



Corporate & Residential Services Committee Executive Committee

October 20, 2026

A meeting of the Corporate & Residential Services Committee was held on the above date in Council Chambers. The meeting was livestreamed and recorded.

All members of Council were present. Councillor Perry arrived at 9:12 a.m. and Councillor Moussa arrived at 9:27 a.m.

Staff Present:

- Mr. Adam Clarkson, Deputy CAO
- Ms. Alana Tapper, Director of Corporate Services
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. Wade Tattrie, Director of Finance
- Ms. John Woodford, Director of Planning
- Ms. Juliann Cashen, Communications Officer
- 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 9:01 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 September 15, 2026 were approved with unanimous consent.

POSITION CHANGES

The Deputy CAO informed the committee that Scott Preston has been hired as the Director of Recreation and Community Development, Scott was previously the Manager of Recreation and Facilities.

BI-ANNUAL REVIEW CHAIRS & VICE CHAIRS

The Deputy CAO presented a report titled "*Bi-Annual Review of Chairs/Vice Chairs of some Committees of Council*" dated September 28, 2026. A copy of the report was attached to the agenda and available to all Committee members.

- CRS26(79)
October
- On the motion of Councillors Rhyno and Deputy Warden Dixon:
Moved that the Corporate & Residential Services Committee recommend to Council that Council keep the status quo for Chairs & Vice Chairs of Committees of Council (as listed in the staff report titled “Bi-Annual Review of Chairs/Vice Chairs of some Committees of Council” dated September 28, 2026.)

MOTION CARRIED

CAO AUTHORITY POLICY UPDATE

The Deputy CAO presented a report titled “CAO Authority Policy update” dated September 29, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held, and it was decided to recess this subject and present it later in the morning once staff was available to address questions.

COUNCIL PROCEDURAL POLICY UPDATE

The Deputy CAO presented a report titled “Council Procedural Policy update” dated September 29, 2026. A copy of the report was attached to the agenda and available to all Committee members.

- CRS26(80)
October
- On the motion of Warden Roulston and Councillor Merriam:
Moved that the Corporate and Residential Services Committee recommend that Council give notice of intent to approve the amendments to the Council Procedural Policy as attached to the Executive Committee agenda dated October 20, 2026.

Discussion was held.

MOTION CARRIED

- CRS26(81)
October
- On the motion of Warden Roulston and Councillor Merriam:
Moved that the Corporate and Residential Services Committee recommend that Council approve the amendments to the Council Procedural Policy as attached to the Executive Committee agenda dated October 20, 2026.

Discussion was held.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 9:28 a.m.

CALL TO ORDER

Councillor Garden-Cole called the meeting back to order at 9:38 a.m. to discuss the CAO Authority Policy Updates.

CAO AUTHORITY POLICY UPDATE

Committee continued the discussion on the policy update. Amy Pyne, provided examples of previous files that would demonstrate how the change would be beneficial.

It was decided defer the topic to a future agenda for further clarification.

ADJOURNMENT

The meeting adjourned at 9:43 a.m.

Approved by: Adam Clarkson, Deputy CAO

Date: October 21, 2026

Approved by: Wade Tattrie, Director of Finance

Date: October 21, 2026

Approved by: Alana Tapper, Director of Corporate Services

Date: October 21, 2026

/ar



Infrastructure & Operations Executive Committee

October 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 Perry, as Chairperson of the committee, called the meeting to order at 9:44 a.m. All members of Council were present.

Staff Present:

- Mr. Adam Clarkson, Deputy CAO
- Ms. Alana Tapper, Director of Corporate Services
- Mr. Wade Tattrie, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. Alex Fenton, Supervisor of Road Operations
- 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 Infrastructure & Operations Committee held on September 15, 2026 were approved with unanimous consent.

EAST HANTS STREET SWEEPING ON PROVINCIAL ROADS, C26(185)

The Supervisor of Road Operations presented a report titled “*East Hants Street Sweeping on Provincial Roads*” dated October 6, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were answered by staff.

1026(28)
October

On the motion of Councillors MacPhee and Rhyno:

Moved that the Infrastructure and Operations Committee recommends to Council, that they receive and file the report titled “East Hants Street Sweeping on Provincial Roads” dated October 6, 2026 for information.

MOTION CARRIED

Ten (10) voting in favor, one (1) voting against. Councillor Garden-Cole voting nay.

LANTZ LAGOON RENEWAL PLANNING

The Director of Infrastructure & Operations presented a report titled “*Lantz Lagoon Upgrade Planning*” dated October, 2026. A copy of the report was attached to the agenda and available to all Committee members.

- IO26(29)
October
- On the motion of Councillors MacPhee and Merriam:
Moved that the Infrastructure and Operations Committee recommends to Council, that Council request staff include in the 2027/28 fiscal year budget planning process, projects required to complete a phased approach to a capital renewal of the Lantz Lagoon, as per the scoping detailed within the October 2026 report entitled “Lantz Lagoon Renewal Planning”.

MOTION CARRIED

Committee paused for a brief break and resumed at 10:58 a.m.

IN CAMERA - CONTRACTUAL ISSUE

- IO26(30)
October
- On the motion of Councillors Mitchell and Moussa:
Moved that the Infrastructure & Operations Committee go in camera at 10:58 a.m.

Committee returned to open meeting at 11:05 a.m. Councillor Perry reported the committee went in-camera to discuss a contractual issue, the following motion resulted:

LIFT STATION UPGRADE - MEDICAL CENTRE

- IO26(31)
October
- On the motion of Councillors Garden-Cole and MacPhee:
Moved that the Infrastructure & Operations Committee recommend that Council approve the change in scope for Project 20-017, which will no longer include the upsizing of the wet well or other major civil structural changes.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 11:06 a.m.

Approved by: Jesse Hulsman, Director of Infrastructure & Operations
Date: October 22, 2026

/ar



Planning Advisory Committee Executive Committee

October 20, 2026

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

Councillor Mitchell, as Chairperson of the committee, called the meeting to order at 1:32 p.m. All members of Council were present, with the exception of Councillor Rhyno who sent regrets. Councillor Perry joined the meeting at 1:52 p.m. and Councillor Rhyno arrived at 1:55 p.m. Regrets were also received from public member, Sam Balcom.

Staff Present:

- Mr. Adam Clarkson, Deputy CAO
- Ms. Alana Tapper, Director of Corporate Services
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Mr. Wade Tattrie, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Ms. Rachel Gilbert, Manager of Planning
- 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:

- Ms. Pamela Harvie

Regrets:

- Public Member Sam Balcom

[PLN26-008 - ZZAP CONSULTING - MAPPING AMENDMENTS - SECOND REPORT](#)

The Community Planner II presented a report titled “*PLN26-008 Legrow and Williams: MPS and LUB Mapping Amendments*” dated October 8, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(56) On the motion of Warden Roulston and Councillor Garden-Cole:
October

Moved that the Planning Advisory Committee recommends to Council that Council defer consideration of the mapping amendments until a decision about floodplain mapping as part of the Plan Review has been made and I&O staff have had an opportunity to discuss the culvert issue with CN Rail.

PAC26(57) On the motion of Councillors Merriam and MacPhee:
October ***Moved (later withdrawn) to amend Motion PAC26(56) to add “until such time that the proponent completes an environment site assessment with them covering the cost of the assessment with the results to Municipal Council for consideration before they proceed with the application”.***

Discussion was held. With the agreement of the mover and seconder, Motion PAC26(57) was withdrawn and the original motion stands.

MOTION CARRIED

For Clarification Motion PAC26(56) reads:
Moved that the Planning Advisory Committee recommends to Council that Council defer consideration of the mapping amendments until a decision about floodplain mapping as part of the Plan Review has been made and I&O staff have had an opportunity to discuss the culvert issue with CN Rail.

MOTION CARRIED

PAC26(58) On the motion of Councillors Merriam and MacPhee:
October ***Moved that the Planning Advisory Committee recommends to Council that Council request the proponent to complete a Level 2 Environmental Site Assessment at their expense and submit the results to Municipal Council for consideration before the application proceeds (Re: “PLN26-008 Legrow and Williams: MPS and LUB Mapping Amendments”).***

MOTION CARRIED

Planning Advisory Committee took a brief break to address technical issues.

[PLN23-011 - COTTAGE COUNTRY - DEVELOPMENT AGREEMENT - FINAL REPORT](#)

The Community Planner I presented a report titled “3230225 Nova Scotia Limited (Cottage Country): Development Agreement Application Draft Development Agreement Review” dated October 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff. No motions resulted from that report.

PLN26-009 - SWINKS AGRO ENGINEERING - FIRST READING REPORT

The Community Planner I presented a report titled “Swinks Agro Engineering Ltd. - Amendments to Official Community Plan” dated October 7, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(59) On the motion of Councillors Rhyno and Tingley:
October

Moved that the Planning Advisory Committee recommends to Council that Council give First Reading to amend the Municipal Planning Strategy and Land Use Bylaw to allow intensive livestock operations with reduced front yard setbacks by development agreement in the Rural Use North (RU-2) Zone, notwithstanding section 5.2.3 a) and f) of the Land Use Bylaw, to permit Council to consider entering into a development agreement with Atlantic Broilers Ltd. for PID 45382199 for a reduced public road setback for an intensive livestock operation, and; authorize staff to schedule a Public Hearing.

MOTION CARRIED

PLACES OF WORSHIP AND CEMETERIES - MPS AND SUB AMENDMENTS - FINAL REPORT

The Community Planner I presented a report titled “Places of Worships and Cemeteries - MPS and LUB Bylaw Amendment” dated October 6, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(60) On the motion of Warden Roulston and Deputy Warden Dixon:
October

Moved that the Planning Advisory Committee recommends to Council that Council give Second Reading and approve the amendments to the Municipal Planning Strategy and Subdivision Bylaw to allow the subdivision of places of worship/former places of worship from cemeteries with reduced lot area, frontage, and setback requirements in all zones where there is frontage or deeded access to both lots.

MOTION CARRIED

MAITLAND HERITAGE CONSERVATION DISTRICT REVIEW - FINAL REPORT - BYLAW P-1100-2

The Manager of Planning presented a report titled “Maitland Heritage Conservation District Review” dated October 1, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(61) On the motion of Warden Roulston and Deputy Warden Dixon:
October

Moved that the Planning Advisory Committee recommends to Council that Council give second reading and approve Bylaw P-1100-2, an Amendment to Bylaw P-1100 Maitland Heritage Conservation District Plan, Bylaw and Design Guidelines.

MOTION CARRIED

NON-PROFIT HOUSING FEE WAIVER

The Director of Planning & Development presented a report titled “Affordable Housing Financial Assistance Policy” dated October 1, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(62) On the motion of Warden Roulston and Deputy Warden Dixon:
October

Moved that the Planning Advisory Committee recommends to Council that Council direct Staff to draft an Affordable Housing Financial Assistance Policy based on the approach outlined in the staff report dated October 1, 2026; prepare related amendments to Bylaw F-400; and consult with the non-profit housing sector once a draft policy is prepared.

MOTION CARRIED

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

Discussion was held in Committee and it was determined that Committee would continue with the Planning Advisory reports planned for October 22.

PLAN REVIEW BACKGROUND REPORT - HERITAGE PROPERTY DEVELOPMENT AGREEMENTS

The Manager of Planning presented a report titled “Plan Review - Heritage Development Agreements” dated October 2026. A copy of the report was attached to the agenda and available to all Committee members.

PAC26(63) On the motion of Warden Roulston and Councillor Perry:
October

Moved that the Planning Advisory Committee recommends to Council that policies to enable Heritage Development Agreements, as outlined in Background Paper # 3 regarding heritage development agreements, are included in the draft updates to the East Hants Official Community Plan.

MOTION CARRIED

Ten (10) voting in favor, two (2) voting against. Deputy Warden Dixon and Councillor MacPhee voting nay.

PLAN REVIEW - OBJECTIVES AND PLANNING PRINCIPLES

The Director of Planning & Development presented a report titled “*Plan Review - Objectives & Planning Principles*” dated October 1, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PAC26(64) On the motion of Councillors Perry and MacPhee:
October

Moved that the Planning Advisory Committee recommends to Council that Council direct staff to prepare amendments to Part A of the MPS based on the nine planning principles outlined in Plan Review Topic Paper 005, dated October 1, 2026.

MOTION CARRIED

Eleven (11) voting in favor, two (1) voting against. Councillor Rhyno voting nay.

The Planning Advisory Committee agreed to defer the following items to a future meeting and cancel the meeting planned for October 22nd:

- Plan Review Background Report - Data Centres
- Plan Review Background Report - Mini-Homes

ADJOURNMENT

The meeting adjourned at 4:08 p.m.

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

/ar



Parks, Recreation & Culture Executive Committee

October 20, 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 9:29 a.m. All members of Council were present.

Staff Present:

- Mr. Adam Clarkson, Deputy CAO
- Mr. Wade Tattrie, Director of Finance
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Acting Director of Recreation & Community Development
- Mr. Evan MacDougall, Manager of Parks and Buildings
- Ms. Aurora Douthwright, Tourism & Events Supervisor
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- 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 September 15, 2026 were approved with unanimous consent.

2027 VOLUNTEER AWARDS LOCATION & DATE

The Tourism & Events Supervisor presented a report titled “2027 Volunteer Awards Location & Date” dated October 1, 2026. A copy of the report was attached to the agenda and available to all Committee members.

Discussion was held and questions were addressed by staff.

PRC26(21)
October

On the motion of Councillors Merriam and MacPhee:

Moved that the Parks, Recreation and Culture Committee recommends to Council that Council approve to host the East Hants Volunteer Awards and Firefighter Long Service Awards ceremony on April 23, 2027 at the Milford Recreation Association Hall.

MOTION CARRIED

BURNTCOAT LIGHTHOUSE CAPITAL PROJECT #26-006 - GRANT FUNDING

The Director of Corporate Services and Manager of Parks and Buildings presented a report titled “*Burntcoat Lighthouse Capital Project #26-006 - Grant Funding*” dated September 29, 2026. A copy of the report was attached to the agenda and available to all Committee members.

PRC26(22)
October

On the motion of Councillors Mitchell and MacPhee:

Moved that the Parks, Recreation and Culture Committee recommends that Council increase Burntcoat Lighthouse Capital Project #26-006 from \$250,000 to \$500,000 with additional funding coming from Federal grant funding.

MOTION CARRIED

ADJOURNMENT

The meeting adjourned at 9:38 a.m.

Approved by: Alana Tapper, Acting Director of Recreation & Community Development
Date: October 21, 2026

/ar