Merriam and Mr. Balcom voting nay.

MOTION DEFEATED

PAC26(36) On the motion of Warden Roulston and Councillor MacPhee: [01:55:33]
May *Moved that the Planning Advisory Committee recommend to Council that Council direct staff to create a report for the plan review around the creation of new municipal roads and the way that they intersect with pre-existing municipal or provincial roads.* Woodford

Nine (9) voting in favor, three (3) voting against. Councillors Merriam, Moussa and Perry voting nay.

MOTION CARRIED

[LAND USE BYLAW AMENDMENT - TOWNHOUSE DEVELOPMENT PARKING](#)

PAC26(37) On the motion of Councillor Garden-Cole and Warden Roulston:
May ***Moved that the Planning Advisory Committee recommend to Council that Council give first reading to amend the Land Use Bylaw by changing parking requirements for townhouse developments by requiring two outdoor parking spaces for each townhouse unit and any common parking areas for townhouse development shall provide two spaces per unit and one dedicated visitor parking space for each seven townhouse units; and authorize staff to schedule a public hearing.***

[01:55:33]
Woodford

MOTION CARRIED

[ADJOURNMENT](#)

The meeting adjourned at 3:25 P.M.

Approved By: John Woodford, Director of Planning & Development
Date: May 21, 2026

/ah

DRAFT



Police Advisory Committee Executive Committee

May 19, 2026

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

Councillor MacPhee, as Vice Chairperson, called the meeting to order at 9:00 a.m. and recited the historical acknowledgement. All members of Council were present with the exception of Councillors Perry (arrived at 9:04 am), Moussa (arrived at 9:04 am) and Rhyno (regrets).

Public Members:

- JoAnn Pelley

Regrets:

- Nicole Cluett

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- 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
- Mr. Calvin Byard, Manager of Protective Services
- Mr. Tom Gignac, Manager of Information Systems
- Ms. Jo Swinemer, Community Development Coordinator
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Amanda Hatfield, Information Management Coordinator

Guests:

- S/Sgt. Mike Balmaceda, RCMP
- Cpl. Evan Collier, RCMP
- Shawn Mason, Safer Communities and Neighborhoods, Department of Justice

APPROVAL OF AGENDA OF ALL SUB-COMMITTEES

The agenda was approved as presented.

APPROVAL OF MINUTES

PA26(04) On the motion of Councillors Hebb and Mitchell:
May *The minutes of the February 17, 2026 meeting were approved.*

RCMP QUARTERLY REPORT

S/Sgt. Balmaceda and Cpl. Collier presented the staff report titled “*East Hants District RCMP Quarterly Report May 2026*”. A copy of the report was attached to the agenda and available to all Committee members. S/Sgt. Balmaceda presented the anticipated provincial RCMP priorities and the three priorities for East Hants based on discussions with Council.

PA26(05) On the motion of Councillor Perry and Deputy Warden Dixon: [36:48]
May *Moved that the Police Advisory Committee recommend to Council that Council approve the three objectives for the RCMP for the upcoming year be community engagement, drug enforcement and road safety.* Ramsay

MOTION CARRIED

SAFER COMMUNITIES AND NEIGHBORHOODS (SCAN) PRESENTATION

Mr. Shawn Mason gave a presentation on the investigation work that he does with the SCAN unit of the Department of Justice. The SCAN Act is a provincial act that allows citizens to confidentially report residential or commercial properties habitually used for illegal activities. It is designed to help authorities shut down problem locations, like drug houses, without needing a criminal conviction. Mr. Mason answered questions from Councillors.

ADJOURNMENT

The meeting adjourned at 10:05 am.

Approved by: Sheralee MacEwan, Assistant Municipal Clerk

Date: May 20, 2026

/ah



Parks, Recreation & Culture Executive Committee

May 19, 2026

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

Councillor Garden-Cole as Vice Chairperson of the Committee called the meeting to order at 11:37 a.m. All members of Council were present with the exception of Councillor Rhyno, who sent regrets.

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. Amanda Hatfield, Information Management Coordinator
- Ms. Jo Swinemer, Community Development Coordinator

APPROVAL OF MINUTES

The minutes of the Parks, Recreation & Culture Committee held on April 14, 2026 were approved.

LEMC PARKING LOT

The Director of Parks, Recreation & Culture presented a report titled “*Lloyd E. Matheson Centre - Parking Lot Concepts*” dated April 29, 2026. A copy of the report was attached to the agenda and available to all committee members.

With increased services onsite at the Lloyd E. Matheson Centre (LEMC), there are increased parking pressures. The Director of Parks, Recreation & Culture provided two parking lot concepts for Committee to consider.

PRC26(11) On the motion of Councillors Perry and Merriam: Tapper
 May ***Moved that the Parks, Recreation & Culture Committee recommend to Council that Council approve the addition of Capital Project 26-038 LEMC Overflow Parking Lot Project to construct an additional parking lot between the Lloyd E. Matheson Centre complex and Highway 214 with the total budget of \$385,000.00 plus HST funded from GTR Contingency Reserve.***

MOTION CARRIED

ADJOURNMENT

The Parks, Recreation & Culture Committee adjourned at 11:45 a.m. and reconvened later in the day.

Councillor Garden-Cole called the meeting back to order at 4:35 p.m.

DISTRICT RECREATION FUND (DRF) SECOND INTAKE

The Community Development Coordinator presented a report titled “*District Recreation Fund Application 2026 - Intake 2*” dated May 8, 2026. A copy of the report was attached to the agenda and available to all committee members.

The second DRF intake closed on April 30. There were four grant applications received with requested funds totaling \$24,628. The applications were reviewed by the Staff Grant Review Committee and evaluated against Council policy. All four applications meet the policy criteria and have been included in this report. Council may wish to approve funding from multiple districts where projects benefit facilities and users of facilities that service a large area of the municipality.

PRC26(12)
May

On the motion of Councillors Perry and Rhyno:
Moved that the Parks, Recreation & Culture Committee recommend to Council that Council approve District Recreation Funding 2026-2027 (Intake 2) in the following amounts:

Tapper

Applicant	Funding Amount
Minasville Community Centre	
District 5	\$11,172
Total:	\$11,172
Hants North Recreation & Development Association	
District 5	\$5,250
District 11	\$2,250
Gore Area Funds	\$1,000
Total:	\$8,500
Enfield, Elmsdale & District Lions	
District 1	\$2,000
District 2	\$2,000
<i>District 10 *If needed after funding</i>	\$4,000
Total:	\$8,000
Rawdon Gold Mines Community Hall	
District 11	\$5,700
Total:	\$5,700
TOTAL FUNDING ALLOCATION	
	\$33,372

Councillor Moussa was absent for the vote.

MOTION CARRIED

ADJOURNMENT

The Parks, Recreation & Culture Committee adjourned at 4:49 p.m.

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

Date: May 22, 2026

/ah

DRAFT