

Summary of Motions
2020-10-28
Special Session of Council

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Minutes of the special **Municipal Council** meeting held on Tuesday, October 28, 2020, at 12:00 p.m., via ZOOM video-conferencing in accordance with the Direction of the Minister under a Declared State of Emergency [updated July 29, 2020 (*see attached*)]

Roll Call District 1 – Bruce Prout, present
District 2 - John A MacDonald, present
District 3 - Wayne Fowler, present
District 4 - Burt McNeil, present (by phone)
District 5 - Gregory Heming
District 6 - Alex Morrison,
District 7 – Warden Timothy Habinski
District 8 - Michael J Gunn
District 9 - Wendy Sheridan
District 10 – Deputy Warden Martha Roberts - **UNABLE**
District 11 - Diane LeBlanc
]

Also

Present: CAO John Ferguson, Municipal Clerk Carolyn Young, other staff

New Business

Re: Recommendations from 2020-10-28 Audit Committee

• ***MCOA Draft Consolidated Financial Statements to March 31, 2020***

MOTION 201028.01 MCOA Consolidated Financial Statements to March 31, 2020 – Warden and CAO to Sign and Submit to Minister

In accordance with the recommendation of the Audit Committee, it was moved by Councillor Morrison, seconded by Councillor Gunn, to recommend that municipal council approve the MCOA Financial Statements to March 31, 2020, as prepared by Kent & Duffett, and as amended to correct the name of the Annapolis County Municipal Housing Corporation and an item as discussed in-camera, and to authorize the Warden and CAO to sign the document for submission to the Minister. Motion carried unanimously.

• ***Audit Committee Report October 28, 2020***

MOTION 201028.02 Audit Committee Report – Authorize Signatures

Councillor Morrison moved, seconded by Councillor Heming, in accordance with the recommendation of the Audit Committee, that municipal council authorize two members of the Audit Committee being the Chair and the Warden to sign the Audit Committee Report. Motion carried unanimously.

• ***Audit Representation Letter October 28, 2020***

MOTION 201028.03 Audit Representation Letter – Warden and CAO to Sign

Pursuant to the recommendation of the Audit Committee, it was moved by Councillor Morrison, seconded by Councillor McNeil, that Municipal Council authorize the Warden and CAO to sign the Audit Representation Letter dated October 28, 2020. Motion carried unanimously.

The Director of Finance noted the following required motions arising from the audit.

Re: Transfer from AC Sewer Capital Replacement Reserve to General Operating Fund

MOTION 201028.04 Authorize Transfer of \$43, 611 from AC Sewer Capital Replacement Reserve to General Operating

Councillor Fowler moved, seconded by Councillor MacDonald, that municipal council authorize a transfer of \$43,611 from the Annapolis County Sewer Capital Replacement Reserve to the General Operating Fund representing the 2019-2020 sewer deficit. Motion carried unanimously.

Re: Transfer \$32,881 from General Operating Fund to Bridgetown Sewer Capital Replacement Reserve

MOTION 201028.05 Authorize Transfer of \$32,881 from General Operating Fund to Bridgetown Sewer Capital Replacement Reserve

It was moved by Councillor Fowler, seconded by Councillor Gunn, that municipal council approve a transfer of \$32,881 from the General Operating Fund to the Bridgetown Sewer Capital Replacement Reserve representing the 2019-20 Bridgetown Sewer Surplus. Motion carried unanimously.

Re: Transfer \$113,850 from Operating Reserve to General Operating Fund

MOTION 201028.06 Authorize Transfer of \$113,850 from Operating Reserve to General Operating Fund

Councillor Prout moved, seconded by Councillor Gunn, that municipal council approve a transfer of \$113,850 from the Operating Reserve to the General Operating Fund representing the 2019-2020 General Operating Deficit. Motion carried unanimously.

In-Camera

In accordance with Section 22(2)(e) contract negotiations of the *Municipal Government Act*, it was moved by Councillor Heming, seconded by Councillor Fowler to meet in-camera from 12:30 p.m. until 1:23 p.m. Motion carried unanimously.

*CAO Ferguson left the meeting at 1:23 p.m.
Deputy CAO Campbell attended in that role.*

Warden Habinski provided some background on the Friendship City Agreement with Suqian, China.

Re: Friendship City Relationship Agreement - Suqian

MOTION 201028.07 County of Annapolis Signs Five-Year Friendship City Agreement with Suqian, China

Councillor McNeil moved, seconded by Councillor Fowler, that municipal council authorize the Warden to sign the Friendship City Relationship agreement with Suqian City of Jiangsu Province of the People's Republic of China in order that the two sides carry out, in accordance with the principles of equality and mutual benefit, exchanges and cooperation between two cities in various forms in the fields of economy, culture, education, agriculture, tourism, etc., to promote common prosperity and development. Motion carried, 9 in favour, 1 against (MacDonald)

Re: Change Date of November COTW

MOTION 201028.08 Change Date of November COTW to November 12, 2020

It was moved by Councillor Prout, seconded by Councillor LeBlanc, that the regular November Committee of the Whole meeting be held on Thursday, November 12th, in order to accommodate the Swearing-In and New Council Orientation on Tuesday, November 10th. Motion carried unanimously.

Adjournment

Upon motion of Councillors McNeil and LeBlanc, the meeting adjourned at 1:33 p.m.

unapproved draft

Warden

Municipal Clerk

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

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

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

1. **Effective at 8am on July 29, 2020**, may hold meetings exclusively in person if all the following conditions are met:
 - i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;
 - ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.
2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:
 - i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
 - ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

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

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

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

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

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing