

2022-02-15 Council Agenda Package

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, February 15, 2022

Via Zoom Teleconference

10:00
a.m.

1. **ROLL CALL**
2. **DISCLOSURE OF INTEREST**
3. **APPROVAL of the AGENDA (Order of the Day)**
4. **ADOPTION OF MUNICIPAL COUNCIL MINUTES**
 - 4.1 **2022-01-18 Regular**

THAT the minutes of the Regular Session of Council held January 18, 2022, be approved as circulated.
 - 4.2 **2022-01-25 Special**

THAT the minutes of the Special Session of Council held January 25, 2022, be approved as circulated.
5. **BUSINESS ARISING FROM THE MINUTES**

None.
6. **COUNCILLOR COMMENTS**
7. **NEW BUSINESS**
 - 7.1 **Reorganization of (Nova Scotia Federation of Municipalities) NSFM**
 - 7.2 **Recommendation Report Draft Annapolis County Accessibility Plan**

THAT municipal council approve the Annapolis County Accessibility Plan for submission to the Province of Nova Scotia in March, 2022.
 - 7.3 **Recommendation Report Continued Use of the Bridgetown Area Community Rate**

To recommend that municipal council approve the continued use of the Bridgetown Community Area Rate with the following costs to be included in the rate for 2022/23. Debt payments for each of the following Bridgetown specific assets:

 - Payments on Fire Hall #1 due to expire in 2022/23
 - Payments on the Bridgetown Sewer due to expire in 2022/23
 - Payments on the Bridgetown Buildings due to expire in 2022/23
 - Payments on the Bridgetown Town Hall due to expire in 2024/25
 - Payments on the Hurricane Fire Truck due to expire in 2027/28
 - Payments on the Fire Hall #2 due to expire in 2028/29;

Fire Capital Operating Costs as determined and approved by the Bridgetown Dissolution Committee and approximating \$36,820 annually;
Maintenance costs on the Town Hall estimated to be \$35,000 annually;
The total charged to the Bridgetown Community Area rate (BCAR) for the next budget year would be \$137,740 representing an area rate of \$00203, adding \$202 to



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each assessed property value of \$100,000. (Currently \$492,617 and .007204 respectively); and

The corresponding increase to the base rate based on costs not allocated to the BCAR would increase taxes per \$100,000 from \$1,025 to \$1,031.

7.4 Recommendation Report Demolition of the Former Upper Clements Park Site Award of Contract

That Municipal Council award the contract for the RFP MCOA2021-11-05 Former Amusement Park Site Demolition & Site Clean-up Upper Clements, NS to Dexter Construction Ltd. for a total value of \$496,500 plus HST and approve a contingency budget for general demolition and hazardous waste materials of \$100,000 plus HST (project budget total of \$622,065.99 inclusive of HST rebate).

8. COMMITTEE & ORGANIZATIONAL REPORTS

Special Committee of the Whole (January 25, 2022)

8.1 Future Operation of Raven Haven Beachside Family Park

THAT municipal council authorize the CAO to prepare a long-term plan for future operation of Raven Haven as a Day Use Park commencing in 2022-23.

Committee of the Whole (February 8, 2022)

8.2 Former Bridgetown Town Hall

THAT Municipal Council begin the process to register the former Bridgetown Town Hall as a municipal heritage property and that the former Town Hall property not be sold until the registration process is completed, in accordance with the recommendation of Committee of the Whole.

8.3 St. Andrews Church Substantial Alteration Application

THAT municipal council approve the St. Andrew's Anglican Church application for substantial alteration to replace the amber window glass with clear glass, encouraging the applicant to retain some of the amber glass in the gothic revival windows on the north and south side of the building as much as possible, pursuant to the recommendation of Committee of the Whole.

8.4 Intermunicipal Emergency Services Agreement

THAT Municipal Council approve the Inter-municipal Emergency Services Agreement, in accordance with the recommendation of Committee of the Whole.

8.5 C6 Regional Emergency Management Bylaw

THAT Municipal Council give first reading to approve the *C6 Regional Emergency Management Bylaw*, pursuant to the recommendation of Committee of the Whole.

8.6 Letter of Request to Minister Responsible for Emergency Management

THAT Municipal Council approve forwarding the letter of request to the Minister Responsible for Emergency Management (Honourable John Lohr), in accordance with the recommendation of Committee of the Whole.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, February 15, 2022

Via Zoom Teleconference

- 8.7 Victoria Hamilton Appointment**
THAT municipal council appoint Victoria Hamilton as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw, pursuant to the recommendation of Committee of the Whole.
- 8.8 Brendan Lamb Appointment**
THAT municipal council appoint Brendan Lamb as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw, in accordance with the recommendation of Committee of the Whole.
- 8.9 Municipally-Registered Heritage Property Clarence Community Hall Application for Substantial Alterations**
THAT municipal council refer the substantial alteration application to replace the roof and exterior trim boards for Clarence Community Hall, 3337 Clarence Road, to the Heritage Advisory Committee, pursuant to the recommendation of Committee of the Whole.
- 8.10 Request Proposal from Western Woodlot Services Cooperative**
THAT municipal council request a proposed operating plan from Western Woodlot Services Cooperative with respect to an ecological management process of a 15-20 Hectare section of the Greywood site (PID 05091152), in accordance with the recommendation of Committee of the Whole.

ANNUAL REPORTS

*In accordance with AM-1.3.1 Presentation of Annual Reports Policy.
Each to be Received for Information*

- 8.11 Annapolis Basin Conference Centre**
- 8.12 Annapolis County Barristers Society** *(not received by time of printing)*
- 8.13 Annapolis County 4H Leaders Council**
- 8.14 Annapolis County Federation of Agriculture**
- 8.15 Annapolis County Fire Services Association**
- 8.16 Annapolis County Ground Search & Rescue**
- 8.17 Annapolis Royal Historic Gardens**



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, February 15, 2022

Via Zoom Teleconference

- 8.19 **Annapolis Valley Exhibition Society**
- 8.20 **Annapolis Valley Historical Society MacDonald Museum**
- 8.21 **Annapolis Valley Regional Library Board**
- 8.22 **Annapolis Valley Regional Centre for Education**
- 8.23 **South West Nova Transition House**
- 8.24 **Southwest Nova Biosphere Region Association**
- 8.25 **Special Olympics Annapolis County**
- 8.26 **Trans County Transportation Society**
- 8.27 **Victorian Order of Nurses, Community Support Services**
- 8.28 **Visitor Information Centre Annapolis Royal** *(not received by time of printing)*
- 8.29 **Visitor Information Centre Bear River**
- 8.30 **Visitor Information Centre Bridgetown**
- 8.31 **Visitor Information Centre Lawrencetown** *(not received by time of printing)*
- 8.32 **Visitor Information Centre Middleton**
- 9. **CORRESPONDENCE**
 - 9.1 **2022-01-12 Municipal Affairs and Housing**
- 10. **IN-CAMERA**

None.
- 11. **ADJOURNMENT**

THAT Municipal Council adjourn its session until the next regular meeting scheduled for **Tuesday, March 15, 2022.**

2022-01-18 Municipal Council Summary of Motions

MOTION 220118.01	Excuse Absence – Councillor Connell.....	1
MOTION 220118.02	Minutes 2021-12-14 Municipal Council.....	1
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MOTION 220118.11	Community Grants Program Current Applications	4
MOTION 220118.12	2021-12-15 Annapolis Community Health Board Request Staff to Recommend a	
Positive Response	5	

Minutes of the regular session of Municipal Council held on Tuesday, January 18, 2022 at 10:00 a.m., via Zoom Teleconference, in accordance with the Direction of the Minister under a Declared State of Emergency (*see attached*).

Roll Call

District 1 – Bruce Prout, present

District 2 - Brian “Fuzzy” Connell

MOTION 220118.01 Excuse Absence – Councillor Connell

It was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, to excuse Councillor Connell from meeting attendance requirements. Motion carried unanimously.

District 3 – Alan Parish, present

District 4 – Clyde Barteaux, present

District 5 – Lynn Longmire, present

District 6 – Alex Morrison, present

District 7 – David Hudson, present

District 8 – Michael Gunn, present

District 9 – Wendy Sheridan, present

District 10 – Brad Redden, present

District 11 – Diane LeBlanc, present

Also Present: CAO David Dick; Municipal Clerk Carolyn Young; other staff including W. Atwell, D. Campbell, and C. Mason.

Disclosure of Interest

None.

Agenda Approval

Deputy Warden Gunn moved, seconded by Councillor LeBlanc, to approve the agenda as circulated. Motion carried unanimously.

Minutes

MOTION 220118.02 Minutes 2021-12-14 Municipal Council

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that the minutes of the regular session of Municipal Council held on December 14, 2021, be approved as circulated. Motion carried unanimously.

Business Arising from the Minutes

Re: A1 Dog Bylaw Final Reading

MOTION 220118.03 A1 Dog Bylaw Amend Final Reading

Deputy Warden Gunn moved, seconded by Councillor Prout, that municipal council give Final Reading to amend A1 Dog Bylaw by increasing minimum fines, in accordance with First Reading given at December 14, 2021 regular council session. Motion carried unanimously.

Councillor Comments

District 1 – Councillor Prout wished all a Happy New Year and sent a ‘thank you’ to NS Power crews and TIR snow plow operators who put in such great work over the past 10 days to restore power and keep the roads safe. Hopes all can maintain efforts with COVID as it is really testing Nova Scotia right now and do our best to limit its spread. Hopes it is the beginning of the end.

District 3 – Warden Parish echoed comments regarding the NS Power crew work. Seems to be weekly storms, first one was the most difficult here in Annapolis county. Large parts of the county, the most populated areas were out for up to 20+ hours. He received a number of complaints re clearing of sidewalks in Bridgetown and passed those along to staff. They acknowledge the big storms and large amounts of snow.

District 4 – Councillor Barteaux noted it’s been a busy new year cleaning up after storms. He hopes all have a safe winter season, and with daylight hours lengthening, dig out skis and snowshoes. Continue to be aware of COVID conditions. He also expressed appreciation to utility and clean-up crews.

District 5 – Councillor Longmire reported that the Holiday season has been packed up and in this new year, facing the on-going pandemic, her wish is for a wonderful 2022. Blessed in District 5 with families affected in devastating ways and community pulling together to help them. Thankful for plows, Nova Scotia Power, Bellaliant, and all who come out to restore utilities. During storms emergencies can arise, be prepared. Continue to check on the most vulnerable who may not have heat or water. Reach out to them.

District 6 – Councillor Morrison (*as submitted*)

Hope all had a merry Christmas season, celebrated the start of 2022 and are ready to contribute to the defeat of covid-19

I enjoy municipal politics immensely, I am proud to be a politician

I have functioned within international, federal, provincial and municipal political environments for the vast majority of my life

I take pleasure in being part of a county team of politicians, working with our competent and capable staff within an attitude of being caring and compassionate about and to the needs of our citizens

I have recently heard municipal politics described as being a ‘racket’, heard it twice, in fact, in the same day

My disagreement with that view is foundational to my whole being and I will continue to do all I can for the good of Annapolis county residents

District 7 – Councillor Hudson echoed comments on crews working to clean up after the recent storms. Plowing and sidewalk cleaning in Bridgetown – there is still a lot of work to be done.

District 8 – Deputy Warden Gunn (*as submitted*)

Good morning and happy new year. I received calls and letters on my usual 3 topics this month, and they would be opposition to the vaccine mandate, garbage not collected and roads not plowed. But this morning I received a letter outlining the detrimental effect of the Provincial government’s decision on the new regulations of the operation of daycares, and private owners are being asked to make hasty decisions without all the information. They have been told, in some cases, that the information will be provided after the deadline by which they need to make their decisions. I suspect this will be the first of many letters I or others will receive on this topic.

District 9 – Councillor Sheridan echoed remarks thanking staff and utilities. Would like to say there was an event coming up – but there isn’t, so please continue to support local fire departments, SMH Foundation, purchase local. Important to communities right now.

District 10 – Councillor Redden noted the Fire Fighters ongoing 50/50 draw and encouraged all to support local. Community Hall in Brickton is undergoing a revitalization. Enjoys noticing this. Strangers pitch in and the good deed goes noticed. Random acts of kindness are common. A maritime, Canadian thing. Fantastic to be part of this community.

District 11 – Councillor LeBlanc noted there was no snow in 2021 to talk about and now we have had two great storms so far this year. There have been a lot of problems with clearing snow but crews have done what they could – thank you to them, and utilities. Hopes there are not a few more storms coming in a row because there is no place to put more snow! Power outages have added to COVID and trying to get around and stay warm can cause problems. In this new year, let's hope COVID moves out – had enough of it. Causes grief and stress. On to a better 2022!

New Business

None.

Reports and Recommendations

Re: Committee of the Whole (2021-12-14)

- ***AM-2.2.1 Interim Staff Appointments Policy Repeal***

MOTION 220118.04 AM-2.2.1 Interim Staff Appointments Policy Repeal

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council repeal AM-2.2.1 Interim Staff Appointments Policy, pursuant to seven-day notice given at December 14, 2021 Committee of the Whole. Motion carried unanimously.

- ***AM-1.4.2.1 Fire Response Services Policy Amend***

MOTION 220118.05 AM-1.4.2.1 Fire Response Services Policy Amend

Deputy Warden Gunn moved, seconded by Councillor LeBlanc, that municipal council amend AM-1.4.2.1 Fire Response Services Policy to read Fire and Emergency Services Policy with amendments as reviewed in accordance with seven-day notice given at December 14, 2021 Committee of the Whole. Motion carried unanimously.

Re: Committee of the Whole (2022-01-11)

- ***East End Area MPS LUB Review***

MOTION 220118.06 East End Area MPS LUB Review

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council commence a review of the Annapolis County East End Area Municipal Planning Strategy and Land Use Bylaw and adopt a public participation program that would refer the review applications to the East End Area Advisory Committee and the Annapolis County Planning Advisory Committee for their review and recommendation along with applicable public meetings and advertisements, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

- ***Cornwallis Park MPS LUB Review***

MOTION 220118.07 Cornwallis Park MPS LUB Review

Deputy Warden Gunn moved, seconded by Councillor Morrison, that municipal council commence a review of the Cornwallis Park Municipal Planning strategy and Land Use Bylaw

and adopt a public participation program that would refer the review applications to the Cornwallis Park Area Advisory Committee and the Annapolis County Planning Advisory Committee for their review and recommendation along with applicable public meetings and advertisements, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

• ***TBR Renewal Annapolis County Water Line Addition Hillside \$102,556***

MOTION 220118.08 TBR Renewal Annapolis County Water Line Addition Hillside \$102,556

It was moved by Deputy Warden Gunn, seconded by Councillor Barteaux, that municipal council authorize the period of borrowing in the amount not exceeding One Hundred Two Thousand Five Hundred and Fifty-Six Dollars (\$102,556) be extended for a further period not exceeding Twelve (12) months from the date of the approval of the Minister of Municipal Affairs for the Temporary Borrowing Resolution Annapolis County Water Line Addition Hillside, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

• ***TBR Renewal Municipal Land and Buildings \$7,200,000***

MOTION 220118.09 TBR Renewal Municipal Land and Buildings \$7,200,000

Deputy Warden Gunn moved, seconded by Councillor Barteaux, that municipal council authorize the period of borrowing in the amount not exceeding Seven Million, Two Hundred Thousand Dollars (\$7,200,000) be extended for a further period not exceeding Twelve (12) months from the date of the approval of the Minister of Municipal Affairs for the Temporary Borrowing Resolution Municipal Land and Buildings, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

• ***AM-1.4.14 Low Income Tax Exemption Policy Amend***

MOTION 220118.10 AM-1.4.14 Low Income Tax Exemption Policy Amend

It was moved by Deputy Warden Gunn, seconded by Councillor Morrison, that municipal council amend AM-1.4.14 Low Income Tax Exemption Policy by increasing the exemption amount to \$350 and increasing the allowable income amount to \$27,000, in accordance with seven-day notice given at Committee of the Whole. Motion carried unanimously.

• ***Community Grants Program Current Applications***

MOTION 220118.11 Community Grants Program Current Applications

Deputy Warden Gunn moved, seconded by Councillor Barteaux, that municipal council approve the allocation of grants from the 2021-22 Community Grants Program, in accordance with AM-1.4.9 Community Grants Policy for a total of \$9,200 as follows:

- \$1,200 Granville Centre Community Hall Association; and
- \$8,000 Lawrencetown Exhibition Youth Arena;

Subject to a review of the HST, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

Correspondence

Re: 2021-12-15 Annapolis Community Health Board – inviting municipal council to join in calling for a universal healthy school food program. It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to receive for information.

Councillor Morrison moved, seconded by Deputy Warden Gunn, to amend the motion by adding: ‘that having considered the letter under discussion, that municipal council ask staff how we might approach answering in the positive to join this endeavor.’ Motion carried unanimously.

The question was called on the motion as amended to read

MOTION 220118.12 2021-12-15 Annapolis Community Health Board Request Staff to Recommend a Positive Response

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to receive for information, and having considered the letter under discussion, that municipal council ask staff how we might approach answering in the positive to join this endeavor. Motion carried unanimously.

Re: 2021-12-22 Service Nova Scotia and Internal Services – in response to the November 17, 2021 letter to Minister Lohr, noting this is one of government’s top priorities. Minister Colton LeBlanc outlined several of the strategies in place to help address the issue of housing and homelessness and improving the housing situation across the province.

Deputy Warden Gunn moved, seconded by Councillor Longmire, to receive for information. After discussion, the Question was called on the motion. Motion carried unanimously.

In-Camera

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to meet in-camera from 11:02 a.m. until 11:52 a.m. in accordance with Sections 22(2)(e) contract negotiations and (f) litigation or potential litigation of the *Municipal Government Act*. Motion carried unanimously.

The Clerk noted the upcoming Special Committee of the Whole meetings on January 25th regarding Fire Services Funding, Accessibility, and Raven Haven, and January 26th regarding the Bridgetown Area Community Rate.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Sheridan, the meeting adjourned at 11:54 a.m.

Warden

Municipal Clerk

Direction of the Minister
under a Declared State of Emergency
(Section 14 of the *Emergency Management Act*)
20-008

Under my authority in Section 14 of the Emergency Management Act, I order that this Direction (20-008) repeal and replace the Direction regarding municipal meetings issued on March 22, 2020.

During the Provincial State of Emergency declared on March 22, 2020, and under the authority provided to me in Section 14 of the Emergency Management Act, in addition to any other directives I have issued and not repealed or otherwise terminated, I direct that all municipalities and villages in the Province:

1. **Effective at 8am on July 29, 2020**, may hold meetings exclusively in person if all the following conditions are met:

- i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;
- ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:

- i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
- ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

For clarity, this direction does not apply to statutorily required meetings of electors for a village commission which are covered under Direction 20-007 issued on May 20, 2020.

Despite this direction, municipalities and villages are still authorized to continue making other operational decisions especially those required for service delivery.

Please note that these directions are in addition to any requirements established in a Medical Officer's order under the *Health Protection Act*.

A failure to comply with this direction could result in a summary conviction with fines between \$500 to \$10,000 for individuals and up to \$100,000 for a corporation per incident.

This direction will remain in place for the duration of the Provincial State of Emergency unless it is terminated in writing by me earlier.

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing

Special Session of Municipal Council
Summary of Motions

MOTION 220125.01 Nictaux Waste Water Treatment Plant Upgrade 1

Minutes of the special **Municipal Council** meeting held on Tuesday, January 25, 2022, at 1:53 p.m., via Zoom Teleconference, in accordance with the Direction of the Minister under a Declared State of Emergency (*see attached*).

Present: District 1 – Bruce Prout, present
District 2 - Brian “Fuzzy” Connell, present
District 3 – Alan Parish, Warden, present
District 4 – Clyde Barteaux, present
District 5 – Lynn Longmire, present
District 6 – Alex Morrison, absent
District 7 – David Hudson, present
District 8 – Michael Gunn, Deputy Warden, present
District 9 – Wendy Sheridan, present
District 10 – Brad Redden, present
District 11 – Diane Le Blanc, present

Also Present CAO David Dick; Municipal Clerk Carolyn Young, other staff W. Atwell, D. Campbell, D. Hopkins, C. Mason, B. Orde, and D. Ryan; and 1 member of the public.

Agenda Approval (Order of the Day)

The Warden noted that this meeting was called to address one item – Nictaux Waste Water Treatment Plant Capital Upgrade.

It was moved by Deputy Warden Gunn, seconded by Councillor Le Blanc, to approve the agenda as presented. Motion carried unanimously.

New Business

Re Nictaux Waste Water Treatment Plant Capital Upgrade

MOTION 220125.01 Nictaux Waste Water Treatment Plant Upgrade

In accordance with the recommendation of Committee of the Whole, Deputy Warden Gunn moved, seconded by Councillor Sheridan, that municipal council approve additional funding from the Sewer Reserve in the amount of \$25,000 to complete the Nictaux Waste Water Treatment Plant capital upgrade Motion carried unanimously.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Redden, the meeting adjourned at 1:56 p.m.

Warden

Municipal

Clerk

Direction of the Minister
under a Declared State of Emergency
(Section 14 of the *Emergency Management Act*)
20-008

Under my authority in Section 14 of the Emergency Management Act, I order that this Direction (20-008) repeal and replace the Direction regarding municipal meetings issued on March 22, 2020.

During the Provincial State of Emergency declared on March 22, 2020, and under the authority provided to me in Section 14 of the Emergency Management Act, in addition to any other directives I have issued and not repealed or otherwise terminated, I direct that all municipalities and villages in the Province:

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- ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:

- i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
- ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

For clarity, this direction does not apply to statutorily required meetings of electors for a village commission which are covered under Direction 20-007 issued on May 20, 2020.

Despite this direction, municipalities and villages are still authorized to continue making other operational decisions especially those required for service delivery.

Please note that these directions are in addition to any requirements established in a Medical Officer's order under the *Health Protection Act*.

A failure to comply with this direction could result in a summary conviction with fines between \$500 to \$10,000 for individuals and up to \$100,000 for a corporation per incident.

This direction will remain in place for the duration of the Provincial State of Emergency unless it is terminated in writing by me earlier.

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing

Carolyn Young

From: Alex Morrison
Sent: February 9, 2022 1:20 PM
To: Carolyn Young
Cc: Alan Parish; David Dick
Subject: Reorganization of NSFM

ZOOM Meeting concerning reorganization of NSFM

Warden Parish, Councillor Barteaux and I joined a zoom meeting to hear of proposed developments.

Increasingly during the last decade or so, there has been much thought given to making NSFM more relevant to current and future issues of importance. One significant step was the re-naming that more accurately describes our organization. Another advance was limiting the number of resolutions submitted to NS government, allowing greater concentration on vital matters.

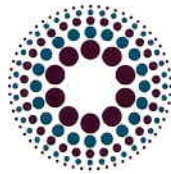
Recently, NSFM formed a committee to consider and recommend. Attached is the presentation that was delivered.

In my view, the general thrust of the recommendations is sound and I made that observation during the gathering and later in conversation with Juanita Spencer, NSFM CEO.

Some of the enhancements set out dealt with voting, resolutions, committees to be set up to deal with significant issues, election procedure for electing executive, abolishment of regional caucuses. The definition of "NSFM member" needs to be clarified.

Because many of current council have not experienced NSFM in-person meetings, and due to the extensive and substantial changes advocated, I recommend that a letter be sent to NSFM asking that a representative attend one of our meetings to explain and accept comments and answer questions. If council agrees with my view, I would ask that we allow

Alex Morrison, MSC, CD, MA
Councillor District 6, Annapolis County
508 Harbourview Crescent
Cornwallis Park, NS
B0S 1H0
(902) 638-3416



NOVA SCOTIA FEDERATION
OF MUNICIPALITIES

NSFM 2022: PLAN FOR ORGANIZATIONAL CHANGE

February 2022

Better government. Stronger communities.

AGENDA

1. Purpose of this Presentation
2. Overview of Proposed Changes
3. Brief Explanation of Each Proposed Change
4. Feedback/Questions

Membership Call February 2022

PURPOSE OF THIS PRESENTATION

- Outlining the organizational changes that are supported by the Board
- Outlining how these organizational changes can be made in a decisive but appropriate fashion
- Gathering your thoughts on these proposed changes and timeline

Membership Call February 2022

OVERVIEW OF PROPOSED CHANGES

1. Guiding Principles
2. Recognition of Municipal Councils as Members
3. Caucuses
4. Creation of Regional Electoral Boundaries
5. Resolutions and Statements of Municipal Interest



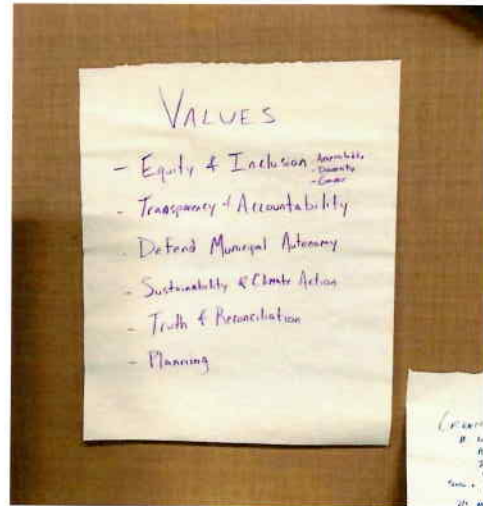
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GUIDING PRINCIPLES

- Establish core guiding principles
- Clarify to the membership, the general public, other levels of government, and for internal decisions
- Staff will propose a list of guiding principles



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MUNICIPAL COUNCILS AS MEMBERS

- Recentering membership engagement on municipal councils, as stated in our current by-laws
- Will increase general awareness of NSFM's work
- Will increase consistency and coordination
- A role for individuals to participate in elections will be maintained
- Staff will map out necessary changes and ensure that new procedure is crystal clear



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STRENGTHENING UNITY - CAUCUSES

- The more unified we are, the stronger and more effective we become
- Caucuses can create unnecessary divisions rather than collaboration on common concerns
- Staff will map out the necessary changes to by-laws and policies that this calls for
- Will change the composition of the Board of Directors and members participate in the election of Board positions



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REGIONAL ELECTION BOUNDARIES

- Replaces caucuses as the forums in which members vote for Representatives on the Board
- Ensures representation of NSFM members across Nova Scotia on the Board
- Staff will draft new policies for elections and help to orientate the membership around new procedures



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REGIONAL ELECTION BOUNDARIES

Cape Breton-Strait Area (2 Board seats) <ul style="list-style-type: none"> • Town of Antigonish • Town of Port Hawkesbury • Town of Mulgrave • County of Antigonish • District of Guysborough • County of Inverness • County of Richmond • District of St. Mary's • Municipality of Victoria 	Valley (2 Board seats) <ul style="list-style-type: none"> • Town of Annapolis Royal • Town of Berwick • Town of Kentville • Town of Middleton • West Hants Regional Municipality • Town of Wolfville • County of Annapolis • County of Kings
Southwestern Shore (2 Board seats) <ul style="list-style-type: none"> • Town of Clark's Harbour • Town of Digby • Town of Yarmouth • District of Argyle • District of Barrington • District of Clare • District of Digby • District of Yarmouth 	South Shore (2 Board seats) <ul style="list-style-type: none"> • Town of Bridgewater • Town of Mahone Bay • Town of Lockeport • Town of Lunenburg • Town of Shelburne • District of Chester • District of Lunenburg • District of Shelburne • Region of Queens Municipality
Colchester/Cumberland/Pictou/East Hants (2 Board seats) <ul style="list-style-type: none"> • Town of Amherst • Town of New Glasgow • Town of Oxford • Town of Pictou • Town of Stellarton • Town of Trenton • Town of Truro • Town of Stewiacke • Town of Westville • County of Colchester • District of East Hants • County of Cumberland • County of Pictou 	Cape Breton Regional Municipality (1 Board seat)
	Halifax Regional Municipality (2 Board seats)



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RESOLUTIONS

- Need to move on from static priorities and become more agile
- Need to establish priorities in a way that
 - tracks progress on agreed upon priorities
 - gives a mandate to respond to emergent concerns
- Due to be reviewed in June and established for the next three years



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STATEMENTS OF MUNICIPAL INTEREST

- Board members will establish areas of general municipal interest and strike advisory committees
- Emergent concerns will also be considered
- Advisory Committees will produce Statements of Municipal Interest
- Each governed by Terms of Reference and reviewed at a regular interval
- Advisory Committees will be of members and for members, responding to membership requests to investigate an issue
- Staff support a sub-committee to devise policy and procedure to enable this new practice



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NEXT STEPS

- Engage with members to explain these proposed changes and get feedback
- Staff are directed to review relevant by-laws and policies and prepare motions for a Special Meeting of the Members
- Subcommittees to be struck
 - develop the plan for advisory committees and Statements of Municipal Interest
- By-law changes must be announced by a Notice of Motion 28 days in advance.



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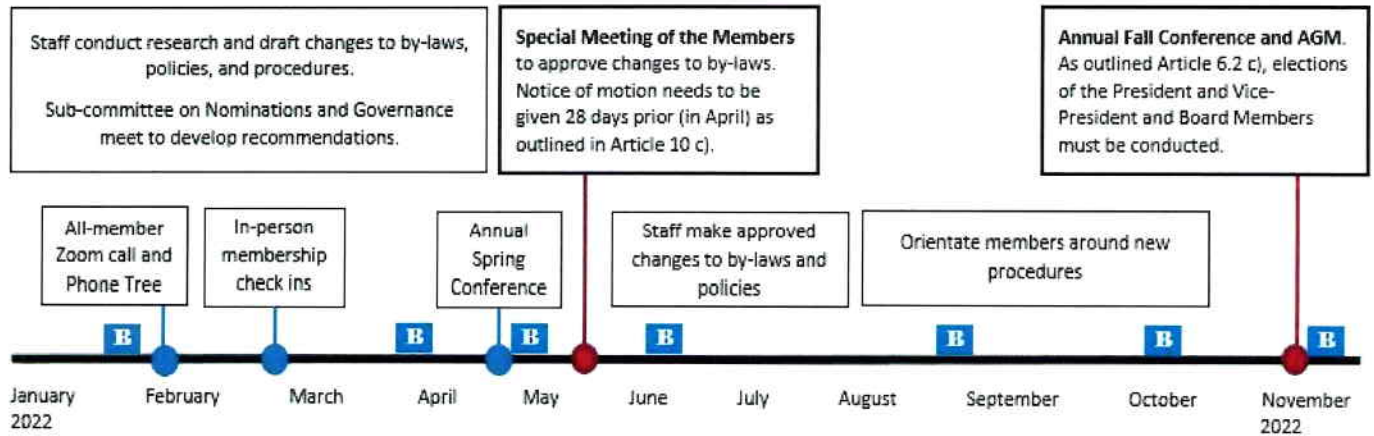
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NSFM 2022 Timeline

B = scheduled Board meeting



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Membership Call February 2022

QUESTIONS, FEEDBACK, DISCUSSION

This is going to be a big year for all of us.



COUNTY of ANNAPOLIS
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RECOMMENDATION REPORT

To: Council
Prepared by: Debra Ryan, Community Outreach and Tourism Manager
Approved by: David Dick, Chief Administrative Officer
Date: February 15, 2022
Subject: Annapolis County Accessibility Plan

RECOMMENDATION

That Municipal Council approve the Annapolis County Accessibility Plan for submission to the Province of Nova Scotia in March 2022.

ORIGIN/BACKGROUND

The Nova Scotia's Accessibility Act, also known as Bill 59, was passed in April 2017. The legislation aims to make Nova Scotia inclusive and barrier-free by 2030.

The goal of the Act is to prevent and remove barriers that restrict people with disabilities from fully participating in society. It enables the government to develop standards for accessibility and outlines responsibilities from some public sector bodies, including municipalities.

The province created the Accessibility Directorate which has responsibility for administering the Accessibility Act and advancing disability issues within the Government. The Government's strategy for achieving an accessible province by 2030 is described in Access by Design 2030. They have created a number of tools that can be used by municipalities which include; The Accessibility Planning Toolkit for Municipalities; Interim Guidelines for Indoor and Outdoor Spaces; Accessibility Planning Toolkit for prescribed Public Sector Bodies.

The Province of Nova Scotia has legislated that all municipal units must have: An Accessibility Advisory Committee made of over 50 % of persons with disabilities; Municipal Accessibility Plan which provide a process for implementation and evaluation toward their mandated timeline of achieving accessibility within the province by 2030.

The original deadline of that plan was April 2021 however due to COVID 19 and the Pandemic, the Municipality of the County of Annapolis requested an extension and was granted one for April 1, 2022.

In March 2021, Municipal council approved a report dated March 9, 2021 entitled NS Accessibility Act and Impacts on Municipalities which included recommendations for the following: creation of a Municipal Accessibility Plan, advertise for members of the Accessible Advisory Committee; create a budget and action plan to achieve the April 1, 2022.

The Municipality of the County of Annapolis approved the Accessibility Advisory Committee Policy AM – 1.3.6.17 in April 2021 .

As per the County's Accessibility Advisory Committee Policy AM- 1.3.6.17

"The Accessibility Advisory Committee provides advice to Municipal Council on identifying, preventing, and eliminating barriers to people with disabilities in municipal programs, services, initiatives, and facilities. The committee plays a pivotal role in helping the Municipality of the County of Annapolis become an accessible community and meet its obligations under Nova Scotia's Accessibility Act."

The Annapolis County eight member committee was appointed in June 2021. Their first task at hand was to work with staff to create a Municipal Accessibility Plan.

The Annapolis County Accessibility Advisory Committee took less than six months to create the Annapolis County Accessibility Plan.

John Smith – Chair; Christine Garde- Vice Chair; Caelin Lloyd; Brenda MacDonald; Lester Bartson; Catherine (Jean) Voysey; Timothy Atkins ; Christina (Tina) Hiltz; Debra Ryan - Project Lead (Community Outreach and Tourism Manager); Warden Alan Parish: Ex Officio

The plan is grounded in public input and collaborations and was presented in draft form in January 2022 to the Municipality of the County of Annapolis Council. That draft January document included the public consultation results which was included in the appendix section.

Due to its length, the appendix section is not included in the Annapolis County Accessibility Plan.

The 27 facility assessments are completed and available for review and have not been included in the final plan however the recommendation in the plan include the overall results of the assessments.

LEGISLATIVE AUTHORITY FOR THE REVIEW PROCESS

Bill 59 NS Accessibility Act

OPTIONS FOR CONSIDERATION

None considered as the province requires an Accessibility plan.

FINANCIAL IMPLICATIONS:

There are major implications of the provincial directive to any municipal unit in the province as it is creating a cultural shift in how we think about accessibility and how to deliver and offer services to our residents.

It will have implications for both operating and capital budgets across all service groups.

The financial implications associated with the implementation of the Accessibility Plan are unknown. We do know that it will require modifications to our infrastructure and our service delivery.

We will be exploring various avenues for the implementation of the plan including the budgetary as new upgrades and developments occur.

The deadline to complete the plan is presently set at 2030. The province has indicated that they are creating tools to assist municipalities during the implementation phase including financial assistance. Some are in place now and others will follow.

Attachment: Final Draft Annapolis County Accessibility Plan

Report Prepared by: Debra Ryan

**Debra Ryan, Community Outreach and Tourism
Manager**

Report Approved by:



**David Dick, CPA, CA
Chief Administrative Officer**

Annapolis County Accessibility Plan



FINAL DRAFT

Municipality of the County of Annapolis

February 2022

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Annapolis County - Let's Talk Accessibility (Public Meetings)



Municipality of the County of Annapolis – The Commitment

The Province of Nova Scotia has legislated that all municipal units must have an Accessibility Advisory Committee made of over 50 % of persons with disabilities, and a Municipal Accessibility Plan, which provides a process for implementation and evaluation toward their mandated timeline of achieving accessibility within the province by 2030.

The original deadline of that plan was April 2021; however, due to COVID 19 and the Pandemic, the Municipality of the County of Annapolis requested, and was granted an extension to April 1, 2022.

In March 2021 municipal council approved a report dated March 9th, 2021 entitled NS Accessibility Act and Impacts on Municipalities, which included recommendations for: the creation of a Municipal Accessibility Plan; advertising for members of an Accessible Advisory Committee; creation of a budget; and action plan to achieve the April 1, 2022 provincial deadline.

The Municipality of the County of Annapolis approved the Accessibility Advisory Committee Policy AM – 1.3.6.17 in April 2021.

The County's Accessibility Advisory Committee Policy AM- 1.3.6.17, says "The Accessibility Advisory Committee provides advice to Municipal Council on identifying, preventing, and eliminating barriers to people with disabilities in municipal programs, services, initiatives, and facilities. The committee plays a pivotal role in helping the Municipality of the County of Annapolis become an accessible community and meet its obligations under Nova Scotia's Accessibility Act."

The Nova Scotia Accessibility Act, known as Bill No. 59, was passed in April 2017. The legislation aims to make Nova Scotia inclusive and barrier-free by 2030.

The Annapolis County eight member committee was appointed in June 2021. Their first task at hand was to work with staff to create a Municipal Accessibility Plan. The approved plan must be sent to the province before the April 1, 2022.

Members of the Annapolis County Accessibility Advisory Committee

John Smith - Chair

Christine Garde- Vice Chair

Caelin Lloyd

Brenda MacDonald

Lester Bartson

Catherine (Jean) Voysey

Timothy Atkins

Christina (Tina) Hiltz

Debra Ryan - Project Lead (Manager of Community Outreach and Tourism)

Warden Alan Parish - Ex Officio

Background

Nova Scotia was the third province in Canada to enact accessibility legislation, after Ontario in 2005 and Manitoba in 2013. The goal of the NS Accessibility Act, Bill 59 Act is to prevent and remove barriers that restrict people with disabilities from fully participating in society. It enables the government to develop standards for accessibility and outlines responsibilities from some public sector bodies, including municipalities. As such they required that all municipalities must have accessibility plans.

In September 2018, the province released the Government of Nova Scotia Accessibility Plan outlining specific actions for achieving an inclusive, responsive, and accessible workplace for NS public servants and ensuring services are accessible to all.

The province created the Accessibility Directorate, which has responsibility for administering the Accessibility Act and advancing disability issues within the Government. The Government's strategy for achieving an accessible province by 2030 is described in Access by Design 2030.

They have created a number of tools that can be used by municipalities which include, "The Accessibility Planning Toolkit for Municipalities. Interim Guidelines for Indoor and Outdoor Spaces".

The Town of Wolfville piloted Nova Scotia's first municipal accessibility plan (2018) and many municipalities created or have been working on plans to meet the April 1, 2022 extended deadline that was given due to COVID 19.

The province created the Interim Accessibility Guidelines for Indoor and Outdoor Spaces , NS Accessibility Directorate, April 2020 and released a draft (January 2021) Accessibility Standards. When approved those standards must be integrated into Municipal Accessibility Plans. In the meantime, those guidelines are meant to influence municipalities in future accessibility planning related to the built environment both inside and outside.

A disability is defined as “a physical, mental, intellectual, learning or sensory impairment, including an episodic disability that, in interaction with a barrier, hinders an individual’s full and effective participation in society.”

A barrier is defined as “anything that hinders or challenges the full and effective participation in society of persons with disabilities, including a physical barrier, an architectural barrier, an information barrier or communication barrier, an attitudinal barrier, a technological barrier, a policy, or a practice.”

Nova Scotia has the highest rate of disabilities in Canada at 30% versus the Canada-wide rate of 22%, so it’s time to make a change. To be successful there has to be a cultural shift and understanding at the political, staff and community levels.

Annapolis County Accessibility Plan - Vision

“We envision Annapolis County as a place where the rights, dignity and independence of all persons is valued; a place free of racism and prejudice where both visible and invisible disabilities are respected; a place where all persons have access to community facilities, programs and services to live, work and play to experience their full potential. “

The County is committed to meeting the needs of individuals who face barriers to accessibility in our communities.

Areas of Focus That Form the Foundation of the Plan

The five areas of focus that all municipalities have to address in their accessibility plans must include:

Information and Communication - ensuring all people can receive, understand, and share the information they need. To increase awareness and education about accessibility rights and opportunities that can benefit the whole community.

Goods and Services - ensuring that people with disabilities have equitable access to goods and services provided by the municipality.

Built Environment - making public buildings, streets, sidewalks, and shared spaces accessible to all.

Employment - (equitable access) - making workplaces accessible, and supporting people with disabilities in finding meaningful employment.

Transportation - making it easier for everyone to get where they need to go.

Implementation – including a section on the plan implementation, monitoring and evaluation.

Methodology

The Annapolis County Accessibility Plan is based on public consultation feedback, review of provincial documents prepared by the NS Accessibility Directorate, and best practices to form a comprehensive plan.

The Advisory Committee hosted three public meetings; four focus group sessions [included schools]; events; met with stakeholders; distributed large scale emails; and had direct contact with groups and/organizations. Feedback received formed the foundation of the plan.

Public meetings were held on these dates and at these locations: August 31, 2021, Bridgetown Volunteer Fire Department, 31 Bay Road, Bridgetown, NS; September 8, 2021, Felker Hall Community Centre, Cornwallis Park, NS ; and September 23, 2021, Nictaux and District Volunteer Fire Department, 9349 Highway #10, Nictaux, NS.

Focus Group sessions took place on these dates and at these locations: August 27, 2021, Mountains and Meadows Care Group, Mountain Lea Lodge, Bridgetown, NS; September 27, 2021 Bridgetown Regional Community School, Bridgetown, NS; October 20, 2021 CORAH, Middleton, NS; October 25, 2021 Annapolis West Education Centre, Annapolis Royal, NS.

All facilities were chosen for ease of access by wheelchair and to washrooms, and had to include low ramps or flat entrances and accessible washrooms.

All meetings followed a process of small group discussions centered on five questions to address the five focus areas: Information and Communication; Goods and Services; Built Environment; Employment; and Transportation.

Each table had a facilitator and a recorder.

Overall, living in a COVID reality did impact on the process; however, we were fortunate to complete both the public meetings and focus group sessions in person following NS Health protocols.

On Line Survey that was offered was open to the public for approximately two months and advertised in a variety of ways. It gave residents and visitors to the county an opportunity to share feedback.

Promotion took the form of advertisements, and general promotion. Featured stories and/or events were planned to provide greater awareness around the accessibility plan and to encourage feedback.

The Accessibility Advisory committee wanted to create a special event to mark the United Nations International Day for Persons with Disabilities on December 3, 2021, to focus attention on disabilities and to provide another avenue for promoting the accessibility plan. The committee teamed up with Annapolis County Recreation Services, and that event was held at the Bridgetown Regional Outdoor Sport Hub.

The public process and on-line survey were conducted from August to December 2021.

Facility assessments were conducted at 27 indoor and outdoor spaces owned and operated by the Municipality so as to understand the overall state of the facilities. The assessments were **not** intended to be formal audits, and not all county-owned facilities were assessed. All public spaces, indoors and out, were assessed.

A research scan of documents offered by the Province through the NS Accessibility Directorate and other municipalities were reviewed where available.

Annapolis County Facility Assessments Overview

The accessibility planning process has chosen to do assessments rather than official audits. We have used the criteria listed below in our general assessments, which are part of “Interim Accessibility Guidelines for Indoor and Outdoor Spaces” April 2020 NS Accessibility Directorate.

The assessments give a general overview of the state of the Municipality’s infrastructure; however, more in-depth audits with an accessibility lens must be created when planning new infrastructure toward 2030 and beyond. They will be shared with municipal staff and many recommendations are included that relate to those 27 facility assessments used by the general public.

Other sites like the Municipal Operations (Public Works) work sites, storage areas, and the dog pound were not included in this assessment as they are not open to the public. These facilities will need to be considered in the future for assessments and/or audits.

There were general principals used when doing the assessments and they are listed below.

The interim guidelines give some common measurements to be included in the general assessments, which include, but are not limited to the following:

Ramp slope 1:12 (8.3 %) or less is the minimum standard required by CSA. The 1:20 ratio (5 %) recommended when doing new installs. Typical width for crutches (900-950 mm wide) and a standard doorway is 800 mm. A minimum turning radius for a manual wheelchair is 1500 mm. The minimum height of the reach for a person in a wheelchair is 400 mm, maximum 1200 mm.

Very few meet these criteria but they did meet the building code requirements of the day.

New upgrades will require municipalities to adhere to the “Interim Accessibility Guidelines for Indoor and Outdoor Spaces” April 2020 NS Accessibility Directorate.

The NS Interim guidelines are grounded in the following three core principles that are key to all accessible planning and future training:

Whole Journey Approach

All parts of the journey are interlinked and equally important. A single obstacle can make it impossible to complete the journey, even if the rest of the way is accessible.

Universal Design

Any environment should be designed to meet the needs of anyone wishing to use it, regardless of their age, size, ability or disability.

Seasonal Maintenance

Seasonal conditions, such as snow and ice, can create barriers to accessibility; seasonal maintenance can help to ensure that public spaces are accessible at all times.

There are three principals to follow in audits: does the feature follow the whole journey approach; does this feature reflect the concept of universal design; and is there an adequate seasonal maintenance program for this feature?

In addition, signage, wayfinding, ramps, stairs, handrails are to be strategically located to allow individuals of different size, age, and ability to manage a journey. Wide ramps (1500mm, or 59 in. minimum) are placed in all pathway points that are not level, to allow people with a companion, service animal, or mobility aid to complete the journey. Accessible parking spaces are located close to the accessibility entrances – usually no more than 30 metres, or 98 feet.

In newer facilities, exterior pathways and entrances must be designed with minimum level changes so that people of all abilities may easily enter or leave. Doors should be avoided wherever possible or are as easy as possible to open.

Actions and Recommendations

Information and Communication

Ensuring all people can receive, understand, and share the information they need.

The Municipality of the County of Annapolis will communicate with persons with disabilities regarding the nature of barriers in a respectful and understanding manner. The Municipality will be clear and accessible to people of all ages and abilities, and recognizes the definition of accessibility has a broad scope. (NS Accessibility Act, Bill 59 was created to ensure all Nova Scotians can receive and share the same information). The Municipality will increase awareness and provide education about accessibility rights and opportunities that can benefit the whole community.

Information and Communication Actions and Recommendations: The Plan

Delivery of Communications

Improve overall communications regarding municipal programs, services and events to ensure they are accessible to all persons with disabilities by:

- ensuring the county's digital presence (website and social media) and information technology systems are designed for people of all ages and abilities, and written in plain language;
- creating a web presence that meets the latest Web Content Accessibility guidelines (WCAG) (Presently some features have been added and will be assessed accordingly);
- working to provide American Sign Language (ASL) and/or communication Access Real-Time Translation- there are limited interpreters in the region so development and training opportunities should be encouraged;
- understanding CART and making it available where possible. (See definitions in Glossary);
- including braille on council and employee business cards;
- ensuring that photos and videos used in branding and/or promoting the municipality, include persons with some type of mobility device, wheelchair

and/or persons with a disability in order to be more representative of the population and inclusive; and

- ensuring that live streaming of council sessions and other council activities are fully accessible, and the audio can be heard.

Provide Training

The Municipality will provide customer training to employees and volunteers in regard to accessibility concerns, understanding plain language and inclusive communication. The Accessibility Advisory committee will work in collaboration to develop a training manual that is inclusive by nature. Training will include:

- The NS Accessibility Act, Bill 59 and the requirements under that act and its links to the Human Rights Code and the rights of individuals;
- the role of the Annapolis County Accessibility Committee;
- awareness of the Annapolis County Accessibility Plan and a commitment to follow the intent, vision, and outcomes to meet NS legislated targets of being accessible by 2030;
- how to interact and communicate effectively with persons with disabilities and understanding the use of respectful language and body language;
- understanding the whole journey approach and what universal design means to persons with disabilities and the community as a whole;
- sensitivity training for staff regarding the needs of persons with disabilities that is inclusive of service dogs;
- assessing service delivery through an accessibility lens across the municipality in regard to emergency evacuation planning; municipal elections planning; recreation programs and events offerings; ensuring tax/utility billing processes meet accessibility needs, and new plans are written through an accessibility lens that are easy to read and understand; and
- any new additions where outside consultants, architects are used are required to know that the upgrades and/or retrofits are to be designed using the NS Interim Accessibility Guidelines for Indoor and Outdoor Spaces or latest version. The accessibility committee will be consulted on any upgrades to

ensure better communication to follow the intent of the Accessibility Advisory Committee Policy AM-1.3.6.17

Publications

As new publications get created they are to include “this publication available in alternate formats upon request” (newsletters, reports of council).

Phone System

Add in TTY or RIT (Real time text) A TTY (teletype) to phone systems and cells. A TTY (teletypewriter) is a device that helps people who are deaf, speech-impaired, or hard-of-hearing use a phone to communicate.

Interpretative Signs

New interpretive signs in public areas such as municipal parks and trails, need to have a QR code that can incorporate the translation.

Signage and/or Wayfinding

Signage for municipally-owned facilities to include the following sign guidelines when replacing signs or adding new.

Accessible signs should be provided for any feature of any building that would normally be given a sign that needs to be placed for the general public and staff. The most common is Braille, raised print and raised pictograms.

Communication Font Type

Reporting style needs to have standard text i.e. Ariel or Calibri or other types that meet standards. Create easy to read letters, reports and communications using plain language for persons with disabilities to read and understand.

Communications also need to be available in large print if requested. The following is included as a general guideline:

- **Readability for blind, visually impaired, partially sighted guidelines**
 - Use a sans serif typeface. Suitable type faces are Ariel, Calibri, and Helvetica; others can be used
 - Avoid the use of italics, underlining and block capitals
 - Lettering should be in title case and/or sentence case

- Signs need to have Arabic numbers (1, 2, 3) as per CSA B651-18 (4.R.3a)
- Ensure the background contrasts with the print. Clear combinations include black text on a white background, white on black, yellow on black
- Do not print information over pictures or patterns
- The size of the text should be related to distance at which the information will be viewed.
- **Readability by Touch**
 - Letters should be raised from the surface.
- **Pictograms**
 - Use internationally recognized symbols (refer to manual or other NS documents)
- **Braille and High-Tactile signs shall be provided in the following places:**
 - Washrooms
 - Elevators if they are added in any of our buildings
 - Numbers on stair landing handrail to allow identification of floors (nice to have buildings all on one floor)
 - Emergency doors and exits
 - Emergency evacuation instructions
 - Cautionary signage
 - Floor plans at building entrances
 - Identification signs for rooms, titles, names
- **Placement**
 - They should be consistently located height and location around a building as per CSA B651-18 (4.5.1.a) and they should be positioned to avoid shadow and/ or glare
 - Ensure tactile signs can be reached easily
 - Place signs logically as close as possible to the object they are indicating
 - Sign heights in NS Guidelines
 - Avoid suspended signs as they are too high to be read by a low vision person

- Although sandwich boards are popular, they need to be placed carefully or eliminated as they can be a safety hazard for persons with a disability
- **Contrast**
 - Avoid placing signs on busy backgrounds and/or areas with visual clutter
 - Ensure the sign contrasts with its background so it can be seen. For example, on a light coloured wall, use a sign with a dark background and a light print
 - Ensure there is good lighting
 - Use non-reflective surfaces and ensure there is no glare
- **Layout**
 - All text and Braille on signs should be left-aligned and set horizontally
 - Where print and Braille appear on the same sign, place Braille at least one inch below the print
 - Always check NS guidelines for latest updates
 - Braille signage details are available through CSA

Service Animals Signage

The Municipality welcomes persons with disabilities and their service animals. Service animals are allowed on parts of municipal premises that are open to the public and include municipal signage.

Notice of Temporary Disruption

Notices will be posted in the event of a planned or unexpected disruption or closure for all customers. For person with disabilities the signs should be posted at the bottom of the ramp or walkway. Postings also include signage in doorways, website and Facebook.

Accessible Service Feedback

The Municipality will provide methods for public feedback on accessible customer service. This will assist in modifying service delivery and provide valuable service. (See Plan Implementation).

Public meetings and events

The Municipality coordinates many public meetings, open houses, programs and events. Every effort will be made to assess those events through an accessibility lens to ensure materials are offered in various formats, accessible signage, parking, washroom, and venue access, and/or equipment availability, and that it is communicated accordingly in advance.

Creating recreation opportunities that encourage participation by persons with disabilities for programs and/or social gatherings. Is there easy access? Are there resting areas for people with disabilities? Are there accessible picnic tables on site? Are there quiet areas for those with sensory concerns, and accessible signage that can be shared in advance on social media and other communications?

Awareness and Education

Work with partners locally, regionally, and provincially to communicate and create awareness around the rights of persons with disabilities. Create a county-wide awareness and education campaign that is welcoming and eliminates the stigma of having a disability.

Proclamations

Create municipal policy additions to recognize **National AccessAbility Week (NAAW)** the end of May annually and **International Day of Persons with Disabilities** in December in any given year.

Outreach

Assess the possibility of creating and defining an information hub in Annapolis County for accessibility concerns that creates open dialogue and accessible opportunities for information. Linked with a disability website and other communication links.

Information Inventory

Create an inventory of opportunities in the county showcasing the type of accessible opportunities that exist at the municipal and community level, and

include an “Accessible Map” that shows places of interest with accessibility designated information.

Partnerships and Collaboration

Work with regional and provincial partners, agencies, non-profits, and businesses to creating a culture shift for ensuring accessible communities, i.e. evaluate possibilities for subsidizing internet and phone costs and devices to benefit persons with disabilities, etc.

Goods and Services

Ensuring that people with disabilities have equitable access to goods and services provided by the Municipality of the County of Annapolis.

Good and Services Actions and Recommendations: The Plan

Municipal Policy

Apply an accessibility lens to all policy, procedures, practices and program offerings.

Training

Provide inclusion, accessibility training and awareness for all staff that work with the general public in providing goods and services. This will include common accessibility language that is fair and equitable. (Refer to Information and Communication training).

Physical Space

Upon entering a municipal building, physical spaces should be conducive to a positive customer service experience. For example, provide a welcoming, calming entry, i.e. chairs to rest in and/or wait.

Procurement

Research best practices and apply an accessibility lens to procurement processes.

Service delivery recreation programs

Provide program assessments with an accessibility lens. Continue to provide and expand loan programs that include adaptive recreational equipment. Ensure that

sound and sensory is included in program assessments ie provide headphones that can cancel reduce noise in program offerings, ie fireworks and events.

Education

Create an annual abilities fair to showcase the benefits and opportunities available in our community and use it as an awareness and educational opportunity.

Social

Create recreation and social programs directed at persons with disabilities, including those with mental health concerns. Persons with intellectual disabilities have no opportunity to gather in a programmed activity and more informal social opportunities with other agencies and partners would be beneficial.

Housing

Explore housing support opportunities and work in partnership with others to look at creative and affordable solutions to meet the needs of persons with disabilities.

Youth

Supports to family with disabled youth are often overlooked and often not considered a municipal responsibility. Create partnerships and collaborations with agencies and levels of government to resolve gaps at the local level that will lead to inclusive communities.

Partnerships

Work with local agencies and businesses to share concerns of persons with disabilities as information is gathered and collected, ie assistance with shopping and /or errand delivery from businesses for persons with disabilities. When there is more awareness and understanding, creative solutions are often found.

Built Environment

Ensuring public buildings, streets, sidewalks, and shared outdoor spaces are accessible to all.

The NS Interim Accessibility Guidelines for Indoor and Outdoor Spaces, April 2020 NS Accessibility Directorate are the existing guidelines. Once approved they will be the standard that municipalities must follow in regard to upgrades and new additions to the built environment.

The guidelines recommend that three main streams be followed when creating and planning for the built environment.

Whole Journey Approach

All parts of the journey are interlinked and equally important. A single obstacle can make it impossible to complete the journey, even if the rest of the way is accessible.

Universal Design

Any environment should be designed to meet the needs of anyone wishing to use it, regardless of their age, size, ability or disability.

Seasonal Maintenance

Seasonal conditions, such as snow and ice, can create barriers to accessibility; seasonal maintenance can help to ensure that public spaces are accessible at all times.

Built Environment Actions and Recommendations: The Plan

Barrier Free Access and Timelines

Ensure that all county-owned buildings and infrastructure have been assessed with timelines to achieve the Province of NS deadline of 2030 for meeting NS Accessibility Standards that meet the whole journey approach.

Ensure that renovated buildings meet the NS Interim Accessibility Guidelines for Indoor and Outdoor Spaces, April 2020 NS Accessibility Directorate and/ or the most current design specifications as approved by the Province of Nova Scotia.

Ensure new parking areas, sidewalks, crosswalks, curbs, streetscapes, ramps, parks, open spaces are planned include integrated accessible design plans, taking

into account all accessibilities, i.e. hearing, sensory, mental, physical and include adequate seating areas with benches and lighting.

Municipal buildings in Annapolis Royal and Lawrencetown do require improvements as per the general facility assessments. When renovations and upgrades are planned they need to be assessed with the latest provincial guidelines and/or adopted standards referenced above.

The wheelchair ramp in Lawrencetown is the most pending improvement required, as well as the development of an accessible paved parking space in front of the building (Highway #1) that has easy access from the parking spaces to the new building ramp and building itself. The upper level washroom is not accessible and would require rethinking the space. Other improvement suggestions are included in the general assessments.

The Bridgetown Library building owned by the Municipality has had a number of accessible upgrades; however, an accessible parking reassessment is required.

Maintain Barrier Free Access to Buildings and Facilities

The County of Annapolis will maintain barrier free access in a variety of ways, for example:

- Providing wayfinding signage to building in a consistent manner and not in excess;
- Keeping entrance ways cleared of snow and ice;
- Keeping hallways and waiting rooms free of clutter i.e. boxes; and
- Ensuring placement of standing signage (i.e. sandwich boards and caution signs for wet floors) is not a tripping hazard for person with canes, mobility supports and/or wheelchairs.

Maintenance

Create work plans and standards for the ongoing repair, maintenance and accessibility of sidewalks, crosswalks to meet NS design guidelines on accessibility.

Improve snow removal capabilities

Create winter maintenance plans for sidewalks and other pathways.

Park Maintenance

Pathways at many of the parks are becoming overgrown; clumps of weeds impede flow for persons with mobility issues. Proper maintenance to include weed control, erosion control, and keeping pathways flat and clear of debris is required. In some circumstances the pathways have become completely overgrown with grass - Hebb's Landing Park and Boat Launch.

Parking

Lack of accessible parking is a huge issue throughout Annapolis County.

Throughout the public process, this was a repeated issue as parking is often not central to services, lacks good signage, few areas are paved and provide ease of access to the intended building or buildings. Many accessible sites are planned for single use and not for side use for vans with a side entrance wheelchair entry and exit.

Ramps

Most ramps in the county do not meet the guidelines and are either too steep or too narrow. They do not provide the turnaround zone platform to easily access a building safely. They are often an afterthought and not planned well with the intended environment and for ease of access.

Sidewalks and crosswalks

The condition of sidewalks and crosswalks can cause limited access to persons with disabilities. Well-designed sidewalks that are flat, even, and free of obstructions with truncated domes at intersections, lighting and benches, all help to create an environment for all users.

The Paradise sidewalks are in overall good condition. The Bridgetown sidewalks are in need of major assessments and improvements. Granville Ferry sidewalks are new, very few improvements are suggested. The Bear River sidewalks are in need of upgrades and will require collaboration and discussion with NS

Transportation and Infrastructure Renewal, and NS Power for that to be improved. Cornwallis sidewalks need attention and there is no consistency in linking to crosswalks.

Sidewalks are often key active transportation routes, are used by all age groups, and should include benches. In particular, benches should be added along Church Street to Granville Street in Bridgetown for older adults walking from Adult Residential Centre, Group Home and/or Mountain Lea Lodge.

Outdoor Public Spaces

Improve accessibility access to outdoor public spaces such as parks, trails, lakes, beaches and playgrounds and create spaces for social gatherings.

Universal Washroom Design

Ensure universal design for the public to guarantee that accessible and gender-neutral washroom facilities are built at public parks and trails, and retrofit existing washrooms where possible.

Many washrooms do not have change stations (child or adult) and/or emergency buttons and proper spacing for wheelchair turning and general accessible access, and have not been planned for visual or sensory needs.

The Bridgetown Regional Outdoor Sports Hub requires universal design accessible washrooms that meet the needs of a facility that large.

Assess the need to have an accessible universal design washroom near the downtown core of Bridgetown that is open to the public year round, good lighting and benches.

Bear River has plans for a comfort station (washrooms). Ensure that it has universal design to meet accessibility needs with lighting and benches.

The washrooms at Jubilee Park in Bridgetown do require assessments and flow modifications for accessibility in the park overall.

Emergencies

Ensure emergency evacuation plans are reviewed accordingly with accessibility in mind.

Parks and Recreation

Provide assessments of higher profile heavily used parks in more urban settings to include paved pathways and adjustments for grades for accessibility, i.e. Sports Hub, Jubilee Park and the Annapolis River Causeway Park. Other municipal pathways require packed crusher dust aggregate to provide proper drainage and compaction and erosion control. All parks and trails should have accessible parking and easy flow to picnic areas, washrooms and other amenities.

Public floating docks need to be assessed to add in modifications for wheelchair accessibility for boat launching and/or fishing.

The Bridgetown tennis courts should be accessible to wheelchair users and have easy flow from parking lot to the site.

Planning for parks should include sensory rest areas for persons with autism and other sensory concerns.

All parks should include wheelchair accessible picnic tables.

Trails

Due to the nature of some municipal trails such as the Delaps Cove Wilderness Trail which has a single uneven path along the Bay of Fundy, the natural landscape is not suited to building accessible trail on the entire trail system. The Municipality could look at creating an accessible pathway on property they own adjacent to the parking lot /trailhead area region with switchbacks to allow for viewing on the shore and make the parking area, picnic area and washroom accessible.

Rest Areas

Provide methods to improve seating along County-owned sidewalks and along pathways, trails and parks settings. Parks require rest areas with benches to be

planned for parents, caregivers and users so proper care of placement needs to be considered for individual families and small groups. Plan sensory quiet places away from main equipment and be creative with designs at not only playgrounds but parks as well.

Accessible Picnic Tables

Provide accessible picnic tables at all public venues owned by the County.

Playgrounds

Create accessible playground equipment at the Nictaux Park and Playground.

Create accessible playground equipment at Queen Elizabeth II Jubilee Park.

Replace the pea gravel on the pathway with aggregate that supports persons with mobility concerns.

Arena and Pool

The Bridgetown pool and arena require upgrades to meet accessibility guidelines. Canteen areas need to be modified for persons with disabilities, for volunteers, and/or staff to work on site. Bridgetown pool needs a lift and ability for easy flow of person with disabilities to access the site, park, use a washroom and get into the pool.

The Bridgetown arena washrooms are the biggest impediments as are the change rooms. Easy access and viewing improvements are required, as well as strobe lights for persons with hearing impairments, to name only a few.

Assess the pool and the arena and implement the changes to make both facilities accessible.

Raven Haven Beachside Family Park

Create an accessible parking space closer to the beach and keep the flat hard packed pathway free of erosion, branches and picnic tables for connectivity to the Mobi Mat (accessibility mat that provides stability for persons with disability to travel over the sandy beach to the water).

Create a landing area for fishing opportunities, and flat, easy connective areas to the designated fishing area from the parking area. The canteen area needs to be assessed for serving persons in wheelchairs and small children.

Cornwallis Beach

The tidal beach at Cornwallis borders municipally-owned lands and has been an informal destination for residents of all ages. There have been many requests to create accessible opportunities here. Assess and create accessible opportunities to the tidal beach at Cornwallis in cooperation with other stakeholders.

Access the potential of other beaches in the region from parking, access to the beach, and landing areas to benefit folks with disabilities, and for the benefit of the whole population for viewing sunsets and water bodies, having a picnic with family and/or friends.

Signage

Signage is covered under information and communications; however, once established, signs need to be at a height that is easily seen for persons with disabilities.

Funding

The built environment has the highest price tag for creating barrier free designs in communities and at municipally-owned facilities. Both federal and provincial governments have funding supports for improving accessible opportunities in the community. Creative linkage with accessible grants, age-friendly funding and funding for active transportation can be used to assist with costs in creating whole community designs that benefit all.

Business Opportunities

The study showed gaps in accessible opportunities in many communities in the region for accessing services such as stores, restaurants, dental services, vet services, churches, museums, to name only a few. Although this is not under the Municipality's jurisdiction, municipal units can assist in sharing information on accessibility resources, i.e. design standards, funding, etc.

Housing

Lack of affordable housing, shortages in housing options, and need for more independent living were seen as barriers for people living with disabilities. Often housing is not on the municipal agenda; however, the creation of partnerships and collaborations can go a long way to look at opportunities that address this gap. There are many agencies and support organizations that can assist with this, and the volunteer sector that can make a difference.

Employment

Creating opportunities to make workplaces accessible, and support people with disabilities to find meaningful employment.

Provide equitable access to jobs with the Municipality.

Employment: Actions and Recommendations: The Plan

Leadership

Provide the leadership and role modeling to create meaningful employment opportunities and share the learned experiences.

Community Outreach/ Navigator

Create a position with the Municipality dedicated to promoting inclusion, training staff, and creating opportunities for community outreach, with a goal of creating a culture shift of inclusion, promoting equitable opportunities, working to break down barriers throughout the region. Work in partnership with the Accessibility Advisory Committee and local, regional and provincial representatives including community and business stakeholders.

Culture of Inclusion

Build capacity with municipal staff to cultivate a culture of inclusion that supports, retains, and provides opportunities for career growth for persons with disabilities and provide the necessary training needed to be successful.

Job Opportunities

Improve opportunities for persons with disabilities to gain employment with the Municipality by ensuring job postings clearly state they are open to people with disabilities and to assess other ways to reach persons with disabilities, i.e. larger print.

Hiring

Improve processes, policies, and practices to facilitate and encourage the recruitment, selection, transition, and advancement of persons with disabilities in their employment at the Municipality. Provide opportunities for youth with disabilities to apply for summer positions.

Flexibility

Improve support and flexibility in the workplace by ensuring municipal staff and council members with disabilities have access to adaptive technologies in the workplace, supportive structure, and a flexible work environment i.e. ability to work from home, flex hours, and other supports.

Recognition

Create internal and external recognition programs recognizing those who support the hiring of persons with disabilities and promote role models for the community.

Transportation

Making it easier for everyone to get where they need to go.

Transportation Actions and Recommendations: The Plan**Transit Infrastructure and supports-**

Explore existing (Kings Transit and Annapolis County Trans County Transportation) and alternative transportation that is affordable to persons with disabilities, ie smaller buses, taxis opportunities and /or improving public transportation through the lens of persons with disabilities.

Affordability

Explore a subsidized transit fares and/or transit passes for persons with disabilities and low income in partnerships with other municipal units, levels of government and agencies.

Training

Influence and encourage the training of staff who transport persons with disabilities to understand their needs and concerns.

Transit Stops

Create shelters when and where possible, and have benches at bus stops in the County.

Snow Removal

Improve snow clearance at transit stops and collaborate with partners accordingly.

Active Transportation and Pedestrian Infrastructure

Improve connectivity in communities by improving pedestrian infrastructure where possible and link the needs of persons with disabilities to the County's Active Transportation Plan and planning for Age-Friendly Communities targeted at walkers, cyclists, persons in wheelchairs, etc.

Create paved shoulders, pathways and improved safe sidewalks in communities to benefit walkers, cyclist and persons with disabilities. See Built Environments section for other supports, i.e. parking and sidewalks.

Funding Supports

Explore creative funding supports to create age-friendly communities and active transportation networks that benefit the whole community.

Implementation Actions and Recommendations: The Plan

The Accessibility Advisory Committee and County staff were tasked with the responsibility of creating the first Accessibility Plan that was mandated by the Province of Nova Scotia to ensure that the province is fully accessible by 2030.

The plan will be submitted to the Province in March 2022 to meet the deadline that was extended due to COVID 19.

As with any plan it needs to be operationalized and have an integrated approach to dealing with accessibility in the Municipality across all service groups.

Responsibilities

Municipal Council is responsible for adopting and overseeing the Annapolis County Accessibility Plan.

The Chief Administrative Officer (CAO) is responsible for implementing the plan, assigning staff to work on accessibility who will work with senior staff for the ongoing implementation of the plan.

The CAO accessibility-designated staff person shall coordinate efforts and liaise with the Accessibility Advisory Committee.

The Accessibility Advisory Committee is responsible for giving feedback and providing recommendations to municipal council as per the municipal policy.

All parties recognize the significant cost of implementation. Operational plans and all parties need to seek funding support from various levels of government to assist in creating an accessible and inclusive municipality.

Monitoring

The Accessibility Advisory Committee will prepare an annual accessibility report card for council at the end of each fiscal year starting in March 2023. The report card will measure the performance of the actions in this plan in cooperation with the accessibility staff person. The advisory committee can also make recommendations to improve the plan.

The Accessibility Report Card is a public document and will be posted on the County website once accepted by municipal council.

Evaluating

The plan needs to be reviewed at least every three years as required by the Province and the Accessibility Act, Bill 59.

The Council and CAO are responsible to lead the public review and evaluation of the Accessibility Plan before April 2025 in consultation with the Accessibility Advisory Committee.

Responding to Questions, Concerns and/or Complaints

Anyone can lodge a complaint, pose a question, or express a concern about accessibility in the Municipality of the County of Annapolis. These should be directed to the CAO.

The CAO or designate will respond within a reasonable time. Before responding, the CAO will consult with the person(s) responsible for the area of inquiry. The response will include reasons for the decision and will share information and/or consult with the Accessibility Advisory Committee if required.

The CAO or designate shall keep all records of complaints, questions, and concerns submitted to them, and will provide summary updates to the Accessibility Advisory committee on a regular basis.

These updates will become part of the advisory committee's continual review of the Accessibility Plan, and may form the foundation of future changes.

Anyone can appeal to Council if they are not satisfied with the response from the CAO. CAO or Council may refer appeal to the Accessibility Advisory Committee for additional review and recommendations before issuing a final response to the complainant.

Glossary of Terms

Understanding the words in the document

ACAAC: Annapolis County Accessibility Advisory Committee.

Accessibility Assessment: Not an official audit but an overview assessments to allow for more informed decisions when making recommendations in the County of Annapolis Accessibility Plan.

Active Transportation: Active transportation refers to all human-powered forms of transportation, in particular walking and cycling. It includes the use of mobility aids such as wheelchairs, and can also encompass other active transport variations such as in-line skating, skateboarding, cross-country skiing, and even kayaking. Active transportation can also be combined with other modes, such as public transit. (Definition adopted in Annapolis County Active Transportation Plan 2015)

Active transportation encourages governments of all levels to plan well to engage more residents and visitors in creating active communities to work, to school and to play.

Age-Friendly Communities: In an age friendly community, the policies, services and structures related to the physical and social environment are designed to help seniors “age actively” many of the age friendly recommendations and funding programs support sidewalks that are well lit and building with automatic door openers and elevators so it is complementary to providing accessible communities.

Appeal: Make a formal request to clarify or change a decision.

ASL: American Sign Language: Related to hearing or sensing sound. Requires translators that interpret through facial expression as well as movements and motions with the hands. It serves as the predominate sign language of Deaf communities.

Assistive listening devices: An assistive listening device is part of a system used to improve hearing ability for people in a variety of situations where they are unable to distinguish speech in noisy environments.

Audits: An accessibility audit is an inspection of indoor and outdoor public spaces to systematically evaluate their accessibility for people of all ages and abilities. The key findings should inform commitments for the built environment when new retrofits are planned or built.

Barrier: Something that makes it harder for some people to participate. Nova Scotia's Accessibility Act defines a barrier as "anything that hinders or challenges the full and effective participation in society of persons with disabilities, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice."

Braille: A reading and writing system for people who are blind or visually impaired.

CSA: Canadian Standards Association. The B651HB-18 specifications may be adopted by NS in terms of Accessibility in the Built Environment.

CART: Communication Access Real-time Translation. Delivers captions remotely to any screen in real time, also known as live captioning. It is live, word for word transcription of speech to text so that individuals can read what is being said in group settings and at personal appointments on a laptop or a large screen. CART services can be provided on site or remotely. It enables culturally Deaf, oral deaf, deafened and hard of hearing people to have visual access to the spoken word. (Source Canadian Hearing Services)

Council: Municipality of the County of Annapolis Council.

Disability: Nova Scotia's Accessibility Act, Bill 59 defines Disability as the following: "a physical, mental, intellectual, learning or sensory impairment, including an episodic disability that, in interaction with a barrier, hinders an

individual's full and effective participation in society." It can be a condition that makes it harder for a person to participate.

EMO: Emergency Management Office.

Equitable/equity: A commitment to fairness. Equitable access is different from equal access. Equality means everybody is treated the same; equity means everybody is treated fairly, based on their needs and abilities.

FCM: Federation of Canadian Municipalities

Infrastructure: The "underlying structure" that makes a place liveable and keeps its systems working (e.g., roads, sewers, clean water, electricity, parks and more).

International Day of Persons with Disabilities (IDPD): This is a UN day that is celebrated every year on 3 December. The day is about promoting the rights and well-being of persons with disabilities at every level of society and development, and to raise awareness of the situation of persons with disabilities in all aspects of political, social, economic, and cultural life. World Health Organization joins the UN in observing this day each year, reinforcing the importance of securing the rights of people with disabilities, so they can participate fully, equally and effectively in society with others, and face no barriers in all aspects of their lives.

NS Interim Accessibility Guidelines for Indoor and Outdoor Spaces: A document created by the NS Accessibility Directorate in April 2020 and when completed will be the provincial accessibility standards for the built environment. The guidelines are not mandatory, but they can help public sector bodies begin their accessibility planning and be better prepared to meet the provincial standard when it is enacted.

National AccessAbility Week (NAAW): Every year, starting on the last Sunday in May, Canadians celebrate National AccessAbility Week (NAAW). Founded as 'National Access Awareness Week' in 1988 and inspired by Rick Hansen's Man In Motion World Tour, this week is an opportunity to celebrate Canadians with

disabilities and raise awareness of the critical need for accessibility and inclusion for all in our communities and workplaces.

NSBC: Nova Scotia Building Code: “Building Code Act” or “Act” means Chapter 46 of the Revised Statutes of Nova Scotia, 1989, the Building Code Act.

NBC: National Building Code: A collection of rules and regulations adopted by authorities having appropriate Jurisdiction to control the design and construction of buildings, alteration, repair, quality of materials, use and occupancy, and related factors of buildings within their jurisdiction; contains minimum architectural, structural and mechanical standards for sanitization, public health, welfare, safety , and the provision of light and air.

NSFM: Nova Scotia Federation of Municipalities. Represents the provincial interest of local government.

Pedestrian: A person walking outside or using an assistive device outside to travel at a walking speed.

Plain language: Language a reader or listener can understand easily and completely.

QR Code: A type of Matric barcode. A barcode is a machine- readable optical label that can contain information about an item to read and/or to hear in some circumstances.

Real Time Text: Telecommunication device on phone systems and cells. A TTY (teletypewriter or text telephone) is a device that helps people who are deaf, speech-impaired, or hard-of-hearing use a phone to communicate. The device translate words into text.

Retrofit: To add features that were not included in the original design.

RHF: Rick Hansen Foundation.

RHFAC: Rick Hansen Foundation Accessibility Certification. (Learn more at www.rickhansen.com/become-accessible/rating-certification)

Tactile: Related to the sense of touch. The word “tactile” refers to the sense of touch.

Tactile signs: A tactile sign is any sign that can be read by touch. Braille, raised print and raised symbols or pictograms are examples of tactile elements used on signs. Doors and openings that lead to public spaces should be identified by tactile signage including stairways.

Truncated domes: (AKA detectable warnings, tactile paving, detectable warning surfaces) are ground surface indicators designed to assist and warn pedestrians who are blind or visually Impaired. Truncated domes feature a unique pattern of cones that are easily detected by a cane or foot, alerting the visually impaired to the presence of a street or sudden drop - off.

WCAG: Web Content Accessibility Guidelines.

(Learn more at www.w3.org/WAI/standards-guidelines/wcag)

Conclusion

The Annapolis County Accessibility Advisory Committee took six months to create the Annapolis County Accessibility Plan.

The plan is grounded in public input and collaborations and was presented in draft form in January 2022 to the Municipality of the County of Annapolis Council. That draft January document included the public consultation results in the Appendix section. Due to its length, the Appendix is not included in the final report.

Facility Accessibility Assessments - Buildings, Parks, Trails Sidewalks, etc.





COUNTY of ANNAPOLIS
NAIDHEALL BONTEN

RECOMMENDATION REPORT

To: Municipal Council

Prepared by: David Dick, Chief Administrative Officer, CPA, CA

Date: February 15, 2022

Subject: Approve the Continued Use of the Bridgetown Community Area Rate (BCAR)

RECOMMENDATION

To recommend that municipal council approve the continued use of the Bridgetown Community Area Rate with the following costs to be included in the rate for 2022/23.

Debt payments for each of the following Bridgetown specific assets:

- Payments on Fire Hall #1 due to expire in 2022/23
- Payments on the Bridgetown Sewer due to expire in 2022/23
- Payments on the Bridgetown Buildings due to expire in 2022/23
- Payments on the Bridgetown Town Hall due to expire in 2024/25
- Payments on the Fire Truck due to expire in 2027/28
- Payments on the Fire Hall #2 due to expire in 2028/29

Fire Capital Operating Costs as determined and approved by the Bridgetown Dissolution Committee and approximating \$36,820 annually.

Maintenance costs on the Town Hall estimated to be \$35,000 annually.

The total charged to the Bridgetown Community Area rate (BCAR) for the next budget year would be \$137,740 representing an area rate of \$00203, adding \$203 to each assessed property value of \$100,000. (Currently \$492,617 and .007204 respectively).

The corresponding increase to the base rate based on costs not allocated to the BCAR would increase taxes per \$100,000 from \$1,025 to \$1,031.

BACKGROUND

In 2014/15 the former Town of Bridgetown formally filed an application for dissolution of the Town. The Province appointed a Transition Coordinator to assist with the process and a committee was established with representatives from the former Town, the Municipality, and the Province. A settlement was reached that represented a comprehensive resolution of most issues, which had little opposition from the public. The proposed settlement being in the best interest of all affected residents involves a significant financial contribution from the Province and was to continue for five years. This was to provide a seamless transition into a new municipal unit. The Board heard evidence about the deteriorating financial condition of the Town and the lack of staff necessary to meet existing demands of the community. It was determined that savings as a result of the

annexing, the new combined municipality would be more viable than the previous structure. Given the financial uncertainties, the Board found that the Town was to be dissolved on April 1, 2015.

It was agreed that the Town's water utility would also be transferred to the County and it was agreed that the governance of the utility would not change for a year or two after which the municipality may amalgamate the utility with the other municipal utilities.

The relationship with the Bridgetown Fire Department (BFD) and the Town was also discussed at length. It was agreed that the Town would gift the fire hall and community hall to the BFD. The operating and capital allotments to the BFD would experience little or no change. The tax treatment would be collected using a combination of tax recipes including the County general tax rate and a community rate.

The Council of the day engaged Kent & Duffett to prepare a financial projection of the BCAR with an effective date of March 2, 2015 with a reporting period ending on March 3, 2020. The effect of these projections was to provide the net expenditures for the next five years used in determining the BCAR. It was stated that management would most likely update the projections subsequent to issue on an annual basis. The projections were never updated nor did they get reconciled in 2020, and the BCAR continued for a further two years.

The purpose was to define an area rate specifically applicable to the boundaries within the former Town of Bridgetown. The new area rate was designed to capture all the higher cost of services provided to the former Town of Bridgetown residents not provided to the County residents, such as road and street, planning, fire, recreation and debt servicing. Further, the area rate was designed to ensure the overall level of services provided to the residents are similar to those services provided before dissolution.

DISCUSSION

Bridgetown Debt Charges included in Community Area Rate

Bridgetown Library	Expired in 2022	
International Truck	Expired in 2022	
Fire Hall #1	Expires in 2023	Payment of \$10,100
Bridgetown Sewer	Expires in 2023	Payment of \$ 2,000
Bridgetown Buildings	Expires in 2023	Payment of \$ 6,400
Bridgetown Streets & Sidewalks	Expires in 2024	Payments of \$13,667
Bridgetown Town Hall	Expires in 2025	Payments of \$ 3,320
Bridgetown Hurricane	Expires in 2028	Payments of \$37,500
Fire Hall #2	Expires in 2029	Payments of \$ 6,600
Church Street	Expires in 2026	Payments of \$31,513

If all debt previously included in the BCAR continue in 2022/23 budget calculations, the Community Area Rate would generate \$162 on each \$100,000 of assessed value. The total debt charges of \$111,100 would decrease to \$92,600 for the next budget year. (\$136 per \$100,000 of assessment in 2023/24)

In reviewing the debt requirements that have continued since dissolution, a number of factors come to mind in determining what charges if any get carried forward in the annual determination of the area rate.

In reviewing the 2020 audited financial statements, the County has 18 separate debt instruments outstanding; of which 10 apply strictly to the former Town of Bridgetown. The eight debt instruments not identified as Bridgetown are included in the base rate and are financed by all County taxpayers. Five of these eight Bridgetown specific debts have been, or will be, retired by 2023. Bridgetown taxpayers have been responsible for payments on all 18 debt instruments either through the base rate or the separate area rate.

The Letter of Intent stated that during the next 10 years, the proceeds from the sale of any real or personal property owned by the former Town at time of dissolution shall be held in a special purpose reserve and is to be used only for purposes associated with the Town. Should the County decide to dispose of any asset including those with debt financing or any other asset fully financed, these proceeds could be used entirely for uses by the former Town. This would include a potential sale of the former Town Hall if sold within the specified time frame. If proceeds are to be garnered specifically for one set of taxpayers, the costs of those related assets could also be confined to those same taxpayers. Conversely, assets that have no restrictions but have full value to all county taxpayers should be included in the base rate and funded by all taxpayers.

Debt meeting this requirement would include:

Fire Hall #1	\$10,100
Bridgetown Sewer	2,000
Bridgetown Buildings	6,400
Town Hall	3,320
Hurricane	37,500
Fire Hall #2	6,000
	\$65,920

Fire Charges

The former Town of Bridgetown had agreed that incremental charges for fire services beyond those provided in the County wide formula would be a specific charge attached to the community. As with all fire departments, the annual operating charges have been included in the base rate and is based on a combination of factors including administration costs, maintenance for fire trucks and equipment, training funds and other costs. These costs had been determined in 2003/04 and have been increased annually to keep pace with inflation. In 2014/15, the Dissolution Committee agreed that a separate charge representing additional operating funds would be levied against the Bridgetown community. This has been included in the annual BCAR rate since dissolution, adding \$36,828 to the area levy and \$54 to the annual area rate. It is not projected that this increased service level cost would be removed from the base rate at this time.

Fire Capital Reserve Fund

The County has an established policy for Grants for Fire Services. The grants are raised annually as part of the tax levy and can be used for specific capital purchases including buildings, fire trucks and other ancillary equipment. Other terms of these funds are as follows:

Council will not release any funds if it is determined that the purchase will create an undue risk of financial problem or liability;

Council will not release the funds if it is determined that the request is a replacement for grants from another municipality;

Funds released shall not exceed 75% of the cost of the asset;

No capital grant will be considered where an agreement to purchase has already been made with a supplier; and

Subject to the approval of Council, a fire department may apply for all or a portion of its accumulated capital reserve to be used toward the principal portion of a loan payment.

The annual amount charged to all communities is \$.0611 per \$100,000 per assessed value of their property.

Service Levels

The community rate calculation includes costs associated with service levels.

Snow Clearing (roads/sidewalks/parking lots) per Bylaw and operating procedures - road snow clearing commences four hours after the snow stops. Priority roads are plowed and then snow hauled first, then salted and sanded – sidewalks are last. Provincial standard for roads is 24 hours after snow stops, County contracts is accumulation of 50mm and to respond within 1 hour of accumulation – bare centre line within 24 hours.

After review and discussions with staff it has been determined that costs associated with winter maintenance in the former Town although charged in the past are relatively insignificant when compared to the overall of snow removal throughout the County. It need be noted that other areas have sidewalks that are maintained during winter snow events and no specific charges are allocated to those respective communities.

Maintenance of the Town Hall in the Former Town of Bridgetown

Given the recent decision by council to commence the process of declaring the Town Hall with a heritage designation, the maintenance costs associated with the building, including heat, insurance and minimal repairs, is estimated at \$35,000. This will add .0005 per \$100,000 of assessment (\$.51)

FINANCIAL IMPLICATIONS

The impact of this recommendation will decrease the specific area rate charged to the former Town of Bridgetown and increase the base rate paid by all County taxpayers.

POLICY IMPLICATIONS

No policy implications.

ALTERNATIVES/OPTIONS

Alternatives for council decision could be to eliminate the rate entirely which would be inconsistent with area rates charged to other communities in the County, or maintain the rate as previously determined with an annual reconciliation by county staff to determine the actual area rate to be charged.

Report Prepared by:



(David Dick, CAO, CPA, CA)



COUNTY of ANNAPOLIS
NATURALLY ROOTED

RECOMMENDATION REPORT

To: Council

Prepared by: Doug Patterson, Contracts and Procurement Coordinator

Approved by: David Dick, CAO

Date: February 15, 2022

Subject: Demolition of the Upper Clements Park Site Award of Contract

RECOMMENDATION

That Municipal Council award the contract for the RFP MCOA2021-11-05 Former Amusement Park Site Demolition & Site Clean-up Upper Clements, NS to Dexter Construction Ltd. for a total value of \$496,500.00 plus HST and approve a contingency budget for general demolition and hazardous waste materials of \$100,000.00 plus HST (project budget total of \$622,065.99 inclusive of HST rebate).

LEGISLATIVE AUTHORITY

Policy 1.4.15 Unsightly and Dangerous Premise Policy.

BACKGROUND

A Request for Proposals for a clean-up of the park site that would result in the removal of the park rides and buildings was issued by the Municipality and closed on December 6, 2021. Five competing proposals were submitted.

Business Names and Final Bids:

1. Asbestos Abatement
2. Dexter Construction
3. Leading Edge Construction
4. Sackville Trenching
5. Verhagen Demolition

The staff committee performing the proposal evaluations arrived at the conclusion that three contractors all scored very close and were finalists for further consideration: Asbestos Abatement, Dexter Construction, Sackville Trenching.

Upon opening the price data it was found that Dexter was the lowest bid.

DISCUSSION

- 1.) General Contingency: A contingency budget is always a recommended part of any construction project. 10% of Bid Value is recommended.
- 2.) Hazardous Material: Part of the project will be for the awarded contractor to assess and remove any hazardous and regulated materials. This is in addition to assessed costs in the bids.

Important Note: Feedback from the 2 of the 3 finalist proposals (Including the Dexter proposal) included a view that significant regulated material is unlikely given the age of the buildings.

We have developed the following planning and controls

- 1.) The awarded proponent will first hire a professional/expert firm to do an assessment at the outset of work so that any concerns can be clearly identified.
- 2.) Part of this recommendation is to add a contingency budget to be prepared to handle a significant quantity of hazard problems should they be found.

FINANCIAL IMPLICATIONS

1. Core Budget based on Dexter Bid: \$496,500.00 plus HST
2. General demolition and hazardous materials removal Contingency: \$100,000.00 plus HST
3. **Total budget for approval: \$596,500.00 plus HST** (\$622,065.99 after HST rebate)

POLICY IMPLICATIONS

Proposed award would be consistent with handling of unsightly and dangerous premises.

ALTERNATIVES/OPTIONS

na

NEXT STEPS

na

ATTACHMENTS

Policy 1.4.15 Unsightly and Dangerous Premise Policy.

Report Prepared by: _____

Doug Patterson, Contracts and Procurement Coordinator

Report Reviewed by: _____

Janice Young

Manager of Projects/Acting Municipal Services Manager

Report Approved by: _____

CAO David Dick, CPA CA

Recommendation
from 2022-01-25 Special Committee of the Whole
To 2022-02-15 Council

8.1 *Future Operation of Raven Haven Beachside Family Park*

THAT municipal council authorize the CAO to prepare a long-term plan for future operation of Raven Haven as a Day Use Park commencing in 2022-23.

Recommendations
From 2022-02-08 Committee of the Whole
To 2022-02-15 Municipal Council

8.2 Former Bridgetown Town Hall

THAT Municipal Council begin the process to register the former Bridgetown Town Hall as a municipal heritage property and that the former Town Hall property not be sold until the registration process is completed, in accordance with the recommendation of Committee of the Whole.

8.3 St. Andrews Church Substantial Alteration Application

THAT municipal council approve the St. Andrew's Anglican Church application for substantial alteration to replace the amber window glass with clear glass, encouraging the applicant to retain some of the amber glass in the gothic revival windows on the north and south side of the building as much as possible, pursuant to the recommendation of Committee of the Whole.

8.4 Intermunicipal Emergency Services Agreement

THAT Municipal Council approve the Inter-municipal Emergency Services Agreement, in accordance with the recommendation of Committee of the Whole.

8.5 C6 Regional Emergency Management Bylaw

THAT Municipal Council give first reading to approve the *C6 Regional Emergency Management Bylaw*, pursuant to the recommendation of Committee of the Whole.

8.6 Letter of Request to Minister Responsible for Emergency Management

THAT Municipal Council approve forwarding the letter of request to the Minister Responsible for Emergency Management (Honourable John Lohr), in accordance with the recommendation of Committee of the Whole.

8.7 Victoria Hamilton Appointment

THAT municipal council appoint Victoria Hamilton as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw, pursuant to the recommendation of Committee of the Whole.

8.8 Brendan Lamb Appointment

THAT municipal council appoint Brendan Lamb as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw, in accordance with the recommendation of Committee of the Whole.

8.9 Municipally- Registered Heritage Property Clarence Community Hall Application for Substantial Alterations

THAT municipal council refer the substantial alteration application to replace the roof and exterior trim boards for Clarence Community Hall, 3337 Clarence Road, to the Heritage Advisory Committee, pursuant to the recommendation of Committee of the Whole.

8.10 Request Proposal from Western Woodlot Services Cooperative

THAT municipal council request a proposed operating plan from Western Woodlot Services Cooperative with respect to an ecological management process of a 15-20 Hectare section of the Greywood site (PID 05091152), in accordance with the recommendation of Committee of the Whole.

Annual Report - Municipality 2022



Annapolis Basin Conference Centre

ABCC is a not-for-profit organization operating out of many of the facilities of the former CFB Cornwallis. Since the base closed in 1994, ABCC has continuously held the contract to host HMCS Acadia Cadet Training Centre. During past typical summers, upwards of 100 people were employed by ABCC and subcontractors to support this program. Additionally, the 120 adult staff and 130 staff cadets, employed by Acadia, were onsite for 7-9 weeks and spent money in the local area. Cadets have traditionally taken part in parades and events throughout the Valley and their families often vacationed here as they picked up or dropped off their children.

While ABCC does not regularly receive funding from the Municipality, the yearly request for a report is seen as an opportunity to provide an update on operations to a valued partner.

The Cadets are currently downsizing the number of Cadet Training Centres and no longer plan to host a full Training Centre at ABCC. While there is some discussion about a much-reduced presence at ABCC in future years, what that means is unclear.

Additional Activities

In addition to hosting the HMCS Acadia Cadet Training Centre, ABCC also:

- Operates a Conference and Events business, catering and accommodating training events, weddings, meetings, and conferences.
- Has offered, throughout the pandemic, self isolation services for 800 Temporary Foreign Workers and others upon entry to Canada.
- Provides Temporary Housing to newcomers arriving in the area to work in local industries.
- Proudly works with local groups and organizations to develop new opportunities for local, national, and international events.
- Periodically hosts larger military training events.
- Leases office space to the Departments of Fisheries and Aquaculture, Agriculture, and Natural Resources.

Annapolis Basin Conference Centre Annual Report to the Municipality of the County of Annapolis

For the current year, ABCC has verbal confirmation that HMCS Acadia will choose the Option Year of the contract which will provide revenue similar to the last two years when Cadets were not on site due to Covid. ABCC has some bookings for conferences and events, will continue to offer self isolation services, and lease office space.

Concurrent with these activities, ABCC will plan for the future. While it's too early in the process to predict what the plan will look like, ABCC has many avenues to explore and will keep the Municipality informed.

Regards,
Beth

Beth Earle, CPA, CMA
Chief Executive Officer,
Annapolis Basin Conference Centre

Annapolis County 4H Council
2020/2021 Annual Report

Annapolis County 4H managed a second modified year as a result of Covid restrictions. We were able to host a successful virtual County Rally where members presented their speeches and demonstrations, and ambassadors were selected to represent our county. Winners were able to move on to compete at the regional level, and some moved on to the provincial level. We were thrilled to have our county ambassador, Brianna Hiltz, move on and win to become the 4H Ambassador for Nova Scotia.

Our clubs were able to have face to face project meetings this year. Members were able to showcase their projects at a joint Achievement Day held at the Annapolis Valley Exhibition grounds in August. Livestock members were able to demonstrate their showmanship skills, and members participated in a scavenger hunt. Council leaders organized a corn boil and barbeque for the members at which completion ribbons were handed out. The members enjoyed the opportunity to get together as a group and to celebrate their accomplishments.

We were so proud of the dedication and perseverance of our members, despite the challenges they faced. We are hopeful the 2021/2022 year will provide more opportunities to engage members in activities that resemble a normal 4H year.

Respectfully submitted,

Lisa Barteaux
President
Annapolis County 4H Council

Annapolis County Federation of Agriculture Annual Report 2021

This past year saw a great harvest. We had a good spring for planting with some rain, mostly when we needed it but not always. This year can be described as hotter over all, especially the fall. The gardens have grown well, the orchards are plentiful and the hay is never ending. All in all, we've had a high yielding year. Production costs are up – but what year aren't they?

Covid 19 is still with us and it affects us all in many different ways, making our jobs more difficult. Nova Scotia has had it easier than most provinces but it is still a challenge.

The Annapolis Valley Exhibition has suffered greatly. Some small events were held but, with provincially imposed regulations, not enough people were allowed to participate to make these events profitable. Indeed, it was very difficult to generate income under the Covid restrictions.

I would like to commend the staff and many volunteers for their efforts during this challenging time.

The Exhibition and the Annapolis County Federation are working to prepare for the future.

The Directors of the County Federation hired consulting firm, Novita Interpares, to help in areas where we lack specific skills. We appreciate the experience they bring, contributing to a larger view of our operation. They have helped us realize the changes that need to be made. We have been very fortunate that they have volunteered to stay with us pro bono to further these ideas and expand on what or who can move us forward. We have achieved much more than any of us could have imagined, leading us to a solid hope for the future.

Of the many participating volunteers, we want to specifically remember two in this county who passed on this year. Robert Hall was a big supporter and volunteer of the Annapolis Valley Exhibition in particular. He was known and beloved to many of us. Tim Hennigar was a member of this federation. He did a lot to help, both locally and provincially. Tim was a strong supporter of the Agricultural industry and was always willing to help. Both Robert and Tim will be greatly missed.

The directors have regularly met every month either in person or on-line. The Nova Scotia Federation of Agriculture provincial representative in our area has joined us for many meetings, keeping us informed and up to date on their activities. Department of Agriculture representatives also participate in board meetings, bringing their knowledge and suggestions to support the agricultural community. The directors continue to work with the membership, keeping their best interests in mind.

The Board of Directors is interested in increasing communication and forging a better relationship between the Federation of Agriculture membership, the Municipality of Annapolis, and the general public of Annapolis County. Thank you for your assistance and for your support.

Respectfully submitted,

Danny Bruce

President

Annapolis County Federation of Agriculture



Annapolis County Fire Service Association

Email: president@acfsa.info Phone: 902-309-1170

P.O. Box 713, Middleton, NS B0S 1P0

February 02, 2022

Annapolis County Council

This is a brief overview of the activities of the eleven member departments of the Annapolis County Fire Services Association (ACFSA) for calendar year 2021. Please note that at the time of submission we have not been able to obtain any information from Springfield after making several requests. Total call volume is accurate as is information provided by other departments.

In 2021, member departments answered 872 emergency calls, up from 847 in 2020. Additional information is incomplete due to a missing report. I have included the spreadsheet with the information that we were able to collect that shows training, meeting, and fundraising time. I also asked the departments for any highlights/purchases for the year and they are listed at the end of this report.

2021 was without a doubt another different year for the Fire Service. We saw the elimination of some of our in-person events for part of the year. Most departments were able to adapt to online training and meetings and we were able to continue day-to-day operations. Fundraising efforts were once again hampered but departments were able to adapt their activities and several successful events were able to be held. As of the time of this report all departments in Annapolis County are still participating in the provincial firefighters 50-50 draw hosted by the Amherst Firefighters Association. This has provided funds to pay operational costs and to make additional capital purchases that they have been working on. We have noticed significant increases in insurance and equipment costs this year.

The Association was once again able to hold a Level 1 firefighter training course with students involved from Bear River to Berwick. The class was able to complete their 2-day fire control weekend at the Nova Scotia Firefighters School in November as well. This course is taught by our own certified instructors at the locally saving a great deal of travel time and money as well as time away from home for the students. The course usually takes 18-20 days to complete and has received praise from the school for the quality of instruction and above average students it produces.

In 2022 at the Association level we hope to finish implementing a tag system for our firefighter so their skill level can be identified when they are on scene by looking at different colored tags on their helmets. This is especially useful on Mutual Aid calls. We will also be reviewing our Auto aid policy and possibly our mutual aid agreement if time permits.

Departments were also busy adding equipment and apparatus through capital purchases as follows with funding provided from the Capital Reserve Fund, fundraising and other Municipal Units:

Bear River-Nothing Reported

Annapolis Royal-Nothing reported



Annapolis County Fire Service Association

Email: president@acfsa.info Phone: 902-309-1170

P.O. Box 713, Middleton, NS B0S 1P0

Bridgetown-Replaced 2 components of our Jaws of Life(fundraising \$)(original set purchased in 1985), entered into a lease to own agreement for 4 new SCBA (fundraising \$) and paid off 2017 tanker loan (Capital Reserve Fund)

Lawrencetown-Were able to complete an epoxy coating of the truck bay floor.(Fundraising \$)

Port Lorne- Small upgrade to their truck bays. (Fundraising \$)

Middleton-New Fire Station construction still in progress. Payment on Engine 11.

Nictaux-Nothing to report

Springfield-No report

Kingston-Purchased new SCBA

North Queens-Tanker payment

Margaretsville-Nothing to report

We would like to thank council for its continued support of our departments and our efforts to provide a high-quality emergency service and we look forward to working with you to make 2022 as successful as 2021. Please find attached a summary spreadsheet.

Respectfully submitted

Rob Brown
President, ACFSA

Annapolis County Fire Service Annual Report 2020

February 8, 2020

	Kingston	Margaretsville	Middleton	Nictaux	Springfield	Lawrencetown	Port Lorne	Bridgetown	North Queens	Annapolis Royal	Bear River	Average	Total
Total Number of Emergency Calls	153	5	106	58	29	44	10	84	156	120	107	79	872
Total Number of Emergency calls in Annapolis County	40	5	42	48		43	10	83	18	89	75	45	453
Firefighter hours responding to calls	6,020	66	2430	1500		466	171	1325	3632	2978	350	1894	18938
Firefighter hours attending training	1260	283	1315	1200		960	293	1411	2311	800	2000	1183	11833
Firefighter hours attending meetings	420	1638	362	600		530	202	185	480	500	330	525	5247
Firefighter hours fund raising	0	137	400	0		400	0	350	80	0	100	147	1467
Firefighter attending courses sponsored through the Fire School	1	2	10	0		0	0	7	6	0	3	3	29
Firefighter attending courses not sponsored through Fire School	0	1	3	14		4	0	10	18	0	6	6	56
Firefighter starting ACFSA Level 1	0	3	1	0	0	0	0	2	0	2	3	1	11
Total number of Firefighters as of December 31,2019	52	16	34	30		32	15	29	48	26	39	32	321
Number of new Firefighters in 2021	7	1	6	2		2	0	4	7	0	12	4	41
Number of Firefighters leaving in 2021	4	0	3	3		2	2	1	5	5	4	3	29



Annapolis County Ground Search and Rescue
PO Box 234
Bridgetown, NS
B0S 1C0
www.acgsar.ca

To the Council of the Municipality of the County of Annapolis:

Annapolis County Ground Search and Rescue has 42 active members, all volunteers with a variety of specialties and expertise, and all certified in ICS 100 or above, with current vulnerable sector clearance and first aid training.

In 2021, our team celebrated 45 years of service to our community.

The core mandate of Annapolis County Ground Search and Rescue (ACGSAR) is to locate missing persons at the request of the RCMP. We are also available to provide assistance during civil emergencies when needed by the Provincial or Regional Emergency Management Office.

During 2021, we were requested by the RCMP to search on only one occasion, for a missing senior in Bridgetown. We also provided mutual aid on five occasions to Lunenburg and Valley (Kings County) Search and Rescue to search for missing persons in their respective counties.

In addition to searching for lost community members, we also provide preventative programs. For example, ACGSAR is partnered with Project Lifesaver, an organization that provides vulnerable people prone to wandering (such as dementia or autism) with a small radio transmitter they wear as a bracelet. We currently serve six clients in Annapolis County. Should they wander off, our team is alerted, and we immediately dispatch to the area with our electronic Receivers to locate the radio signal, and thus our client.

In 2021 we were able to train seven of our members to be qualified Electronic Search Specialists (ESS) for Project Lifesaver, and 4 members are also now qualified ESS Instructors. We provide our clients with the bracelets, change the

batteries monthly on their transmitters, and do random checks to ensure we are consistently picking up signals. We also train frequently to keep our ESS members sharp and make sure our equipment is always functioning.

ACGSAR also presents the Hug-A-Tree program to students. This interactive presentation teaches children how to prevent being lost, and what they should do if they are in the woods and become disoriented. Covid restrictions limited our ability to go into schools in 2021, but we were able to provide the program to over 40 children and youth at the Town of Middleton's day camp in August.

Despite Covid restrictions, we were still able to train our members frequently in 2021 to make sure we are all proficient in the use of map and compass, GPS, first aid, radio communications, tracking and wilderness survival. Our training highlight for 2021 was an extensive event in November: a mock-search in the Medway Community Forest with our neighboring GSAR teams from Lunenburg and North Queens. Since most of our searches include mutual aid from our adjacent counties, it's advantageous to train together and become familiar with their personnel and equipment.

We had to become creative in our fundraising efforts and found some success with online sales of First Aid supplies. Our online Storm Raffles with a prize of a 72-hr emergency kit, radio, water, and storm chips have become quite popular in the county. We've been launching these just before a big weather event, and tickets sell quickly!

We appreciate the County's continued support of our organization and look forward to serving you in 2022.

Many thanks,

Diane Heaton

Diane Heaton
Acting President
Annapolis County Ground Search and Rescue

2021 Annual Report

Thank you for your support and for the opportunity to provide a review of our year at the Annapolis Royal Historic Gardens. Overall, 2021 was another challenging year. But through the pandemic, we have been proud to be able to provide Seventeen Acres of Paradise when Nova Scotians most needed it. Below is a brief summary of some highlights. We have also attached our fall newsletter which has lots on interesting items as well.

Operations at a Glance:

- Aside from the May lockdown, the Gardens was able to safely open all parts of our operation with appropriate COVID-safe protocols.
- Summer attendance was better than 2020, but still a far cry from pre-pandemic levels. In 2021 we welcomed just over 17,000 visitors.
- Once again, many of our visitors were first time Nova Scotian visitors. They loved the experience and we hope they will return again and again. Families very much enjoyed our selection of Scavenger Hunt handouts for kids.
- For more than 10 years we developed and operated a Winter Farmers Market. The Market has now outgrown this location and moved to an indoor venue at the Annapolis Legion. We wish them continued success!
- Our gift shop has grown to become a year round operation, featuring the work of more than 45 makers, creators and purveyors primarily from Nova Scotia. We also have an online shop for retail purchases, donations and memberships.
- The Elm Tree Café was open in July & August for visitor convenience.

Special Events at a Glance:

- Once again, all our special events, activities and fundraisers were cancelled due to COVID.
- While most weddings and group bookings were cancelled, late in the summer we were able to host a couple weddings and welcomed two bus tours from New Brunswick.

Employment:

- With the help of student wage grants, we were able to provide 130 weeks of full time employment to local youth, employing 11 students in total.
- We were able to provide a full season of employment to all our permanent staff. The federal wage subsidy was a key factor, along with other COVID emergency funding!

Fundraising & Grants:

- Operational funding thanks to Town of Annapolis Royal, Municipality of the County of Annapolis, and Municipality of Digby.
- Student wage funding: Provincial SKILLS, Canada Summer Jobs, and Young Canada Works.
- Special Project Funding: we continued work on infrastructure and marketing projects funded through a multi-year special project grant.
- With all our fundraising events cancelled, we strengthened our online fundraising efforts.
- Donors gave generously to our Annual Appeal. This community support is crucial to our survival.

As we prepare for yet another very difficult tourist season, we look forward to the promotional opportunities presented through the national "Year of the Garden" celebration in 2022. We will continue to work hard to maintain the quality of the unique product we have here, and to increase the national and international profile of the Historic Gardens. We are truly thankful for the ongoing support of our governments, and the generosity of our members, supporters and donors – it is crucial to our survival and provides a wonderful boost to staff and volunteers.



In the late 1970s, the community had a vision to revitalize Annapolis Royal. The Annapolis Royal Development Commission was formed to lead this very important development phase for the town. Included among the projects was the creation of the Annapolis Royal Historic Gardens, a unique way to tell the history of our region through plantings and landscapes and, it was hoped, an important economic generator for the community. Through the hard work of many people, the Gardens opened in August 1981.

Skip ahead to the 40th anniversary of the Historic Gardens in 2021 and the vision of the Development Commission has been fulfilled in many ways. The Historic Gardens has become a world class attraction recognized with many national and international awards and, to date, we have welcomed over a million visitors. Here they can experience the story of Nova Scotia in a manner impossible elsewhere. Best of all, we see the smiles, admiration, and awe on the faces of our visitors every day.

Our annual donor campaign, the Gardens Season of Giving, is just beginning. Your donations are an important part of helping to sustain the Historic Gardens. In fact, what you give at this time of year allows the Gardens to thrive. No matter the amount, your donations make a difference and are greatly appreciated.

2021 was another difficult year as we dealt with the ever-changing challenges of COVID but, thanks to the work of many, we have been able to adapt and make the Gardens accessible throughout the year. More than ever, the Gardens are a much-needed place of peace, tranquility, and healing.

Even through the challenges, we were able to move forward with some important projects, including a significant expansion to the Innovative Garden, growth of the Gardens Shop to a year round retail business and further development of the Elm Tree Café as an important part of the visitor experience. Looking ahead, we are excited about opportunities for 2022 as we celebrate Canada's Year of the Garden with our friends in horticulture.

In closing, on behalf of the Board and staff, thanks to all of those who support the Historic Gardens. From donors and volunteers to local businesses and government partners, the Historic Gardens receive support from a wide variety of people. We are fortunate to have so many friends.

Stuart Jamieson, Chair
Annapolis Royal Historic Gardens Society



We are very thankful for our summer students and all they do for us. A job at the Gardens is a super experience for these young people!



Our gardeners do an incredible job keeping things looking so great. It is thanks to this team that the Historic Gardens is a world class attraction.



Many thanks to all our dedicated volunteers! Here, Jim & Jenny Medill add a festive touch to our entry so our winter visitors feel special too!

Commemorative Donations ~ 2020

The Annapolis Royal Historic Gardens Society is fortunate to receive many gifts honouring loved ones. The following people were honoured by donations in 2020.

In Memory of:

Peggy Armstrong
Lorraine Beattie
Edythe & Robert Brown
Annette Cerchie
Sarah Clark
Hugh Davidson
Nancy Dick
Debbie Doiron
Patrick & Jessie Griffiths
Ed Grimm
Garrett Ryan Halliday
Jim How
Douglas Marshall Irvine
Mary MacIntosh

In Memory of:

Elizabeth & Robert Manuge
Heather Jane McCormick
Jeff McCormick
Bud Moxon
Jim Price
Margaret (Polly) Prudence
Janet Rice
Tim Riley
Allan Theriault
Ruth Townsend
Loretta Weidhaas
Dorothy How Whitaker
Nancy Yeadon

Honouring:

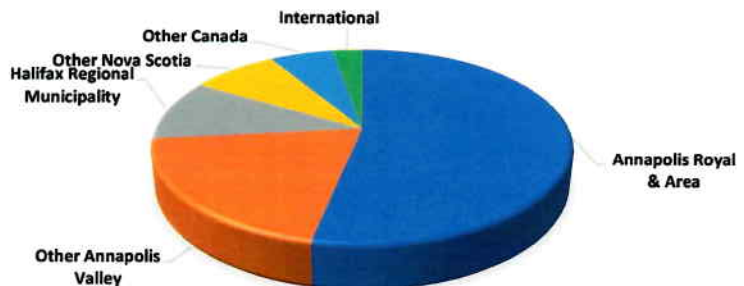
Ern Dick
Mary Ann Fickes
Dave & Sylvia Irvine
Maurice & Sally Lloyd
Historic Gardens Birthday

In Appreciation for the Gardens
In Appreciation for the Bloom Report
In Appreciation for Prom Photos
In Support of Special Projects
COVID-19 Recovery

*Thank
you!*

We truly appreciate the generosity of the Gardens' many supporters. In addition to the cash donations listed here, we also receive many non-cash donations each year, towards projects and events, and the contribution of time and talent from many volunteers.

WHERE GARDENS SUPPORTERS COME FROM



In 2020, charitable donations were made by more than 200 individuals, businesses and organizations.

The names published below are those who have expressly given us permission. If you are a donor and will allow us to recognize you in our publications, please indicate this in the space provided on the enclosed form.

Cheryl & Herb Anderson
Jennifer & Jean Louis Batiot
Elizabeth Beale
Marilyn & Don Beattie
Bill & Janet Bent
Barbara Bluer-Hore
Simon & Sue Bonnington
Gail (Amberman) Bruhm
Joanne Buckmaster
Don & Leone Campbell
Debra Carey
Susan Cargill
Raymond Carriere
Helen Cianfaglione
Dr. Paul J. Coady
Thelma Costello
Naida & Burn Creeggan
Doug & Carlene Crouse
Keith & Lesley Cryslor
Donna Cummings
Graham & Dinah Dalton
Ian & Naomi Davidson
Jane DeWolfe
Brian & Judy Dickinson
Hannelore & Jim Fisher
Corinne Frantel

Norma & Ron Grant
Graham Hagey
Peter & Valerie Hall
C. Hanson
Sharon Hawboldt
Elsie & Gordon Hepburn
Gary & Sandra Hicking
Bob Howard
Dave & Sylvia Irvine
Stuart & Lee Jamieson
Greg & Marcia Kerr
Ted & Judy Lind
Elcie Littlefair
Linda MacDonald
Lorna McLagan
Byron Mersereau
John Mildon & Melissa Keddie
Carole Milligan
John Montgomerie
Peter & Jane Nicholson
Alan Parish
Doug Parker
John & Rosanne Peach
Margaret Potter
Roger Pulver
Fran Rafuse

Jane & Michael Reardon
Bryan Redden & John Coker
Margaret Rice
Lew & Dorothy Ricketson
David & Melissa Ritcey
Deb Ryan
Jaclene Schofield
Bill & Nancy Smith
Winna Smith
Warren & Barbara Smith
David Tripple
Perry & Liz Turnbull
Margie Van Binsbergen
Kay Marie & Nigel Wallace
Paul Welker
Rhodri & Suzanne Windsor-Liscombe
Shelly Wright
Bill & June Wrixon
AWEC Student Council
Canada Gives Foundation
Edmonds Landscape & Construction
Garrison House Inn
Generation Capital
R.C. Lawrie Enterprises

Your donations this year have helped the Gardens continue to provide a much needed positive physical and mental health experience to visitors.



Your generosity, combined with some wage subsidies, has helped us employ a staff of 25 people, from our experienced gardeners to our eager young students.



Solid community support through the years has helped us provide a memorable visitor experience.



We were pleased to once again host wedding ceremonies, photos and receptions, and look forward to helping people celebrate milestone occasions in 2022 and beyond.

Photo Credit: Ilgar Gracie



We were very excited this year to have the first fruit on our Belliveau Apple tree. The Belliveau is an early Acadian apple that is said to have grown on our property almost 400 years ago. There were only a few apples, but enough for staff to get a taste of this sweet heritage apple!



In the spring, we were able to finish the Innovative Garden expansion, including a small greenhouse. This project was made possible thanks to special project funding along with a private donation. This area is a visitor highlight.



As part of a national effort initiated by Communities in Bloom, our staff joined others in the horticulture industry by creating a special 2021 "Hope Garden" featuring yellow, the international colour of hope.



Your donations help create an oasis not just for humans, but also for birds, bees and butterflies. In 2021 we continued to promote our many feathered friends in addition to our horticultural offering.



In pivoting our fundraising efforts, we now hold a monthly 50-50 draw to help raise money to do the things we do! This family used their winnings to help create a rec room! You can buy tickets online by visiting www.historicgardens.com.



The past year has also offered some opportunities. The Gardens Shop has expanded its selection and is open year round. The Elm Tree Café has become a much appreciated stopping point for visitors, with our homemade ice cream sandwich fast becoming a signature dish.





The Annapolis Royal Historic Gardens officially opened to the public on August 15, 1981. For four decades the Gardens have been loved and sustained by generations of supporters, staff and volunteers. We found interesting ways to celebrate this milestone virtually and in person, including a presentation at Government House last spring, and a ceremonial cupcake cutting with Their Honours in the Gardens on August 15.



We are thankful to have sold more Memberships in 2021 than in any year in recent history! We were encouraged to see our season visitation climb to about 75% of pre-COVID numbers and are pleased to have sales in the Gardens Shop continue to grow as more locals discover us.

Our events and fundraisers were all cancelled again in 2021, leaving us with some financial challenges going forward. We often wish we had a crystal ball to help us plan for this very uncertain future. But together, we will prevail and the Gardens will continue to be a place of inspiration and healing for generations to come.

Operating for multiple seasons under ever-changing restrictions has been challenging, but we are proud to have been able to provide Seventeen Acres of Paradise for our greater community and we are very thankful for all the wonderful visitors who so appreciated our efforts and made us smile every day! Much like the mighty Kerr Elm, we have had to bend and sway with the times, but we still stand strong!



We look forward to the opportunities ahead as we join our national partners in horticulture in celebrating Canada's Year of the Garden in 2022.

Making a donation, and buying memberships, has never been easier!

- > Mail a cheque, using the enclosed form, payable to the Annapolis Royal Historic Gardens Society
- > Phone us with your credit card information
- > Call or drop in to the office to discuss donations of shares, setting up monthly donations, or remembering the Gardens in your will.
- > Donate online via www.historicgardens.com using Paypal OR any major credit card
- > Donate online through the CanadaHelps donation portal: www.canadahelps.org



Annapolis Royal Historic Gardens Society

P.O. Box 278, Annapolis Royal, Nova Scotia B0S 1A0
902-532-7018

www.historicgardens.com

Annapolis RCMP District Annual report 2021





I extend greetings from myself and our Acting Commanding Officer Chief Superintendent Chris Leather along with our District Policing Officer, Superintendent Dan Morrow.

I would like to show my appreciation to the elected officials, of Annapolis County for your ongoing support. This past fall I was able to meet with the Warden, Mr. Alan Parish and the CAO Mr. David Dick. With the ongoing impacts of the Covid 19 pandemic, we were able to squeeze in a quick meeting to formally meet and discuss some ongoing topics. I look forward to meeting the rest of the elected officials and continuing to build on positive working relationships in the near future.

2021 continued to be an interesting year as the pandemic continued to roll along. It effected our communities and in turn impacted policing in the County of Annapolis. The RCMP continued to adapt its approach in all facets of our duties to ensure the safety of the residents of the county and the members of the RCMP.

In 2021, the RCMP Provincial and District priorities were **Road Safety, Crime Reduction, and Cybercrime.**

- Road Safety effectiveness continued through visibility via check-stops, traffic enforcement, and education. The County noted a **16% increase in reported collisions** from 2020. I am confident that the increased collisions over the previous year was due to more traffic flow with the relaxed health restrictions, therefore more vehicles on the roadways. It does not highlight a concern. In addition, there was approximately 246 Summary Offence Tickets issued for various offences which is on track from the previous year.
- Crime reduction initiatives continued to see a focus on prolific offender management. These included regular door-knocks to ensure abidance of Conditional Sentence Orders (CSO) such as curfew times, drug/alcohol abstinence etc. even through the pandemic.
- Cybercrime continued into 2021 and Annapolis County continued to be impacted. Over 2021, it was noted how the individuals conducting the scams changed tactics and ways to seek to complete the frauds. The Annapolis County Senior Safety Coordinator was a significant help in seeking to educate and support our most vulnerable seniors in the various fraud schemes. There was an information pamphlet that was circulated throughout the whole county highlighting the scams that were making its rounds and ways to avoid being a victim of these crimes.

In Annapolis District, we continue to be able to leverage our various supports in that we had the means to address priorities using frontline, first response members. This was alongside our Street Crime Enforcement Unit (SCEU), School Safety Resource Officer (SSRO), Community Programs

Officer, and Senior Safety Coordinator (SSC). Having these folks all under one roof continues the path of a collaborative and proactive approach to address crime trends, traffic, school, and senior safety issues.

Our Street Crime Enforcement Unit (SCEU) were impacted by COVID-19. Numerous investigations were initiated by continuing to seek intelligence on the local drug traffickers as well as suspects in many other types of crimes.

2021 RCMP Highlights



Calls for Service

Total – 4787

Road Safety

- **246** Provincial Summary Offence Tickets (SOTS);
- **159** Warnings;
- **58** Check-Points;
- **23** Impaired Driving Charges & **4** Roadside Suspensions
- **84 Provincial Summary Offence Tickets (SOTS) & 17 Warnings***

*Southwest Nova Traffic Services works out of New Minas and supports Annapolis County in road safety initiatives.

Criminal Records Checks

1121 Criminal Records Checks completed in 2021.

Prisoners

70 prisoners this year in Bridgetown.

Resources

- Currently we have 22 employees; Paternity/Maternity – 1;
 - 3 Detachment Assistants.
 - Community Programs: 1, Senior Safety: 1

Vehicles

- 7 Marked police vehicles
- 4 unmarked police vehicles
- 2 ATV(s) & 2 bicycles



School and Community Programs

Our **School Safety Resource Officer, Community Programs Officer, and Senior Safety Coordinator** continue to be community leaders who have an impact on our youth and seniors. Even through the drastic effects of the COVID-19 virus, our community employees continued to seek to engage our youth and our seniors. I invite you to see their individual and impressive year-end submissions contained in the printed annual report.

Community Programs Officer

The goal of the Community Program Officer (CPO) position is to provide an informed, timely, meaningful and appropriate response to youth issues and trends-to provide the right service, to the right youth, at the right time.

The CPO represents the RCMP on a variety of committees such as Crime Stoppers, Neighborhood Watch, School Advisory Committees, Family Matters board, Health Promoting Schools Committee, Schools Plus, the Annapolis County Youth Hub and MADD. He continues to be the point of contact for Police week, county parades, Keji and the Lawrencetown Exhibition.

Here are some of the highlights that our CPO was involved in over the 2021 year:

WITS/LEADS - Continued to support and deliver the Anti Bullying campaign, acronyms standing for W-walk away I- Ignore T - talk it out S – seek help/ L – look and listen E – explore points of view A – act D – did it work S – seek help. This was delivered to the local schools in the Annapolis County.

Botvin Life Skills Training – This is a new comprehensive substance abuse program being piloted in 3 provinces (New Brunswick, Alberta and Manitoba). This could be the replacement for the DARE program that had been delivered over a number of years across Canada . Currently the CPO in Annapolis County is engaged on a national level in overseeing the program.

Since February 2021, the Annapolis CPO has been working with National Youth Services. This national program allowed him to oversee the Life Skills Training program, create a podcast, assisted with the creating of a bicycle safety colouring book as well as other side projects. This is in addition to his regular duties of active engagement in the county with all of the regular duties

Podcast – Created a RCMP podcast, based on interviews with RCMP and community members focusing on the RCMP or RCMP priorities.

The CPO continued with the Cram the Cruiser campaign. This is the yearly food bank drive here in Annapolis County to support our local food banks with donations and funds.

In addition, the Annapolis RCMP CPO organized a Middleton Regional High School vs First responders' hockey game. Police, Paramedics and Firefighters joined together to play the game, and raised money for the local domestic violence shelter.



Annapolis County Seniors Safety Program 2021 Annual Report

The goal of the Annapolis County Seniors Safety Program is to promote the safety, security, and well-being of seniors in Annapolis County. Working along side the RCMP, the program offers residents a safe and trusted place to turn when looking for information, support, and advocacy to enhance their well-being, as well as their ability to remain living safely and securely in their own homes, and connected and engaged in their communities.

The flexible service delivery model makes it one of the most accessible services in the community, with the ability to provide support to residents in a way that is helpful and meaningful, and always tailored to the individual needs and circumstances of each situation.

The program accepts direct referrals, has limited age restrictions for eligibility, is provided free of charge, and is brought to the home of the client, thereby removing all accessibility and transportation barriers in the community.

Senior Safety provides in home visits, tailored to the needs of clients, and is delivered free of charge.

Annapolis County Seniors Safety

Crime Prevention & Safety Promotion

Through the close working relationships with our policing partners, the Seniors Safety Program is able to bring crime prevention and safety information into the homes of seniors.

Program benefits include:

- Police can make direct referrals for clients and consult for appropriate file follow up, linking seniors to programs and support services in the community.
- The Seniors Program can seek police support on matters of safety & crime prevention
- Joint visits between Seniors Safety and Policing can be made to support clients
- Feedback from our community helps to inform and update policing initiatives, including Crime Prevention Strategies, Fraud & Scam Prevention, Cyber Security Initiatives, Driving & Road Safety Promotion, and Elder Abuse Awareness & Prevention Strategies
- Community presentations are held on these topics to enhance safety, education, and awareness, and to collaborate with the community on crime prevention initiatives

Working With Our Community Partners

The Seniors Safety Program also works closely with many community partners to promote the safety and well-being of seniors in our community. Our partners include: Housing Nova Scotia, Western Regional Housing Authority, Continuing Care, Collaborative Practice Health Care Teams & Social Workers, Seniors LINCS, Community Mental Health, Seniors Mental Health, Women's Resource Centre, Health Care Partners at ACHC, SMH, Valley Regional, Palliative Care, Fundy Dental, Legal Aid, Community Lawyers, Adult Protection, Banking Community, MPs Office, MLAs Office, Crime Stoppers, Valley Restorative Justice, Church Community, Service Clubs and organizations throughout Annapolis County, 211 NS, and the Centre of Rural Aging and Health at the Middleton Campus of the NSCC.

The Seniors Safety Program is very pleased to be working and collaborating with the Centre of Rural Aging and Health at the Middleton Campus of the NSCC. Since the centre opened its doors in the fall of 2020, our program has worked closely with CORAH Project Coordinator, Heather McCormick, to continue to deliver important safety and crime prevention outreach.

This continues to be important in 2021 as we entered the second year of the Covid -19 pandemic. CORAH has continued to provide our program the opportunity to safely deliver and navigate programming by having all the safety, sanitizing, screening, booking, and contact tracing protocols that are required in order to host community events during the Covid-19 pandemic. Through continued collaboration with CORAH, the Seniors Program delivered sessions on Fraud & Scam Prevention; Legal Information Sessions on Powers of Attorney, Personal Care Directives, Wills & Estate Planning; Safety Tips for Women; and community resources. These sessions were expanded to the community satellite sites of Cornwallis and Centrelea that are also linked to CORAH. Each session was very well attended, many needing to be held twice to accommodate the number of registrations, and all received very positive reviews from audience feedback.

Along with the ability to host and offer presentations, the Seniors Program also has an office at the CORAH site, which allows clients the opportunity to book in-person meetings, as well as the use of the board room for larger group meetings and conferences.



The Seniors Program works to ensure that every senior is aware of the services and supports available to help them live safely and independently in their own home. Community presentations are available on Cyber Security & Online Safety, Consumer Fraud & Scam Prevention, Social Media Safety & Identity Theft Protection, Legal Information for Seniors & Their Families, Personal Safety & Home Security, Driving & Road Safety, and Elder Abuse Awareness & Prevention.

These presentations have been very well received in the community. Participants often share that the information from these presentations has kept them safe, well informed, and allowed them to avoid being targeted by the latest scams, cyber criminals, and con-artists. This connection also allows residents the opportunity to update the program of new scams or twists on known scams in the community.

Latest Frauds & Scams Café with Sharon Elliott

CORAH: The Center of Rural Aging & Health
located at NSCC Middleton Campus

Hosted by Annapolis County Seniors Safety



Safety Info for Women

Join Annapolis County's RCMP Senior Safety
Officer, Sharon Elliott & Learn:

- Protect Your Personal Safety
- Increase Your Home Security
- Enhance Your Safety While Travelling
- Deal With Unwelcomed Calls / Solicitations

Tuesday, Nov. 30th * 10:30 - 11:45 am *

At CORAH: NSCC Middleton

Register: heather.mccormick@nsc.ca / 902-526-0220



Alongside the community educational outreach component of the program, the service provides direct support to seniors and their families. Many situations often involve a number of issues and require coordinated assistance with various community partners. Over the past year, support has been provided to help link seniors with health care services, as many seniors contacting the program do not have a family doctor, as well as needs around housing supports, fraud and scam prevention, identity theft follow up, personal safety in the home, and elder abuse prevention.

Thank you to all of our
community partners. By
working together we can keep
our communities safe and well
informed

School Resource Officer

The 2021 year continued as a challenging year for our School Resource Officer (SRO) due to Covid restrictions. Fortunately in January 2021, the SRO was able to resume most of her normal job functions in the local schools. This included the various types of activities a normal year would bring, with the added layer of safety around COVID.

From January to June of 2021, Cst. Ponee completed 44 presentations in the schools. The topics of these presentations ranged from Human Trafficking, Sexting, Cyber Safety and online bullying in addition to others. She was able to cover a wide range of topics to reach children of all ages.

When school resumed in September, there were efforts made to continue where she left off in the spring. There was 11 presentations delivered to various school groups covering the same types of topics.

Cst. Ponee engaged with the schools to assist with lockdown drill practices, school zone patrols to enforce speeding in those zones that helped the RCMP ensure the safety of children while in attending their schools.

Cst. Ponee continued to support the local detachment by assisting the other RCMP members on various calls for service and took care of a lot of the initial calls for police attendance at the various schools.



Closing Remarks

Your Annapolis County District RCMP continues to work towards making our county as safe as possible. They continue to work in a team atmosphere, pooling resources and working towards the successful resolution to some of the issues we see around us. We are hopeful that 2022 will allow us to get out from under the cloud of COVID-19 and be able to focus on returning to some normal operations in the policing world. We welcome any and all feedback on how we're doing, not doing, and suggestions for addressing your policing concerns.

Staff Sergeant Andrew Buckle
District Commander
RCMP Annapolis County.



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Lawrencetown, Anna. Co. NS., B0S 1M0
902 584-3339
manager@annapolisvalleyexhibition.com

Municipality of the County of Annapolis
752 St. George St. PO Box 100
Annapolis Royal, NS., B0S 1A0

Re; Annual Report – Annapolis Valley Exhibition Society

Welcome to the Municipality of the County of Annapolis new and returning Counselors.

Many of you are familiar with the Annapolis Valley Exhibition, beginning in 1927 as the Riverside Guernsey Club Show as a one-day show. The first building constructed was the Dining Hall in 1930. Over the decades the “Exhibition” has grown into a six-day event and is a highlight of the summer season in the Valley. Many still plan their vacation around the dates of the Exhibition. We also provide a wonderful venue for a variety of events and activities from April to September for groups such as 4H, Local and Regional Pony Clubs, both youth focused groups, the Maritime Ox Pulling Association and the Western Draft Horse Association as well as various equestrian associations.

The Annapolis Valley Exhibition experienced another year of challenges in 2021 with Covid-19. The Exhibition Association of Nova Scotia with the approval of the Minister of Agriculture made the decision to allow modified versions of our traditional Fairs. While not the easiest undertaking, we were one of the few facilities willing to undertake the complicated process of offering events. All planning had to take place with the understanding restrictions may change at any time and we would have to be adaptable. We were able to offer a Beef Show, Horse Pull, Fruit & Vegetable Display, Light Horse Show and Truck and Tractor Pull as well as a small concert with a local band. Some events were closed to the public, while others were operated with zones to abide by the restrictions in place.

Early in the year we had rentals, or our own events booked for every weekend late May until the first weekend in Sept. Many had to be rescheduled with increased restrictions during May

and June. We extended the season to the end of September. We had four organizations book the grounds for competitions, one of which had two weekends. In the end only two events were completely cancelled - The AVEx Ox Pull and the Redneck Rodeo.

Winter storage remained in high demand and continues to be a steady revenue source. The fundraising Auction and Dinner typically held each spring, with a hiatus in 2020 due to Covid-19 was held in November this year and was the most successful to date. We are honoured to be supported by local businesses and the community at large.

The generosity of our Municipal funding partner and various programs offered through the Federal and Provincial governments we were able to continue infrastructure maintenance and improvements. In 2021, we began to address the steel roofing on the buildings. The application of Tech-i-seal, a product specifically developed for covering steel roofing material that covers rust, seals small leaks that develop over time as well as improve the aesthetic of the grounds. Three buildings were completed this year, the office building, barn 2 and barn 3, product cost \$8556 and professional labour \$14,539, as well as volunteer and staff assistance for preparation. The original plan was to have five buildings completed in 2021, the decision was made to be fiscally responsible with the change in anticipated revenue decline due to Covid-19. This is an important project; the product and labour costs are significant but will preserve the roofing in a more economical manner than replacing the steel will continue into 2022.

Planning is underway for the upcoming season with the hope we will be able to operate under more normal circumstances but with Covid-19 still in our midst we must be adaptable and be ready with alternate planning.

We remain committed to our mission of enriching our community, celebrating the past, showcasing the present and promoting the future through agricultural awareness. The facility will be available to groups to utilize following operational plans to keep participants and our community safe.

Respectfully Submitted,

Gidget Oxner,
General Manager
Annapolis Valley Exhibition Society

Annapolis Valley Historical Society Macdonald Museum Annual Report February 1st, 2022

We were grateful to open to the public on June 15th, 2021 after having been closed the previous season due to Covid19. We honestly had hoped to be open sooner but Provincial restrictions made that impossible. We began our outdoor Farm Market season on June 5th and ran it until end of August. We were sad to have a shorter Museum season though, not able to be open year-round as we were pre-pandemic since our fundraising ability still remains limited.

Our two Provincially funded summer students began their work term in mid May and were with us for 14 weeks. They worked on the collection completing digital records, doing research, updating files, and photographing artifacts. They also handled many research requests in our genealogy center. As always, they pitched in with administration help when needed and were also involved in assisting with Market days each Saturday. This year we have again applied for Provincial student grants as well as Federal Canada Summer Job grants (last year we were not given any Federal students, a first for a very long time).

We were open to the public until October 1st and in spite of pandemic fear and low tourism numbers had almost 6000 visitors at the Museum. Visitors enjoyed the Paradise Quilters exhibit and the Art Show and Sale by Trish Bruce. Many beautiful paintings were purchased by visitors from all over the province. Our 'By the Sea' temporary exhibit was very visual and brought much interest from young and old alike. We also had a small exhibit on Earnest Buckler which we are leaving up for this season as well since there is still much interest in it. And the elementary school students painted a collection of 215 rocks to commemorate the Native children found. Those rocks came to us for display and were placed on our first and second floor stairway. A very poignant and visual memorial.

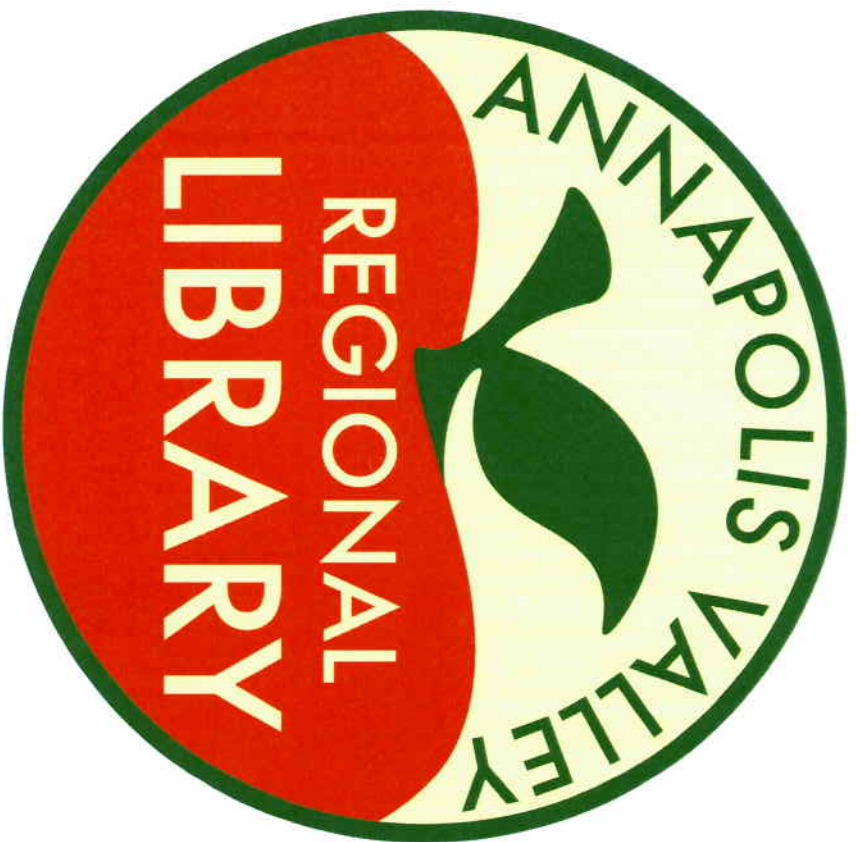
We are still in some stages of planning for the coming year but will be doing some Indigenous based exhibitions plus hopefully a wonderful exhibition on Inglewood! We plan to open to the public on June 1st and stay open until end of November so we can host our Annual Christmas Craft show that month. And this year is the 40th Anniversary of the Museum so we hope to do something very special to celebrate!

Of course, every plan depends on the pandemic. We can only hope for a good year and do the best we can to get back to 'normal'. Fundraising continues to be difficult, and many organizations feel the stress of that and will be scrambling for donations. We will plan a couple of things and see how it goes. We did borrow the CEBA money with the \$10,000 forgiven if paid back by this December. That was very helpful.

Again, our report is brief. Here's to the days when we return to full time operations and the thousands of people visiting like pre-pandemic times!

Thank you again for your support. It is much appreciated!

Janice Slauenwhite



ANNAPOLIS VALLEY REGIONAL LIBRARY
ANNUAL REPORT

April 1, 2020 - March 31, 2021

*"The Annapolis Valley Regional Library
builds strong communities
through the sharing of places
for collections and connections."*

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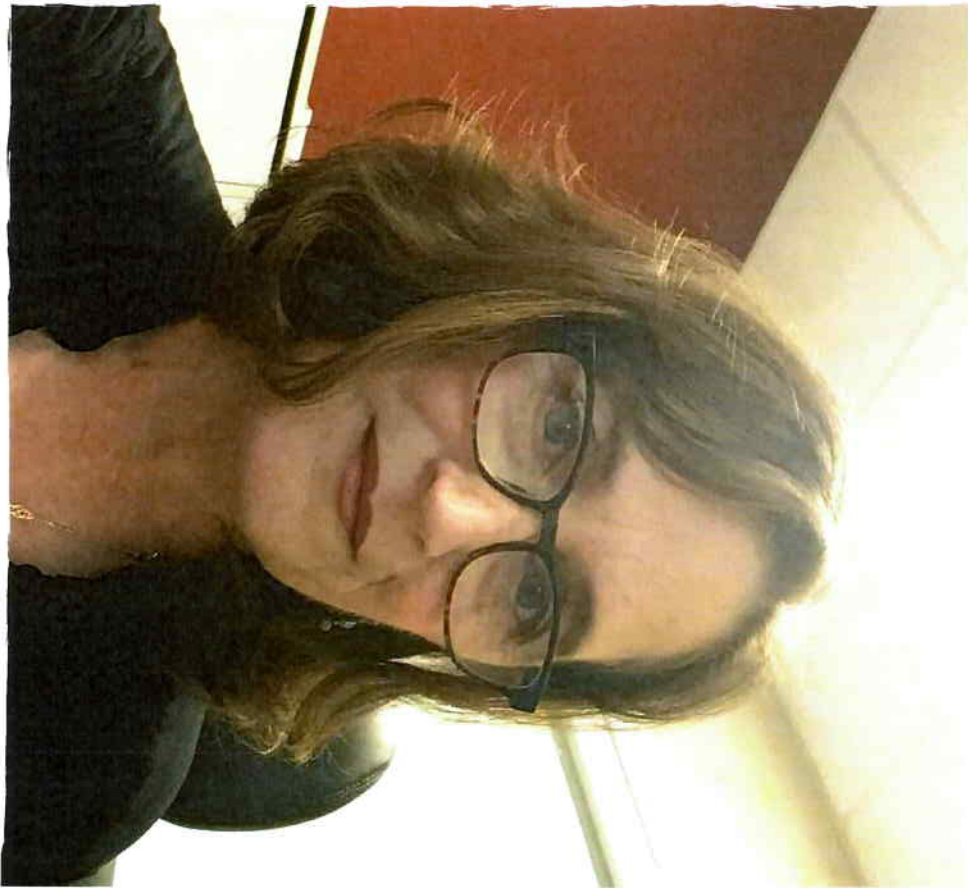
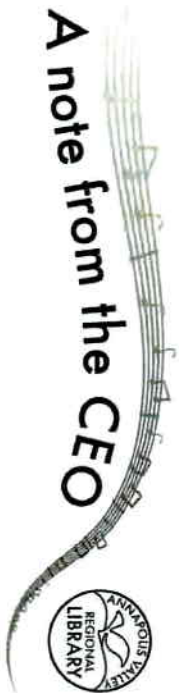
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www.valleylibrary.ca



AVRlibrary

@valleylib

renewyourcuriosity.ca



ANNAPOLIS VALLEY REGIONAL LIBRARY BRANCHES

Annapolis Royal	143 Ritchie Street	532-2226
Berwick	236 Commercial Street	538-8060
Bridgetown	38 Queen Street	665-2758
Hantsport	10 Main Street	684-0103
Kentville	440 Main Street	679-2544
Kingston	671 Main Street	765-3631
Lawrencetown	489 Main Street	334-5142
Middleton	45 Gates Avenue	825-4835
Port Williams	1045 Main Street	542-3005
Windsor	195 Albert Street	798-5424
Wolfville	21 Elm Avenue	542-5760

Board Members 2020-21

Municipality of Annapolis County:	Alex Morrison
Municipality of Kings County:	Emily Lutz
Municipality of West Hants:	Bob Morton
Annapolis Royal:	Pat Power
Town of Berwick:	Jane Bustin
Town of Kentville:	Gillian Yorke
Town of Middleton:	Jill Cox – Vice Chair
Town of Wolfville:	Janet Ness – Chair
Province of Nova Scotia:	Lesley MacDonald – Treasurer
Province of Nova Scotia:	Colin Bowers

Much has happened during this year - COVID-19 being the most impactful. AVRL started the fiscal year, April 1, 2020, with our libraries closed to the public. While staff were working from home, and engaging in professional development activities, work was also happening to retrofit our facilities, develop a Roadmap to Reopening, and pivoting to new services to meet the challenge of COVID-19.

On March 18th, 2021, AVRL hosted an online celebration of the recently renovated Kingston Library. It is garnering rave reviews from staff and patrons. Over \$680,000 was raised to support this project, resulting in significantly expanded space, lovely furniture and shelving, and an increased collection size of books and DVDs. The facility includes a beautiful fireplace area to sit and relax, and an Innovation Lab.

AVRL applied for and received over \$190,000 worth of grants, including \$40,000 for the Moving Through Project, which builds relationships with our local First Nations communities.

We are truly living in extraordinary times. COVID-19 has turned the library world on its head. Our sector, like many others, has spent the last fourteen months examining and reimagining our future. Many of our core services have remained, but with different delivery mechanisms. New services were developed, new skills were acquired by staff to meet this ongoing challenge. We know that the library is an important place in the community. The 'new normal' may make our libraries and services look a little different, but at the core, we still provide collections and connections: connections to our resources, and connections to each other.

I am grateful to the dedicated, innovative library staff, AVRL's dedicated Board, enthusiastic Friends Groups, generous donors, our supportive Municipal Units, and the Department of CCH. It's a pleasure to work with these stakeholders to ensure service that is evolving to meet the ever-changing needs and interests of Valley Residents.

Stay safe! Nova Scotia Strong!

Ann-Marie Mathieu, CEO



Kingston Library

Performance Measures

Income:
\$2,793,114
Provincial 69%
Municipal 23%
Other 8%

Expenses
\$2,566,002
Staff 73%
Other 15%
Library Materials 12%

Our communities are a focus of our mission and I would like to take this opportunity to recognize Angela Reynolds and Marlene Joudry for their insight and work in developing the Moving Through program. This Anti-Racism Action Program is a twofold project: relationship building and education. Using the principles of the Truth and Reconciliation Calls to Action and the guiding themes of the Nova Scotia Culture action Plan, Moving Through incorporates Indigenous ways of knowing and doing to the development of programs, library spaces, and collections, and helps build relationships with the three First Nations communities in our service area – Annapolis Valley, Bear River, and Glooscap. At this time, we recognize and mourn with our First Nations families the discovery of two hundred and fifteen (215) unmarked children's graves in Kamloops, BC. To honour those children and so many others, I would call on the AVRL Board to continue to support and grow this program of building stronger communities through collections, connections, and stories.

In closing I would like to thank all our Board Members. Your responsiveness, diligence and advocacy of public libraries and the AVRL in particular makes it an honour to serve with each of you. I am also grateful for the support and co-operation we receive from our Municipal units. This year we had a COVID Reopening of the new Kingston Library. New libraries only happen with municipal collaboration and working together for mutual goals. AVRL is indeed a Partnership that benefits all citizens of the Annapolis Valley from Windsor West Hants to Annapolis County.

Finally, I wish to acknowledge the inspiring leadership of our CEO, Ann-Marie Mathieu. The last 15 months have been unprecedented, but Ann-Marie's depth of knowledge and experience has guided AVRL through these unique times and together we will Stay Strong and Roar Back!

Chair – Janet Ness

A Message From The Chair

COVID-19 continues to have an effect on the Annapolis Valley Regional Library operations and service. Fortunately, the Roadmap to Reopening, developed with professional and insightful leadership of the AVRL Library Management Team, provided AVRL with a clear path for decision-making throughout this tumultuous year and opened opportunities for new and innovative services, partnerships and collaboration, that respected the latest public health measures for providing safe spaces for our staff and patrons.

I continue to be impressed with the way our staff respond to patron and library needs in our communities. From the welcoming branch staff, who are our eyes and ears for community needs, to the Administration Office staff who keep the flow of information and resources seamlessly moving through the valley, to our library management team who continually see and implement new opportunities, services and programs despite the challenges of the past year. This year AVRL applied for and received almost \$160,000 in grants to fund programs that build on community resilience through our 11 library branches. A further \$30,764 was raised to enhance resources and equipment in Innovation Labs and fostering creativity and STEM opportunities for everyone. Programming moved online via Zoom and gave rise to wonderful new programs that patrons anywhere could tune into from wherever they are. This new format also showed wonderful new sides of our creative staff. Who didn't love to dance and laugh with our very own Daily Dino?

I would also like to acknowledge our staff for their care and concern for each other. Our board was pleased to support staff led initiatives to boost the morale and mental health through the many ups and downs of living and working during COVID.



Instagram followers:
1292



Twitter followers
@valleylibs: 1,575
@annavalley: 1,486



Facebook followers:
3105

Roadmap to Reopening

In response to the pandemic and Public Health Guidelines/Restrictions, AVRl developed a multi-phased **Roadmap To Reopening Under COVID-19**. The Library Management Committee, in consultation with AVRl Staff developed guidelines and protocols to meet the Public Health requirements of the different PHASES.

These overarching principles remain in effect today:

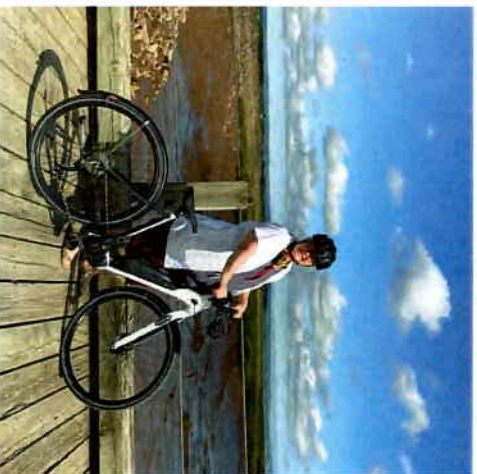
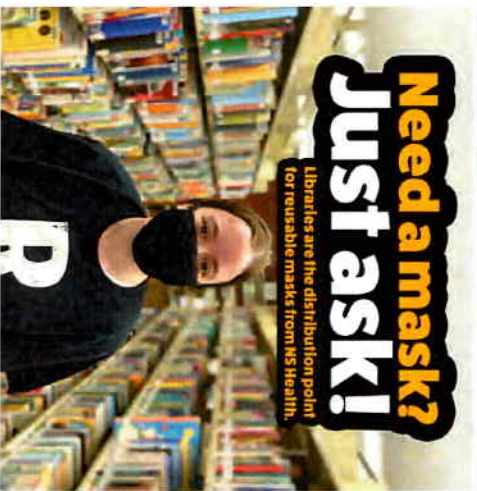
- Safety and risk mitigation: for both staff and the communities we serve, based on direction from, and consultation with the Nova Scotia Health Authority.
- All services support community recovery.
- Accessibility and inclusion: we will strive to facilitate fair and equitable access to library services.
- Sustainability: All services developed in response to COVID-19 must be sustainable, both in terms of staffing and resources (financial, equipment, and other).



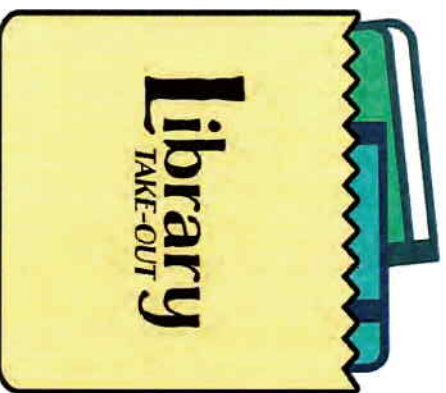
Indigenous Outreach Liaison Marlene Joudry (l.), & AVRl Community Engagement Coordinator Angela Reynolds (r.).



Ann-Marie Mathieu (l.), Honourable Leo A. Glaviné (r.) at the Kingston Library's new Innovation Lab.



Free WiFi support for students enrolled in online post-secondary courses.



Partnerships

The **Annapolis Innovation Lab** 3D printed "ear savers" and "face shields" for small businesses and not-for-profit groups throughout the summer.

A partnership with the **Clean Annapolis River Project (CARP)** included installation of a solar photovoltaic system on the building housing the Annapolis Royal branch library. AVRl is also partnering on the distribution of the CARP Renewable Energy Kits.

On behalf of the **Government of Nova Scotia**, AVRl branches distributed over 24,000 reusable cloth masks from the Government stockpile.

The **Acadia University Library** partnered with AVRl for "Pick up at the Public". Starting September 8th, 2020, users of the Acadia Library were able to send a request for Novanet items through the University library catalogue. The items were then delivered each week to the Wolfville Memorial Library for pickup.

Active Kids Healthy Kids in East & West Kings, **CCH's ACCESS-Ability Grant**, **Mud Creek Rotary**, the **NS Sport Fund**, **County of Kings**, and recreation departments in Kings County partnered with AVRl in "Get on It: Beach, Trail, Parks" to provide adaptive equipment (hippocampes wheelchairs).

All nine Nova Scotia Public Library regions partnered with the **Department of Education** to promote and support the Summer Reading Club province-wide.

The **Municipality of Windsor West Hants Healthy Living Fund** provided a grant of \$750 to purchase Nordic Walking Poles, available for borrowing from the Windsor Library.

Facilities

On March 18th, 2021 AVRL hosted an online celebration of the recently renovated **Kingston Library**.

Over \$680,000 was raised to support this project, resulting in significantly expanded space, lovely furniture and shelving, and an increased collection size of books and DVDs. The facility includes a beautiful fireplace area to sit and relax, and an Innovation Lab with equipment such as sewing machines, a serger, a 3D printer and scanner, Cricut Maker, WeDo LEGO Robotics and more!

Many thanks to the **Government of Canada** [\$200,000], the **Government of Nova Scotia** [\$300,000], the **Canada Post Community Foundation** [\$23,600] and local citizens [\$156,400] for their incredible generosity.



Kingston Library

Service Development

Library Take-Out was developed during the first shut-down. AVRL continued to offer this as an alternative to in-person visits to the library even after we reopened to the public in July 2020.

Virtual Programming – The Community Engagement Team put together a small committee to examine and develop guidelines for Virtual Programming. Using recommendations and research from CULC, the committee created Zoom training guidelines and Virtual Programming ideas for the whole region.

Deposit Services for retirement residences & nursing homes [8], licensed childcare facilities [11], and pre-schools & pre-primary classes [22] was successfully transitioned from the service previously provided by the bookmobile. This was facilitated with the purchase of a new delivery vehicle.

The Learning Portal at AVRL provided free WiFi support for students enrolled in online post-secondary courses. Post-Secondary students who were enrolled in virtual classes, with no access to reliable/stable internet, were eligible to book in-library space at the Annapolis Valley Regional Library to complete their online learning. All AVRL libraries have WiFi that is available 24/7.



Programming

Online, virtual, and passive programming included events such as:

Trivia Nights
Author visits
Storytime Zoom
Women Through an Indigenous Lens: Catherine Martin
Lunch and Learn
Book Clubs
How-to craft programs
Tech help
Illustrator Sketch-off
March Breakiosaur – Daily dino
African Heritage Month
I Read Canadian Day
Take & Make craft kits
Activity Packs – colouring sheets and crayons
Art in A Bag (March Break)



AVRL Innovation Labs

AVRL Mobile Innovation Lab

Created through an @NS grant received in 2019-2020. Equipment includes a 3D Printer, Cricut Maker & heat press, sewing machines, LEGO WeDo Education kits, Lego Mindstorms Robotics, Turing Tumble, and Snap Circuit kits. This lab will move from branch to branch.

Annapolis Royal Innovation Lab

\$4,390 was received from @NS for a 3D scanner and video recording equipment.

Wolfville Library Innovation Lab

Two generous private donations totalling \$14,729 were used to purchase a 3D printer (Ultimaker 3), Cricut Maker & heat press, serger, sewing machines, and more, along with tables, work carts, and supplies for programming.

Funding from @NS [\$2,045] was used to purchase a 3D Scanner and Adobe licensing.

The **Mud Creek Rotary** supported Innovation Lab staffing with a \$5000 grant.

Kingston Library Innovation Lab

The Canada Post Community Foundation awarded the Kingston Library a grant of \$23,600 for equipment and programming.

A donation of LEGO Robotics kits, and a cabinet valued at approximately \$4,600 was received from from the recently disbanded **Sisters of Science**.

Grants

Library Development Fund (CCH)

AVRL Programming in the time of COVID-19 [\$2,216]

This grant supported the provision of "Take and Make" craft kits for children, teens, and adults, as a way to continue library programming while in-person programs were not being presented due to COVID-19.

Library Development Fund (CCH)

AVRL - A Safe Place To Be [\$16,610]

This grant helps ensure that AVRL has the safest method to deliver hand sanitizer [via hands-free floor sanitizer dispensers], and an appropriate amount of hand sanitizer to satisfy current demands for the next 24 months.

Library Development Fund (CCH)

AVRL's Portal - Connect, Communicate, Educate [\$31,174]

AVRL's Portal will be used for, but not limited to, the following programs/initiatives:

- Learning Portal
- Health Partnership
- One-on-one technology help
- Staff training
- Expanding Programming

@NS COVID-19 Recovery Grants [\$15,755.36]

This program's goal was to provide @NS sites with technology resources that would ease the stress of service delivery in the new world of physical distancing. We purchased iPads for public use along with waterproof keyboards, mice and the cabling and adapters used for the one-on-one sessions.

NS Department of Community Services (via CCH): [\$30,720]

The grant was received towards the end of the fiscal year, and will be used for the following:

- Improve Internet connectivity with router upgrades
- Extend WiFi range with Wifi Access Point replacement and upgrades
- Purchase of devices to enhance accessibility [Daisy readers]
- Purchase of accessible workstation components

Department of Canadian Heritage Anti-Racism Action Program - Moving Through [\$40,000]

AVRL received a 2-year grant for the following:

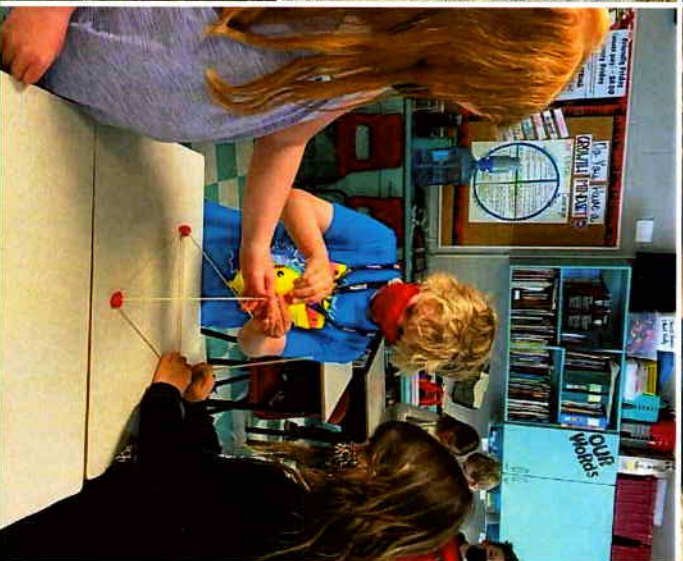
- Beginning October 19, Marlene Joudry was hired as the Indigenous Outreach Liaison
- Increase social participation in culture and arts for the three First Nations communities in the Annapolis Valley
- Incorporate Indigenous ways into the development of programs, library spaces, and materials
- Build relationships between the Indigenous community and the library
- Provide anti-bias training for staff
- Work to eliminate bias and stereotypes through Book Talking Circles for the public

Nova Scotia Department of Energy and Mines CONNECT2 Grant - E-Rider Pilot [\$11,418]

Three electric bikes were added to the Book Bike Fleet at the Wolfville library.

The Department of Justice [\$12,000]

A grant to support AVRL's Teen Zone - materials and programs for youth.



Annapolis Valley
Regional Centre for Education

2020-2021 ANNUAL REPORT
to the **COMMUNITY**
Working Together for Students

2020-2021: FOCUSING ON STUDENT WELL-BEING AND BELONGING

The 2020-21 school year was a remarkable one in so many ways. Our students, staff, and families showed amazing resilience as we adapted to new routines and structures in response to COVID-19.

Teachers and school staff found creative, innovative ways to engage students in learning in the classroom for much of the year. When it was necessary to transition to at-home learning for several weeks in the spring, that same creativity, combined with focused professional development earlier in the year, ensured that students were able to continue meaningful learning remotely.

Despite the changing circumstances this year has brought, our focus on students has remained as constant as ever.

Our System Improvement Plan, based on the pillars of supporting student well-being in order to increase achievement in mathematics and literacy, has guided us throughout the year. While academic growth is always important, in 2020-21 we placed special emphasis on factors that support student well-being, such as strengthening connections between students and staff, and ensuring students feel a sense of belonging at school. We know that when big changes happen in the world around us around us, having caring adults and safe spaces at school can make all the difference to students.

OUR GUIDING PRINCIPLES



Students First



Focus on Learning



Positive Environment



Respect for Diversity



Collaboration, Partnerships
& Cooperation

SYSTEM IMPROVEMENT PLAN HIGHLIGHTS

www.avrc.ca/system-improvement-plan

Each Regional Centre for Education in Nova Scotia develops a System Improvement Plan that provides an ongoing high-level road map for student success. The overarching aim of our System Improvement Plan is to ensure every student will grow in their academic achievement, sense of identity, belonging and personal empowerment in a supportive, student-centred and responsive environment. With a special emphasis on equity and student well-being, the actions we focused on in 2020-2021 included:

Foundational Practices

- Create an environment that values and fosters positive relationships
- Focus on engaging and authentic learning experiences using innovative tools and resources

Well-Being

- Create a safe and respectful environment that is flexible and responsive to the needs of students
- Create culturally enriched environments where students recognize themselves in their learning
- Improve the quality of relationships among and between staff and students in the school

Literacy and Mathematics

- Create flexible learning environments that encourage inquiry and varied ways of participating
- Monitor the success of student achievement and impact of supports, and allocate resources responsively



VOICE AND LEADERSHIP: AFRICENTRIC COHORT AT HORTON HIGH SCHOOL

This year, an academic Africentric program for students of African descent was offered for the first time at Horton High School. The first Africentric Cohort brought together grade 10 students of the African Diaspora (the communities of people of African descent dispersed throughout the world as a result of historic movements), to participate in whole-child education incorporating academic math and literacy courses, as well as an Africentric advisory group that provided input to school administrators.

The program has multiple goals: improving educational outcomes through supporting and encouraging high academic achievements; celebrating and promoting Black Excellence; empowering and providing a voice for students of African descent in an environment that reflects and responds to students' identities and experiences; and building and maintaining strong connections between home, school, and community.

Students in the program have surpassed the academic challenges offered. A second cohort of 10 students entering grade 10 have started their first year in the program in September 2021.

Beyond academic success, Horton Principal Jodye Routledge says cohort students have used their collective voice and leadership to create positive change in the school. They have engaged school staff in training and discussions about everyday racism at schools, challenging staff to stand up and speak out. They are leading the development of an anti-racism educational program in collaboration with the school administration, and are working with staff to promote healthy Africentric foods.

EARLY LITERACY INITIATIVE: BOOSTING READING SKILLS FOR YOUNG LEARNERS

Starting in March 2021, we implemented an enhanced literacy support initiative to address learning gaps among grade 1 and 2 students that emerged from the spring 2020 at-home learning period.

370+

The initiative spanned 12 weeks and supported over 370 students.

60-70%

Most schools were able to boost between 60 to 70 per cent of participants to expected grade levels in reading.

Grade 1

On Term 3 report cards, 28 % of Grade 1 participants were reported to need development in reading, compared to 36% on Term 2 report cards issued before enhanced literacy support.

Grade 2

On Term 3 report cards, 21 % of Grade 2 participants were reported to need development in reading, compared to 30% on Term 2 report cards issued before enhanced literacy support.

INNOVATIVE TOOLS AND RESOURCES FOR LEARNING

We have deployed numerous tools and resources this year to engage students in authentic learning experiences, and respond to their needs:

Math Minds at Play Kits were made available to all Primary to Grade 3 learners, offering a wide array of math materials and games to support students and families in having fun learning math together.

Teaching Support Team Tool Kits are available in all schools, so specialists and teachers can "test drive" tools and strategies that support the inclusion of all students in meaningful learning.

Learning Buckets were created for all P-12 students who receive Learning Centre support for complex needs. Each bucket is customized with items that support individual student learning needs and goals.

Hundreds of tablets have been distributed to teachers to enhance their assessment of student learning, to share student work, to make notes and observations, and to provide students with timely feedback on their progress.

Literacy kits have been developed for Primary and Grade 1 students, including activity sheets, wipe-off folders and markers, as well as access to online book collections, to support early reading and writing skill development.

Chromebooks are now available for every student as needed for classroom use, and to support at-home learning.

2020-2021 BY THE NUMBERS

STUDENTS

- 12,260 students as of September 30, 2020, plus 571 children enrolled in Pre-Primary
- 31 international students
- Nearly 71% of students self-identified their ancestry, up from 69% last year. This helps us to better know the communities we serve, and to offer responsive programming.



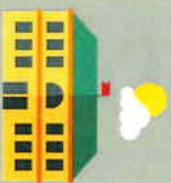
STAFF

- 1,461.35 school-based staff*
- 36 regional administration staff
- 27 programming support staff
- 210.18 Property Services, Transportation, and Technology staff
- 1,759.53 total full-time equivalent staff positions



SCHOOLS

- 40 schools, two adult high schools.
- Total school square footage 2,251,010
- The provincial Pre-Primary Program was fully implemented in 2020-2021, and is now offered at 27 AVRCE schools.



TRANSPORTATION

- 10,882 students transported, 659 daily bus runs
- 172 buses on regular routes
- 2,995,460 kilometres travelled with students on board
- Transportation now provided to Pre-Primary children at all schools with elementary grades



TECHNOLOGY

- 20,071 instructional computers, 21,542 total computers and technology devices for learning.
- Over 6,000 new Chromebooks were received this year to support in-class and at-home learning in all grades. A Chromebook is available for every student as needed for classroom use.



*School-based staff includes classroom teachers, resource teachers, school administrators, guidance counsellors, school psychologists, speech-language pathologists, educational assistants, school secretaries, library technicians, student support workers, native student advisors, early childhood educators, student supervisors, student outreach workers, and literacy support workers.

CLASS CAPS

Provincial class size guidelines help ensure good student-to-teacher ratios. Our average class sizes were below all class caps this year.

AVRCE Average Class Size
Soft Cap Hard Cap



OPERATING BUDGET

In 2020-2021 over 78 per cent of our annual operating budget was focused directly on students and schools. View our complete operating budget at www.avrce.ca/financial-information.

Revenue	
Province of Nova Scotia	\$144,566,934
Government of Canada	\$1,533,081
Municipal Contributions	\$23,970,972
School Generated Funds	\$1,497,560
Other Revenues	\$2,524,724
Total Revenue	\$174,093,272
Expenditures	
Board Governance (for former Board business)	(\$1,318)
Regional Management	\$8,315,095
School Management	\$17,025,839
Instruction	\$85,342,140
Student Support	\$25,402,955
Adult Education	\$481,647
Property Services	\$15,941,718
Student Transportation	\$11,205,275
Other Programs	\$7,323,767
School Generated Funds	\$1,775,839
Interest Expense	\$361,856
Amortization Expense	\$189,873
Total Expenses	\$173,364,686
Annual Surplus	\$728,586

South West Nova Transition House Association, Juniper House

Overview:

At Juniper House we provide safe shelter, a 24-hour crisis line and Outreach Services to women and their children who have experienced violence or abuse. We serve Yarmouth, Shelburne and Digby counties as well as women from other communities. At Juniper House we maintain a 15 bed shelter with shared living and children's play space. We provide trauma informed and women's centred services, meeting women where they are at and offering the supports suited to their needs. Our primary funder is the Nova Scotia Advisory Council on the Status of Women and we are governed by a volunteer Board of Directors.

2021 Statistics Shelter Service:

- During the calendar year, staff responded to requests for support, by phone and in person, a total of 1,477 times.
- Supportive counselling was provided to clients 264 times.
- Staff provided advocacy on behalf of clients a total of 170 times.
- Two hundred and twenty (220) requests for information and referrals were responded to by staff.
- Practical supports, including, but not limited to, food, clothing, household items and gift cards, were provided to 157 women, youth and children, a total of 242 times.
- Seventy- eight clients were admitted to Juniper House during the year, with a total of 67 stays. Children and some youth were admitted with their mothers, so their stays would be counted as 1 stay.
- Of the 78 clients admitted, 43 were adults (26 years and over); 12 were youth (16 to 25 years) and 23 were children (up to age 15).
- The average length of stay was 22 days.
- On departure, 44 of the 78 clients were housed independently or with family and friends.

2021 Statistics Outreach Service:

- Advocacy was provided 311 times to 78 clients.
- 125 clients received 437 support calls or visits
- Safety planning was completed 68 times over the year
- 65 children ages 6-11 were able to attend day camp

2021 Narrative:

In 2021 our average length of stay was 22 days. Some women may stay for one or two days while others may stay for two or three months. Our length of stay continues to be impacted by the Covid 19 pandemic and the current Housing Crisis we are all facing. Some women in need

of our services are reluctant to come into Shelter for fear of living in a communal setting during the pandemic or because of the stricter guidelines we have in place during this time. Some women do not agree that the guidelines are necessary while others are simply unable to maintain them. Women who do stay at the shelter typically require longer stays as there is a lack of safe and affordable housing options for them to go to once they leave the shelter. This is often very discouraging for the women that we work with. Also, fewer women have come into Shelter with children during the pandemic compared with previous times which has an impact on our occupancy rate. During the pandemic we are limiting our bedrooms to one household. Our bedrooms are made up of different bed configurations to accommodate women and their children. With fewer children coming into the Shelter, as we have 7 bedrooms it may be that we have reached our capacity with 7 single women in the shelter. We have funds set aside to accommodate women in a hotel if needed due to the Pandemic restrictions as well as to assist with transportation.

Our organization continues to participate in the High Risk Protocols in our area with local RCMP, Child Protection, Victim's Services, Corrections and Men's Intervention Programs. Due to the size and location of Juniper House's catchment area we participate in 2 High Risk Protocol tables; one for Yarmouth and Shelburne and the other for Digby and Annapolis. Our 4 Outreach Workers represent Juniper House at these tables as well as the Executive Director when needed. Our Outreach Workers work with the victims involved with the Protocol, attending case conferences and case management meetings as well as providing court accompaniment, counseling and support to the women involved in the Protocol along with those who are not. Our Executive Director has been involved with 2 Provincial expert working groups as the Protocols are updated.

We advocate for our clients on individual bases and work with other services to help meet client's needs including access to Income Assistance and Housing Supports, Mental Health and Addictions, Child Protective Services, Restorative Justice and work with community based partners and programs like SHYFT, the Tri County Women's Centre, Salvation Army, Food Bank and the December 6th fund. Juniper House continues to be a member of the Transition House Association of Nova Scotia, working provincially to advocate and share resources to help meet our community's needs. Our Executive Director is currently engaged in a 6 month research project for Models of Service Delivery in Violence Against Women organizations in Nova Scotia.

The Covid 19 pandemic has limited the number of awareness and training sessions we were able to provide given the changes in regulations that took place during this reporting period. Despite the restrictions, in May our Outreach workers were able to do an awareness presentation on Juniper House services and healthy relationships to a NSCC class as well as delivery of a domestic violence awareness presentation to a grade 9 class. In November they delivered healthy relationships sessions with Grade 7-9 Girls at the Islands Consolidated School as well as 3 healthy relationship seminars with grade 10 YCMHS boys and grade 10-12 YCMHS girls. Also in November they did a presentation on Juniper House services to a NSCC LPN class and presented to the Yarmouth 100+ Women Who Care group. In the past we have

been able to have a greater engagement within the school setting and look forward to returning to that work once it is safe to do so.

Our Outreach workers continue to be members of our local SchoolsPlus committees and collaborate with them whenever possible. They are members of the three local housing coalitions covering the counties in our catchment areas. We participate and partner with the YWCA and the Tri County Women's Centre in the Nova Scotia Transition & Advocacy program, supporting those who have experienced human trafficking and participate on the Trafficking and Exploitation Services System committee as well as with our local Sexual Assault Nurse Examiner and Sexual Assault Response Team committees. We continue to be a part of the Inspiring Communities/ Turning the Tide initiative in Digby county.

Juniper House continues to have student placements from the NSCC Social Services program in Yarmouth as well as from the Addictions Community Outreach program in Kentville. Juniper House Outreach staff worked with the Using our Influence committee to develop a presentation for Cosmetology professionals entitled "Safer Spaces". The workshop was presented at the Aberdeenshire Wellness Festival, to NSCC Cosmetology students and the larger Cosmetology community in Nova Scotia. Our Outreach staff organized a beach yoga session as a wellness initiative during the pandemic as well as making and distributing Summer Activity and Wellness kits to service users and their children. All of our staff have completed several online trainings and education opportunities during this time.

A focus over the past year has been on increasing our social media presence to engage with the wider community as much as possible and share reliable information on domestic violence, resources and our services as many people are increasingly engaging with social media for their information and communication. We have increased our social media presence to include frequent posts on Facebook, Instagram and Twitter and have opened these platforms as a means of communication. We have engaged with marketing professionals to develop brand and unique content for our posts which have received tremendous support and engagement.

We were glad to be able to offer our 18th summer day camp program this past summer in July and August as we were unable to hold day camp in 2020 over concerns of the Covid 19 pandemic. This year we were able to hire 4 summer students with the support of the Federal and Provincial summer student programs and 65 children ages 6-11 were able to attend day camp. Children are able to attend daily for one week periods and engage with programming around healthy relationships, bullying, self esteem, physical activity and community, all in creative and fun ways. We invite guest speakers from the community to participate in the programs as well as provide the children with healthy lunches and snacks. All of this is provided free of charge due to the support we receive from the community as well as the funding from the summer student programs.

In the past year we have experienced the third and forth waves of the Covid 19 pandemic in our province which brought with it many challenges. Staff and clients were fatigued by the ongoing pandemic and the stresses of another round of increased restrictions and closures.

We were fortunate to have the experience of the previous year to build on as we continued to work through these uncertain and unprecedented times. At the beginning of the Covid 19 pandemic we had quickly updated our previous pandemic plans in collaboration and with support from our sister organizations in the Transition House Association of Nova Scotia as well as Public Health. With support from the Provincial and Federal Governments we were able to purchase much needed Personal Protective Equipment for Staff and Clients as well as have funds available to assist with the increased transportation or accommodation costs that may be necessary. While it was good to have these procedures in place; uncertain and changing protocols, increased cleaning requirements, screening procedures and the complex needs of the women we serve added stress to an already weary front line staff. At the end of this reporting period our Board entered into discussions and decision about implementing a vaccine mandate for staff working in the organization. It was agreed and a policy approved that Proof of vaccination must be provided by Staff, Students, Volunteers and Contractors working in the organization.

Despite the challenges the pandemic has brought, our staff continue to come together and have been steadfast with their support for women and their children who have experienced violence or abuse in our communities. At Juniper House we continue to do all that is needed to provide services to those that need them and to increase awareness and supports so that we may all live in communities that are free from violence.

Carolyn Young

Subject: Southwest Nova Biosphere Region Association
Attachments: SNBRAJan12-22Fin.docx

First of all, many thanks to the County for its generosity to the Southwest Nova Biosphere Reserve Association. In 2021, we received \$500 in general annual funding and a separate \$2,000 grant, for total funding of \$2,500.

Our most recent financial statement for the current fiscal year is attached.

The \$500 that we received in general annual funding was used to defray the bulk of the internet maintenance for our website, swnovabiosphere.ca.

The \$2,000 went against the costs of producing the Nova Scotia Science Atlas, available at <https://cogsnscc.maps.arcgis.com/apps/Cascade/index.html?appid=566a72b468a348a48f122aeffd94269b>. We expect this atlas to be a valuable tool for educators, planners, governments, businesses, and tourists. We hope to add more chapters, given sufficient funding.

Please let me know if you need anything further, and many thanks again for the support. We will be pursuing more funding this year!



Annual Report

February 2022

General Update

There were no competitions in 2021 due to COVID-19 but our curling program was able to run until restrictions were reintroduced but we hope so start again soon. Our skater continues to skate and we were able to restart our Wednesday evening group ran for a few weeks in November-December before restrictions returned. We were able to host our annual golf tournament and for the first time ever had a hole in one at the tournament which made for an exciting day. We are hopeful that 2022 will allow us to be able to do more.

Priorities

- Fundraising
 - a. We hold an annual Golf Tournament every year, we were able to hold this in 2021
 - b. Smaller fundraisers throughout the year
- Supply athletes with a better quality of life through sport

Accomplishments

- We were able to have our 2020-21 curling season completed
- We started curling again in November but have been on hold due to restrictions but will be able to restart soon.
- Our Wednesday night Physically Active Lifestyle group was able to restart in November 2021 but has also been on hold with restrictions

Activities

- Summer sports include: bocce, track & field, and soccer
- Winter sports include: Curling, snowshoeing, figure skating, floor hockey and cross country skiing as well as our winter bowling program which many of our athletes participate in



TRANS COUNTY TRANSPORTATION SOCIETY

Trans County Transportation Society Annual Status Report Municipality of the County of Annapolis January 1, 2021 – December 31, 2021

Trans County Transportation Society (TCTS) is pleased to report to the Warden and Councilors of the Municipality of the County of Annapolis on the status of our organization.

Our Mission Statement:

Trans County Transportation Society (TCTS) will enhance independence and quality of life in our community by providing economical and accessible transportation services for the residents of our community who face transportation challenges.

Fleet of 12 vehicles consisting of:

Vehicle Count Summary

Make and Model of Vehicle	Year	Accessible Capacity	Passenger Capacity	Year to Replace
GMC Bus P1402	2020	4 W/C	18	2030
GMC Bus P1256	2013	4 W/C	21	2023
Toyota Sienna CV222	2014	1 W/C	3	2022
Toyota Sienna CV149	2014		7	2021
GMC Mini Bus P1531	2014	1 W/C	11	2024
Toyota Sienna CV 129	2015		6	2025
Dodge ProMaster P1580	2016	2 W/C	7	2026
Dodge Caravan CV133	2017	1 W/C	3	2027
Dodge Caravan CV281	2017		7	2027
Dodge ProMaster CV299	2018	2 W/C	6	2028
Mercedes Metris CV316	2018	1 W/C	6	2028
Dodge ProMaster CV103	2020	2 W/C	7	2030

Staff consists of:

- General Manager
- Dispatch/Administrative (Full-time)
- Driver/Fleet Coordinator (Full-time)
- Six Paid Drivers (Hrs. vary)

We have established community partnerships with the following organizations:

Annapolis County Municipal Housing Corporation (ACMHC)

In May 2013 TCTS partnered with ACMHC in providing transportation for social activities and medical appointments to the residents of The Meadows Adult Residential Centre, Supervised Apartments and Mountain Lea Lodge. TCTS also provides support to these facilities in the event of an emergency evacuation.

**Annapolis Royal Nursing Home – Annapolis Royal
Heart of the Valley Long-Term Care**

Tibbets Home for Special Care – Wilmot

TCTS provides transportation to the above facilities for social activities and medical appointments when requested and support in the event of an emergency evacuation to the above home care facilities.

Victorian Order of Nurses (VON)

TCTS provides transportation services three days per week to seniors attending the VON Adult Day Program at the Nova Scotia Community College in Middleton.

Kentville Toyota:

Kentville Toyota in Coldbrook supports TCTS with a monthly sponsorship through vehicle signage advertising.

Medical Shuttle Services:

The following community partners provide financial support for the community Medical Shuttle:
Annapolis West Health Foundation Soldier's Memorial Hospital Foundation
Bridgetown Pharmacy

All costs of this program are shared by the partners including the capital cost of a new vehicle. This subsidized fare service provides accessible transportation to medical appointments in any hospital facility for residents from the service area of Annapolis County and western Kings County.

TCTS Additional Services

TCTS is the only community-based service provider in our service area, excluding Kings Transit, that uses wheelchair accessible vehicles.

TCTS works with hospitals, whenever possible, to have appointments scheduled during times of service to and from the hospital.

TCTS works with service organizations (social services, etc.) and individuals to ensure that residents of our "catchment area" who are economically disadvantaged can access community transportation.

Highlights of January to December 2021

- TCTS hired two (2) new drivers and lost one (1) driver this year. We believe that even though we are all in such a hard place that our team will be strong enough to help move the organization forward to push through the hardship.
- This year the Medical Shuttle service continues to grow with the “Baby Boomer” demographic. We receive funding support from Soldiers’ Memorial Hospital Foundation, Annapolis West Health Foundation and the Bridgetown Pharmasave. To ensure affordability, these organizations continue to provide the funding subsidies necessary to operate this much-needed service in our community, includes wheelchair accessibility and is available to residents in our “catchment area” to attend medical procedures or appointments at hospitals as far away as Truro.
- The province of Nova Scotia granted the Rural Transportation Association (RTA) funding for our Fare Assistance Program (was known as poverty reduction grant) to assist all 21 RTA organizations, TCTS received a total of \$14,151 from that to assist in its community. These funds have no expiry date but would like the funds to last until our fiscal year ends.
- The Rural Transportation Association received a grant to upgrade their website and all 21 other organizations, we now have an updated micro website link that will redirect you to our new website.
- The Department of Community Culture and Heritage (Department of Public Works) implemented a program to have RTA groups provide return transportation for covid vaccination appointments for only \$5. All organizations will be reimbursed the remainder of the fare. The RTA also received additional funding of \$2,500 to allocate fairly between all organizations to have all trips for COVID-19 vaccinations free of charge. TCTS received \$500.00 to use on our clients within our catchment area.
- Over the past year COVID-19 has certainly taken a toll on our organization: medical offices closed to in person appointments, hospitals reduced to only serving essential and life threatening clients, clients were reluctant to be out in public during spikes of covid activity. In April 2021, TCTS made the difficult decision to suspend service to the HRM area due to a covid outbreak there. We were able to resume service to HRM after approximately one month. Thankfully, TCTS was able to take advantage of the Canada Emergency Wage Subsidy offered by the Federal Government to help with our wages during this difficult time to help us stay afloat.
- Our staff implemented a series of strict protocols in an effort to keep our clients, the public we interact with, our drives and our office staff as safe as possible during the Covid-19 pandemic. We received numerous accounts of positive feedback and thanks from clients and the public about how stringent our drives and staff were, and how it was evident we were doing everything possible concerning their safety.
- These protocols included:
 - Driver Training: Drivers were provided with disposable safety gear (gloves, shields, ponchos, wipes, sanitizer, etc) and were shown how to properly disinfect their vehicle in between each client. Cleaning of vehicles included high-touch areas like door handles, seat belts etc, but also included all seats, floors, anywhere the driver touched like steering wheel etc
 - Driver Protocols: Drivers were also tasked with implementing other safety measures including limiting stops in public (ie. less washroom breaks), using gloves when handling clients wheelchairs, payments, etc, opening vehicle doors, ensuring clients were using sanitizer before entering vehicles and ensuring clients complied with all covid protocols.
 - Clients and drivers were required to wear masks at all times while in the vehicle, shared public spaces or while within 6ft of someone else.
 - Office Staff Protocols: Staff were required to wear masks when distancing wasn't possible, use gloves and sanitizer when handling paperwork and money from drivers, cleaning work areas frequently including computer equipment, desks, chairs, etc, as well as cleaning common areas including kitchen areas and shared supplies and equipment.

The Covid-19 pandemic has certainly presented a host of challenges this year. However, we are exceptionally proud of how well our staff reacted, adapted and followed procedures. We have no doubt that our staff's support was integral to keeping our clients safe.

**STATISTICS for the Period of
January 1, 2021 – December 31, 2021
With Comparison to
January 1, 2020 – December 31, 2020**

	2021	2020	Increase/Decrease
Total Passenger Trips	8104	5114	58%
Wheelchair Accessible Trips	1,136	1032	10%
Total Charters	712	326	118%
Total Kilometers Driven	266,853	255,049	5%
Total Vehicle Hours	7,474	7222	3%

ANNUAL GOVERNMENT FUNDING For 2021

PROVINCIAL

Community Transportation Assistance Program (CTAP) \$ 129,928

MUNICIPAL

Municipality of the County of Annapolis (Operational \$25,000; Capital \$10,000)	\$ 35,000
Municipality of the County of Kings (Operational \$20,300; Capital \$10,000)	\$ 30,300
Town of Middleton	<u>\$ 1,500</u>
	<u>\$ 91,500</u>

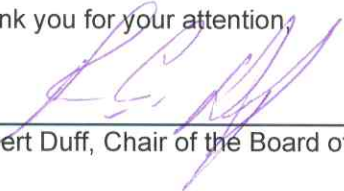
OTHER GOVERNMENT FUNDING

PROVINCIAL

Fare Assistance Program (FAP)	\$14,151.00
Canada Emergency Wage Subsidy	<u>\$66,068.73</u>
	\$ 80,219.73

Trans County Transportation Society wishes to thank the Municipality of the County of Annapolis for its continued financial support for this essential service to our community.

Thank you for your attention,


Robert Duff, Chair of the Board of TCTS



Annapolis Community Support Services

FY 2021- 2022

Municipality of the County of Annapolis – Grant Funding Report

Overview of VON Community Support Services (CSS)

VON Community Support Services in Annapolis Valley is made up of 4 core programs designed to support independence and to allow clients to safely age at home.

Much like 2020, 2021 continued to challenge our department to safely meet the growing needs of our clients and client families, during the COVID-19 pandemic. Highlighted below you will see both our response to this challenge and the growth in our food security programming.

Funding Sources for Community Support Services

- Department of Health and Wellness
- Nova Scotia Health Authority
- Local Government Grants
- Foundations
- Community Corporation (local donor dollars)

Community Support Services Budget Overview

*2021/22 budget was rolled over from the previous fiscal year

Meals on Wheels	152,313
Transportation:	162,903
Adult Day Programs:	315,244
General Dept:	9,392
*Total Department Operations:	639,852



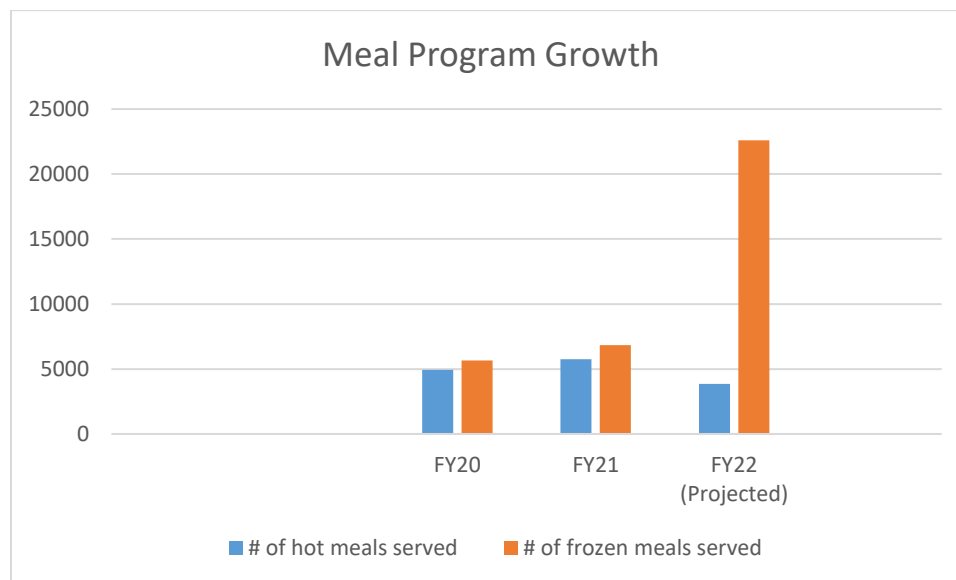
Programs and Services

Meals on Wheels - Hot and Frozen

With the continued restrictions by Public Health over the course of this year, our meal delivery programs continued to further expand. Donning appropriate PPE and maintaining limited contact delivery, our dedicated team of volunteers and staff continued to drive across the counties to safely deliver meals both hot and frozen to our growing client base.

Our hot program is operated in partnership with the Valley Regional Hospital, offering a selection of hot meals 3 days a week. Client fees are \$7.00 a meal, with no added delivery charge.

Our frozen program is operated out of the New Minas office, offering a large selection of homestyle frozen entrees to support a number of dietary restrictions; texture modified, diabetic, gluten free etc. Meals are delivered to the client's door weekly, fees are \$6.00 a meal with no added delivery charge.



Transportation

Our Transportation Program continued to operate without closure during this fiscal year, despite the many challenges in our pandemic environment. Our trained drivers provided supportive drives for seniors in our community to medical appointments, grocery shopping and general errands. This program continues to expand as we increase our staffing component and recruit volunteers to enhance the support we can provide.



The transportation program operates on a first come first serve basis with advance notice required to book a drive. There is currently no client fee to access this support.

Adult Day Program (ADP)

VON Adult Day Program (ADP) provides a safe and stimulating environment for seniors and dependent adults living with dementia, mental and/or physical disabilities and social isolation. ADP offers an engaging day of activities to help stimulate and preserve cognitive abilities, with a positive focus on cultivating independence for each individual client within their means.

In working with NSHA and the Department of Health and Wellness our ADP programs continued to operate with added safety measures and protocols in place during this fiscal year. This was a welcomed return to our congregate model after months of providing a one- to -one in home visit/ADP at home for our client families.

Our programs continue to run in both our Berwick and Middleton locations providing a total of 50 client spaces and 300 hours of respite weekly for our caregiving families.

ADP provides a hot home cooked meal, snacks and activities for \$20.00 daily.

Subject: Bear River Visitor Information Centre

This is the Bear River Economic Development Society (BREDS) Annual Report.

BREDS is a non for profit organization registered with Joint Stocks NS.

The mandate is to help with the development of Bear River. BREDS supports community activities with the main goal to keep the Old Trading Post Building in good repair and up to code. The building on stilts is one of the main attractions in area.

BREDS sponsors the Bear River VIC. The VIC is opened for eight weeks during the summer. We fill two part time positions. The VIC Travel Counsellor is a youth hired through the CSJ program. This position offers the youth a chance to improve on communication, computer and organizational skills.

The VIC Manager has over 16 years experience in the field. The Manager's wages are covered by monies received from the Municipalities of Annapolis and Digby.

Bear River VIC opened on June 26 2021 following the Covid Protocol and closed on September 04 2021. We had 580 visitors from various provinces and the USA. There were several displays from various businesses at the VIC.

We plan to open on June 28 2022 following the Nova Scotia Health Protocol.

Sending copy of Annual Financial Report .It is not signed as we have not had our AGM. Also a copy of our standing with Joint Stocks.

Thank you

Valda Acker

Chair BREDS

902 467 3772

Carolyn Young, Municipal Clerk/Executive Assistant
Municipality of the County of Annapolis

Re: Annual Report VIC – Bridgetown

The VIC did not operate for the 2021 season. Similar to the previous year Covid-19 was the main reason for not setting up the VIC and also in getting volunteers and contractors to work on the necessary repairs and renovations. All funds received, todate, are being held to perform this work in the spring of 2022.

Gary Olsvik, Treasurer
Bridgetown and Area Chamber of Commerce Society



Town of Middleton
Department of Recreation &
Community Development
P.O. Box 340,
Middleton NS B0S 1P0
Ph: (902) 825-4841 #106
Fax: (902) 825-4268
www.discovermiddleton.ca

August 17, 2021

Att: Mrs. Nancy Chisholm
County of Annapolis

SUBJECT: Visitor Information Center

Dear Mrs. Chisholm,

Herewith find our report for last season. It was quite a departure from past tourist seasons, but we managed to operate a different type of VIC and did so with the blessing of TIANS.

The Visitor Information Center in Middleton has operated out of the Macdonald Museum since we abandoned our Bridge Street location. They hosted us for 2 seasons but March (2020), they closed the museum for COVID and we were left without a physical location. This year (2021), they decided they were not comfortable with extra visitors due to COVID and did not allow us to operate, so the virtual model persisted, with TIANS blessing.

It was tough to adequately log the inquiries, but approximately 65 phone calls were received. The web link we set up for this new venue had just over 14,000 views. We also created an map directory both as a physical and a digital piece.

We hope to be able to revert to an in-person service offering for Summer 2022.

Thank you for your continued support of our Visitor Information Center.

Sincerely yours,

A handwritten signature in black ink, appearing to be "AK" followed by a flourish.

Andy Kerr
Director, Recreation &
Community Development

TOWN OF MIDDLETON TOURIST BUREAU

FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2021



**TOWN OF MIDDLETON
TOURIST BUREAU**

FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2021

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Independent Auditor's Report	2-3
Statement of Operations and Surplus	4
Operating Fund Balance Sheet	5
Notes to Financial Statements	6
Schedule to Statement of Operations	7



TOWN OF MIDDLETON

TOURIST BUREAU

FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2021

Management's Responsibility for the Financial Statements

The accompanying financial statements of the Town of Middleton Tourist Bureau are the responsibility of the Town's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada ("CPA"). A summary of the significant accounting policies are described in Note 2 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

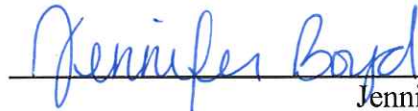
The Town's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The audit committee meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The Town of Middleton Tourist Bureau financial statements have been audited by Kent & Duffett, independent external auditors appointed by the Town. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the financial statements.



Sylvester Atkinson
Mayor
July 7, 2021



Jennifer Boyd
Chief Administrative Officer
July 7, 2021

Incorporated partners
Forse Investments Limited
Crosby Smith Holdings Limited

(902) 678-1125 Fax (902) 678-1060
www.kentandduffett.ca

INDEPENDENT AUDITOR'S REPORT

**His Worship the Mayor and Members of Council of the
 Town of Middleton Tourist Bureau**

Opinion

We have audited the operating fund balance sheet of the **Town of Middleton Tourist Bureau** as at **March 31, 2021**, and the statement of operations and surplus for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements of the Town of Middleton Tourist Bureau are prepared, in all material respects, in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town of Middleton Tourist Bureau in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town of Middleton Tourist Bureau's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town of Middleton Tourist Bureau's financial reporting process.

Incorporated partners
Forse Investments Limited
Crosby Smith Holdings Limited

(902) 678-1125 Fax (902) 678-1060
www.kentandduffett.ca

INDEPENDENT AUDITOR'S REPORT (continued)

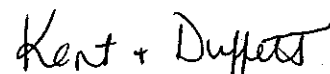
Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Middleton Tourist Bureau's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Tourist Bureau's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town of Middleton Tourist Bureau to cease to continue as a going concern.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Kentville, Nova Scotia
 July 7, 2021

Chartered Professional Accountants
 Registered Municipal Auditor

**TOWN OF MIDDLETON
TOURIST BUREAU**

STATEMENT OF OPERATIONS AND SURPLUS

YEAR ENDED MARCH 31, 2021

	2021 Budget (unaudited)	2021 Actual	2020 Actual
Revenue			
Grants (note 4)	\$ 1,325	\$ 3,325	\$ 9,758
Miscellaneous	-	6	50
	<u>1,325</u>	<u>3,331</u>	<u>9,808</u>
Expenditures (page 7)			
Salaries and benefits	-	-	9,225
Utilities	-	135	236
Office expense	-	-	33
Building expense	490	467	548
Travel and promotion	-	-	102
Professional fees	835	834	834
	<u>1,325</u>	<u>1,436</u>	<u>10,978</u>
EXCESS OF REVENUE OVER EXPENDITURES (EXCESS OF EXPENDITURES OVER REVENUE)	-	1,895	(1,170)
SURPLUS AT BEGINNING OF YEAR	<u>531</u>	<u>531</u>	<u>1,701</u>
SURPLUS AT END OF YEAR	<u>\$ 531</u>	<u>\$ 2,426</u>	<u>\$ 531</u>



The accompanying notes are an integral part of these financial statements.

TOWN OF MIDDLETON TOURIST BUREAU

OPERATING FUND BALANCE SHEET AS AT MARCH 31, 2021

	<u>2021</u>	<u>2020</u>
ASSETS		
Cash	\$ 3,264	\$ 1,365
Harmonized sales tax receivable	93	95
	<u>\$ 3,357</u>	<u>\$ 1,460</u>
LIABILITIES		
Accounts payable and accrued liabilities	<u>\$ 931</u>	<u>\$ 929</u>
EQUITY		
Surplus	<u>2,426</u>	<u>531</u>
	<u>\$ 3,357</u>	<u>\$ 1,460</u>

On behalf of the Town

Mayor

Chief Administrative Officer



TOWN OF MIDDLETON

TOURIST BUREAU

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2021

1. OPERATIONS

These financial statements reflect the operation of the Tourist Bureau located at and operated by the Town of Middleton.

The financial operating results of the Tourist Bureau are included in the annual consolidated financial statements of the Town of Middleton.

2. SIGNIFICANT ACCOUNTING POLICIES

- (a) These financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards.
- (b) A statement of cash flows has not been presented because all relevant information is disclosed in the financial statement presentation.
- (c) The Tourist Bureau acknowledges the receipt of donated materials and services. However, because of the difficulty of determining the fair market value, all donated materials and services are not recognized in these financial statements.
- (d) Volunteers contribute an indeterminable number of hours per year to assist the Tourist Bureau in carrying out its services. Due to the difficulty of determining their fair value, contributed services are not recognized in these financial statements.

3. INCOME TAXES

The Tourist Bureau operates as a separate fund under the Town of Middleton, a municipal entity, and as such is exempt from income taxes.

4. RELATED PARTY TRANSACTIONS

During the year, the Town of Middleton contributed \$1,325 (2020 - \$5,758) in grants for the ongoing operation of the Tourist Bureau.

5. ECONOMIC DEPENDENCE

The Tourist Bureau derives the majority of its grant revenue through an operating grant provided by the Town of Middleton. As such, its ability to continue operations is contingent on receiving this funding.

6. SUBSEQUENT EVENTS

Subsequent to year end the Province of Nova Scotia continues to be in a state of emergency in response to the COVID-19 Pandemic. The duration and impact to operations is not known at this time.

TOWN OF MIDDLETON

TOURIST BUREAU

SCHEDULE TO STATEMENT OF OPERATIONS

YEAR ENDED MARCH 31, 2021

	2021 Budget (unaudited)	2021 Actual	2020 Actual
SALARIES AND BENEFITS			
Salary	\$ -	\$ -	\$ 8,529
CPP expense	-	-	185
EI expense	-	-	194
WCB expense	-	-	317
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,225</u>
UTILITIES			
Telephone	\$ -	\$ 135	\$ 236
Electricity	-	-	-
	<u>\$ -</u>	<u>\$ 135</u>	<u>\$ 236</u>
OFFICE			
Supplies	\$ -	\$ -	\$ 33
Postage	-	-	-
Bank charges	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 33</u>
BUILDING			
Taxes	\$ 385	\$ 362	\$ 369
Insurance	105	105	179
Repairs and maintenance	-	-	-
	<u>\$ 490</u>	<u>\$ 467</u>	<u>\$ 548</u>
TRAVEL AND PROMOTION			
Travel and meals	\$ -	\$ -	\$ 102
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 102</u>



RECEIVED
Jan 19, 2022

**Municipal Affairs and Housing
Office of the Minister**

PO Box 216, Halifax, Nova Scotia, Canada B3J 2M4 • Telephone 902-424-5550 Fax 902-424-0581 • novascotia.ca

January 12, 2022

Warden Alan Parish
County of Annapolis
752 St. George Street
Annapolis Royal, NS
B0S 1A0

Dear Warden Parish:

Thank you for your letter dated November 17, 2021, regarding the housing crisis and how it is affecting the residents of the County of Annapolis. I would like to share an update on what we are doing to support Nova Scotians in housing need.

In October 2021, we announced a series of important steps to increase the overall supply of housing. This plan includes an investment of \$35 million to provide over 1,100 new affordable housing units and rent supplements across the province, and an additional \$10.1 million over two years to help those experiencing homelessness or at risk of being homeless.

The extension of the cap on rent increases is a necessary and temporary measure put in place to protect tenants living on low income while we work to increase housing supply. We are aware that this measure has impacted property owners, but I want to assure you that we are listening to their concerns. For example, while we work to grow housing supply, we have increased funding available to help property owners meet the costs of repairs or modifications in return for keeping their units affordable. Information on these programs can be found on Housing Nova Scotia's website: <https://housing.novascotia.ca/programs/housing-programs-landlords>

Addressing the housing affordability challenge we face as a province requires strong collaboration between all levels of government, private sector, and community partners. As we continue to implement the recommendations of the Affordable Housing Commission, we are committed to working more closely with municipalities to address local needs. For instance, we are planning to undertake a housing needs assessment to develop a better understanding of the dimensions of supply and demand for each municipality. In addition, we have created a new position focused on improving communications and strengthening our partnership with municipalities as it relates to housing matters. Our new Manager of Municipal Relations and Community Outreach will reach out to each municipality early in the new year to share more information about our current efforts and future plans.

... /p. 2

Warden Alan Parish
Page 2

I really appreciate you getting in touch and sharing your concerns. Thank you for your commitment to this issue. I look forward to working with you to better meet the housing needs of Nova Scotians in your community and across the province.

Sincerely,



Honourable John A. Lohr
Minister

M441-pk