

2023-05-09 COTW Agenda

4.1 2023-01-10 Regular	3
4.2 2023-02-06 Special	9
4.3 2023-04-11 Regular	10
4.4 2023-04-12 Special	15
5.1 Information Report Dangerous & Unsightly Premises 4th Quarter Report	17
5.2 SR2023-42 Tom's Cool Bus Vendor on Municipal Property Application	19
5.3 SR2023-43 Lawrencetown VFD Release of Funds	23
5.4 SR2023-44 Bridgetown VFD Acknowledge Request to Call for Quotes	31
5.5 SR2023-45 M10 Sewer Charges Bylaw 1st Reading	36
5.6 SR2023-46 AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy Amend	46
5.7 SR2023-47 Participate in Municipal Physical Activity Leadership Program - MPAL - Active Living Coordinator Position	63
6.1 2023-04-27 Heritage Advisory Committee Recommendations	66
6.2 2023-03 Southwest Nova Biosphere Reserve Report	67
Presentation - Atalanta Hospice Society	68
Presentation - Save Our Old Forests Campaign	69

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

COMMITTEE OF THE WHOLE AGENDA

Tuesday, May 9, 2023

9:00 a.m. (regular start time)

Municipal Administration Building, 752 St. George Street, Annapolis Royal



11:00 Presentations: **1. Atalanta Hospice** (page 68)
2. Basin Aquatics Association
3. Save Our Old Forests Campaign (page 69)

PAGE#

1. ROLL CALL
2. DISCLOSURE OF INTEREST
3. APPROVAL of the Order of the Day
4. APPROVAL OF MINUTES
 - 3-8 4.1 2023-01-10 Regular
 - 9 4.2 2023-02-06 Special
 - 10-14 4.3 2023-04-11 Regular
 - 15-16 4.4 2023-04-12 Special
5. STAFF REPORTS
 - 17-18 5.1 Information Report – Dangerous & Unsightly Premises 4th Quarter Report
 - 19-22 5.2 SR2023-42 Tom’s Cool Bus Vendor on Municipal Property Application
 - 23-30 5.3 SR2023-43 Lawrencetown VFD Release of Funds
 - 31-35 5.4 SR2023-44 Bridgetown VFD Request to Call for Quotes
 - 36-45 5.5 SR2023-45 M10 Sewer Charges Bylaw 1st Reading
 - 46-62 5.6 SR2023-46 AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy Amend
 - 63-65 5.7 SR2023-47 Participate in Municipal Physical Activity Leadership Program (MPAL) - Active Living Coordinator Position
6. RECOMMENDATIONS and REPORTS FROM BOARDS and COMMITTEES
 - 66 6.1 2023-04-27 Heritage Advisory Committee
 - 67 6.2 2023-03 Southwest Nova Biosphere Reserve
7. NEW BUSINESS
 - 7.1 Brooklyn Street Water (Connell)
8. IN-CAMERA
 - 8.1 That municipal council meet in-camera in accordance with Section 22(2)(a) acquisition, sale,
 - 8.2 lease and security of municipal property (f) litigation or potential litigation of the *Municipal*
 - 8.3 *Government Act*.
9. 5:00 p.m. STATED ADJOURNMENT

Minutes of the regular Committee of the Whole meeting held on Tuesday, January 10, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

Warden's Remarks

Warden Morrison read from some notes (which were later circulated to councillors) on the governance development of Annapolis County, noting, among other things, that this is the 144th year that Annapolis County Council has been in existence, with the first Warden being George Kennedy of Granville Ferry.

ROLL CALL

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

Also Present: Interim CAO Doug Patterson; Municipal Clerk Carolyn Young; other staff, A. Anderson, W. Atwell, L. Bent, D. Campbell, D. Hopkins, S. Hudson, C. Mason, E. Melanson, N. McCormick, D Ryan, N. Whitman, Janice Young and Jim Young, and 3 members of the public.

DISCLOSURE of INTEREST

None.

APPROVAL of the Order of the Day

Request to add under 9. In-Camera (a) acquisition, sale, lease and security of municipal property.

That the Order of the Day be approved as amended.

Moved: Councillor LeBlanc

Seconded: Councillor Longmire

Motion carried.

APPROVAL of MINUTES

Re: 2022-12-13 Regular

That the minutes of the regular meeting of Committee of the Whole held on December 13, 2022 be approved as circulated.

Moved: Councillor Prout

Seconded: Deputy Warden Redden

Motion carried.

STAFF REPORTS

Re: Information Report Dangerous and Unsightly Premises 3rd Quarter Report

Re: Information Report 2020-21 Financial Indicators Report

Re: SR2023-1 Boundary Review and Governance Submission

Before making this recommendation, municipal council will need to determine 1. If they wish to change their style of governance from a warden system to a mayor system, and, 2. Based on that decision, to determine which option for number of districts they wish to submit to the Nova Scotia Utility and Review Board.

That municipal council maintain a warden system of governance.

Moved: Deputy Warden Redden

Seconded: Councillor Barteaux

Motion carried, 8 in favour, 2 against.

To authorize the Municipal Clerk to commence submission proceedings to the Nova Scotia Utility and Review Board (NSUARB) to consider the number and boundaries of polling districts and councillors at 11 pursuant to Section 369 of the *Municipal Government Act*.

Moved: Councillor Hudson

Seconded: Councillor Prout

Motion carried, 6 in favour, 4 against.

Re: SR2023-2 Release Capital Reserve Funds Springfield Fire Department

That Municipal Council authorize the withdrawal of \$25,000 from Capital Fire Services Reserve Fund for the Springfield & District Volunteer Fire Department to complete the loan for their tanker/pumper.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

Re: SR2023-4 2022-23 Community Grants Town of Annapolis Royal Application

That Municipal Council approve a grant in the amount of \$2,850 to the Town of Annapolis Royal to assist with the Pierre Dugua Day Inauguration Weekend events from the Marketing and Promotion Partnership Programs in accordance with *AM-1.4.9 Community Grants Policy*.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Recess

10:55 a.m. – 11:05 a.m.

PRESENTATIONS

Warden Morrison noted two presentations, which will be 10 minutes each; and that the presenters should be specific regarding what they want, letting them know that no decision is made today.

Re: Annapolis Climate, Energy & Environmental Research Coalition (ACEERC) – Chair Bill MacDonald noted he is providing information only, not asking for anything. His presentation was highlighted by the following:

- The Annapolis Climate, Energy & Environmental Research Centre Coalition (ACEERC Coalition) is a group of informed citizens who have come together to promote a positive future use for the Annapolis Tidal Plant site.
- Outlined their mission, vision and proposal.

Re: Annapolis Basin Outdoor Adventures Society (ABOAS) – D. Ryan introduced Chair Adam Moreland and presenter Treasurer Kaesy Gladwin.

ABOA proposed to build a new trail system on the Upper Clements South property using machine and hand building methods. ABOA had available skilled and experienced trail builders willing to design and complete the project entirely with volunteer labour. On October 11, 2022, ABOA entered a contract with the County to develop seven kilometres of multi-use trail for outdoor recreation at the County's south Upper Clements property.

In total, 7.8 km of trail was delivered on December 13, 2022, to meet (and exceed) the contract requirement. This total includes 2.4 km of newly constructed singletrack trail, and an additional 5.4 km of doubletrack comprising historical trails which required significant brushing and clearing. Most of the doubletrack has a solid surface that is compacted and well-drained. Trails were built to meet modern standards.

1,200 volunteer hours were invested in the project, comprising trail design, layout, clearing, construction, and finishing.

Next steps include a target opening date of June 2023.

STAFF REPORTS (cont'd)

Re: SR2022-36 AM-1.2.1 Remuneration for Warden, Deputy Warden and Councillors Policy Amend

That municipal council amend *AM-1.2.1 Remuneration for Warden, Deputy Warden and Councillors* as circulated (7 day notice).

Moved: Deputy Warden Redden

Seconded: Councillor Hudson

Motion carried.

Re: SR2023-05 AM-1.4.14 Low Income Tax Exemption Policy

That seven day notice be given for Municipal Council to amend *AM-1.4.14 Low Income Tax Exemption Policy* by increasing the exemption amount to \$400 and increasing the allowable income amount to \$27,500, and

Moved: Deputy Warden Redden

Seconded: Councillor Prout

Motion carried.

That Council amend Policy AM-1.4.14 to include the definition of total income to be equal to Canada Revenue Agency's (CRA) total income (line 15000).

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

Re: CAO Report (verbal)

LUNCH

12:13 p.m. – 1:34 p.m.

RECOMMENDATIONS and REPORTS FROM BOARDS and COMMITTEES

Re: 2022-12-12 Annapolis REMO Advisory Committee Recommendation – REMO Comfort Centre Agreement Template

That Municipal Council approve the “Annapolis REMO Comfort Centre Agreement template” attached in appendix A, as recommended to all Annapolis County REMO councils by the Annapolis REMO Advisory Committee

Moved: Councillor Gunn

Seconded: Councillor Sheridan

Motion carried.

Re: 2022-12-12 Annapolis REMO Advisory Committee Recommendation - AM – 1.4.4 Comfort Centres and Shelters Policy Repeal and Replace

That Municipal Council repeal and replace AM – 1.4.4 Comfort Centres and Shelters Policy as circulated (7 day notice).

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried.

NEW BUSINESS

Re: Warden’s Report

Re: Set Date for Special COTW re Proposed S4 Local Improvement Charges Bylaw (from December 13, 2022)

A workshop to learn more about the proposed S4 Local Improvement Charges Bylaw was set for Monday, February 6, 2023 at 10:00 a.m. in council chambers. (send document with notice)

The Manager of Finance noted that the Auditor is available that same day if the Audit Committee could meet. An Audit Committee meeting was set for Monday, February 6, 2023 at 2:00 p.m. in council chambers.

Re: Annapolis River Water Levels - Councillor Barteaux

To recommend that Municipal Council create a new committee called “Annapolis County Environmental Impact and Climate Change Committee” to address related issues as referred to it by council; to be made up of 3 councillors, and 2 citizen members who preferably own land abutting the river; and to authorize the Nominating Committee to advertise for citizen members.

Moved: Councillor Barteaux

Seconded: Deputy Warden Redden

Amend to remove “~~and to authorize the Nominating Committee to advertise for citizen members.~~”

Moved: Councillor LeBlanc

Seconded: Councillor Redden

Motion carried.

The Question was called on the main motion as amended to read:

To recommend that Municipal Council create a new committee called “Annapolis County Environmental Impact and Climate Change Committee” to address related issues as referred to it by council; to be made up of 3 councillors, and 2 citizen members who preferably own land abutting the river.

Moved: Councillor Barteaux

Seconded: Deputy Warden Redden

Motion carried, 9 in favour, 1 against (Gunn)

To recommend that municipal council refer the new Annapolis County Environmental Impact and Climate Change Committee to staff to develop a terms of reference and other associated administrative matters.

Moved Councillor Barteaux

Seconded Prout

Motion carried.

Re: Adhoc Committee to Develop Elections Bylaw – Councillor Longmire noted this matter had arisen with challenges met by C8 Bylaw. She will not move forward by recommending a committee at this time. Hopes to become better educated.

To hold a workshop on the policies and bylaws affecting municipal elections.

Moved: Councillor Longmire

Seconded: Councillor Sheridan

Motion carried.

Re: Bear River Water Source Update (verbal) – Jim Young

- Consultant looking at sourcing water on Annapolis side of the river – makes it easier for us on many levels
- Consultant just started work before Christmas

Re: Hillside Drive Water Expansion Update (verbal) – Jim Young

- Staff is reviewing plans with CBCL on Thursday and potentially going to tender within a week. Billing would fall in with dates of approval of the new bylaw.

IN-CAMERA

That municipal council meet in-camera from 2:15 p.m. until 3:30 p.m. in accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property, (c) personnel, (e) contract negotiations, and (g) legal advice eligible for solicitor-client privilege of the *Municipal Government Act*.

Moved: Deputy Warden Redden

Seconded: Councillor Prout

Motion carried.

5:00 p.m. STATED ADJOURNMENT

That Committee of the Whole adjourn at 3:31 p.m. until the next regular meeting scheduled for **Tuesday, February 14, 2023.**

Unapproved
Draft

Minutes of the special **Committee of the Whole** meeting held on Monday, February 6, at 4:00 p.m. at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

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

Also Present: Interim CAO Doug Patterson; Municipal Clerk Carolyn Young; other staff, D. Hopkins.

Warden Morrison noted the meeting was called in order to meet in-camera.

Disclosure of Interest

None

In-Camera

To meet in-camera from 4:00 until 4:12 p.m. in accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property of the *Municipal Government Act*.

Moved: Councillor Hudson

Seconded: Councillor Gunn

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 4:12 p.m.

Warden

Municipal Clerk

Minutes of the regular Committee of the Whole meeting held on Tuesday, April 11, 2023, at 9:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

ROLL CALL

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

Also Present: Interim CAO Doug Patterson; Municipal Clerk Carolyn Young; other staff, A. Anderson, W. Atwell, L. Bent, D. Campbell, S. Hudson, E. Melanson, N. McCormick (9:43), J. Saunders, and Jim Young.

DISCLOSURE of INTEREST

None.

APPROVAL of the Order of the Day

Request to move *SR2023-35 Granville Street Parking Redevelopment* to be the first item discussed under Staff Reports.

Request to add *SR2023-28 (3) 1.4.12 Tax Exemption and Reduction Policy* as 8.2 under New Business.

That the Order of the Day be approved as amended.

Moved: Councillor Longmire

Seconded: Councillor LeBlanc

Motion carried.

APPROVAL of MINUTES

The following Committee of the Whole minutes were approved with no errors or omissions:
2023-03-14 Regular and 2023-03-22 Special.

CORRESPONDENCE

Re: 2023-03-16 Bridgetown Development Committee

Re: 2023-03-24 NS Justice RCMP Services Agreement 2023-24

STAFF REPORTS

Re: SR2023-35 Granville Street Parking Redevelopment

That Municipal Council approve Granville Street Parking Redevelopment in the amount of \$138,000 to be funded from the proceeds of the sale of the former Bridgetown Town Hall facility.

Moved: Councillor Enslow

Seconded: Councillor LeBlanc
Motion lost, 4 in favour, 7 against.

That municipal council hold a public meeting in the community of Bridgetown to discuss Granville Street Parking Redevelopment project.

Moved: Councillor Connell
Seconded: Councillor Gunn
Motion carried, 8 in favour, 3 against.

Re: Information Report – Revocation of Ministerial Order West Paradise Transfer Site

Re: Information Report – Sustainable Services Growth Fund

Re: SR2023-34 NS UARB Submission Boundary Review

To authorize the Warden and Municipal Clerk to submit an application to the Nova Scotia Utility and Review Board (NS UARB) to confirm the number and boundaries of polling districts at 11, and to confirm the number of councillors at 11 pursuant to Section 369 of the *Municipal Government Act*.

Moved: Deputy Warden Redden
Seconded: Councillor Prout
Motion carried, 10 in favour, 1 against.

Re: SR2023-28.2 AM-1.4.12 Tax Exemption and Reduction Policy Amend

That Municipal Council to amend *AM-1.4.12 Tax Exemption and Reduction Policy* by adding, Carleton Road Industries Association – AAN 01127705. Seven-day notice.

Moved: Deputy Warden Redden
Seconded: Councillor Longmire
Motion carried.

Re: SR2023-30.2 AM-1.2.3 Warden and Deputy Warden Policy Amend

That municipal council amend *AM-1.2.3 Warden and Deputy Warden Policy* as revised and circulated. 7-day notice.

Moved: Deputy Warden Redden
Seconded: Councillor Hudson
Motion carried.

Re: SR2023-36 MRHP St. John's Anglican Church Application for Alterations

That Municipal Council refer the substantial alteration application for the replacement of the existing green asphalt shingles to black metal roofing material for the St. John's Anglican Church, 694 Highway 201, Moschelle to the Heritage Advisory Committee.

Moved: Councillor Barteaux
Seconded: Councillor LeBlanc
Motion carried.

Re: SR2023-37 Former Upper Clements Park Structures

That Municipal Council authorize staff to proceed with the cleanup of the remains of the structure that was destroyed by fire on March 30, 2023 at the former Upper Clements Park with funding to come from operational reserves.

Moved: Councillor Gunn

Seconded: Councillor Connell

Motion carried.

That Municipal Council authorize staff to proceed with the demolition of the remaining buildings on the property of the former Upper Clements Park with funds to come from operational reserves

Moved: Councillor Gunn

Seconded: Councillor Sheridan

Refer the matter of demolishing the remaining buildings on the property of the former Upper Clements Park back to staff to explore other options for the disposal of these structures.

Moved: Councillor Barteaux

Seconded: Councillor Enslow

Motion carried, 8 in favour, 3 against.

Re: SR2023-38 2023-24 Sewer Rates County and Bridgetown

That Municipal Council authorize an increase to the County Sewer Rate of 2% resulting in a flat rate annual charge of \$590.39 per equivalent unit.

Moved: Deputy Warden Redden

Seconded: Councillor Enslow

Motion carried.

That Municipal Council authorize an increase to the Bridgetown Sewer Rate of 2% to both the base and variables rates resulting in a base rate of \$13.08 per quarter and \$2.12 per cubic meter.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

Re: SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena

That municipal council provide a letter of awareness to the Lawrencetown Exhibition Youth Arena to accompany their 2023-2024 Recreation Facility Development Grant application, noting that no funding has been requested from the municipality for their Warm Room Extension and Insulation project.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried.

RECOMMENDATIONS and REPORTS FROM BOARDS and COMMITTEES

Re: 2023-03-15 Trans County Transportation Society

NEW BUSINESS

Recess

10:35 a.m. – 10:45 a.m.

Re: Speeding in Granville Ferry

That municipal council request the Minister of Public Works to review the speed limit of 80km and the passing zone approaching the community of Granville Ferry from Victoria Beach with a view to eliminate the passing zone and/or reduce the speed on this approach, and to review the speed limit in the community of Granville Ferry.

Moved: Councillor Barteaux

Seconded: Councillor Longmire

Motion carried.

To recommend that staff review information from the community and make recommendation back to June COTW regarding the placement of electronic speed signs in the community of Granville Ferry.

Moved: Councillor Barteaux

Seconded: Councillor Longmire

PRESENTATIONS

Re: Acadian Seaplants – Peter James

- Gave a brief overview of Acadian Seaplants, and their operations all over the world
- Proud financial supporter of their community – around \$50,000
- They will invest \$30 million over next 5 years

Re: Basin Aquatics Association – Burt McNeil

- All repairs have been made and paid for by the owner of the building, not the Association.
- The overall ask is \$188,000. BAA has met with District of Digby, and will meet with Towns of Annapolis Royal and Digby this month.
- After hearing from the other municipalities, will come back with a formal ask. Once there is a commitment from local councils, they can approach provincial and federal.
- This is currently an annual request.

Re: Annapolis Royal Twinning – Christine Igot, President of Twinning Committee

- June 18 Pierre Dugua de Mons day
- 2028 will be the 400th anniversary of death of de Mons. International event including, France, Louisiana, and here.

LUNCH

11:57 p.m. – 1:15 p.m. with all present as previously noted.

NEW BUSINESS (cont'd)

Re: Speeding in Granville Ferry (cont'd)

To recommend that staff review information from the community and make recommendation back to June COTW regarding the placement of electronic speed signs in the community of Granville Ferry.

Moved: Councillor Barteaux
Seconded: Councillor Longmire
Motion carried.

Re: SR2023-28 (3) 1.4.12 Tax Exemption and Reduction Policy

That municipal council accept late applications from Atalanta Hospice Society AAN#09-148-698, AAN#09-149-295; and The Friends of Margaretsville Lighthouse AA#03-390-594, and add them to AM-1.4.12 Tax Exemption and Reduction Policy for 2023-24; 7-day notice.

Moved: Deputy Warden Redden
Seconded: Councillor Longmire
Motion carried.

IN-CAMERA

That municipal council meet in-camera from 1:26 p.m. until 2:35 p.m. in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property, (e) contract negotiations, and (f) litigation or potential litigation of the *Municipal Government Act*.

Moved: Deputy Warden Redden
Seconded: Councillor LeBlanc
Motion carried.

Next Meeting

Tuesday, May 9, 2023 at 9:00 a.m.

The Warden adjourned the meeting at 2:36 p.m.

Unapproved
Draft

Minutes of the special Committee of the Whole meeting held on Wednesday, April 12, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

ROLL CALL

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

Also Present: Interim CAO Doug Patterson; Municipal Clerk Carolyn Young; other staff, A. Anderson, W. Atwell, L. Bent, D. Campbell, S. Hudson, C. Mason, E. Melanson, N. McCormick, Janice Young, and Jim Young.

DISCLOSURE of INTEREST

None.

APPROVAL of the Order of the Day

As circulated.

NEW BUSINESS

Re: 2023-24 Draft Operating Budget – The Manager of Finance provided an overview of the 2023-24 draft operating budget.

To adjourn to review the information and come back at a later date.

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion lost, 4 in favour, 7 against.

LUNCH

12:30 p.m. – 1:45 p.m. with all present as previously noted.

NEW BUSINESS (cont'd)

Re: 2023-24 Draft Operating Budget: Discussion

To approve the 2023-24 operating budget as circulated

Moved: Deputy Warden Redden

Seconded: Councillor Prout

To amend the motion to leave the amount of \$49,174 for Arena Wages in the Bridgetown Area Rate. (i.e. - Increase Corporate Services - Area Rates by an amount of \$27,888)

Moved: Councillor Connell

Seconded: Councillor Enslow

Motion carried 8 in favour, 3 against.

To amend the motion to remove two directors from the budget at an amount of \$294,066

Moved: Councillor Connell

Seconded: Councillor Gunn

To amend the amendment by adding Sr. Administrative Assistant and Legislative Services Coordinator.

Moved: Councillor Hudson

Seconded: Councillor Sheridan

Motion lost, 5 in favour, 6 against.

The Question was called on the amendment

To amend the motion to remove two directors from the budget at an amount of \$294,066

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion carried, 6 in favour, 5 against.

The question was called on the main motion.

Bridgetown Community Rate – would like to talk about it separately before approving the budget.

The question was called on the main motion.

Next Meeting

Wednesday, April 19 at 10:00

Adjourned at 2:49 p.m.

Unapproved
Draft

Warden

Municipal Clerk



INFORMATION REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Cheryl Mason, Manager of Protective Services
Subject: **Dangerous and Unsightly Premises 4th Quarter Report**

ORIGIN

Report to Committee of the Whole for 4th quarter as of March 31, 2023 for information. Due to timing, report was not available for April Committee of the Whole.

LEGISLATIVE AUTHORITY

Municipal Government Act PART XV 345(3)
 AM-1.4.15 Dangerous and Unsightly Premises Policy

Outstanding Files as of March 31, 2023							
File No.	District	Date of Complaint	Property Location	Dangerous	Unsightly	Diary	Status
2022/23-002	2	April 12, 2022	12285 Shore Road, Port George	x	x	Diary May 3, 2023	Needs to demo the building – no app received yet
2022/23-036	3	January 4, 2023	249 Granville Street, Bridgetown		x	Diary May 1, 2023	Revisit after Spring cleanup
2022/23-037	3	January 4, 2023	295 Granville Street, Bridgetown		x	Diary June 1, 2023	Renovations underway
2022/23-039	3	January 10, 2023	54 Church Street, Bridgetown		x	Diary April 30, 2023	Revisit after Spring cleanup
2022/23-051	3	March 31, 2023	1101 Mount Hanley Road, Clarence		x	Diary May 1, 2023	Revisit after Spring cleanup
2020/21-031	4	January 4, 2021	215 Highway 201, Lequille	x	x	Diary May 1, 2023	Dangerous building demolished; revisit after Spring cleanup
2021/22-018	4	September 7, 2021	5067 Highway #1, Granville Centre		x	Diary May 1, 2023	Revisit after Spring cleanup
2022/23-024	4	August 27, 2022	478 Parker Mountain Road, Granville Ferry	x		Monitoring through DOE/L	Staff monitoring
2022/23-028	5	November 1, 2022	1199 Hollow Mountain Road		x	Diary May 1, 2023	Working on cleanup; revisit after Spring
2022/23-029	5	November 1, 2022	2999 Shore Road, Litchfield	x		Diary June 1, 2023	In lawyers hand to transfer ownership
2022/23-030	5	December 1, 2022	3539 Shore Road, Hillsburn		x	Diary May 1, 2023	Revisit after Spring Cleanup
2022/23-032	5	December 13, 2022	Granville Road, Granville Beach	x		Diary May 1, 2023	Building demolished – needs to be cleaned up
2022/23-050	5	March 31, 2023	3538/3540 Granville Road, Port Royal		x	Diary May 1, 2023	Revisit after Spring cleanup
2023/24-001	5	April 11, 2023	4932 Shore Road, Parkers Cove		x	Diary May 21, 2023	1 st 30 day letter
2022/23-021	6	August 22, 2022	220 Shady Lane, Cornwallis Park	x	x	Diary May 1, 2023	Revisit after Spring Cleanup to see if owner/tenant cleans up
2022/23-042	6	January 17, 2023	681 Highway #1, Deep Brook		x	Diary May 1, 2023	Revisit after Spring cleanup

2022/23-043	6	January 27, 2023	2508 Highway #1, Upper Clements	x		Diary April 30, 2023	Old bldg. to be vacated; new bldg. to be built for horse
2022/23-038	7	January 4, 2023	9723 Highway #1, Paradise		x	Diary May 1, 2023	Revisit after Spring cleanup
2022/23-015	9	May 28, 2019	9413 Highway 10, Nictaux	x	x	Diary May 1, 2023	Building demolished but fire department to burn
2022/23-031	9	December 5, 2022	Middle Road, Nictaux		x	Diary May 1, 2023	Clearing land for sale
2022/23-041	9	January 10, 2023	8611 Highway 10, Nictaux South		x	Diary May 1, 2023	Revisit after Spring cleanup
2022/23-044	9	February 17, 2023	2 River Road, Nictaux Falls	x		Diary May 1, 2023	Occupant to move out and get roof repaired
2022/23-045	9	February 23, 2023	80 Nictaux Falls Road, Nictaux Falls	x		Diary April 29, 2023	1 st 30 day Order
2021/22-035	10	March 28, 2022	987 Inglisville Road, West Inglisville		x	Diary May 1, 2023	Revisit after Spring cleanup
2022/23-006	10	May 11, 2022	482 Main Street, Lawrencetown	x	x	Diary May 1, 2023	Renovations ongoing; nearing completion
2022/23-007	10	May 11, 2022	641 Main Street, Lawrencetown		x	Diary May 1, 2023	Revisit after Spring Cleanup
2022/23-040	10	January 10, 2023	1429 Inglisville Road, Inglisville		x	Diary May 1, 2023	Revisit after Spring cleanup; building demolished but needs to be cleaned up; old vacant house needs work done
2022/23-012	11	May 16, 2022	2212 Old Mill Road, South Farmington		x	Diary May 1, 2023	Visit after Spring Cleanup
2022/23-020	11	August 17, 2022	1918 Torbrook Road, Meadowvale	x	x	Diary May 1, 2023	Owner to make arrangements to tear building down
2022/23-046	11	March 13, 2023	181 Meadowvale Road, Meadowvale		x	Diary April 29, 2023	1 st 30 day Order
2022/23-048	11	March 1, 2023	87 & 93 E. Torbrook Road, Torbrook Mines		x	Diary May 1, 2023	Both properties owned by same owner; Revisit after Spring cleanup
2022/23-049	11	March 27, 2023	961 Torbrook Road, Torbrook		x	Diary April 29, 2023	Staff to inspect property to determine status

Report Prepared by:

Cheryl Mason, Manager of Protective Services/Administrator under Dangerous & Unsightly Premises

Report Approved by:



Doug Patterson, Interim Chief Administrative Officer



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Nancy Whitman, Recreation Coordinator
Report Number: SR2023-42 Tom's Cool Bus Vendor on Municipal Property Application
Subject: Vendor on Municipal Property Application – Tom's Cool Bus.

RECOMMENDATION(S):

That municipal council authorize the Clerk to issue a 2023-24 Vendor on Municipal Property permit to Tom Marshall, for the operation of Tom's Cool Bus Canteen at the Annapolis River Causeway Park in accordance with *S6 Commercial Activity on Municipal Property Bylaw*, and permit the canteen to stay at the park overnight for the May-October season, subject to reasonable requests from the Municipality to move it from time to time.

LEGISLATIVE AUTHORITY

S6 Commercial Activity on Municipal Property Bylaw

BACKGROUND

The Bylaw provides for vending to be conducted on municipally-owned property in accordance with a permit approved by Council.

The owner of Tom's Cool Bus Canteen, Tom Marshall has made an application for a permit to operate a mobile canteen at the Annapolis River Causeway Park for the 2023/24 fiscal year. Mr. Marshall has provided the following required information in accordance with the *S6 Commercial Activity on Municipal Property*:

- copy of his liability insurance with the Municipality named as an additional insured (if permit approved he understands and has confirmed he will provide an updated copy once renewed on May 28th, 2023);
- current vehicle registration and inspection numbers; and
- Photo of canteen/bus (Appendix A).

DISCUSSION

Mr. Marshall has operated the same business at the Annapolis River Causeway Park since 2018. Tom's Cool Bus offers take away food service with a menu that includes hamburgers, hot dogs, fries, onion rings, poutine, pop and water and seafood. Mr. Marshall noted that when possible he purchases supplies from other local Annapolis County businesses.

His operating hours are expected to be 7 days a week (11:00am – 7:00pm) from May to October.

Mr. Marshall has provided a letter in addition to the application with a couple considerations for council, if a permit is issued for the current fiscal year. Attached at Appendix B.

FINANCIAL IMPLICATIONS

The fee for the permit is \$500 for the fiscal year and will be due at the time the permit is issued. Mr. Marshall will also be responsible for the power consumed while on site and will pay the power bill at the end of his season.

POLICY IMPLICATIONS

None known.

ALTERNATIVES / OPTIONS

- Approve the application with conditions; or
- Not approve the application.

NEXT STEPS

- Communicate to Mr. Tom Marshall whether the application is approved.
- If approved, the Municipal Clerk will prepare the permit and arrange a date / time to issue and receive payment.

ATTACHMENTS

Appendix A: Photo of Tom's Cool Bus; and

Appendix B: Transcript of the Letter from Mr. Tom Marshall (personal information in original).

Prepared by:

Nancy Whitman, Recreation Coordinator

Reviewed by:

Dawn Campbell, Director of Legislative Services / Deputy CAO

Approved by:**Approval Date:**

Doug Patterson
Interim Chief Administrative Officer

(Date)

Appendix A – Photo of Tom’s Cool Bus



Appendix B – Transcript of the Letter from Mr. Tom Marshall (personal information in original)

Dear CAO/Council Members of the Municipality of the County of Annapolis,

I am the owner of Tom's Cool Bus Canteen which for five years has operated out of the beautiful Annapolis River Causeway Park. With lawn mowing services, public washrooms and the docks, the Park has become a spacious and scenic multi-use gathering place, enjoyed by many. I am very pleased to have had permission to locate my canteen at this site daily, and have many repeat customers.

I have a proposal for the 2023 season: in keeping with the County's declaration of a Climate Emergency (2019) and the Climate Change Action Plan (2013), I would like to contribute to a reduced carbon footprint with my business, but would require your permission as it is a change in current practice. In preceding years, I have removed the Cool Bus nightly, and have returned to set up in the morning. I propose that I receive your permission to leave it at the Park overnight for the May to October season, removing it only as required for specific maintenance or cleaning tasks. This would of course mean that my insurance would cover any theft or vandalism that may transpire, but since I am covering the electrical expenses I would install video surveillance on the site, at my cost.

If the proposed sustained overnight location of the Cool Bus seems to be too much, I am very willing to negotiate (ie remove weekly on xx night after closing). As the vehicle is propane, any way we could reduce the twice daily relocation impact would be an improvement to fuel consumption and emissions.

A second item for your deliberation is a proposed name change. As I am preparing to repaint the canteen with a fresh look, I would like your permission to change the name to "Tom's Cool Bus Riverside Canteen", which would appear on the road-side of the bus.

Thank you for your time and consideration. I look forward to your response.

Sincerely,

Tom Marshall,
Tom's Cool Bus Canteen



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Cheryl Mason, Manager of Protective Services/Fire Services Coordinator
Report Number: SR2023-43 Lawrencetown VFD Release of Funds
Subject: Lawrencetown Fire Department Release of Funds

RECOMMENDATION:

That Municipal Council authorize a withdrawal of \$407,272.50 from the Fire Services Capital Reserve to the Lawrencetown & District Volunteer Fire Department in the 2023-24 fiscal year to assist with the purchase of their tanker.

LEGISLATIVE AUTHORITY

Municipal Government Act Section 65

County of Annapolis Fire and Emergency Services Policy AM-1.4.2.1

BACKGROUND

Council approved a request on March 15, 2022:

MOTION 220315.12 Fire Service Capital Withdrawal Lawrencetown & District Volunteer Fire Department

It was moved by Deputy Warden Gunn, and seconded by Councillor Redden, that municipal council authorize the Lawrencetown & District Volunteer Fire Department to proceed with obtaining quotes for a replacement tanker. Motion carried unanimously.

March 30th, 2022 - A special meeting was called at the Lawrencetown & District Volunteer Fire Department to discuss the two quotes obtained.

Metalfab Fire Trucks, Centreville, NB

Freightliner Chassis	\$156,600.00
1 Metalfab Pumper Body & Equipment	\$353,400.00
Total	\$510,000.00

Lantz Truck Body Ltd., Port Williams NS

Body and Equipment	\$363,000.00
Chassis M2 112	\$153,308.00
Total	\$516,308.00

Motion made by the members at a meeting of March 30, 2022 to award the contract to Metalfab at a cost of \$510,000 (plus tax).

DISCUSSION

Attached is a request by the Lawrencetown & District Volunteer Fire Department for the release of funds out of their Fire Services Capital Fund in the amount of \$407,272.50 to pay for the new Tanker #22 as the truck is now ready for delivery.

FINANCIAL IMPLICATIONS

Finance Department confirmed there are sufficient funds available to release \$407,272.50 with a remainder of approximately \$222,080 in their capital account.

POLICY IMPLICATIONS

Request meets Policy AM-1.4.2.1 for withdrawal of funds.

ALTERNATIVES/OPTIONS

Options for this request:

- 1 – Approve the release of funds
- 2 – Not approve the release of funds

It is Council's prerogative to approve or not approve the release of funds.

NEXT STEPS

Will advise the Fire Chief of Council's decision

ATTACHMENTS

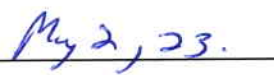
- 1 – Letter from Chief Stoddart requesting release
- 2 – Letter to Lawrencetown & District Volunteer Fire Department regarding March 2022 Council approval to start process
- 3 – Minutes of Special Meeting accepting tender from Metalfab
- 4 – Copy of Tender submission from Lantz Truck Body Ltd.
- 5 – Copy of Tender submission from Metalfab
- 6 – Copy of Invoice for purchase

Reviewed by

Dawn Campbell, Director of Legislative Services & HR

Reviewed by:

Angela Anderson, Manager of Finance

Approved by:**Approval Date:**

Doug Patterson, Interim Chief Administrative Officer

Attachment #1



Lawrencetown & District

Vol. Fire Dept.

SERVING THE AREA FOR OVER 100 YEARS

April 21, 2023

To the Municipality of the County of Annapolis:

The Lawrencetown Volunteer Fire Department is requesting the release of Capital funds to pay for our new tanker truck #22. Approval for this truck was granted last spring. Attached to this letter you will find the 2 quotes for this project. We only requested 2 quotes as all of our other trucks have been supplied by these 2 companies. We have been more than pleased with their craftsmanship.

A motion was passed (see attached copy of our Special Meeting) to accept the tender from MetalFab. MetalFab's price was \$6000 cheaper and they were able to deliver the truck much sooner than Lantz Truck Body.

Our department was able to purchase the chassis from our fundraising efforts. The only outstanding bill is for the construction of the body. At this time, we are requesting the release of \$407,272.50 (\$354,150 + tax) from our Capital Reserve Fund. The Truck is due to arrive at the end of May. The exact date has not been set yet.

On behalf of the Lawrencetown Volunteer Fire Department, I want to thank you in advance for your continued support.

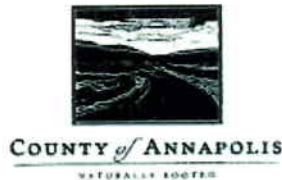
Respectfully submitted,

Michael Stoddart

LVFD Chief

P.O. Box 6, Lawrencetown, Annapolis County, Nova Scotia B0S 1M0

Attachment #2



396 Main Street, PO Box 9
Lawrencetown, Nova Scotia Canada B0S 1M0
902.584.3922(t); 902.584.3939(f)
Email: cmason@annapoliscounty.ca
Website: AnnapolisCounty.ca

March 21, 2022

Lawrencetown & District Volunteer Fire Department
P. O. Box 6
Lawrencetown, NS
B0S 1M0

Attention: Michael Stoddart, Fire Chief

Dear Mike:

Re: Request for Funding

Further to your request for funding from the Fire Services Capital Reserve to assist in the purchase of a new tanker, please be advised that your request was authorized by Municipal Council on March 15, 2022.

The motion read:

- *Fire Services Capital Withdrawal Lawrencetown Volunteer Fire Department*
MOTION 220315.12 Fire Services Capital Withdrawal Lawrencetown Volunteer Fire Department
It was moved by Deputy Warden Gunn, seconded by Councillor Redden, that municipal council authorize the Lawrencetown & District Volunteer Fire Department to proceed with obtaining quotes for a replacement tanker. Motion carried unanimously.

Please advise me when you require the release of funds as I will have to submit to Committee of the Whole and Council for release of funds.

Yours truly,

Cheryl Mason
Manager of Protective Services/
Fire Services Coordinator

/cam

Lawrencetown & District Volunteer Fire Department

Special Meeting Minutes

Date: March 30th, 2022

Special meeting was called to order at 19:00 hours by President Alex Illsley with 18 members in attendance. Topic for discussion was to review tenders for the new truck.

Presentation was made by the new truck committee. Two tenders were received: Lantz Truck Bodies and MetalFab. Both tenders were fully reviewed. Prices were very similar however, Lantz's required a longer build time as they had several projects already on the go.

Motion was made by Alex Illsley on behalf of the Truck Committee to award the contract to MetalFab with a purchase price of \$510,000 (plus taxes). An additional 5% contingency plan would also be available for any extras that the Truck Committee felt were necessary as the new build was done. **Motion** was seconded by Andy Lowe.

Motion carried.

Special Meeting was adjourned at 20:45. **Motion** made by George Milligan and seconded by Glenn Whitman.

Lawrencetown & District Volunteer Fire Department
Special Meeting Minutes March 30, 2022

1

Attachment #4

February 3, 2022

Lantz Truck Body Ltd
1309 Belcher St
Port Williams NS
B0P 1T0
902-542-9797

Quotation to:
Lawrencetown and District Volunteer Fire Department

Quotation for:
1- Lantz Truck Body Ltd 1050GPM Tanker on Freightliner Chassis

Body and Equipment	\$363,000.00
Chassis M2 112	\$153,308.00
Total -	\$516,308.00

Terms:

Payment for the chassis is required upon arrival at our shop. \$153,308.00 + tax = \$176,304.20
Two progress payments for the body of \$75,000.00 will be required. The first one early in the build and the second at 2/3 completion. Balance is due upon acceptance and pick up by representatives of the Lawrencetown and District Volunteer Fire department.

All taxes are extra.

Pricing is in Canadian funds.

Body pricing is valid for 90 days.

US Exchange - Note that certain items are required to be purchased from the USA. We have calculated pricing based on today's (Feb3, '22) dollar value. If at the commencement of construction, there is a dramatic change in either direction we would adjust our price accordingly.

ULC Certification: This unit will be tested and labeled as a Mobile Water Supply firefighting apparatus to the newest edition of the ULC standard CAN/ULC S515-13.

Submitted by:

Jeff Lantz
Lantz Truck Body Ltd

February 3, 2022
Date

Accepted by:

Lawrencetown and District
Volunteer Fire Department

Date

Attachment #5



847 Central Street
Centreville, NB E7K 2E8
Phone (800) 561-0012 Fax (506) 276-3648

DATE February 22, 2022
Quotation # G-Lawrencetown-0001
Fire Dept. Lawrencetown and District

Quotation To:
Lawrencetown and District Fire Department

Quotation valid until: March 24, 2022
Prepared by: Ryan Stacey, CET

Quotation on: 1 Metalfab Pumper Body & Equipment
Mounted on a Freightliner Chassis

Description	AMOUNT
Freightliner Chassis	\$ 156,600.00
1 Metalfab Pumper Body & Equipment	\$ 353,400.00
Total	\$ 510,000.00

Terms:

Payment of the chassis is Net 10 Days, . Body & Equipment shall be COD.
Delivery of Completed unit approximately 12-16 months from receipt of order - Depending on Possible supply chain iss
Delivery to Purchaser's Location is Included
Pricing is valid for 30 days, then subject to change without notice
All Taxes are Extra.
Pricing is in Canadian Funds

Note:

Please note that Local, Provincial, or Federal legislated changes or rules and modifications to NFPA or UL-C standards are excluded from the pricing reflected in this quote, bid, or proposal. These potential increases could arise at any time over the entire term of this contract and therefore will include all years. Any changes under any circumstances as stated previously will be priced in accordance with our published prices and policies at that time.

Submitted by:


Gordon Green, P. Eng

February 22, 2022
Date

President
Title

Accepted by:

Lawrencetown and District

Date

Title

THANK YOU FOR YOUR BUSINESS!

Attachment #6



Tel: (506) 276-4551
FAX: (506) 276-3648

847 Central Street, Centreville, NB E7K 2E8
GST: R103647533

SOLD TO:

LAWRENCETOWN & DIST. VOL. FIRE DEPT.
ATTN: MICHAEL STOODART
549 MAIN STREET
LAWRENCETOWN, NS B0S 1M0

SHIP TO:

LAWRENCETOWN & DIST. VOL. FIRE
DEPT.
ATTN: MIKE LOCKETT
549 MAIN STREET
LAWRENCETOWN, NS B0S 1M0

INVOICE

Number 21515
Order Number 022544

PAGE 1 OF 1

CUST #	F.O.B.	SHIP VIA	INVOICE DATE	CUST PO #	TERMS
296	DESTINATION	METALFAB	04/21/2023		COD

PART NO.	ORDER QTY	SHIP QTY	B/O QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
-	1	1	0	2023 FREIGHTLINER CHASSIS MODEL: M2 112 VIN #1FVHCSDVXPHUE0090	156,600.00	156,600.00
-	1	1	0	LAWRENCETOWN, NS PUMPER SERIAL #M23-22544 COMPLETE WITH A HALE PUMP - MODEL #RSD125-21J, SERIAL #H33402 AND A METALFAB POLY 2,500 IMP GAL TANK, SERIAL #M23-50104, MOUNTED ON THE 2023 FREIGHTLINER CHASSIS.	353,400.00	353,400.00
-	1-	1-	0	CHASSIS PAYMENT INVOICE #21360	156,600.00	156,600.00-
-	1	1	0	ADDITION AS PER CHANGE ORDER #22544-A DATED OCTOBER 20, 2022	750.00	750.00
SUB-TOTAL				INVOICE DISCOUNT	PST	GST / HST
354,150.00					0.00	53,122.50
				TOTAL		
				407,272.50		

Interest at the rate of 2% per month (24% per annum) will be charged on accounts over 30 days.



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Cheryl Mason, Manager of Protective Services/Fire Services Coordinator
Report Number: SR2023-44 Bridgetown VFD Acknowledge Request to Call for Quotes
Subject: Acknowledge Bridgetown Fire Department Request to Call Quotes

RECOMMENDATION(S):

That Municipal Council acknowledge that the Bridgetown Volunteer Fire Department is proceeding with obtaining quotes for a replacement of their tanker.

LEGISLATIVE AUTHORITY

Municipal Government Act Section 65

County of Annapolis Fire and Emergency Services Policy AM-1.4.2.1

BACKGROUND

Due to the current age of their 2002 E-One #11 engine and the timelines that have been expressed for delivery by suppliers, the department is requesting authorization to start the process to purchase a new tanker to replace the 20 year old tanker. The department has some funds available to assist with the purchase of the truck but will be requesting a withdrawal of funds from the Fire Services Capital Reserve. Another request will be submitted to Council for approval once the department has accepted an offer and they are ready to receive the new tanker. They have indicated they will be requesting semi-annual payments from the Fire Services Capital Reserve.

It should be noted that the department intends to sell the old truck and any monies from the sale will go towards the loan with their financial institution.

DISCUSSION

This request is being provided prior to any purchasing or financial arrangements and is seeking Council's approval to proceed as per the Policy. Due to the timing of delivery, the request for release of funds may not be received this fiscal year and is dependent on when the truck will be available by the selected supplier.

FINANCIAL IMPLICATIONS

Confirmation by Finance Department concurs at this time, before the 2023/24 capital allocation is provided, there are sufficient funds available to release up to \$223,600 from the Fire Services Capital Reserve.

POLICY IMPLICATIONS

Meets all the requirements under the Policy.

ALTERNATIVES / OPTIONS

- 1 – Approve the request to start the process
- 2 – Not approve the request to start the process

It is Council's prerogative to approve or not approval the request.

NEXT STEPS

Staff will advise the Fire Chief of Council's decision

ATTACHMENTS

- 1 - Request from Chief Sheridan
- 2 - Motion made at Bridgetown Volunteer Fire Department meeting on January 5, 2023
- 3 - Letter from Annapolis County Fire Services Association confirming awareness of the request

Reviewed by:

Dawn Campbell, Director of Legislative Services & HR

Reviewed by:

Angela Anderson, Manager of Finance

Approved by:**Approval Date:**

Doug Patterson, Interim Chief Administrative Officer

Cheryl Mason

From: Randy Sheridan <randy.sheridan@bridgetownfire.ca>
Sent: April 18, 2023 7:03 AM
To: Cheryl Mason
Subject: Engine 11 replacement

The Bridgetown Vol. Fire Department has at a meeting on March 02 2023 decided to go ahead with the replacement of our 2002 E-One #11 engine as it is now past its 20 year front line service life.

Once the new # 11 engine is on the apparatus floor the old #11 engine will be sold with any monies from the sale going to the loan on the new truck.

The Fire Department will secure a loan through our lending institute and would like to set up for semi annual payments to us out of our capital fund, with the possibility of a down payment up front if required to the manufacturer.

BVFD CHIEF
Randy Sheridan

Bridgetown Volunteer Fire Department
31 Bay Rd. PO Box 634
Bridgetown, NS
Canada
B0S 1C0

Emergency: 9-1-1
Ph: 902-665-4505
Fax: 902-665-2515

www.bridgetownfire.ca



Virus-free www.avg.com



Bridgetown Volunteer Fire Department
31 Bay Road
PO Box 634
Bridgetown, Nova Scotia B0S 1C0

Minutes of the Regular Monthly Meeting- 05/01/2023

The meeting was called to order by J. Jenner @ 19:55

Roll call -20 members in attendance.

Attendees;

B. Smith, R. Byers, J. Oliver, D. Forbes, J. Jenner, S. McCarthy, F. Plourde, M. Maclean, D. Veinot, R. Brown, J. Publow, R. Toole, D. Cheeseman, J. Coleman, G. Ward, R. Sheridan, R. Stratton, P. Ross, S. Li, J. MacNeill.

New Business

J. Jenner - R. Toole to give up janitor service at the hall. D. Cheeseman may know of someone suitable to take over.

J. Oliver - Thanks to Raymond for all his hard work.

J. MacNeill - Any ideas for our 150th Anniversary? Maybe an open house event or barbecue. Have a think and let us know at next meeting.

J. Publow - Thanks for the use of the kitchen to prepare Christmas lunches.

R. Brown - the time has come to replace Engine 11. Ordering something custom will take 2 years.

R. Sheridan - Officers have been in discussion for some months regarding requirements but we now need to move forward.

R. Brown made a motion to form a truck committee to look at options for the replacement of Engine 11 as it is now over 20 years old. The committee will be composed of the Fire Officers with power to add. The committee will report back to the membership on a monthly basis. Motion seconded by D. Cheeseman. Motion carried.

Attachment #3



Annapolis County Fire Service Association

Email: president@acfsa.info Phone: 902-840-0235
P.O. Box 713, Middleton, NS B0S 1P0

January 4, 2023

Annapolis County Council,

This is a letter of awareness to state that the Chiefs of the ACFSA are aware that the Bridgetown Fire Department have identified their intention to purchase a replacement for their 2002 pumper. They have a newly formed committee that will be looking at options for replacement. The BVFD plans to order the new truck in the 20023-2024 fiscal year. Once cost is known further details will be provided.

On behalf of the eleven Fire Departments of the Annapolis County Fire Service Association.

President,
Rob Brown



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Dawn Campbell, Director Legislative Services
Report Number: SR2023-45 M10 Sewer Charges Bylaw – 1st Reading
Subject: Repeal / Replace M10 Sewer Charges Bylaw (1st Reading)

RECOMMENDATION(S):

That municipal council give first reading to *M10 Sewer Charges Bylaw*.

LEGISLATIVE AUTHORITY

Section 47 and Sub-section 49(1), *Municipal Government Act*, as amended

BACKGROUND

In March 2023, approval was given to amend the *M10 Sewer Charges Bylaw* by deleting “point nine (0.9)” in Sub-section 2(2)(c) and replacing with “five (5).” However, it was subsequently noted that the advertisement of the intent to amend appeared on March 9, 2023. This did not provide the required notice to the public of 14 clear days prior to final reading on March 21, 2023.

Additionally, Municipal Affairs advised that current best practice indicates two ways to amend a bylaw:

- 1. Repeal the old bylaw and replace with a new one; or
- 2. Amend the old bylaw in a new bylaw (and prepare a subsequent consolidation)

Accordingly, we are enacting this change as a repeal and replace of the old bylaw.

DISCUSSION

This would not impact the sewer bills currently being issued as the sewer rates were approved at Municipal Council in April.

FINANCIAL IMPLICATIONS

Sewer rates are subject to approval by Municipal Council.

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

No other legal options are apparent

NEXT STEPS

Normal statutory requirements (Two readings / two publications)

ATTACHMENTS

M10 Sewer Charges Bylaw (proposed new bylaw)

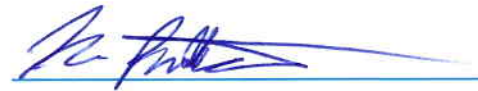
Prepared by:

Dawn Campbell, Director of Legislative Services

Reviewed by:

Shelly Hudson, Manager of Revenue

Jim Young, Director of Municipal Operations

Approved by:**Approval Date:**

Doug Patterson
Interim Chief Administrative Officer

(Date)

M10 SEWER CHARGES BYLAW

1. For the purpose of this bylaw, unless the context otherwise requires:
 - a) "Building" means any dwelling, house, shop, store, office or structure which would require sewage services.
 - b) "Dwelling" means a Building or portion thereof which is occupied or capable of being occupied as a home or residence by one or more persons.
 - c) "Municipal Engineer" means the staff engineer of the Municipality or a consultant engineer engaged by the Municipality, or the Director of *Public Works* of the Municipality.
 - d) "Owner" means a part owner, joint owner, tenant in common or joint tenant of the whole or any part of any land or building and includes a trustee, an executor, an administrator, a guardian, an agent, a mortgagee in possession of any other persons having the care or control of any land or building in case of the absence or disability of the person having title thereto.
 - e) "Sewer" means a sewer or drainage system constructed, purchased, or otherwise acquired by the Municipality and maintained as a public sewer or drain, and includes the trunk main, all laterals to the street/property line and any sewage treatment plant connected thereto.
 - f) "Year" means the fiscal year of the Municipality.
 - g) "Lot Line" means a boundary line of a lot.
 - h) "Front Lot Line" means the line dividing the lot from the street; in the case of a corner lot, the shorter boundary line abutting the street shall be deemed the front lot line; and where such lot lines are of equal length, the front line shall be deemed to be the front lot line as established in the block of prior construction. In the case of a through lot, the longer boundary dividing the lot from the street shall be deemed to be the front lot line; and the opposite, shorter boundary shall be deemed to be the rear lot lines; and where such lot lines are of equal length, the front lot line shall be deemed to be the front lot line as established in the block by prior construction.
 - i) "Flankage Lot Line" means a side lot line which abuts the street on a corner lot.
 - j) "Rear Lot Line" means the lot line from or opposite to the lot line.
 - k) "Side Lot Line" means a lot line other than a front or rear lot line.
 - l) "Lot" means any parcel of land described by its boundaries.
 - m) "Corner Lot" means a lot situated at the intersection of and abutting on two or more streets. The shorter lot line shall be deemed the front line of said lot.
 - n) "Flag Lot" means a lot characterized by its location of the main body of the lot generally at the rear of another lot or otherwise separated from the street or roadway which provides access, and by a narrower prolongation extending from the main portion of the lot to the said street or roadway. A flag lot generally resembles a flag on a pole in the case of a rectangular layout, or the main body of the lot with an umbilical prolongation providing access in the case of such a lot having irregular boundaries. The minimum interior dimension of a flag lot shall be measured in the main body of the lot.

- o) "Lot Area" means the total horizontal area within the lot lines of a lot.
- p) "Lot Depth" means the horizontal distance between the front and rear lot lines. Where these lot lines are not parallel, the lot depth shall be the length of a line joining the mid points of the front and rear lot lines.
- q) "Lot Frontage" means the horizontal distance between the side lot lines, such distance being measured perpendicularly to the line joining the middle of the front lot line with either the middle of the rear lot line or the apex of a triangle formed by the side lot lines and at a point therein equal in distance to the minimum applicable front yard. In the case of a corner lot with a corner lot sight triangle, the exterior lot lines (street lines) shall be deemed to extend to their hypothetical point of intersection for the purpose of calculating the frontage. The definition shall not apply in the case of a flag lot, where "frontage" shall be the length of the front lot line abutting the street.
- r) "Through Lot" means a lot bounded on two opposite sides by streets or a highway provided, however, that if any lot qualifies as being both a corner lot and a through lot as hereinbefore defined, such lot shall be deemed to be a corner lot for the purpose of this bylaw.
- s) "Equivalent Unit" means a discharge to the system equal to that of a Dwelling.

2. ADMINISTRATIVE

- (1) The Municipality shall have a separate account for the sewer system operation.
- (2) The cost of the sewer service shall include:
 - (a) the direct operating and maintenance costs of the sewer systems, being the approved budget for the ensuing fiscal year;
 - (b) an allowance for the administrative costs associated with the sewer system, equal to five (5) per cent of the direct operating and maintenance costs of the system;
 - (c) a capital replacement cost up to ~~point nine (0.9)~~ **five (5)** per cent of the estimated replacement cost of the physical plant, including pumping stations, treatment plants, collector and trunk sewers, force mains and outfalls (effective April 1, 2023);
 - (d) the replacement cost will be reviewed every five years or at the discretion of Council.
- (3) The direct operating and maintenance costs of the sewer system do not include any part of the capital cost of the system, any extension of the system, any connection to the system of a lot or building that existed when the system was completed, or any debt charges associated with such costs.

- (4) Any capital costs incurred for replacement of any component of a sewer system shall be paid for out of the accumulated sewer capital replacement reserve fund for the sewer system. If the accumulated sewer capital replacement reserve fund is insufficient, the cost not paid for from the accumulated capital replacement reserve fund shall be charged to the sewer system and amortized over a period not to exceed the expected useful life of a system, with interest at a rate charged to the Municipality for other borrowings of a like nature.

3. SEWER SERVICE CHARGE

- (1) The sewer service charge shall be calculated annually by dividing the cost of the sewer service by the total of the Equivalent Units (See *Schedule "A"*). The cost of sewer service shall be calculated in accordance with Section 2. The total Equivalent Units shall be calculated in accordance with Section 5 on or before March 31st in each year.
- (2) (a) The sewer service charge for each year shall normally be billed in the first quarter of the fiscal year.
- (b) The sewer service charge is due and payable within 31 days of the billing date.
- (c) The sewer service charge, if not paid when due, shall bear interest at the same rate as charged on unpaid taxes.
- (d) The sewer service charge is a lien on the whole of the property subject to the sewer charge in the same manner and with the same effect as rates and taxes under the *Municipal Government Act*.
- (e) The sewer service charge and interest thereon may be sued for and collected in the name of the Municipality in the same manner as other rates and taxes.
- (f) Land is liable to be sold for unpaid sewer service charges in the same manner and with the same effect as for unpaid rates and taxes pursuant to the *Municipal Government Act*.
- (3) Prorated partial year billings will be issued for new Buildings commencing upon the date of connection.
- (4) Billings for newly created lots shall commence in the next billing period.
- (5) Industrial producers or processors may make application and justify, to the satisfaction of the Municipal Engineer that a significant portion of water use is consumed in production and is not discharged to the community sewer system. In such circumstances the sewer service charge may be calculated by dividing the annual sewer discharge (as measured by meter as specified by the County and installed at the expense of the property owner) by 55,000 gallons, to determine the number of Equivalent Units.

4. WHO IS LIABLE FOR SEWER SERVICE CHARGES

- (1) Every owner of land:
 - (a) on which any Building is connected to the sewer line is located; or
 - (b) that fronts on any street or highway in which a sewer is situate; or
 - (c) that fronts on any right-of-way which connects to a street or highway in which a sewer is situate; or
 - (d) on which a building is situate that Council has ordered be connected to a sewer line;shall pay to the Municipality, each year, a sewer service charge.
- (2) Sewer service charges shall be levied on the owners of all properties liable to pay commencing in the year following the year in which a sewer has been installed or the year in which a building on the property has been connected to the sewer on a pro-rated basis, whichever is earlier.
- (3) For the purposes of this By-Law, a sewer has been installed when the Municipal Engineer has certified to Council that the system or the project of which the sewer forms part is substantially complete.
- (4) The Municipality shall forward a notice to each owner of land who is liable for the payment of the sewer charge that a sewer has been installed.
- (5) Municipal Council may grant exemptions from charges under this bylaw in the following circumstances:
 - (a) the Owner of the property does not have the legal ability to construct and maintain a sewer between the property and the municipal sewer; or
 - (b) the Owner of the property is, for reasons determined valid by the Engineer, unable to obtain a requisite provincial or federal permit to construct the sewer connection between the property and the municipal sewer.
- (6) An exemption shall remain in force unless circumstances under which the exemption was granted no longer exist.
- (7) A lot of land on which no building has been constructed and which has less than the minimum frontage or area for a lot served by a central sewer system, or a lot served by both a central sewer and a central water systems, as the case may be for the lot of land in question, as required by the Subdivision Bylaw or by an applicable Land Use Bylaw (whichever is stricter) is exempt from the sewer service charge.

5. SEWER SERVICE CHARGES

- (1) Each owner of land liable to pay the sewer service charge shall pay with respect to the number and kinds of buildings or equipment situate on the land according to *Schedule "A"*.
- (2) *Schedule "A"* may be amended, from time-to-time by resolution of Council.

6. REPEALS

- (1) *M10 Sewer Charges Bylaws* approved on June 16, 2015 and amendments thereto are repealed upon coming into force of this bylaw.



<u>Clerk 's Annotation For Official Bylaw Book</u>	
Date of First Reading for Amendment	PENDING May 16, 2023
Date of Advertisement of Notice of Intent to Consider Amendment	PENDING May 25, 2023
Date of Final Reading for Amendment	PENDING June 20, 2023
Date of advertisement of Bylaw Amendment	PENDING June 29, 2023
<i>I certify that this Bylaw was adopted by Municipal Council and published as indicated above.</i>	
	June 30, 2023
Municipal Clerk	Date
<i>*Effective date of the Bylaw unless otherwise specified.</i>	

AMENDMENTS

First Reading	August 20, 2002
"Notice of Intent" Publication	August 28, 2002
Final Reading	September 17, 2002
Effective Date (Publication)	October 1, 2002

BYLAW M10 AMENDMENTS (SECTION 4)

First Reading	February 17, 2004
Second Reading	April 20, 2004
Effective Date (Publication)	April 26, 2004

BYLAW M10 AMENDMENTS (SCHEDULE A)

First Reading	Waived, July 20, 2004
Second Reading	July 20, 2004
Effective Date	April 1, 2005

BYLAW M10 AMENDMENTS (SCHEDULE A)

First Reading	March 16, 2010
Second Reading	April 20, 2010
Effective Date	May 6, 2010

BYLAW M10 AMENDMENTS

First Reading	September 18, 2012
Second Reading	October 16, 2012
Effective Date (Publication)	October 25, 2012

BYLAW M10 AMENDMENTS

First Reading	September 18, 2012
Second Reading	October 16, 2012
Effective Date (Publication)	October 25, 2012

BYLAW M10 AMENDMENTS

First Reading	March 19, 2013
Second Reading	April 16, 2013
Effective Date (Publication)	April 25, 2013

BYLAW M10 AMENDMENTS

First Reading	May 19, 2015
Second Reading	June 16, 2015
Effective Date (Publication)	July 30, 2015

BYLAW M10 AMENDMENTS

First Reading	Pending
Second Reading	Pending
Effective Date (Publication)	Pending
Summary of Changes:	

- Sub-section 2(2)(c): a capital replacement cost up to ~~point nine (0.9)~~ **five (5)** per cent of the estimated replacement cost of the physical plant, including pumping stations, treatment plants, collector and trunk sewers, force mains and outfalls;
- Repeal all previous M10 Sewer Charges bylaws

M10 SEWER SERVICE CHARGES BY-LAW SCHEDULE "A"

Category	Equivalent Units
Building / Dwelling	1
Academic classroom in a school	1
Site in a mobile home park	1
Washing machine in a laundromat	1
Licensed bed in a nursing home or home for special	2/3
Hotel or motel	1 plus ¼ per room
Campground or trailer park	1 plus 1/10 per site
Restaurant/lounge, lounge, tavern, pub: 1 –10 seats	1
11-50 seats	2
for each additional 50 seats or fraction thereof	1
200 feet of frontage or fraction thereof for each lot upon which no building has been constructed and which is not in active agricultural use and meets the requirements of Sections 4(1)(b) and 4(1)(c)	1/3
1,000 feet of frontage or fraction thereof for each lot upon which no building has been constructed and which is in active agricultural use.	1/3
Industrial, commercial and institutional uses	1 for each 55,000 gallons per annum of water consumed or discharged to the sewer during the immediately preceding calendar year, with a minimum value of one equivalent unit
All other property	1 plus 1 for each retail premise or office space or building in excess of one



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Dawn Campbell, Director Legislative Services
Report Number: SR2023-46 AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy Amend
Subject: Amend AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy (7 day notice)

RECOMMENDATION(S):

That municipal council amend AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy by adding the words "and such consideration shall be deemed as fulfilling the requirement for seven days' notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the Municipal Government Act" in Subsection 47 a) 1); **7-day notice.**

LEGISLATIVE AUTHORITY

Section 23, *Municipal Government Act*, as amended

BACKGROUND

Sub-section 48(1) of the Municipal Government Act states: "*Before a policy is passed, amended or repealed the council shall give at least seven days' notice to all council members.*" It has been the past practice of the County that such requirement for notice is fulfilled by presentation of the policy approval or amendment at a Committee of the Whole Meeting (as long as it precedes the Council meeting by at least 7 days).

DISCUSSION

The proposed policy amendment formalizes this past practice to ensure awareness of councillors, staff and the public.

FINANCIAL IMPLICATIONS

None known

POLICY IMPLICATIONS

None known

ALTERNATIVES / OPTIONS

Municipal Council may choose not to approve or to change any proposed amendment to a policy.

NEXT STEPS

Consideration to approve by Municipal Council

ATTACHMENTS

AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy (amendment marked)

Prepared By:

Dawn Campbell, Director Legislative Services

Reviewed by:

Wanda Atwell, Records Management Coordinator / Deputy Municipal Clerk

Carolyn Young, Municipal Clerk / Executive Assistant

Approved by:**Approval Date:**A blue ink signature of Doug Patterson, consisting of a stylized 'D' followed by 'Patterson'.A blue ink handwritten date 'May 2, 23'.

Doug Patterson
Interim Chief Administrative Officer

(Date)

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

GENERAL

The procedural requirements in the Policy are intended to complement and supplement, and not to replace, the requirements contained in applicable municipal legislation.

In this Policy, unless otherwise defined herein, terms used in this policy shall have the same meanings as those defined in the *Municipal Government Act*.

- a) "business day(s)" means a day when the administrative offices of the Municipality of the County of Annapolis are open for business;
- b) "CAO" means Chief Administrative Officer of the Municipality of the County of Annapolis;
- c) "Chair" means the presiding officer;
- d) "Clerk" means the Clerk of the Municipality of the County of Annapolis;
- e) "Council" means the Municipal Council of the Municipality of the County of Annapolis;
- f) "Councillor(s)" include(s) the Warden and Deputy Warden;
- g) "majority" means more than one half of those present;

Although the *Municipal Government Act* does not provide a definition for *Member*, it is defined in this policy as follows:

- h) "member" means any person appointed to a committee

This policy shall be applicable for Committees of Council and Council meetings of Municipal Council, and include periods of adjournment to "in camera". The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern all cases to which they are applicable and in which they are not inconsistent with provincial legislation or the bylaws, policies or procedures of the municipality.

MEETINGS

Committees of Council and Council meetings shall be held in person in the Council chambers of the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS or an alternative location. Council and Special Council meetings can be conducted by video conference as outlined in the *Council Videoconferencing Policy, AM-1.2.0.1*.

All meetings of Committees of Council and Council, regular or special, shall be open to the public, and no person shall be excluded from a meeting that is open to the public except for improper conduct.

- 1) **INAUGURAL MEETING** - the Inaugural meeting of Council shall take place on the first business day following the 10-day appeal period of a municipal election. The Clerk shall preside as Chair of the meeting until such time as the Warden is elected.
- 2) **REGULAR MEETINGS OF COMMITTEE OF THE WHOLE** - meetings of the Committee of the Whole shall be held on the **second Tuesday of each month** starting at 9:00 a.m. and ending no later than 5:00 p.m. with Notice of Meeting to the public at least five business days in advance, unless Council

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

by resolution directs otherwise, in which case a notice shall be posted three or more days in advance of the meeting in the municipal office(s) and on the County website advising of the time and place.

Meetings from November to March (inclusive) will start at 10:00 a.m.

There shall be no regular meeting during the month of August.

- 3) **REGULAR MEETINGS OF COUNCIL** - meetings of Council shall be held on the **third Tuesday of each month at 10:00 AM** with Notice of Meeting to the public at least five business days in advance, unless Council by resolution directs otherwise, in which case a notice shall be posted three or more days in advance of the meeting in the municipal office(s) and on the County website advising of the time and place.
- 4) **SPECIAL MEETINGS OF COMMITTEE OF THE WHOLE OR COUNCIL**
A special meeting may be convened by resolution or consensus at a previous meeting three or more days in advance of the special meeting, or by the CAO or Clerk in consultation with the Warden.
- 5) **COMMITTEES OF COUNCIL MEETINGS**
Committee(s) shall meet at such time and place which it sets at a preceding meeting or at such other time and place as municipal council, the committee's Chair, or a quorum of committee members may set by providing notice of meeting to all committee members at least five business days in advance.
- 6) **IN-CAMERA**
Such meetings may be closed to the public when the subject matter under consideration involves the following matters under Section 22(2) of the *Municipal Government Act*:
 - a) acquisition, sale, lease and security of municipal property;
 - b) setting a minimum price to be accepted by the municipality at a tax sale;
 - c) personnel matters;
 - d) labour relations;
 - e) contract negotiations;
 - f) litigation or potential litigation;
 - g) legal advice eligible for solicitor-client privilege; and
 - h) public security.

When In-Camera matters are listed on the Committee of the Whole agenda, they will be the last order of business.

When In-Camera matters are listed on the Council agenda, they will be the last order of business.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

Direction may be given to staff In-Camera; however, any motions forthcoming from In-Camera discussions must be added to the agenda under New Business and adopted during the open portion of the meeting.

Minutes of a closed meeting will be recorded, circulated physically by the Clerk, and approved at the next meeting. Approved minutes are signed by the Warden and Clerk and kept in the Clerk's office. Councillors may peruse the physical minutes at any time.

7) **WARDEN'S ABSENCE**

In the case of the absence of the Warden from the Municipality, the Deputy Warden shall act in the place and stead of the Warden, and shall have all the rights, powers, and authority of the Warden, while so acting.

8) **CALLING THE MEETING TO ORDER AND QUORUM**

As soon after the hour fixed for the holding of the meeting, and quorum is present, the Warden shall take the Chair and call the meeting to order.

9) **QUORUM**

A quorum for Council and Committee of the Whole shall be the majority of councillors elected.

A quorum for other committees of council shall be a majority of the appointed members.

10) **NO QUORUM**

If no Quorum is present 15 minutes after the time appointed for a meeting, the Clerk or recording secretary shall record the names of the councillors/members present and the meeting shall stand adjourned until the date of the next regular meeting; or until otherwise scheduled.

11) **THE CONDUCT OF PROCEEDINGS AT A MEETING**

It shall be the duty of the Warden or other presiding officer:

- a) to open the meeting by taking the Chair and calling the councillors or members to order;
- b) to announce the business before the meeting in the order in which it is to be acted upon;
- c) to put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings, and to announce the result;
- d) to decline to put to vote motions which infringe the rules of procedure;
- e) to restrain the councillors or members, within the rules of order, when engaged in debate;
- f) to call by name any councillor or member persisting in breach of the rules of order of Municipal Council, thereby ordering them to vacate the Council chambers;
- g) to inform the Council, when necessary or when referred to, on a point of order;
- h) to permit the CAO or Clerk to speak on any point upon request;

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- i) to permit proper questions to be asked through the Chair of any official or employee of the County, or any member of the public in attendance, to provide information to assist in debate;
- j) to authenticate by their signature when necessary, the minutes of Committee of the Whole and Council; and
- k) to adjourn the meeting when business is concluded.

The presiding officer may state their position on any matter before the meeting without leaving the Chair, but only after all other councillor/member comments have been heard. It shall not be permissible for the presiding officer to debate the question without first leaving the Chair and after having appointed the Vice Chair to preside in their place during their remarks.

12) AGENDA

- a) any councillor, no later than six business days prior to a council meeting, may file in writing, an item for inclusion in the agenda under New Business. Items are to include background information and proposed motion.
- b) the business of the meeting shall in all cases be taken up in the order in which it stands upon the agenda unless otherwise decided by the councillors, and the Order of the Day amended.
- c) an item of business not listed on the Committee of the Whole agenda cannot be introduced at a meeting without the approval of the councillors by majority vote.
- d) the Clerk shall have prepared and provided electronically and in hard copy for the use of the councillors at the meetings of Committee of the Whole and Council an agenda under the following headings:

AGENDA

**for the Municipality of the County of Annapolis
Committee of the Whole Meeting**

to be held on Tuesday, _____, 20 __, 9:00 AM

Council Chambers, Municipal Administration Building, 752 St George Street, Annapolis Royal

Roll Call

Presentations

Disclosure of Interest

Approval of the Agenda

Approval of the Minutes

Correspondence

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

Staff Reports

Recommendations and Reports from Boards and Committees

Business Arising from the Minutes

New Business

In-Camera

5:00 Stated Adjournment

- e) The Clerk shall have prepared and provided electronically and in hard copy for the use of the councillors at the regular meetings of Council an agenda under the following headings:

AGENDA
for the Municipality of the County of Annapolis
Council Meeting

to be held on Tuesday, _____, 20 __, 10:00 AM

Council Chambers, Municipal Administration Building, 752 St George Street, Annapolis Royal

Roll Call

Disclosure of Interest

Approval of the Agenda

Approval of the Minutes

COTW Recommendations

Business Arising from the Minutes

New Business

Councillor's Comments

In-camera

Adjournment

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

Definitions / Processes of Agenda Items (in alphabetical order):

Adjournment – the Warden or Chair shall declare the meeting adjourned.

Approval of the Agenda – the agenda, once approved by motion, confirms the Order of the Day.

Approval of the Minutes – Minutes shall record:

- a) the place, date and time of meeting;
- b) attendance of councillors, present or absent; and
- c) all other proceedings of the meeting without note or comment.

It shall be the duty of the Clerk to ensure that the minutes of the last regular meeting, and all special meetings held more than five days prior to a regular meeting, together with the agenda are provided electronically to each councillor not less than 48 hours before the hour appointed for the holding of such regular meeting.

Business Arising from the Minutes – the items listed in the order of the topics set out in the agenda of prior Committee of the Whole / Council meetings which have not been disposed of and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of, unless removed from the agenda by motion.

Committee of the Whole Recommendations – all recommendations discussed and debated at Committee of the Whole will be brought to Council as individual recommendations for decision by Council.

Correspondence

All correspondence addressed to the county shall be distributed to the councillors and where in the opinion of the Clerk/CAO or a councillor it should be dealt with at a Committee of the Whole meeting, it shall be placed on the agenda of the next Committee of the Whole meeting.

Councillor's Comments – comments of councillors will relate to special items of interest in the districts they represent, or in the municipality as a whole.

Disclosure of Interest – any councillor shall disclose any conflict of interest dealing either with any item on the agenda or with a matter discussed at a previous meeting from which the councillor was absent. Every councillor who is present when a question is put, shall vote thereon unless personally interested in a pecuniary sense, and shall leave the room before the matter is discussed.

New Business – items of new business, in writing and including background information and a proposed motion, received by the Clerk six business days prior to the Committee of the Whole meeting will be included in the agenda.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

Presentations – will take place at Committee of the Whole, following Roll Call. Presenters must register with the Clerk six business days prior to the Committee of the Whole meeting they wish to address.

Presenters will be allowed a maximum of 10 minutes to address Committee of the Whole, unless extended by the Chair.

Council will not make a decision(s) at that time.

Recommendations and Reports from Boards and Committees – includes:

- **recommendations** from ad hoc and standing committees of Council, listed in Sections 48 and 49 this policy;
- **recommendations** from Advisory Boards and Committees (*Policies AM-1.3.6.1 to AM-1.3.6.16*); and
- **reports** from Joint, Regional and Community Organizations (*Policy AM-1.3.7*)

Recommendations and reports will be submitted to the Clerk by 4:30 PM six business days prior to the Committee of the Whole meeting and will be included with the agenda and circulated to councillors.

Roll Call – the Warden or presiding officer shall call the roll of councillors to verify attendance and to provide an opportunity to excuse, by motion, meeting attendance requirements of those councillors who wish to be excused. It is the duty of each councillor to advise the Chair of their absence and whether they wish to be excused in advance of the meeting.

Staff Reports – staff reports will be numbered by the Clerk, starting with the number “1” as the first report in each calendar year, with the prefix designating the year of the Committee of the Whole meeting, [i.e. SR2022-1 NAME OF REPORT]. Report numbers will re-start annually.

Reports will be submitted to the Clerk by 4:30 PM eight business days prior to the Committee of the Whole meeting.

Reports will be prepared pursuant to directions and a template as determined from time to time.

Urgent Business – a matter deemed to be urgent by the Warden or CAO may be considered without notice at any time by a simple majority vote of Council.

MOTIONS

13) WITHDRAWAL

- a) after a motion is moved and seconded it shall be deemed to be in possession of the Council but may, with the permission of the Council, be withdrawn at any time by the mover before decision or amendment.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section:	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

14) AMENDMENTS – a motion to amend

- a) shall receive disposition of Council before a previous amendment or the question,
- b) shall not be further amended more than once, and
- c) shall be put in the reverse order to that in which it is moved.

15) PRIVILEGE

- a) privileged motions take precedence over any or all of the motions listed before it. These motions include, in descending order of rank: Fix the Time to Which to Adjourn (highest ranking); Adjourn; Recess; Question of Privilege (noise, ventilation, introduction of a controversial subject in the presence of guests); Call for the Orders of the Day. When settled, the question so interrupted shall be resumed from the point where it was suspended.

16) LAY ON THE TABLE OR "TABLE"

- a) is the highest ranking of subsidiary motions. It is used to temporarily set aside an issue to take up something more urgent. This motion has no time reference; requires a mover and seconder; requires a majority vote; cannot be amended; and is not debatable.
- b) A question that has been "tabled" can be lifted from the table during the same session or until the end of the next regular business session if same is held before a quarterly time interval has elapsed. If not lifted within these time limits, the question dies, although it can be reintroduced later as a new question.

17) POSTPONE TO A DEFINITE TIME OR "DEFER"

- a) a subsidiary motion. It is used to set aside an issue to a specific date and time; requires a mover and seconder; requires a majority vote; may be amended and debated but only as to the time; cannot be interrupted.

18) COMMIT OR "REFER"

- a) a subsidiary motion. It is used to refer an issue to a committee or staff; requires a mover and seconder; requires a majority vote; may be debated.

19) POSTPONE INDEFINITELY

- a) the lowest ranking of subsidiary motions. It is used when Council declines to take a position on the main question. Its adoption kills the main motion for the duration of the session and avoids direct vote on the question.

20) RECONSIDER

- a) if a motion has been either adopted or defeated during a meeting, and announced from the Chair, a notice of an intention to move reconsideration can be made only on the same day on which the vote sought to be reconsidered was taken. If the motion was adopted, the motion to *Reconsider* can be made only by a councillor who voted in favour of the motion, or if the motion was defeated, then only by a councillor who voted against it. This motion can be seconded by any councillor no matter how they voted, and requires a majority vote.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

21) RESCIND OR AMEND SOMETHING PREVIOUSLY ADOPTED

- a) if it is too late to move to reconsider a motion, councillors can make either a motion to rescind or amend something previously adopted regardless of how they voted on the original motion. There is no time limit on making these motions. If previous notice is given, a majority vote is all that is required for adoption. However, if previous notice is not given of an intent to make one of these motions, so that councillors are not alerted ahead of time to the fact that the motion will be made, adoption of the motion requires either a two-thirds vote, or the vote of the a majority of the entire Council.

Voting on Motions

22) Questions Stated

- a) immediately preceding the taking of the vote, the Chair or Clerk may state the question in the form introduced and shall do so if required by a councillor. The Chair or Clerk shall state the question in the precise form in which it will be recorded in the minutes.

23) No Interruption After Question

- a) after a question is finally put by the Chair, no councillor shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.

24) Voting

The usual form of voting on any question shall be by the Chairman calling for “yes” and “no”, but any Council Member, before or after a voice vote can call for, and obtain through the Chairman, a show of hands, and any two Council Members can call for, and obtain through the Chairman, a recorded vote with each Council Member’s vote entered into the minutes. A Councillor may request that their vote is recorded.

Rules of Debate

- 25) Every councillor, prior to speaking on any question or motion, shall raise a hand and wait to be recognized by the Chair. When two or more councillors raise their hands to speak, the Chair shall designate the councillor who, in the opinion of the Chair, first raised a hand.
- 26) When a councillor is speaking no other councillor shall interrupt him/her except to raise a Point of Order.
- 27) Any councillor may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a councillor while speaking.
- 28) No councillor shall speak more than twice to the same question, without the leave of Council, except to explain a misconception of their remarks, but the mover of the motion shall have the right to reply and sum up in closing debate.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- 29) When a councillor has been recognized as the next speaker, then immediately before speaking such councillor may ask a question of the Chair or an official of the Municipality on the matter under discussion but only for the purpose of obtaining information, following which the councillor shall speak.
- 30) The following motions may be introduced without written notice and without leave:
- a) a point of order or personal privilege;
 - b) to lay on the table (Table);
 - c) to postpone to a definite time (Defer);
 - d) to commit (Refer);
 - e) to postpone indefinitely;
 - f) to call the question;
 - g) to adjourn; and
 - h) to amend.

POINTS OF ORDER AND PRIVILEGE

- 31) The Chair shall preserve order and decide questions of order.
- 32) It shall be the duty of the Chair, and the privilege of any councillor, to call any councillor to order, who violates any established rule of order. A point of order must be decided before the subject under consideration is proceeded with.
- 33) When a councillor is called to order, the councillor shall remain seated and silent until the point is determined, until called upon by the Chair to be heard on the point of order.
- 34) A point of order is not debateable amongst other councillors and is decided by the Chair, who may invite discussion in an effort to assist in making a ruling. Where the Chair permits discussion on a point of order, no councillor shall speak more than twice.
- 35) Decisions of the Chair on points of order or procedure, including an order expelling and excluding a person from the Council chambers pursuant to Subsections 39 and 40 are not debatable but are appealable to Council by any councillor. When an appeal is made from the decision of the Chair, the Chair shall simply put the question, "Shall the decision of the Chair be sustained?"
- 36) If a councillor resists the rules of Council, wilfully obstructs the business of Council or disobeys the decision of the Chair, or of Council on appeal, on any question of order or practice or upon the interpretation of the rules of Council after being called to order by the Chair, or otherwise disrupts the proceedings of Council, the councillor may be ordered by the Chair to leave their seat provided that a majority vote of Council shall be required to sustain the expulsion.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- 37) If the councillor refuses to leave their seat, the Chair may order the councillor to be expelled and excluded from the Council chambers.
- 38) Such councillor may, by vote of Council, later in the meeting or at a subsequent meeting be permitted to re-enter Council chambers and to resume participation in Council's business with or without conditions.
- 39) Persons who are not councillors or employees of the County of Annapolis shall observe silence and order in the Council chambers, unless given permission to speak by motion. Any such persons disturbing the proceedings of Council shall be called to order by the Chair and, if they fail to comply, shall be ordered, by the Chair to be expelled and excluded from the Council chambers, provided that a majority vote of Council shall be required to sustain the expulsion.
- 40) Such member of the public may, by vote of Council later in the meeting or at a subsequent meeting, be permitted to re-enter Council chambers with or without conditions.
- 41) An order of the Chair to expel a person from the Council chambers pursuant to Subsections 40 and 42 of this policy constitutes a direction from the County of Annapolis to leave the premises for purposes of the *Protection of Property Act* and other applicable laws.

CONDUCT OF COUNCILLORS

- 42) No councillor shall:
- a) use offensive or unparliamentary language in or against the Council, any councillor, or any staff;
 - b) speak on any subject other than the subject in debate;
 - c) criticize any decision of the Council except for the purpose of moving that the question be reconsidered;
 - d) disobey the rules of the Council or a decision of the Chair or the Council on questions of order or practice or upon the interpretation of the rules of the Council
- 43) When the Chair is putting the question, no councillor shall leave or make a disturbance.

COMMITTEES OF COUNCIL

- 44) **TERM OF APPOINTMENT** – except to the extent that the term of appointment is otherwise determined by statute, bylaw, or policy, councillors shall be appointed for two years, or the balance thereof, with the term commencing in December following each municipal general election or bi-annual election anniversary. Except as otherwise provided, no appointment shall cease until such time as a successor is appointed.
- 45) **PROVISIONS** – the following provisions shall apply to all Committees of Council, except where the policy specifically provides otherwise:

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- a) municipal council may replace at any time councillors who resign or who, in Council's opinion, are unable or unwilling to discharge their duties.
- b) if not appointed to a committee, the Warden shall be an *ex officio* councillor of the committee, with a voice but no vote. When attending as *ex officio* the Warden shall not be counted to establish quorum.
- c) a councillor is not entitled to additional remuneration for serving on the committee but may be reimbursed for reasonable expenses for attending committee meetings, and mileage / kilometrage shall be paid at such rate as may be prescribed by municipal council in *Travel and Expenses Policy AM-1.8.1*.
- d) except to the extent that the Chair is otherwise determined by statute, bylaw, or policy, municipal council may appoint a person to serve as Chair of the committee, after seeking the advice of the Nominating Committee; but if municipal council does not appoint a Chair, the committee shall elect a Chair from one of its councillors.
- e) an *ex-officio* councillor of a committee shall not be eligible for election as Chair.
- f) the Chair shall be entitled to speak and to vote on any motion. Subject to the other provisions of this policy, the Chair shall have the same powers and responsibilities at committee meetings that are conferred upon the Chair at Council meetings.
- g) votes shall be recorded by a show of hands.
- h) the Clerk (or designate) shall call the first meeting of any committee after its appointment, upon the request of municipal council or a majority of the councillors of the committee. The CAO or Clerk or their designate shall Chair the meeting until a Chair has been chosen.
- i) the committee shall choose a scribe from one of its councillors, in which event the scribe shall be a full voting councillor of the committee. The scribe shall keep notes of the committee's meetings and ensure that the Clerk is provided with a copy of all approved minutes, which have been signed by the Chair.
- j) no order or authority to do any matter or thing shall be recognized as emanating from any committee, and all committee recommendations shall be referred to the Clerk in writing to be included with the Committee of the Whole agenda under Reports from Boards and Committees.

46) **AD HOC COMMITTEES OF COUNCIL** - may be established by Council as deemed necessary and advisable to provide input on matters of timely consideration. Such a committee shall be for a limited time period as per its mandate determined by Council, and ceases to exist as soon as Council, through Committee of the Whole, receives and accepts a final report. Committees include:

- a) **Cornwallis Park & Area Asset Review Committee** – established to consider and make recommendations to Council pertaining to potential possibilities for current and future assets of Cornwallis Park and area (*MOTION 180717.28*);

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

b) **Glyphosate Advisory Committee** – established to “... invite stakeholders to present to the committee in order to bring a recommendation to June 2021 Committee of the Whole ...” (*MOTION 201020.04*); and

c) **Physician Recruitment & Retention Committee** – established “with a mandate of physician recruitment and retention” (*MOTION 191119.09*); adopted descriptive mandate: To assist, as appropriate, in all aspects of recruiting and retention of medical personnel: physicians, physician assistants, nurse practitioners, and like medical professionals” (*MOTION 200218.07*).

47) **STANDING COMMITTEES OF COUNCIL** – may be established pursuant to Section 24 of the *Municipal Government Act*, or as otherwise determined by statute, bylaw or policy. Standing committees work on a continuous basis, and consist of councillors appointed by the Council. The committees include:

a) **Committee of the Whole** – acts in an advisory capacity to Council, and meets to receive reports/recommendations from staff, and boards and committees.

It shall be the duty of Committee of the Whole to take action on such matters as are lawfully delegated to it by the County’s bylaws and policies, or by Council resolution, including but not restricted to:

- 1) ensuring regular, periodic and comprehensive review of all bylaws and policies of the County and such consideration shall be deemed as fulfilling the requirement for seven days’ notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the *Municipal Government Act*; and
- 2) exercising any authority pursuant to Part XV-Dangerous or Unsightly Premises of the *Municipal Government Act* that is not delegated to the Administrator, as set out in relevant policy.

The Chair of the Committee of the Whole is the Warden, and the Secretary is the Clerk (or designate).

b) **Nominating Committee**

- 1) at the Inaugural meeting, Council shall appoint three councillors to serve as members. The procedure for selecting councillors shall be the same as that used for selection of a Warden.
- 2) the Warden shall automatically be a regular, voting councillor of the committee.
- 3) the mandate of the committee is to discuss, consider, advise and make recommendations to Council through Committee of the Whole concerning the nomination of persons to various committees, boards, and commissions, except where municipal council determines that consideration by the Nominating committee is not necessary or advisable.
- 4) Council may, by resolution, accept, reject, or vary a report of the Nominating committee in whole or in part.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- 5) it shall, at least annually, review the status of councillor appointments to ensure equity of workloads among councillors.
 - 6) All committees should meet within thirty days of being struck to determine a Chair and Vice Chair.
- c) **CAO Review Committee** – shall oversee the performance review process for the CAO after consultation with Council.
- 1) consists of the Warden, Deputy Warden, and two other councillors.
 - 2) the Warden shall be the Chair of the committee.
 - 3) to the extent practicable, selection of the remaining committee councillors (in addition to the Warden and Deputy Warden) should reflect the gender diversity of Council's composition. Accordingly, the remaining committee councillors shall be selected by placing the names of councillors confirming an interest in a box and having two names drawn by a person chosen by the Warden.
 - 4) in accordance with sub-section 21(2)(c) of the *Municipal Government Act*, the CAO Review Committee may meet in closed session. The CAO will be requested not to attend the CAO Review Committee and council meetings where their performance is discussed; no other staff persons shall attend.
 - 5) the CAO shall be evaluated at least once a year, with a mid-year review if desired by the CAO, the CAO Review Committee or Council.
- d) **Economic Development Committee**
- 1) consists of three councillors and the Warden.
 - 2) the mandate of the committee is to advise and make recommendations to Council through Committee of the Whole concerning the drafting, implementation, amendment, and facilitation of an Annapolis County Economic Development Strategy.
- e) **Fire Services Committee**
- 1) consists of two councillors as well as two or more invited representatives of the Annapolis County Fire Services Executive as appropriate.
 - 2) the mandate of the committee is to advise and make recommendations through Committee of the Whole to Council concerning fire services funding and such other matters as are necessary and expedient for the provision of fire suppression and prevention services in the municipality.
 - 3) meetings shall be held at the discretion of the Chair.
- f) **Fences Arbitration Committee** – committee continues pursuant to Section 4 of the *Fences and Detention of Stray Livestock Act*.
- 1) consists of one member from the municipality appointed by the Nova Scotia Federation of Agriculture and one member appointed by the council of the municipality

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		AM-1.2.0
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

- 2) the member appointed by the council of a municipality pursuant to subsection (1) may be an employee of the municipality and shall be the chair of the committee
 - 3) the Nova Scotia Federation of Agriculture and the council of the municipality shall each appoint an alternate member to serve on the committee when requested to do so by the member appointed by the council of the municipality or the Nova Scotia Federation of Agriculture, as the case may be
 - 4) the members of a committee hold office for a term of not more than four years
 - 5) Two members of the committee constitute a quorum
 - 6) the annual honorarium for the Nova Scotia Federation of Agriculture appointees shall be \$50 per meeting attended. If the Fences Arbitration Committee does not meet during the calendar year, the appointees shall receive an honorarium of \$50.
 - 7) Members of the committee and alternate members of the committee appointed pursuant to this Section shall be residents of the municipality for which the committee is established. 2
- g) **Forestry Advisory Committee** – shall exist as an advisory committee of Council.
- 1) consists of not more than four councillors.
 - 2) its purpose is to consider and make recommendations regarding forestry matters.

<p>Clerk's Annotation for Official Policy Book</p> <p>I certify that this policy was adopted by Municipal Council as indicated below:</p> <p>Seven (7) Day Notice..... <i>PENDING May 9, 2023</i></p> <p>Council Approval..... <i>PENDING May 16, 2023</i></p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p><u>Carolyn Young</u></p> <p>Clerk</p> </div> <div style="text-align: center;"> <p><u>PENDING May 17, 2023</u></p> <p>Date</p> </div> </div> <p style="text-align: center;"><i>At Annapolis Royal, Nova Scotia.</i></p>	
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AMENDMENTS:

October 25, 2022:

Article 3 – change fourth to third; and

Article 12 – Change Council Agenda from COTW Consent to COTW Recommendations; and change the Definition for Committee of the Whole Consent to Committee of the Whole Recommendations – all recommendations discussed and debated at Committee of the Whole will be brought to Council as individual recommendations for decision by Council.

May 16, 2023:

Subsection 47 a) 1) – add “and such consideration shall be deemed as fulfilling the requirement for seven days’ notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the Municipal Government Act;”

STAFF REPORT

Report To: Committee of the Whole
Meeting Date: May 9, 2023
Prepared By: Dawn Campbell, Director of Legislative Services
Report Number: **SR2023-47 Participate in Municipal Physical Activity Leadership Program (MPAL)**
Subject: Approval to Participate in Municipal Physical Activity Leadership Program (MPAL) - Active Living Coordinator Position

RECOMMENDATION:

That Municipal Council authorize the County join the Municipal Physical Activity Leadership Program (MPAL), partnering with the Province of Nova Scotia to hire an Active Living Coordinator who will develop and implement a physical activity strategy.

LEGISLATIVE AUTHORITY

Municipal Government Act Section 65A(1)

BACKGROUND

It has been proposed in the 2023-24 budget that a new Active Living Coordinator position be created. Under the Municipal Physical Activity Leadership Program the Province provides \$25,000 to fund this position, with the remaining salary (approximately 50%) plus benefits to be provided by the County.

DISCUSSION

In 2006, Nova Scotia launched the Municipal Physical Activity Leadership (MPAL) Program in partnership with municipalities across the province. The MPAL Program was created in response to growing physical inactivity trends in Nova Scotia.

The Active Living Coordinator will be responsible for the development, implementation and evaluation of a comprehensive active living strategy. The strategy's aim is to raise awareness and increase participation in structured and unstructured physical activity at a local level. The creation of this strategy will coincide with / complement the Recreation Needs Assessment public consultation which is planned for later this summer.

FINANCIAL IMPLICATIONS

Per proposed 2023-24 operating budget

POLICY IMPLICATIONS

None known

ALTERNATIVES/OPTIONS

Options for this request:

- 1 – Approve the partnership
- 2 – Not approve participation in the partnership (MPAL)

NEXT STEPS

Will advise the Office of the Minister of Communities, Culture, Tourism and Heritage of acceptance of the offer to partner

ATTACHMENTS

Letter from the Minister of Communities, Culture, Tourism and Heritage

Reviewed by:

Nancy Whitman, Recreation & Community Grants Coordinator

Approved by:**Approval Date:**

Doug Patterson, Interim Chief Administrative Officer

Attachment #1



Communities, Culture, Tourism and Heritage Office of the Minister

1111 Brunswick Street • P.O. Box 156 • Halifax, Nova Scotia, Canada B3C 2S6
Telephone: 902-424-6699 • Fax: 902-424-6772 • novascotia.ca

April 28, 2023

File Number:
5026201

Doug Patterson, Interim CAO
County of Annapolis
752 St. George Street
PO Box 100
Annapolis Royal NS B0S 1A0

Dear Doug Patterson:

I am pleased to inform you that the County of Annapolis has been accepted into the Municipal Physical Activity Leadership program. The Province is pleased to partner with your community to hire a staff person to develop and implement a physical activity strategy. We will invest \$25,000, prorated in the 2023-24 fiscal year, based on when the staff person is hired.

I have asked Elaine Shelton, Manager of Physical Activity, and Anna Sherwood, Valley Regional Manager, to contact you to finalize the details of a partnership agreement.

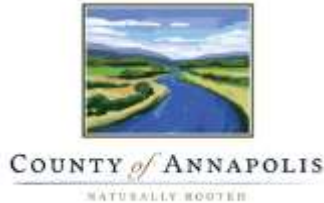
I am excited that we are able to support the County of Annapolis' efforts to become a more physically active community.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Pat Dunn'.

Pat Dunn
Minister

c: Anna Sherwood, Valley Regional Manager
Elaine Shelton, Manager of Physical Activity



BOARDS and COMMITTEES

Recommendations

AdHoc, Standing, and Advisory Committees

To: Committee of the Whole

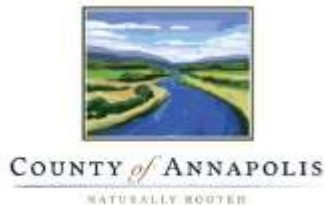
Meeting Date: May 9, 2023

Subject: **2023-04-27 HERITAGE ADVISORY COMMITTEE**

RECOMMENDATIONS:

That Municipal Council allow the replacement of the existing light green asphalt shingles to a copper green colour metal roofing material for the St. John's Anglican Church & Columbarium at 694 Highway 201, Moschelle and to advise the contractor of the heritage status of the building.

That Municipal Council change the name of the Heritage Advisory Committee to *Heritage & History Committee*.



BOARDS and COMMITTEES

Information Report

Joint, Regional or Community Organizations (AM-1.3.7)

Report To: Committee of the Whole
Submitted by: Councillor Gunn
Submission Date: May 9, 2023
Subject: March 2023 Southwest Nova Biosphere Reserve Report

The SNBR has applied for funding five summer student jobs to staff the Interpretive Centre and help with the National Two Billion Tree initiative. The Centre is a shared space with the Yarmouth County Museum. The Two Billion Trees project is National and SNBR will be planting 85,000 trees over the next three years.

Dr. Nick Hill gave a report on Other Area-based Effective Conservation Measures (OECM's), whose mandate is conducive to protection, but which are not protected areas. Discussions with the Province indicated that it was prudent to expand the focus to include areas that could be designated as nature reserves or wilderness areas.

The Science Atlas is a living document that has to be up-dated annually. Currently, COGS manages this as they have the expertise to do so.

The Amazing Places initiative is moving along, and all are hoping to have Delaps Cove interpretive signs installed before the tourist season begins mid-May.

The Touring Through Time app needs an annual up-date and will be done with a \$2000 allocation to do the necessary upkeep this year.

Regarding the Queens County sign: while the existing sign on the Queens/Lunenburg County line does not have the same logo as the Annapolis/Kings County border sign, it was agreed that it was sufficient for our needs and no further expenditures are required.

There have been two Newsletters focusing on rivers and forests, and a third is planned with a focus on agriculture. We are sending out a call inviting new membership that can be had for \$15/ year for individual memberships: please consider becoming a member.

Annapolis County will be hosting SNBR for its first in person meeting in three years, on June 14th at 10:00 am at the Upper Clements Hall. All are welcome, and Councillor Gunn will be asking Council to fund a light lunch (he would arrange) for the Board Members.



Presentation Summary – May 9, 2023

The Atalanta Hospice Society (AHS) is a registered charity having as its principal mission, to fund the construction of Fundy Hospice. The AHS is also registered as a not-for-profit society in the province of Nova Scotia.

The presentation will be delivered by the President of the AHS, David M. Cvet. The presentation will provide an update to the current status of the Atalanta Hospice Society's Fundy Hospice initiative. The update includes board structure, brief on the proposed design and an elaboration of a potentially exciting partnership with MacLeod Group with respect to the construction of a long-term-care facility and hospice facility.

The hope that the presentation would inspire the municipality to consider a financial pledge or sequence of pledges to support this project.

Regards,

A handwritten signature in black ink, appearing to read 'David M. Cvet'.

David M. Cvet
President,
Atalanta Hospice Society
e: info@fundyhospice.ca
url: www.fundyhospice.ca



SOOF Presentation to Council C.O.W. May 9, 2023

Information Summary/ Name of Organization:

Request for message of support by Save Our Old Forests campaign, organized by Arlington Forest Protection Society with the Citizen Scientists of Southwest Nova

Name and Title of spokesperson:

Nina Newton, spokesperson, Citizen Scientists of Southwest Nova

Brief summary of topic:

The Save Our Old Forests campaign paper petition states:

‘WHEREAS our Government has committed in law to protecting 20% of Nova Scotia’s lands and waters by 2030 but is continuing to permit logging of old forests of high conservation value on Crown land,

THEREFORE we, the undersigned residents of Nova Scotia, call upon the Premier to pause all harvesting and roadbuilding activities in forests over 80 years old on Crown land in Annapolis County until such time as 20% of Nova Scotia’s lands have been permanently protected.’

While acknowledging that the management of crown lands is under the jurisdiction of the province, the fate of old forests on crown land in Annapolis County is a matter of concern to many county residents, as shown by the number who have already signed the paper petition launched on March 25th. Addressing climate change and biodiversity loss at a local level by protecting old forests is essential to the health and well-being -- including economic well-being -- of Annapolis County residents.

Purpose of presentation:

To request that the Warden, on behalf of the Municipal Council, send a letter to the Premier calling on him to “pause all harvesting and roadbuilding activities in forests over 80 years old on Crown land in Annapolis County until such time as 20% of Nova Scotia’s lands have been permanently protected.”