

## HAF Agreement and Action Plan Summary Municipality of East Hants, Nova Scotia

### Summary of Agreement Targets and Funding

*Status as of March 12, 2025*

<b>Overall Permitted Unit Targets (3 years)</b>	<b>1,186</b>
Units expected without HAF (baseline)	<b>974</b>
Units incented by HAF (HAF-incented)	<b>212</b>
Municipality's 10-year unit projection	<b>2,825</b>

<b>Permitted Unit Targets with Breakdown</b>	<b>Total Target</b>	<b>Year 1 Forecast</b>	<b>Year 1 Progress</b>
Housing Supply Growth Target	<b>1,186</b>	<b>378</b>	<b>400</b>
<ul style="list-style-type: none"> <li>• Multi-Unit housing units in close proximity to rapid transit</li> </ul>	0	<i>Note: there are no annual forecasts for different unit types.</i>	0
<ul style="list-style-type: none"> <li>• Missing middle housing units</li> </ul>	702		161
<ul style="list-style-type: none"> <li>• Other multi-unit housing units</li> </ul>	7		77
Affordable Housing Units	0		0

#### **HAF Funding Schedule and Explanatory Notes:**

The total funding envelope for HAF recipients is based on the number of HAF-incented units, as described in Section 10 of the Pre-Application Reference Material. Advances are disbursed annually, subject to compliance with the terms and conditions of the HAF agreement.

Total funding eligibility	\$5,885,000
Annual advance amount	\$1,471,250

CMHC has reviewed the Municipality of East Hants' first annual report and is satisfied that the city is meeting its commitments under the HAF agreement. The second advance will be made in full.

## Summary of Initiatives and Milestones

### Initiative 1: Building Inspection Capacity Improvements

Increase permitting capacity by streamlining the process and hiring additional resources.

- Review and update permitting process to improve efficiency and provide training to existing building officials.
- Hire two new building officials to assist with the current workload and reduce processing time.

Initiative	Due Date	Status
<b>Building Inspection Capacity Improvements</b>	<b>2026-02-22</b>	<b>On Track</b>
Milestones	Due Date	Status
Update Building Permit Process	2023-09-05	Completed
Hiring Fourth Building Official	2024-12-31	Completed
Hiring of Fifth Building Official	2026-02-22	Not Started

### Initiative 2: Shubenacadie Village Core Parking Plan

Reduce parking requirements in the Shubenacadie Village Core, enabling preservation of the historic mercantile buildings which sit on smaller lots.

- Implementation of land use bylaw amendments to reduce parking requirements.
- Design of a public parking area on municipally owned land to alleviate parking pressure on individual lots.

Initiative	Due Date	Status
<b>Shubenacadie Village Core Parking Plan</b>	<b>2024-08-31</b>	<b>Completed</b>
Milestones	Due Date	Status
Land Use Bylaw Regulation Amendments - Parking	2023-09-10	Completed
Complete Design of Public Parking Area	2024-08-31	Completed

### Initiative 3: Lantz North Secondary Planning Strategy

The Secondary Planning Strategy will help to identify areas suitable for higher density development, how these areas should be serviced, and what road networks and active transportation routes are required.

- Hire a consultant to assist in developing the planning strategy.
- Implement the strategy along with recommendations around pre-zoning land and identification of future road and active transportation networks.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Lantz North Secondary Planning Strategy</b>	<b>2025-07-31</b>	<b>On Track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
RFP	2024-02-29	Completed
Report from Consultant	2025-03-31	On Track
Zoning Implementation	2025-07-31	Not Started

#### **Initiative 4: Mount Uniacke Secondary Planning Strategy**

Creating a plan to increase density in the Mount Uniacke area without connecting to municipal water and wastewater services.

- The municipality will focus on alternative utility options such as municipally-owned wastewater cluster systems, wastewater management, shared sewer and well services, as well as modular municipal systems.
- Project outline presented to Council, followed by community engagement such as information sessions and an online survey.
- Report submission to Council for approval.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Mount Uniacke Secondary Planning Strategy</b>	<b>2025-02-28</b>	<b>Delayed*</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Project Outline Report to Council	2023-11-21	Completed
Project Kick Off	2024-02-22	Completed
Final Report Submission	2025-02-28	Delayed*

\*The final report is delayed pending the completion of the Uniacke Groundwater Study, which is being completed by an outside consultant.

#### **Initiative 5: Permit Fees Review**

Updating fees for the planning and development department, which have been in place since 2001, to incentivize higher density models like townhouses, multi-unit buildings, and semi-detached dwellings.

- Review current fees for projects across the municipality and consult with the developer community.
- Implement a new fee structure.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Permit Fees Review</b>	<b>2024-12-31</b>	<b>Completed</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Jurisdictional Scan	2024-02-29	Completed
Developer Consultation	2024-05-30	Completed
Update of Fees	2024-12-31	Completed

### Initiative 6: Accessory Dwelling Unit Initiative

Waive building permit fees for ADU applications and create educational materials featuring the different styles of ADUs.

- Launch the grant program to waive permit fees.
- Launch the marketing and community education campaign.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Accessory Dwelling Unit Initiative</b>	<b>2024-08-31</b>	<b>Completed</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Initial Start Accessory Dwelling Unit Grant	2024-04-30	Completed
Accessory Dwelling Unit Marketing to Residents	2024-08-30	Completed

### Initiative 7: Implementation of a new e-permitting system for Building and Development Permits

Streamline permitting process by leveraging online digital technology.

- Consult with the Municipality’s internal IT group to identify opportunities and constraints.
- Implementation of the new system.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Implementation of a new e-permitting system for Building and Development Permits.</b>	<b>2025-06-30</b>	<b>On Track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Meeting with IT	2024-04-30	Completed
Implementation of new system	2025-06-30	On Track

### Initiative 8: Municipal Surplus Land Review

Review the current land inventory and review opportunities to make those properties available for housing.

- Identify all open-space land owned by the Municipality.
- Determine land parcels that could be surplus and made available for housing.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Municipal Surplus Land Review</b>	<b>2025-12-01</b>	<b>Completed</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Open Space Land Inventory	2024-12-31	Completed
Review Open Space Land Inventory	2025-12-01	Completed

**Initiative 9: Review East Hants Planning Documents to increase housing density as appropriate, including greater use of accessory dwellings & 12 to 16 as-of-right**

Implement regulatory changes to add more density across the Municipality and particularly in the Village Core areas of the serviced communities of Enfield, Elmsdale, Lantz and Shubenacadie.

- Allow Accessory Dwelling Units as-of-right across the Municipality.
- Allow up to 16 units per lot as-of-right in the Village Core areas.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Review East Hants Planning Documents to increase housing density as appropriate, including greater use of accessory dwellings &amp; 12 to 16 as-of-right</b>	<b>2025-12-31</b>	<b>On Track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Review East Hants Planning Documents to increase housing density where appropriate, including greater use of accessory dwelling units.	2025-12-31	On Track