



Corporate & Residential Services Committee Executive Committee

July 16, 2024

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

Councillor Perry, 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 Deputy Warden Greene, who sent his regrets, and Councillor Isenor, who joined the meeting at 10:05 a.m.

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
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Jessica van den Hof, Business & Legislative Administrator
- Ms. Amy Pine, Manager, Real Estate & Corporate Projects
- Mr. Nathan Hoffman, Policy Analyst

LAND ACKNOWLEDGEMENT

Councillor Perry respectfully acknowledged that East Hants is in Mi'kma'ki and the District of Sipekne'katik, the ancestral and unceded territory of the Mi'kmaq people. East Hants further acknowledges the 50 African Nova Scotian communities whose 400-year history have contributed to the provinces culture, history and legacies. We are all Treaty people.

APPROVAL OF AGENDAS OF ALL SUBCOMMITTEES

CRS24(98) On the motion of Councillors Mitchell and Moussa:
July

Moved that the agendas of all sub-committees be approved.

MOTION CARRIED

APPROVAL OF MINUTES

CRS24(99) On the motion of Councillors Mitchell and MacPhee:
July

Moved that the minutes of the Corporate & Residential Services Committee held on June 18, 2024, be approved.

MOTION CARRIED

NEW EMPLOYEE INTRODUCTIONS

- Hannah Grosvenor, Administrative Assistant, Planning & Development and Parks, Recreation & Culture [2:00]
- Jared Mullett, Project Engineer
- Shawn Harris, Environmental Engineering Technician
- Calvin Byard, Manager of Protective Services

EMPLOYEE RECOGNITIONS

- Ben Brown, Supervisor of Wastewater Operations - 5 years (delayed until October) [5:00]
- Dave White, Building & Grounds Lead Hand - 5 years
- Amanda Hatfield, Information Management Coordinator - 15 years
- Kelly Ash, Manager of Development Services - 15 years

MANAGEMENT OF REAL PROPERTY POLICY

The Manager of Real Estate and Corporate Projects presented a report titled “*Management of Real Property Policy*”, dated July 8, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(100) On motion of Councillors Tingley and MacPhee: Clarkson
July [13:45]

Move that Corporate and Residential Services Committee recommend that Council give notice of intent to approve the Management of Real Property Policy as attached to the Executive Committee agenda dated July 16, 2024.

And that; the Corporate & Residential Services Committee recommends to Council that Council approve the Management of Real Property Policy as attached to the Executive Committee agenda dated July 16, 2024.

MOTION CARRIED

MUNICIPAL FEE POLICY

The Policy Analyst and Development Officer/Planner presented a report titled “*Municipal Fee Policy*” dated July 3, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(101) On motion of Councillors Tingley and Hebb: Woodford/
July Clarkson

Moved that the Corporate & Residential Services Committee recommends that Council give notice of intent to approve the Municipal Fee Policy as attached to the Executive Committee agenda dated July 16, 2024. [20:00]

And that; the Corporate & Residential Services Committee recommends to Council that Council approve the Municipal Fee Policy as attached to the Executive Committee agenda dated July 16, 2024.

Discussion ensued with respect to the cost of tax certificates and tax receipts and the role that the Housing Accelerator Funds have with respect to fee changes to ensure that building residential housing is more affordable.

MOTION CARRIED

CAO AUTHORITY POLICY

The CAO presented a report titled “CAO Authority Policy” dated July 10, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(102)
July

On motion of Councillors Mitchell and MacPhee:

CAO
[45:00]

Moved that the Corporate & Residential Services Committee recommends to Council that Council give notice of intent to approve the CAO Authority Policy as attached to the Executive Committee agenda dated July 16, 2024.

And that; the Corporate & Residential Services Committee recommends to Council that Council approve the CAO Authority Policy as attached to the Executive Committee agenda dated July 16, 2024.

MOTION CARRIED

Eight (8) voted in favour and one (1) voted against; with Councillor Rhyno voting nay.

BREAK

The Corporate & Residential Services Committee too a break from 9:48 a.m. to 10:05 a.m. Councillor Isenor joined Committee after the break.

2023/2024 EAST HANTS ANNUAL REPORT

The CAO presented the “2023/2024 East Hants Annual Report”. A copy of the report was attached to the agenda and available to all committee members.

Staff answered questions from Committee Members throughout the report.

CRS24(103)
July

On motion of Warden Roulston and Councillor Hebb:

Woodford
[51:00]

Moved that the Corporate & Residential Services Committee recommends to Council that Council authorize staff to prepare a report on the value of the program to continue to register dogs.

MOTION CARRIED

Warden Roulston assumed the chair.

Discussion continued.

Councillor Perry resumed the chair.

The CAO continued with the presentation with the Treasurer's Report.

Councillor Rhyno stepped out at 11:18 a.m.

CRS24(104) On motion of Warden Roulston and Councillor Hebb:
July

Moved that the Corporate & Residential Services Committee recommends to Council that Council adopts the 2023/2024 East Hants Annual Report.

MOTION CARRIED

(By everyone in the room)

Councillor Rhyno returned at 11:21 a.m.

IN CAMERA (CONTRACTUAL)

CRS24(105) On motion of Councillors Hebb and Mitchell:
July

Moved that Council go in camera at 11:20 a.m. to discuss a contractual matter.

MOTION CARRIED

Committee return to open session at 11:59 a.m. Councillor Perry, as Chairperson of the Corporate & Residential Services Committee, noted that the Committee met in camera to discuss a contractual matter, and no motions came forth.

Infrastructure & Operations Committee was moved to the end of the day.

ADJOURNMENT

CRS24(106) On the motion of Councillor Mitchell and Warden Roulston:

Moved to adjourn at 12:01 p.m.

MOTION CARRIED

Approved by: Wade Tattrie, Director of Finance

Date: July 19, 2024

Approved by: Adam Clarkson, Director of Corporate Services

Date: July 18, 2024

/Jv



Infrastructure & Operations Executive Committee

July 16, 2024

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

Councillor Garden-Cole, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 3:12 p.m. All members of Council were present, with the exception of Deputy Warden Greene, who sent regrets.

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 & 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. Jessica van den Hof, Business & Legislative Administrator
- Mr. Alex Fenton, Supervisor of Roads Operations

APPROVAL OF MINUTES

IO24(20) On the motion of Councillors Mitchell and Tinley:
July

Moved that the minutes of the Infrastructure & Operations Committee meeting held June 18, 2024 be approved.

MOTION CARRIED

EAST HANTS POLICY FOR WINTER CLEARING STANDARD FOR ROADS & SIDEWALKS

The Supervisor of Roads Operations presented the report titled “*East Hants Policy for Winter Clearing Standard for Roads & Sidewalks*” dated June 28, 2024. A copy of the report was attached to the agenda and available to all committee members.

Staff addressed questions from Committee Members.

IO24(21) On motion of Warden Roulston and Councillor Hebb:
July

Hulsman

Move that the Infrastructure & Operations Committee recommends that Council gives notice of intent to adopt the East Hants Policy for Winter Clearing Standard for Roads & Sidewalks as attached to the July 16th, 2024 Infrastructure & Operations agenda of Executive Committee 2); and

That the Infrastructure & Operations Committee recommends to Council, that Council approve the East Hants Policy for Winter Clearing Standard for Roads & Sidewalks as attached to the July 16th, 2024 Executive Committee agenda.

Discussion continued.

MOTION CARRIED

ADJOURNMENT

IO24(22) On the motion of Councillors Mitchell and Perry:
July

Moved that the Infrastructure & Operations Committee adjourn at 3:31 p.m.

MOTION CARRIED

Approved By: Jesse Hulsman, Director of Infrastructure & Operations
Date: July 19, 2024

/Jv

DRAFT



Planning Advisory Committee Executive Committee

July 16, 2024

A meeting of the Planning Advisory Committee was held on the above date in Council Chambers. The meeting was livestreamed and recorded. Due to technical issues, livestreaming and recording did not start until 1:36 p.m.

Councillor Mitchell, as Chair of the Committee, called the meeting to order at 1:32 p.m. All members of Council were present, except for Deputy Warden Wayne Greene, who sent his regrets.

Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Ms. John Woodford, Director of Planning & Development
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. Wade Tattrie, Director of Finance
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Lee-Ann Martin, Planner/Development Officer
- Ms. Debbie Uloth, Community Planner II
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee MacEwan, Assistant Municipal Clerk
- Ms. Jessica van den Hof, Business & Legislative Administrator

Public Member:

- Mr. Sam Balcom
- Ms. Candace Stephens

APPROVAL OF MINUTES

PAC24(43) On the motion of Councillors Hebb and Moussa:
July

Moved that the minutes of the Planning Advisory Committee held on June 18, 2024, be approved.

MOTION CARRIED

[PLN24-002 - Edward Hunter - Redesignation and Rezoning - Initial Report](#)

The Planner/Development Officer presented a report titled “*PLN24-002 - Edward Hunter - Redesignation and Rezoning - Initial Report*”, dated June 25, 2024. A copy of the report was attached to the agenda and available to all committee members.

PAC24(44) On motion of Warden Roulston and Councillor Hebb: Woodford
July

Moved that the Planning Advisory committee recommend to Council that Council authorize staff to schedule a Public Information Meeting to consider a proposal for PID 45189206 to change from the Agricultural Reserve (AR) zone and designation to the Rural Use (RU) zone and designation; and

Direct staff to seek comments on the application from the East Hants Agricultural Advisory Committee.

Staff addressed questions from Committee Members. Councillor Garden-Cole proposed that the notices be sent to all homes within 500m rather than 300m.

MOTION CARRIED

PAC24(45) On motion of Councillors Garden-Cole and Rhyno: Woodford
July [8:00]

Moved that the Planning Advisory Committee recommend to Council that Council direct staff to increase the letters being sent out from 300m to 500m (for PLN24-002 - Edward Hunter - Redesignation and Rezoning).

MOTION CARRIED

[SUBDIVISION BYLAW - REQUIRED FUTURE CONNECTIONS MAP AMENDMENT](#)

The Planning and Development Officer presented the report titled “*Subdivision Bylaw - Required Future Connections Map Amendment*” dated July 8, 2024. A copy of the report was attached to the agenda and available to all committee members.

Staff answered questions from Committee Members.

PAC24(46) On motion of Warden Roulston and Councillor Moussa: Woodford

July

[13:00]

Moved that the Planning Advisory Committee recommends to Council that Council authorize staff to schedule a Public Information Meeting to amend the Subdivision Bylaw to include a required connection from Park Road, Elmsdale.

MOTION CARRIED

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

SECONDARY ACCESS OPTIONS REPORT

The Community Planner presented the report titled “*Second Access Options Report*” dated July 10, 2024. A copy of the report was attached to the agenda and available to all committee members.

Staff addressed questions from Committee Members. Concerns included the density required for secondary access roads were raised.

PAC24(47) On the motion of Councillors Perry and Moussa:
July

[33:00]

Moved (later defeated) that the Planning Advisory Committee recommend that Council direct staff to prepare a report on viability of connecting roads at the previously identified locations.

The CAO sought confirmation on the scope of the motion from the mover; mover agrees to limit the scope of the motion to reaching out to landowners of relevant parcels (per the list appearing in the last Secondary Access Report) to see if they would be willing partners in developing secondary access roads.

Discussion continued.

MOTION DEFEATED

Three (3) voting in favour and nine (9) voting against; Councillors Moussa and Perry and Public Member Balcom voting in favour.

Discussion on the report ensued, with Committee Members largely concerned with the impact of the proposed motion on existing homeowners. Concerns were raised regarding the need to balance safety while not limiting landowners from developing their lands.

PAC24(48) On the motion of Warden Roulston and Councillor Garden-Cole: Woodford
July [65:00]

Moved that the Planning Advisory Committee recommends to Council that Council authorize staff to create lot access regulations based on the length of road, number of lots, and number of dwelling units.

Discussion continued.

MOTION CARRIED

Eleven (11) voting in favour and one (1) voting against; Councillor Perry voting nay.

HOUSING STRATEGY UPDATE REPORT

The Director of Planning & Development presented the report titled “*Housing Strategy Update Report*” dated June 26, 2024. A copy of the report was attached to the agenda and available to all committee members.

Councillor MacPhee stepped out briefly and returned before the motion.

PAC24(49) On motion of Warden Roulston and Councillor Moussa: [82:00]
July

Moved that Planning Advisory Committee recommends to Council that Council direct staff to revisit the current regulations that prevent the establishment of new roads in some zones and parts of the Municipality.

MOTION CARRIED

ADJOURNMENT

PAC24(50) On the motion of Councillors Hebb and Isenor.
July

Moved that the Planning Advisory Committee Meeting adjourn at 2:59 p.m.

MOTION CARRIED

Approved By: John Woodford, Director of Planning and Development
Date: July 18, 2024

/Jv

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