



Corporate & Residential Services Committee Executive Committee

December 10, 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 Garden-Cole, as Chairperson of the Corporate & Residential Services Committee called the meeting to order at 9:01 a.m. All members of Council were present. Warden Roulston arrived at 9:05 a.m., Councillor Moussa arrived at 9:13 a.m. and Councillor Perry arrived at 9:16 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
- Ms. John Woodford, Director of Planning
- Ms. Alana Tapper, Director of Parks, Recreation & Culture
- Ms. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richard, Business & Legislative Administrator
- Ms. Amy Pyne, Manager, Real Estate & Corporate Projects
- Mr. Graham Scott, Manager of Economic & Business Development

Guest:

- Mr. David McCusker, Senior Transportation Engineer (WSP)

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

CRS24(131) On the motion of Councillors Mitchell and Hebb:
December

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

MOTION CARRIED

APPROVAL OF MINUTES

CRS24(132) On the motion of Councillors Hebb and Mitchell:
December

Moved that the minutes of the Corporate & Residential Services Committee held on November 12, 2024, be approved.

MOTION CARRIED

NEW EMPLOYEES

- Galen MacLeod - Business Development Officer
- Charlie Dingle - Heavy Equipment Operator

TRANSIT PLAN UPDATE - PRESENTATION

The Manager of Economic & Business Development presented a report titled “East Hants Public Transit Business Plan Update” dated December 5, 2024, and introduced David McCusker of WSP, who presented on the topic. A copy of the report and presentation by Mr. McCusker was attached to the agenda and available to all committee members. 03:50

Discussion was held and questions were addressed.

CRS24(133) On the motion of Councillors Perry and Tingley:
December

Moved that Corporate and Residential Services Committee recommends to Council that they move forward with next steps as outlined in this “East Hants Public Transit Business Plan Update 2024” staff report dated December 05, 2024.

MOTION CARRIED

Ten (10) voting in favour and one (1) voting against, with Councillor Rhyno voting nay.

MOUNT UNIACKE BUSINESS PARK - INTERSECTION UPGRADES

The Manager of Economic & Business Development presented a report titled “Uniacke Business Park Update” dated November 25, 2024. A copy of the report was attached to the agenda and available to all committee members. 069:42

Discussion was held and questions were addressed.

CRS24(134) On the motion of Councillors Perry and Tingley:
December

Moved that the Corporate and Residential Services Committee recommends to Council that the construction design for the intersections at Highway 1 and James Boyle Drive, and Highway 1 and Richard John Drive be completed in the current 2024-25 fiscal year and that \$30,000 be allocated from the Business Parks Land Sales Reserve to fund the project.

MOTION CARRIED

Nine (9) voting in favour and two (2) voting against, with Deputy Warden MacPhee and Councillor Hebb voting nay.

CRS24(135) On the motion of Warden Roulston and Councillor Moussa:
December

Moved that the Corporate and Residential Services Committee recommend to Council that an analysis of Alicia Scott Avenue, Andrew Mitchel Drive, and Lady Mary Way intersections be completed in the current 2024-25 fiscal year and that any capital improvements be brought back to Council for discussion.

MOTION CARRIED

Nine (9) voting in favour and one (1) voting against, with Councillor Hebb voting nay. Councillor Dixon was not present during voting.

ELMSDALE BUSINESS PARK - PHASE 7

The Manager of Economic & Business Development presented a report titled “*Elmsdale Business Park Phase 7 Update*” dated November 25, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(136) On motion of Deputy Warden MacPhee and Councillor Mitchell:
December

Moved that the Corporate and Residential Services Committee recommends to Council to approve the allocation of \$180,000 for Capital Project #24-009 - Elmsdale Business Park Phase 7, for expenditure in 2024-25.

MOTION CARRIED

BREAK

The Corporate & Residential Services Committee took a brief break from 10:45 a.m. to 11:00 a.m.

POST-ELECTION REPORT

The Chief Administrative Officer presented a report titled “*Post-Municipal Election 2024 Report*” dated November 15, 2024. A copy of the report was attached to the agenda and available to all committee members. 104:48

CRS24(137) On motion of Councillors Tingley and Merriam:
December

Moved that the Corporate & Residential Services Committee recommend to Council that Council receive this report “Post-Municipal Election 2024 Report” as attached to the December 10th, Executive Committee agenda and place it on file for future planning consideration for the 2028 Municipal Election.

MOTION CARRIED

ADJOURNMENT

CRS24(138) On the motion of Councillors Mitchell and Hebb:
December

Moved to adjourn for lunch at 11:31 a.m. to allow for a scheduled meeting of the Nominating Committee and lunch. To reconvene at 1:30 p.m. for Planning Advisory Committee and return to Corporate & Residential Services Committee later in the day.

MOTION CARRIED

Councillor Garden-Cole, as Chairperson of the Corporate & Residential Services Committee called the meeting back to order at 3:32 p.m.

ADMINISTRATION FEE FOR PRIVATE ROADS

The Director of Finance presented a report titled “Administration Fee for Private Roads” dated December 5, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(139) On motion of Councillors Moussa and Perry:
December

Moved that the Corporate and Residential Services Committee recommends to Council that Council instruct the CAO to reduce the annual administration fee charged to road associations from 5% to 3%, starting in the 25/26 budget year.

Discussion was held and questions were addressed.

MOTION CARRIED

STRATEGIC PLAN REPORT

The Chief Administrative Officer presented a report titled “Strategic Plan 2025-26” dated November 15, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(140) On motion of Warden Roulston and Councillor Tingley:
December

Moved (later amended) that the Corporate & Residential Services Committee recommends to Council to proceed with an update of the organization Strategic Plan, to be drafted by the CAO, through staff preparing a draft update to the Plan and bring this to Council for discussion (Option 2).

Discussion was held. Based on discussion, the mover and seconder agreed to amend the original motion.

CRS24(141) On motion of Warden Roulston and Councillor Tingley:
December

Moved that the Corporate & Residential Services Committee recommends to Council to proceed with an update of the organization Strategic Plan, to be drafted by the CAO, through preparing a survey to send to councillors to get input on the priorities they see for the community and then prepare a draft update to the Plan for Council consideration (Option 1).

MOTION CARRIED

Ten (10) voting in favour and one (1) voting against, with Deputy Warden MacPhee voting nay.

EXPENSES & HOSPITALITY POLICY REPORT

The Chief Administrative Officer presented a report titled “*Expenses & Hospitality Policy*” dated November 15, 2024. A copy of the report was attached to the agenda and available to all committee members.

CRS24(142) On motion of Councillors Tingley and Dixon:
December

Moved that per Section 23(7) of the Municipal Government Act, the Corporate & Residential Services Committee recommends to Council that Council give notice of intent to re-adopt the Hospitality Policy and the Council Remuneration & Travel Reimbursement Policy, as attached to the Executive Committee agenda dated December 10th, 2024.

MOTION CARRIED

CRS24(143) On motion of Warden Roulston and Councillor Perry:
December

Move that per Section 23(7) of the Municipal Government Act, the Corporate & Residential Services Committee recommends to Council that Council re-adopt the Hospitality Policy and the Council Remuneration & Travel Reimbursement Policy, as attached to the Executive Committee agenda dated December 10th, 2024.

MOTION CARRIED

Due to time constraints, the Loan Program Update - Well & Septic and PACE Report was rescheduled to January 2025.

ADJOURNMENT

CRS24(144) On the motion of Councillors Perry and Mitchell:
December

Moved to adjourn at 4:04 p.m.

MOTION CARRIED

Approved by: Adam Clarkson, Director of Corporate Services
Date: December 12, 2024

Approved by: Wade Tattrie, Director of Finance
Date: December 12, 2024

/ar



Infrastructure & Operations Executive Committee

December 10, 2024

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

Councillor Perry, as Chairperson of the Infrastructure & Operations Committee called the meeting to order at 3:25 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. 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. Alana Richards, Business & Legislative Administrator

APPROVAL OF MINUTES

IO24(37)
December

On the motion of Councillors Dixon and Mitchell:

Moved that the minutes of the Infrastructure & Operations Committee meeting held November 12, 2024 be approved.

MOTION CARRIED

LANTZ LAGOON DESLUDGING PLAN

The Director of Infrastructure & Operations reviewed the report titled “*Lantz Lagoon Desludging Plan*” dated December 2, 2024. A copy of the report was attached to the agenda and available to all committee members.

IO24(38)
December

On motion of Councillors Tingley and Merriam:

Moved that the Infrastructure & Operations Committee recommend that Council amend Capital Project 24-033 “Sludge Management Infrastructure - Lantz Lagoon” to have \$350,000 for cell 1 approved for fiscal 2024-25 and \$600,000 for cell 2 approved for fiscal 2025-26, funded from the “De-Sludge Reserve” fund and with an updated amount of \$1,550,000 for cell 3 be listed in Fiscal year 2026/27 for further study with funding to be determined.

MOTION CARRIED

ADJOURNMENT

The Infrastructure & Operations Committee adjourned at 3:31 p.m.

Approved By: Jesse Hulsman, Director of Infrastructure & Operations

Date: December 13, 2024

/ar

DRAFT



Planning Advisory Committee Executive Committee

December 10, 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 1:30 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. 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. Juliann Cashen, Communications Officer
- Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator

Regrets:

- Public Member Mr. Sam Balcom
- Public Member Ms. Candace Stephens

APPROVAL OF MINUTES

PAC24(71) On the motion of Councillors Dixon and Moussa:
December

Moved that the minutes of the Planning Advisory Committee held on November 12, 2024, be approved.

MOTION CARRIED

PLN24-008 - GURMEHAR SINGH WALIA - DEVELOPMENT AGREEMENT - FINAL REPORT

The Community Planner presented a report titled “Gurmehar Walia Singh - Development Agreement for an Automobile Dealer & Automobile Vehicle Repair and Maintenance” dated December 11, 2024. The report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC24(72) On motion of Warden Roulston and Councillor Tingley:

Moved that the Planning Advisory Committee recommends to Council that Council give final 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;

Within one year of Council's approval.

MOTION CARRIED

Ten (10) voting in favour and one (1) voting against, with Councillor Hebb voting nay.

UNIACKE SECONDARY PLANNING STRATEGY - VILLAGE CORE EXTENSION

The Community Planner presented the report titled “*Uniacke Secondary Planning Strategy - Village Core Extension*” dated December 11, 2024. A copy of the report was attached to the agenda and available to all committee members. 18:20

Discussion was held and questions were addressed.

Councillor Perry *moved that Planning staff, as part of the continuing process of the Uniacke Secondary Planning Strategy, propose a zone that allows for mixed use and multi-units in Mount Uniacke.*

The Motion failed due to lack of a seconder.

Discussion continued.

PAC24(73) On the motion of Warden Roulston and Councillor Moussa: 63:44
December

Moved that the Planning Advisory Committee recommends to Council that Council direct Planning Staff, as part of the Mount Uniacke Secondary Planning Strategy, to investigate a possible zone for R1 and R2 properties along Highway 1 that would be appropriate for mixed use and multi-unit developments.

MOTION CARRIED

Ten (10) voting in favour and one (1) voting against, with Deputy Warden MacPhee voting nay.

SUBDIVISION BYLAW - REQUIRED FUTURE CONNECTIONS MAP AMENDMENT

The Planner and Development Officer presented the report titled “*Subdivision Bylaw - Required Connections Map Amendment*” dated November 28, 2024. A copy of the report was attached to the agenda and available to all committee members.

PAC24(74)
December On the motion of Councillor Tingley and Warden Roulston:

Moved that the Planning Advisory Committee recommends that Council give First Reading to amend the Subdivision Bylaw to include a required connection from Park Road, Elmsdale (through PID 45248192) as per the amended map; and

Authorize staff to schedule a Public Hearing.

MOTION CARRIED

P-800-2, AMENDMENT TO BYLAW P-800, CIVIC ADDRESSING BYLAW - 5-YEAR REVIEW

The Planning & Development Technician presented the report titled “Civic Addressing Bylaw Review” dated November 28, 2024. A copy of the report was attached to the agenda and available to all committee members.

Discussion was held and questions were addressed.

PAC24(75)
December On motion of Warden Roulston and Councillor Rhyno:

Moved (later withdrawn) that A7 “No street name shall be a personal name such as a combination of given name and surname” be struck from the bylaw.

Discussion continued and on the agreement of the mover and seconder, Motion PAC24(75) was withdrawn.

PAC24(76)
December On the motion of Warden Roulston and Councillor Rhyno:

Moved that A7 be amended to include “without the consent of Council” at the end of the line (before approved by Council).

PAC24(77)
December On motion of Councillors Perry and Moussa:

Moved that the Planning Advisory Committee recommend to Council that Council directs Staff to correspond with the Province on Section A3 with regards to Mi’kmaq and Acadian (as well as any other naming) of provincial roads.

MOTION CARRIED

PAC24(78) On motion of Councillor Tingley and Deputy Warden MacPhee:
December

Moved that the Planning Advisory Committee recommends to Council that Council approves that notices related to bylaws may appear on the municipal website and on social media in keeping with updated provincial regulations.

MOTION CARRIED

PAC24(79) On motion of Councillors Hebb and Moussa:
December

Moved that the Planning Advisory Committee recommends to Council that Council give first reading to Bylaw P-800-2, a bylaw to amend Bylaw P-800 Civic Addressing Bylaw.

MOTION CARRIED

ADJOURNMENT

PAC24(80) On the motion of Councillors Perry and Moussa:
December

Moved that the Planning Advisory Committee Meeting adjourn at 3:10 p.m.

MOTION CARRIED

Approved By: John Woodford, Director of Planning and Development
Date: December 12, 2024

/ar



Parks, Recreation & Culture Committee Executive Committee

December 10, 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 Rhino, as Chairperson of the Parks, Recreation & Culture Committee called the meeting to order at 4:05 p.m. All members of Council were present.

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. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk
- Ms. Alana Richards, Business & Legislative Administrator
- Ms. Amy Pyne, Manager, Real Estate & Corporate Projects
- Mr. Evan MacDougall, Manager of Parks & Buildings

APPROVAL OF MINUTES

PRC24(29)
December On the motion of Councillors Perry and Moussa:

Moved that the minutes of the Parks, Recreation & Culture Committee held November 12, 2024, be approved.

MOTION CARRIED

IN CAMERA - LAND ISSUE

PRC24(30)
December On motion of Councillors Moussa and Perry:

Moved that Council go in camera at 4:06 p.m. to discuss a land matter.

MOTION CARRIED

Committee returned to open session at 4:53 a.m. Councillor Rhino, as Chairperson of the Parks, Recreation, & Culture, noted that the Committee met in camera to discuss a land matter, direction was given to staff, and no motions are coming forth.

ADJOURNMENT

PRC24(31) On the motion of Councillors Mitchell and Perry:
December

Moved that Council adjourn at 4:53 a.m.

MOTION CARRIED

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

Date: December 12, 2024

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