EAST HANTS

MINUTES

Corporate & Residential Services Committee
Executive Committee

July 21, 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 9:02 a.m. All members of Council were present, with the exception of Councillor Perry who gave notice and arrived at 10:01 a.m.

Staff Present:
- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Wade Tattrie, Director of Finance
- Ms. John Woodford, Director of Planning
- Ms. Juliann Cashen, Communications Officer
- Mr. Calvin Byard, Manager of Protective Services
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Legislative & HR Administrator

CALL TO ORDER AND HISTORICAL ACKNOWLEDGEMENT

Councillor Garden-Cole called the meeting to order at 9:02 a.m. and recited the historical acknowledgement.

APPROVAL OF AGENDA OF ALL SUB-COMMITTEES

The agenda of all sub-committees was approved as presented with unanimous consent.

APPROVAL OF MINUTES

The minutes of the Corporate & Residential Services Committee meeting held on June 16, 2026 were approved with unanimous consent.

POSITION CHANGES

The CAO informed the committee that Justine Senechal has been appointed to the term position of Accounts Payable/Accounting Administrator (formerly Finance Clerk), and Rachel Mason has been appointed to the term position of Finance Clerk (formerly Administrative Services Clerk).

EMPLOYEE RECOGNITIONS

Alana Richards, Legislative & HR Administrator - 5 years
Tippy Scott, Geomatics Coordinator - 10 years

CARRY-FORWARDS REPORT

The Director of Finance presented a report titled "*2025/2026 Budget Carryforwards Request*" dated July 15, 2026. A copy of the report was attached to the agenda and available to all Committee members.

At the end of March 31, 2026 there were several amounts that had been approved in the 2025/2026 budget, that had not been entirely spent. Budget managers have requested that some of these previous budget items be approved to be included in the 2026/2027 budget, so the work can be finalized.

CRS26(62) July

On the motion of Councillor Tingley and Deputy Warden Dixon:
Moved that the Corporate and Residential Services Committee recommend that Council ratify the transfer to reserves and year-end carry forward amounts as presented in the 2025/2026 Budget Carryforwards Request Report dated July 15, 2026 and presented on July 21, 2026 be accepted and approved.

Discussion was held.

MOTION CARRIED

Nine (9) voting in favor. One (1) voting against. Councillor Merriam voting nay.

HOUSING ACCELERATOR FUND (HAF) ALLOCATIONS REPORT

The Director of Finance presented a report titled "*Housing Accelerator Fund – Recommended Reallocation of Funds*" dated July 15, 2026. A copy of the report was attached to the agenda and available to all Committee members.

The Municipality was approved to receive $5.885 million through the federal Housing Accelerator Fund (HAF) in February 2024. Following a review of spending and project timelines after the March 31, 2026 fiscal year-end, staff are recommending updates to current funding allocations to ensure all HAF funding is spent by the February 23, 2028 deadline.

CRS26(63) July

On the motion of Councillors Rhyno and Merriam:
Moved that the Corporate and Residential Services Committee recommend that Council approve the reallocation of HAF funding, as noted in Table 1 of the July 21, 2026 report.

MOTION CARRIED

CRS26(64) July

On the motion of Councillors Moussa and Merriam:
Moved that the Corporate and Residential Services Committee recommend that Council direct staff to draft the next iteration of the HAF funding update consider funding 100% of the Mount Uniacke Streetlight project.

MOTION CARRIED

POTABLE WATER OPTIONS - DURING DROUGHTS

The Director of Corporate Services and Manager of Protective Services presented a report titled "*Potable Water Options during droughts*" dated June 26, 2026. A copy of the report was attached to the agenda and available to all Committee members.

At its June 24, 2026 meeting, Council directed staff to explore drought response options with community organizations and bulk water carriers and confirmed the Municipality would shift from bottled water distribution to education, conservation, and support programs. This report summarized staff's findings, including limited bulk water capacity and a review of rain barrel programs.

CRS26(65) July

On the motion of Councillors Tingley and Moussa:
Moved that the Corporate and Residential Services Committee recommends that Council direct staff to have the Municipal Climate Change Action Plan include Water Scarcity and Drought Resilience as part of the plan update and to include a timeline associated with the plan.

Discussion was held.

Councillor Perry joined the meeting at 10:01 a.m.

MOTION CARRIED

CRS26(66) July

On the motion of Warden Roulston and Deputy Warden Dixon:
Moved that the Corporate and Residential Services Committee recommends that Council direct staff to include a Water Conservation Assistance Program with a total program budget of $50,000 to support the purchase of rain barrels or water storage totes for eligible residential properties in the 2027-2028 draft budget for further discussion.

MOTION CARRIED

Nine (9) voting in favor. One (1) voting against. Councillor Merriam voting nay.

FIRE SERVICE REVIEW

The Director of Corporate Services and Manager of Protective Services presented a report titled "*Fire Service Review*" dated June 19, 2026. A copy of the report was attached to the agenda and available to all Committee members.

At its March 2026 Regular Meeting, Council directed staff to report on options for a fire service review. Since then, provincial developments related to fire service governance have emerged. This report proposed a Fire Services Master Planning framework, including a Community Risk Assessment and Fire Protection Service Review, to help Council proactively assess current service delivery, future needs, and long-term planning ahead of provincial timelines.

CRS26(67) July

On the motion of Warden Roulston and Deputy Warden Dixon:
Moved that the Corporate and Residential Services Committee recommends to Council that Council authorize the Chief Administrative Officer to undertake a Fire Protection Service Review and a Fire Services Master Plan, with a project budget of $150,000 to be funded from GTR Contingency Reserve; and further, that engagement with Council be done after each stage of the process.

Discussion was held.

MOTION CARRIED

BREAK

The committee took a break between 10:26 a.m. and 10:40 a.m.

2025/26 ANNUAL REPORT INCLUDING TREASURER'S REPORT

The CAO and Director of Finance presented the "2025/26 Annual Report including Treasurer's Report" dated July, 2026. A copy of the annual report was attached to the agenda and available to all Committee members.

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

CRS26(68) July

On the motion of Councillors Tingley and MacPhee:
Moved that the Corporate and Residential Services Committee recommends to Council that Council accepts the 2025/2026 East Hants Annual Report including Treasurer's Report and that it be made available to the Public.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 11:32 a.m.

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

Approved by: Wade Tattrie, Director of Finance
Date: July 23, 2026

/ar

EAST HANTS

MINUTES

Infrastructure & Operations Executive Committee

July 21, 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 4:31 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. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Mr. Alex Fenton, Supervisor of Roads Operations
- Mr. Jared Mullett, Project Engineer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Legislative & HR Administrator

APPROVAL OF MINUTES

The minutes of the Infrastructure & Operations Committee held on June 16, 2026 were approved with unanimous consent.

SNOW CLEARING STANDARDS FOR MOUNT UNIACKE (BUSINESS PARK & MUNICIPAL ROADS)

The Supervisor of Roads Operations presented a report titled "*Mount Uniacke Business Park Snow Clearing Update*" dated July 10, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Staff presented a report outlining a stand-alone service level to allow staff to utilize current contractor availability and gain a better understanding of the potential challenges posted by conducting snow clearing operations in the Uniacke Business Park. The current contract for snow clearing runs through 2027/28 fiscal cycle and this would allow for additional updates at that time. As a result, updates to the policy were suggested.

IO26(23) July — On the motion of Councillors Moussa and Deputy Warden Dixon:
Moved that the Infrastructure and Operations Committee recommends to Council, that Council give notice of intent to adopt the East Hants Policy for Winter Clearing Standards for Roads and Sidewalks, as presented to Committee on July 21, 2026, and; that Council approve the East Hants Policy for Winter Clearing Standards for Roads and Sidewalks, as attached to the July 21, 2026 Committee Agenda.

MOTION CARRIED

IO26(24) July On the motion of Councillors Moussa and Deputy Warden Dixon:
Moved that the Infrastructure and Operations Committee recommends to Council, that Council approve the East Hants Policy for Winter Clearing Standards for Roads and Sidewalks, as presented to Committee on July 21, 2026, and; that Council approve the East Hants Policy for Winter Clearing Standards for Roads and Sidewalks, as attached to the July 21, 2026 Committee Agenda.

MOTION CARRIED

BYLAW IO-300-2, AN AMENDMENT TO BYLAW IO-300, A BYLAW RESPECTING THE REGULATION OF CONNECTIONS AND DISCHARGES TO PUBLIC SEWER SYSTEMS UPDATE

The Project Engineer presented a report titled "*Bylaw IO-300-2, an Amendment to Bylaw IO-300, A Bylaw Respecting the Regulation of Connections and Discharges to Public Sewer Systems (Sewer Bylaw)*" dated July 13, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Bylaw IO-300, The Sewer Bylaw outlines the responsibilities of residents and the Municipality for the installation and maintenance of the Municipal sewer system. Staff are recommending the Bylaw be updated to decrease the allowable biochemical oxygen demand (BOD) concentration.

IO26(25) July On the motion of Councillor Merriam and Warden Roulston:
Moved that the Infrastructure & Operations Committee recommends to Council that Council approves and gives first reading to Bylaw IO-300-2, an Amendment to Bylaw IO-300, a Bylaw Respecting the Regulation of Connections and Discharges to Public Sewer Systems (Sewer Bylaw) as attached to the Executive Committee agenda of July 21, 2026.

MOTION CARRIED

ADJOURNMENT

The Infrastructure & Operations Committee adjourned at 4:46 p.m.

Approved by: Sheralee Mitchell-MacEwan, Assistant Municipal Clerk (on behalf of Jesse Hulsman, Director of Infrastructure & Operations)
Date: July 22, 2026

/ar

MINUTES

Planning Advisory Committee
Executive Committee

July 21, 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 1:31 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
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Darby Sullivan, Community Planner I
- Ms. Debbie Uloth, Community Planner II
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Legislative & HR Administrator

Public Members:

- Mr. Sam Balcom
- Ms. Pamela Harvie

APPROVAL OF MINUTES

The minutes of the Planning Advisory Committee meeting held June 16, 2026 were approved with unanimous consent.

PLN26-004 ANDREW AND JULIE GILBY – REDESIGNATION AND REZONING, ENFIELD – FINAL REPORT

The Community Planner I presented a report titled "*Andrew and Julie Gilby – MPS and LUB Mapping Amendments*" dated July 6, 2026. A copy of the report was attached to the agenda and available to all Committee members.

The Municipality has received an application from Julie and Andrew Gilby to redesignate and rezone a portion of property in Enfield from the Rural Use (RU) zone and designation to the Established Residential (R1) zone and (ER) designation.

PAC26(43) July On the motion of Deputy Warden Dixon and Councillor Garden-Cole:
Moved that the Planning Advisory Committee recommends that Council Give Second Reading and approve the proposal for a portion of PID 45080801 to amend the Municipal Planning Strategy and Land Use Bylaw by changing from the Rural Use (RU) zone and designation to the Established Residential Neighbourhood (R1) zone and (ER) designation.

MOTION CARRIED

PLN26-009 – SWINKS AGRO ENGINEERING LTD. LAND USE BYLAW AMENDMENT – 2ND REPORT

The Community Planner I presented a report titled "*Swinks Agro Engineering Ltd. - Amendments to Official Community Plan*" dated July 6, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Planning staff received an application from Swinks Agro Engineering Ltd. On behalf of Atlantic Broilers Ltd. to amend the Land Use Bylaw to reduce the minimum setback requirement for an intensive livestock operation use from a public road in the Rural Use North (RU-2) zone.

PAC26(44) July On the motion of Councillors Rhyno and MacPhee:
Moved that the Planning Advisory Committee recommends to Council that Council direct staff to seek comments from the East Hants Agricultural Advisory Committee on the application to amend the Municipal Planning Strategy and Land Use Bylaw to allow an Intensive livestock Operation in the Rural Use North (RU-2) Zone which does not meet the minimum separation distances in section 5.2.3. to be considered by development agreement; and authorize staff to schedule a Public Information Meeting.

Discussion was held.

MOTION CARRIED

PLN26-007 – BARRY HILL AND DARREN LAWRENCE – DEVELOPMENT AGREEMENT – FINAL REPORT

The Community Planner II presented a report titled "*PLN26-007 Hill and Lawrence - Development Agreement for a Motocross Track*" dated July 14, 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. Initial consideration of the development agreement was given at the May 27, 2026, meeting of Council.

PAC26(45) July

On the motion of Councillors Rhyno and Merriam:

Moved that the Planning Advisory Committee recommends to Council that Council give final consideration and approval to enter into a development agreement for a motocross track use located on property identified as PID 45104403, 1160 Highway 236, South Maitland; signed within one year of Council's approval.

Discussion was held.

MOTION CARRIED

AMENDMENTS TO OFFICIAL COMMUNITY PLAN REGARDING SETBACKS FROM CEMETERIES

The Community Planner I presented a report titled "*Places of Worships and Cemeteries – MPS and LUB Bylaw Amendment*" dated July 14, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Council passed a motion at the Regular Meeting of Council on June 24th, directing staff to prepare amendments to the East Hants Official Community Plan that would enable the subdivision of properties containing places of worship/former places of worship. Council directed that these amendments should enable reduced setback, area and frontage requirements to permit the cemeteries and the buildings to be located on separate lots.

PAC26(46) July

On the motion of Warden Roulston and Councillor Rhyno:

Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a Public Information Meeting to consider an application for amendments to the Municipal Planning Strategy and Subdivision Bylaw to allow the subdivision of places of worship/former places of worship from cemeteries in all zones where there is deeded access to both lots.

Discussion was held.

MOTION CARRIED

Twelve (12) voting in favor. One (1) voting against. Councillor Perry voting nay.

MPS POLICY REGARDING 100 UNITS MAX IN DA – INITIAL REPORT

The Community Planner II presented a report titled "*Motion C26(178) MPS Amendment: Maximum Dwelling Units by DA on a Single Road Access*" dated July 15, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Planning and Development staff have been directed to "change the MPS to not entertain any developments over 100 units without a second access to an arterial or collector road by Development Agreement." This report proposes a new policy to be added to Part D: Realizing the Plan of the Municipal Planning Strategy (MPS) to address Council's direction.

PAC26(47) July — On the motion of Warden Roulston and Councillor Tingley:
Moved that the Planning Advisory Committee recommends that Council authorize staff to schedule a public information meeting to consider a Council proposal to amend the Municipal Planning Strategy by adding a new policy to Part D Realizing the Plan, which would only permit Council to consider development agreements for more than 100 dwelling units where a proposed multiple unit development is serviced by more than one access to a collector or arterial street.

Discussion was held.

MOTION CARRIED

Eleven (11) voting in favor. Two (2) voting against. Councillors Rhyno and Perry voting nay.

PLAN REVIEW – WHAT WE HEARD REPORT

The Community Planner II presented a report titled *"Plan Review – What we Heard"* dated July, 2026. A copy of the report was attached to the agenda and available to all Committee members.

East Hants has sought active engagement from East Hants residents and property owners through visioning meetings, surveys, and interest holder meetings. Community engagement will continue throughout the planning process through community meetings, social media posts, and direct engagement with property owners whose property may be considered for a land use designation and zone change.

PAC26(48) July — On the motion (later withdrawn) of Councillor Merriam and Deputy Warden Dixon:
Moved that that Council consider rescheduling the Planning Advisory Committee Meeting held on November 19 be changed to November 12.

Discussion was held.

MOTION WITHDRAWN

PRE-APPLICATION POLICY REQUESTS

PAC26(49) July — On the motion of Warden Roulston and Deputy Warden Dixon:
Moved that the Planning Advisory Committee go in camera at 3:21 p.m.

MOTION CARRIED

Committee returned to open meeting at 4:11 p.m. Councillor Mitchell reported the committee went in-camera to discuss a contractual issue.

PAC26(50) July

On the motion of Councillors Moussa and MacPhee:

Moved that staff come back with a report on secondary access options (across the municipality) to make the community safer.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 4:18 p.m.

Approved By: John Woodford, Director of Planning & Development
Date: July 23, 2026

/ar

EAST HANTS

MINUTES

Parks, Recreation & Culture Executive Committee

July 21, 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 Rhyno, as Chairperson of the Committee, called the meeting to order at 11:33 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
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Aurora Douthwright, Tourism & Events Supervisor
- Ms. Jo Swinemer, Community Development Coordinator
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Legislative & HR Administrator

APPROVAL OF MINUTES

The minutes of the Parks, Recreation & Culture Committee held on June 16, 2026 were approved with unanimous consent.

PRC26(14) July — On the motion of Deputy Warden Dixon and Councillor Mitchell:
Moved that the Parks, Recreation & Culture Committee go in camera at 11:34 a.m.

MOTION CARRIED

Committee returned to open meeting at 12:00 p.m. Councillor Rhyno reported the committee went in-camera to discuss a contractual issue. The discussion remains ongoing and will continue later in the day.

ADJOURNMENT

The Parks, Recreation & Culture Committee adjourned at 12:00 p.m., and will reconvene at the end of the day.

Councillor Rhyno, as Chairperson of the Committee, called the meeting back to order at 4:48 p.m. All members of Council were present.

PRC26(15) July — On the motion of Warden Roulston and Councillor MacPhee:
Moved that the Parks, Recreation & Culture Committee go in camera at 4:50 p.m.

MOTION CARRIED

Committee returned to open meeting at 5:36 p.m. Councillor Rhyno reported the committee went in-camera to discuss a contractual issue and CAO priorities, which will continue at the Regular Meeting of Council (Policy & In-Camera) meeting schedule for Thursday, July 23, 2026. The following motion is being brought forward:

TIN SMITH MUSEUM - OPERATING OPTIONS

PRC26(16) July

On the motion of Councillors Merriam and MacPhee
Moved that the Parks, Recreation and Culture Committee recommends to Council to continue the current partnership model between the East Hants Museum Society and the Municipality, with municipal staff providing support to strengthen governance and operations; and, Request that the Society develop a 3-5-year operational plan to help guide future operations and plan for available grant funding; and, Encourage the Society to pursue additional grant opportunities to strengthen its operations and reduce reliance on municipal funding; and, Enlist a structural engineer to assess the building structure for better long-term planning using up to $8,000 plus HST from Professional Fees Reserve, and, that the East Hants Museum Society be required to present to Council as part of 2027/2028 budget discussion.

MOTION CARRIED

ADJOURNMENT

The Parks, Recreation & Culture Committee adjourned at 5:39 p.m.

Approved by: Alana Tapper, Director of Parks, Recreation & Culture
Date: July 24, 2026

/ar