



## Corporate & Residential Services Committee Executive Committee

October 8, 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 Councillor Moussa, who sent his 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. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Amanda Hatfield, Information Management Coordinator
- Ms. Jessica van den Hof, Business & Legislative Administrator
- Ms. Amy Pyne, Manager, Real Estate & Corporate Projects

### APPROVAL OF OR AMENDMENTS TO THE AGENDA OF ALL SUB-COMMITTEES

CRS24(115) On the motion of Councillors Mitchell and Deputy Warden Greene:  
October

Moved that the minutes of the Corporate & Residential Services Committee held on September 17, 2024, be approved.

### MOTION CARRIED

### APPROVAL OF MINUTES

CRS24(116) On the motion of Deputy Warden Greene and Councillor Mitchell:  
October

*Moved that the minutes of the Corporate & Residential Services Committee held on September 17, 2024, be approved.*

### MOTION CARRIED

### EMPLOYEE RECOGNITIONS

Scott Preston, Manager of Recreation & Aquatics - 5 years

### (IN CAMERA) LAND ISSUE

CRS24(117) On motion of Deputy Warden Greene and Councillor Mitchell:

October

*Moved that Council go in camera at 9:04 a.m. to discuss a land matter.*

**MOTION CARRIED**

Committee returned to open session at 9:15 a.m. Councillor Perry, as Chairperson of the Corporate & Residential Services Committee, noted that the Committee met in camera to discuss a land matter and there is no motion coming forth.

**FIRE ADVISORY COMMITTEE TERMS OF REFERENCE UPDATES**

The Director of Corporate Services presented a report titled “*Fire Advisory Committee Terms of Reference Updates*” dated August 29, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(118) On motion of Warden Roulston and Deputy Warden Greene: [4:00]  
October

*Moved that the Corporate and Residential Services Committee recommend to Council that Council approve the updated Fire Advisory Committee terms of reference attached to the October 8, 2024 Executive Committee agenda.*

**MOTION CARRIED**

**ADJOURNMENT**

CRS24(119) On the motion of Councillor Mitchell and Deputy Warden Greene: [4:00]  
October

*Moved to adjourn at 9:20 a.m.*

**MOTION CARRIED**

Approved by: Adam Clarkson, Director of Corporate Services  
Date:

Approved by: Wade Tattrie, Director of Finance  
Date:

/Jv



## Infrastructure & Operations Executive Committee

October 8, 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 10:58 am. All members of Council were present with the exception of Councillor Moussa, who sent his 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. Amanda Hatfield, Information Management Coordinator
- Ms. Jessica van den Hof, Business & Legislative Administrator
- Mr. Logan Blanchard, Project Engineer

### APPROVAL OF MINUTES

1024(26)  
October

On the motion of Deputy Warden Greene and Councillor Hebb:

***Moved that the minutes of the Infrastructure & Operations Committee meeting held September 17, 2024 be approved.***

**MOTION CARRIED**

### SERVICING CAPACITY STUDY OVERVIEW

The Director of Infrastructure & Operations reviewed the report titled “*Servicing Capacity - Staff recommendations post reviews*” dated September 2024 and previously presented at the September 17<sup>th</sup>, 2024 meeting. A copy of the report was attached to the agenda and available to all committee members. The Committee previously requested the report come back to a future meeting for further discussions.

Staff answered questions from committee members.

1024(27)  
October

On motion of Councillor Perry and Deputy Warden Greene:

[27:00]

***Moved that the Infrastructure & Operations Committee recommend that Council receive the report which is to be posted for the public and to add projects identified***

*as needed within the next 5 years to the next capital budget review for consideration.*

**MOTION CARRIED**

**CROSS CONNECTION CONTROL RETRO-FIT PROGRAM**

The Director of Infrastructure & Operations presented the report titled “*Cross Connection Control Retro-Fit Program*” dated August 2024. A copy of the report was attached to the agenda and available to all committee members.

IO24(28)  
October On motion of Councillors Tingley and MacPhee:

***Moved that the Infrastructure & Operations Committee recommend that Council direct Staff to expand the Cross Connection Control Program by including a retrofit program to launch April 1, 2025, that offers a retrofit rebate of \$400 per the combination of one (1) device and one (1) initial device test and with the overall budget being submitted for the 2025/26 Water Utility budget review.***

Warden Roulston assumed the chair and Councillor Garden-Cole asked questions of Staff.

**MOTION CARRIED**

Councillor Garden-Cole resumed the chair.

**SHUBENACADIE VILLAGE CORE PARKING**

IO24(29)  
October The Project Engineer presented the report titled “*Shubenacadie Village Core Parking*” dated September 10, 2024. A copy of the report was attached to the agenda and available to all committee members.

Staff answered questions from committee members.

On motion of deputy Warden Greene and Councillor Mitchell:

[43:00]

***Moved that the Infrastructure and Operations Committee recommends to Council that Council approve the proposed site concept plan and direct staff to engage the services of a professional engineer to design the Shubenacadie Village Core parking; and***

***Direct staff to add the cost of construction of the parking area to the 2025/2026 draft budget.***

**MOTION CARRIED**

**IN CAMERA: CONTRACTUAL ISSUE**

IO24(30)  
October On motion of Deputy Warden Greene and Councillor Mitchell:

***Moved that Executive Committee go in camera at 11:42 a.m. to discuss a contractual matter.***

**MOTION CARRIED**

Committee returned to open session at 11:57 a.m. Councillor Garden-Cole, as Chairperson of the Infrastructure & Operations Committee, noted that the Committee met in camera to discuss a contractual matter and the following motion is coming forth.

IO24(31)  
October On motion of Warden Roulston and Deputy Warden Greene:

*Moved that the Infrastructure & Operations Committee recommends to Council that Given that there was no objection to the Advanced Contract Award Notice (“ACAN”) for Excavation Services, posted to the Nova Scotia Tendering website on August 2, 2024, be it moved that Council give the Chief Administrative Officer the authority to approve negotiated contracts for Benere Contracting to be the primary service provider and Basin Contracting to be the secondary service provider for the Excavations Services contract, with services effective as of October 2024.*

**MOTION CARRIED**

**ADJOURNMENT**

IO24(32)  
October On the motion of Councillor Perry and Hebb:

*Moved that the Infrastructure & Operations Committee adjourn at 11:58 a.m.*

**MOTION CARRIED**

Approved By: Jesse Hulsman, Director of Infrastructure & Operations  
Date: October 11, 2024

/Jv



## Planning Advisory Committee Executive Committee

September 17, 2024

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

Councillor Mitchell, as Chair of the Committee, called the meeting to order at 1:33 p.m. All members of Council were present, with the exception of Deputy Warden Greene and Councillor Moussa, who sent their 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
- Mr. John Woodford, Director of Planning & Development
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Lee-Ann Martin, Planner/Development Officer
- Ms. Debbie Uloth, Community Planner II
- Ms. Rachel Gilbert, Manager of Planning
- Ms. Juliann Cashen, Communications Officer
- Ms. Amanda Hatfield, Information Management Coordinator
- Ms. Jessica van den Hof, Business & Legislative Administrator

### Public Member:

- Mr. Sam Balcom

### Regrets

- Deputy Warden Wayne Greene
- Councillor Moussa
- Public member Candace Stephens

### APPROVAL OF MINUTES

PAC24(60)  
October

On the motion of Councillors Perry and Hebb:

*Moved that the minutes of the Planning Advisory Committee held on September 17, 2024, be approved.*

**MOTION CARRIED**

**PLN24-008 - GURMEHAR WALIA SINGH - DEVELOPMENT AGREEMENT APPLICATION**

The Community Planner presented a report titled “*Gurmehar Walia Singh - Development Agreement for an Automobile Dealer & Automobile Vehicle Repair and Maintenance*” dated October 3, 2024. The report was attached to the agenda and available to all committee members.

PAC24(61)  
October On motion of Councillors Hebb and Tingley:

*Planning Advisory Committee recommends to Council that Council give initial consideration to enter into a development agreement for an automobile dealer and automobile vehicle repair and maintenance use located on property identified as PID 45431129, Highway 214, Belnan, to enable a public hearing; and*

*Authorize staff to schedule a public hearing.*

**MOTION CARRIED**

**PLN24-009 - TOT’S ACADEMY - DEVELOPMENT AGREEMENT AMENDMENT APPLICATION**

The Community Planner presented the report titled “*Tot’s Academy Child Care Society Unsubstantial Development Agreement Amendment*” dated September 11, 2024. A copy of the report was attached to the agenda and available to all committee members.

PAC24(62)  
October On motion of Councillors Garden-Cole and Perry:

*Planning Advisory Committee recommends that Council approve the application by Tot’s Academy Child Care Society for an unsubstantial amendment to its existing Development Agreement to allow for an increase in the number of parking stalls.*

**MOTION CARRIED**

**TALAL WAEB - MPS AND LUB MAPPING AMENDMENTS**

The Planner and Development Officer presented the report titled “*Talal Waeb - MPS and LUB Mapping Amendments*” dated September 23, 2024. A copy of the report was attached to the agenda and available to all committee members.

Staff answered questions from Councillors, including the level of flooding in the flood event of July 2023, and the process for acquiring enough road frontage and the agreement to buy additional lands

PAC24(63) On the motion of Councillor Perry and Isenor:

October

***Planning Advisory Committee recommends that Council authorize staff to schedule a Public Information Meeting to consider a proposal to change the designation and zone of PID 45089356, PID 45089349 and a portion of PID 45089455 from Established Residential Neighbourhood Designation (ER) to Medium Density Residential Neighbourhood (MR) Designation and rezone from Two Dwelling Unit Residential (R2) to Multiple Unit Residential (R3).***

**MOTION CARRIED**

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

**MUNICIPAL HOUSING STRATEGY - HOUSING WORKING GROUP EXTENSION**

The Director of Planning presented the report titled “Municipal Housing Strategy - Housing Working Group Extension” dated September 11, 2024. A copy of the report was attached to the agenda and available to all committee members.

PAC24(64)  
October

On motion of Councillor Hebb and MacPhee:

***Planning Advisory Committee recommends to Council that Council approve the extension of the term for the Housing Working Group to enable the completion of the workplan for the Housing Strategy.***

**MOTION CARRIED**

Nine (9) voting in favour and one (1) voting against, with Warden Roulston voting nay.

**MOTION C24(89) AND C24(161): LOT GRADING AND DRAINAGE UNSERVICED AREAS**

The Community Planner presented the report titled “Motion C24(89) and C24(161): Lot Grading and Drainage Unserviced Areas” dated June 26, 2024. A copy of the report was attached to the agenda and available to all committee members.

PAC24(65)  
October

On motion of Warden Roulston and Councillor Rhyno:

[23:00]

***Planning Advisory Committee recommends to Council that Staff complete some research for a report outlining what it would look like to empower the Development Officer(s) to have autonomy and leeway to determine when a lot grading certificate is required in serviced and unserviced areas.***

**MOTION CARRIED**



ADJOURNMENT

PAC24(66) On the motion of Councillors Rhyno and Perry:  
October

***Moved that the Planning Advisory Committee Meeting adjourn at 2:05 p.m.***

**MOTION CARRIED**

Approved By: John Woodford, Director of Planning and Development  
Date: October 10, 2024

/Jv

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## Parks, Recreation & Culture Committee Executive Committee

October 8, 2024

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

Councillor Rhyno, as Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 9:21 a.m. All members of Council were present, with the exception of Councillor Moussa, who sent his regrets.

### Staff Present:

- Ms. Kim Ramsay, Chief Administrative Officer
- Mr. Wade Tattrie, Director of Finance
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Mr. Adam Clarkson, Director of Corporate Services
- Mr. John Woodford, Director of Planning
- Mr. Jesse Hulsman, Director of Infrastructure & Operations
- Ms. Juliann Cashen, Communications Officer
- Ms. Amanda Hatfield, Information Management Coordinator
- Ms. Jessica van den Hof, Business & Legislative Administrator
- Ms. Jo Swinemer, Community Development Coordinator
- Mr. Scott Preston, Manager of Recreation & Facilities
- Ms. Erin Lively, Sportsplex Coordinator

### APPROVAL OF MINUTES

PRC24(13)  
October On the motion of Deputy Warden Greene and Councillor Mitchell:

***Moved that the minutes of the Parks, Recreation & Culture Committee held June 18, 2024, be approved.***

### MOTION CARRIED

### 2025 VOLUNTEER AWARD LOCATION & DATE

The Director of Parks, Recreation & Culture presented the staff report titled “2025 Volunteer Awards Location & Date” dated October 1, 2024. A copy of the report was attached to the agenda and available to all committee members.

PRC24(14)  
October On motion of Councillors Perry and Mitchell:

***Moved that the Parks, Recreation and Culture Committee recommends that Council approve to host the East Hants Volunteer Awards and Firefighter Long Service Awards ceremony on May 2, 2025 at the Noel & District Volunteer Fire Department.***

**MOTION CARRIED**

**DISTRICT RECREATION FUNDS & BEAUTIFICATION GRANT ALLOCATION**

The Director of Parks, Recreation & Culture presented the staff report titled “*District Recreation Funds & Beautification Grant Allocation*” dated September 19, 2024. A copy of the report was attached to the agenda and available to all committee members.

PRC24(15) On motion of Deputy Warden Greene and Warden Roulston: [12:00]  
October

***Move that the Parks, Recreation & Culture Committee recommend that Council approve the balance at October 30, 2024 in the District Recreation Fund and Beautification Fund reserves for each existing district and it be allocated to the new district structure on the basis of residential assessment.***

**MOTION CARRIED**

**WYATT SANFORD - KEYS TO THE MUNICIPALITY**

The Community Development Coordinator presented the staff report titled “*Wyatt Sanford - Keys to the Municipality*” dated September 26, 2024. A copy of the report was attached to the agenda and available to all committee members.

PRC24(16) On motion of Warden Roulston and Deputy Warden Greene:  
October

***Moved that the Parks, Recreation & Culture Committee recommends that Council approve that Wyatt Sanford of Kennetcook be awarded a Key to the Municipality in recognition of his accomplishment as a Bronze Medalist in boxing at the 2024 Paris Olympics at a time and place to be announced; and that up to \$750 from the General Government cost centre be approved to cover the cost.***

**MOTION CARRIED**

PRC24(17) On motion of Councillors Perry and Garden-Cole: [18:00]  
October

***Move that the Parks, Recreation & Culture Committee recommend to Council that Council direct staff create a permanent casting or design for the Key to the Municipality, to be funded or approved at the CAO’s discretion.***

**MOTION CARRIED**

**SPORTSPLEX UPDATE FALL 2024**

The Manager of Recreation & Facilities presented the staff report titled “*East Hants Sportsplex - Facility Update*” dated October 1, 2024. A copy of the report was attached to the agenda and available to all committee members.

PRC24(18) On motion of Councillors Tingley and Perry: [31:00]  
October

***Move that the Parks, Recreation & Culture Committee recommend to Council that Council keep 2024/2025 Sportsplex rates in place for the remainder of the current fiscal year and to direct staff to conduct a review on rental fees for indoor turf and arena rentals to recommend rates as part of 2025/2026 budget discussions.***

Staff addressed questions from committee members.

Warden Roulston assumed the chair and Councillor Rhyno asked questions regarding security concerns. Staff advised that the facility's security needs include camera coverage (regarding parking lots and potential slips and falls) door access swipe cards, and working with the RCMP regarding on-site security. Friday nights are busy at the facility. As this is the first fall/hockey season, staff is exploring security needs.

It was noted that largely the community has been happy with the transition based on feedback.

**MOTION CARRIED**

Councillor Rhyno resumed the chair.

**[IN CAMERA - CONTRACTUAL](#)**

PRC24(19) On motion of Councillors Mitchell and Perry  
October

***Moved that Council go in camera at 9:56 a.m. to discuss a land matter.***

**MOTION CARRIED**

Committee returned to open session at 10:38 a.m. Councillor Rhyno, as Chairperson of the Parks, Recreation, & Culture, noted that the Committee met in camera to discuss a land matter and the following motion is coming forth.

PRC24(20) On motion of Councillors Mitchell and Perry:  
October

***Move that the Parks, Recreation & Culture Committee recommends to Council that Council approve a General Government Grant to the East Hants Curling Association up to \$3000 for programming for the 2024/2025 season.***

**MOTIO CARRIED**

**[ADJOURNMENT](#)**

PRC24(21) On the motion of Councillor Hebb and deputy Warden Greene:  
October

***Moved that Council adjourn at 10:40 a.m.***

**MOTION CARRIED**

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

Date: October 9, 2024

/Jv

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