

2023-07-18 Council Agenda Package

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, July 18, 2023

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

PAGE	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL OF THE ORDER OF THE DAY
	4.	APPROVAL of MUNICIPAL COUNCIL MINUTES
3-20	4.1	2023-06-20 Regular Council
	5.	COTW RECOMENDATIONS
		<i>2023-07-11 Committee of the Whole</i>
21	5.1	SR2023-58 AM-1.3.6.5 Source Water Protection Advisory Committee Policy New (see attached)
21	5.2	SR2023-59 Road Naming Process – Shared Access Road at Long Lake, Hampton – Dragonfly Lane
21	5.3	SR2023-46(3) AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy – Amend
21	5.4	SR2023-46(3) AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy – Staff Report for September Committee of the Whole
21	5.5	SR2023-56(2) Grant Application - Margaretsville Shore Society
21	5.6	SR2023-56(2) Grant Application - The Wharf Rat Rally Motorcycle Association
21	5.7	SR2023-56(2) Grant Application - Milford and Area Community Association
22	5.8	SR2023-56(2) Grant Application - Clarence United Baptist Church
22	5.9	SR2023-60 Waste-Resource Management Services Agreement – Valley Waste
22	5.10	SR2023-061 Bear River Water System Development and Construction
	6.	NEW BUSINESS
27	6.1	Warden's Update – July
28-29	6.2	SR2023-50 Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal – Final Reading
30-37	6.3	SR2023-60 Agreement for the Cost-Sharing of Collection and Treatment of Wastewater With Town of Annapolis Royal
38-39	6.4	SR2023-62 Annapolis County Inter-Municipal Working Group
40-41	6.5	SRR2023-63 Bridgetown Storm Water Easement Improvement
	7.	COUNCILLOR COMMENTS
	8.	IN-CAMERA
	8.1	In accordance with <i>MGA</i> Section 22(2)(c) personnel matters
	8.2	In accordance with <i>MGA</i> Section 22(2)(c) personnel matters
42-57	9.	Council Motion Tracking List (April, May, June)

ADJOURNMENT

**2023-06-20 Municipal Council
Summary of Motions**

MOTION 230620.01	SR2023-49 AM-1.3.6.18 Climate Change Action Plan Review Committee Policy -	
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MOTION 230620.02	SR2023-50 Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal –	
First Reading		2
MOTION 230620.03	SR2023-51 NS Public Works Cost-Sharing Agreement for Paving of J-Class Streets.	2
MOTION 230620.04	SR2023-52 PCAP Application – Bear River Water System Project Detailed Design	
Phase		2
MOTION 230620.05	SR2023-52 PCAP Application – Granville Ferry Water Storage Project Detailed	
Design Phase		2
MOTION 230620.06	SR2023-52 2023 BRCS Trust Award Payouts and Scholarships/Awards	2
MOTION 230620.07	SR2023-54 Town Middleton Source Water Protection Advisory Committee Request	
for Membership		3
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Minutes of the regular session of Municipal Council held on Tuesday, June 20, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George Street, 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, present
District 7 – David Hudson, present
District 8 – Michael Gunn, present
District 9 – Wendy Sheridan, present
District 10 – Brad Redden, present
District 11 – Diane LeBlanc, present

Also Present: CAO Chris McNeill, Municipal Clerk Carolyn Young; other staff including L. Bent, D. Campbell, C. Mason, N. McCormick, E. Melanson, N. Whitman, and Jim Young; 2 members of the public.

Disclosure of Interest

Councillor Enslow disclosed an interest in item 6.4 New Business *2023 Nova Scotia Federation of Municipalities (NSFM) Membership Survey – Policing*.

Order of the Day

No changes requested.

Minutes

2023-02-21 Public Hearing approved with no errors or omissions
2023-05-16 Regular approved with no errors or omissions

Committee of the Whole Recommendations 2023-06-13

- ***SR2023-49 AM-1.3.6.18 Climate Change Action Plan Review Committee Policy New***
MOTION 230620.01 SR2023-49 AM-1.3.6.18 Climate Change Action Plan Review Committee Policy - New
That Municipal Council approve *AM-1.3.6.18 Climate Change Action Plan Review Committee Policy* in accordance with seven-day notice given on June 13, 2023.
Moved: Councillor Barteaux
Seconded: Councillor LeBlanc
Motion carried.
- ***SR2023-50 Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal 1st Reading***

MOTION 230620.02 SR2023-50 Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal – First Reading

That Municipal Council give first reading of their intention to adopt *M14 Bylaw to Repeal Bylaw M13 Respecting Brooklyn Sewer and Water Connection Charges*.

Moved: Councillor Connell

Seconded: Councillor Sheridan

Motion carried

- **SR2023-51 Nova Scotia Public Works Cost-Sharing Agreement for Paving of J-Class Streets**

MOTION 230620.03 SR2023-51 NS Public Works Cost-Sharing Agreement for Paving of J-Class Streets

That Municipal Council authorize the Warden and Clerk to sign Nova Scotia Public Works Cost Share Agreement No. 2023-001 for the paving of subdivision (J-Class) Streets

Moved: Councillor Prout

Seconded: Deputy Warden Redden

Motion carried.

- **SR2023-52 PCAP Application – Bear River Water System Project**

MOTION 230620.04 SR2023-52 PCAP Application – Bear River Water System Project Detailed Design Phase

That Municipal Council support the submission of an application to the Provincial Capital Assistance Program (PCAP) in the amount of \$205,000 for the detailed design phase regarding the Bear River Water System Project.

Moved: Councillor Gunn

Seconded: Councillor LeBlanc

Motion carried.

- **SR2023-52 PCAP Application – Granville Ferry Water Storage Project**

MOTION 230620.05 SR2023-52 PCAP Application – Granville Ferry Water Storage Project Detailed Design Phase

That Municipal Council support the submission of an application to the Provincial Capital Assistance Program (PCAP) in the amount of \$28,500 for the detailed design phase regarding the Granville Ferry Water Storage Project.

Moved: Councillor Gunn

Seconded: Councillor Barteaux

Motion carried.

- **SR2023-53 2023 Bridgetown Regional Consolidated School (BRCS) Trust Award Payouts and Scholarships/Awards**

MOTION 230620.06 SR2023-52 2023 BRCS Trust Award Payouts and Scholarships/Awards

That Municipal Council authorize payment from the Bridgetown School Trust to the Bridgetown Regional Community School in the amount of \$5,365; and authorize payment up to \$2,800 for scholarships/awards recipients upon attendance at post-secondary education.

Moved: Councillor Hudson

Seconded: Councillor Enslow

Motion carried.

- ***SR2023-54 Town of Middleton Source Water Protection Advisory Committee Request for Membership***

MOTION 230620.07 SR2023-54 Town Middleton Source Water Protection Advisory Committee Request for Membership

That Municipal Council appoint Councillor Wendy Sheridan to be a member of the Town of Middleton Source Water Protection Advisory Committee effective immediately for a term ending November 30, 2024, as requested per the terms and conditions stated on the Town of Middleton Committee Terms of Reference, and add this Committee to the list of required appointments reviewed by the Nominating Committee.

Moved: Councillor LeBlanc

Seconded: Councillor Hudson

Motion carried.

- ***SR2023-55 Call Tender to Demolish Dangerous Structure Port George***

MOTION 230620.08 SR2023-55 Call Tender to Demolish Dangerous Structure Port George

That Municipal Council authorize the Administrator under Dangerous and Unsightly Premises to call a tender to demolish the dilapidated outbuilding, remove the demolition debris and level the land to make it safe at civic 12285 Shore Road East, Port George, PID 05039268 AAN 04913892.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried, 10 in favour, 1 against.

- ***SR2023-36 (2) Municipally-Registered Heritage Property (MRHP) St. John's Anglican Substantial Alterations – Request Reconsideration***

MOTION 230620.09 SR2023-36 (2) MRHP St. John's Anglican Substantial Alterations Request for Reconsideration

That Municipal Council amend the previous motion:

Motion 230516.08 MRHP St. John's Anglican Church – Application for Alteration

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

by replacing 'copper green' with 'black', for the St. John's Anglican Church, 694 Highway 201, Moschelle request for reconsideration.

Moved: Councillor Barteaux

Seconded: Councillor Connell

Motion carried.

- ***Red Bear Healing Home Society***

MOTION 230620.10 Grant - Red Bear Healing Home Society

That Municipal Council approve a grant to the Red Bear Healing Home Society in the amount of \$1,000 to support free voice mail services, in accordance with the *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried, 10 in favour, 1 against.

- **Ernest Buckler Literary Event Society**

MOTION 230620.11 Grant – Ernest Buckler Literary Event Society

That Municipal Council approve a grant to the Ernest Buckler Literary Event Society in the amount of \$1,000 to support their “Reading Where We Live” event, in accordance with *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Councillor Prout

Seconded: Councillor Longmire

Motion carried.

- **Annapolis Region Community Arts Council**

MOTION 230620.12 Grant – Annapolis Region Community Arts Council

That Municipal Council approve a grant to the Annapolis Region Community Arts Council in the amount of \$2,000 to support their event showcasing artworks by Harold Cromwell, in accordance with *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

- **Valley Doulas – Kings County Resource Centre**

MOTION 230620.13 Grant – Valley Doulas – Kings County Resource Centre

That Municipal Council approve a grant to the Valley Doulas – Kings County Resource Centre in the amount of \$2,000 to support prenatal education and postpartum support programs, in accordance with *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Councillor Prout

Seconded: Councillor Enslow

Motion carried.

- **Annapolis Valley Farm to School Committee**

MOTION 230620.14 Grant – Annapolis Valley Farm to School Committee

That Municipal Council approve a grant to the Annapolis Valley Farm to School Committee in the amount of \$2,000 to support the Farm to School snack program, in accordance with *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Councillor Enslow

Seconded: Councillor LeBlanc

Motion carried.

- **Annapolis Royal Football Club**

MOTION 230620.15 Grant – Annapolis Royal Football Club

That Municipal Council approve a grant to the Annapolis Royal Football Club in the amount of \$1,500 to support the purchase of a new lawn mower, in accordance with *AM-1.4.9 Community Grants Policy*, Community Programs Assistance Fund.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried, 10 in favour, 1 against.

- **Southwest Nova Biosphere Association**

MOTION 230620.16 Grant - Southwest Nova Biosphere Association

That Municipal Council approve a grant to the Southwest Nova Biosphere Association in the amount of \$2,500 to support the creation of the first Amazing Place in South West Nova Scotia at Delaps Cove, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Councillor Gunn

Seconded: Councillor Sheridan

Motion carried.

- **Clean Annapolis River Project Society**

MOTION 230620.17 Grant – Clean Annapolis River Project Society

That Municipal Council approve a grant to the Clean Annapolis River Project Society in the amount of \$5,000 to support marketing costs for the Annapolis River Festival, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Councillor LeBlanc

Seconded: Councillor Enslow

Motion carried.

- **Lawrencetown & District Lions Club**

MOTION 230620.18 Grant – Lawrencetown & District Lions Club

That Municipal Council approve a grant to the Lawrencetown & District Lions Club in the amount of \$5,000 to support marketing costs for the Port George Jamboree, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

- **Hampton Lighthouse and Historical Society**

MOTION 230620.19 Grant – Hampton Lighthouse and Historical Society

That Municipal Council approve a grant to the Hampton Lighthouse and Historical Society in the amount of \$1,200 to support the cost of a portable toilet for the tourist season, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Councillor Enslow

Seconded: Councillor Hudson

Motion carried.

- **Heart of the Valley Festival**

MOTION 230620.20 Grant – Heart of the Valley Festival

That Municipal Council approve a grant to the Heart of the Valley Festival in the amount of \$3,000 to support the Heavy Events Clinic during the festival, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Councillor Sheridan

Seconded: Councillor LeBlanc

Motion carried.

- **Bridgetown and Area Chamber of Commerce**

MOTION 230620.21 Grant – Bridgetown and Area Chamber of Commerce

That Municipal Council approve a grant to the Bridgetown and Area Chamber of Commerce in the amount of \$5,000 to support marketing costs for the annual Ciderfest celebrations, in accordance with *AM-1.4.9 Community Grants Policy*, Marketing & Promotion Partnership Program.

Moved: Councillor Hudson

Seconded: Councillor Enslow

Motion carried.

- **Farm to Feast Café**

MOTION 230620.22 Grant – Farm to Feast Café

That Municipal Council approve a grant to the Farm to Feast Cafe in the amount of \$5,000 to support costs for the Greenhouse Project at the NSCC Annapolis Campus, in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program, Small Project Matching Grant.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

- **Port Royal Lighthouse Association**

MOTION 230620.23 Grant – Port Royal Lighthouse Association

That Municipal Council approve a grant to the Port Royal Lighthouse Association in the amount of \$5,000 to support costs for the ongoing restoration and upgrades to the lighthouse at Schafner Point, in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program, Small Project Matching Grant.

Moved: Councillor Longmire

Seconded: Councillor Enslow

Motion carried.

- **Bridgetown Curling Club**

MOTION 230620.24 Grant – Bridgetown Curling Club

That Municipal Council approve a grant to the Bridgetown Curling Club in the amount of \$3,931.44 to support the purchase of a new ice compressor, in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program, Small Project Matching Grant.

Moved: Councillor Enslow

Seconded: Councillor Barteaux

Motion carried.

- **Paradise Historical Society**

MOTION 230620.25 Grant – Paradise Historical Society

That Municipal Council approve a grant to the Paradise Historical Society in the amount of \$4,626.45 to support the installation of gutters and floor repairs for the "Paradise School", in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program

Small Project Matching Grants.
Moved: Councillor Hudson
Seconded: Councillor Enslow
Motion carried.

- **Middleton & District Rink Commission**

MOTION 230620.26 Grant – Middleton & District Rink Commission

That Municipal Council approve a grant to the Middleton and District Rink Commission in the amount of \$2,771.92 to support arena repairs and upgrades, in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program, Small Project Matching Grant.

Moved: Councillor LeBlanc
Seconded: Councillor Sheridan
Motion carried.

- **Age Advantage Association**

MOTION 230620.27 Grant – Age advantage Association

That Municipal Council approve a grant to the Age Advantage Association in the amount of \$5,000 to support the development of new content with the MapAnnapolis project, in accordance with *AM-1.4.9 Community Grants Policy*, Capital Projects Assistance Program, Small Project Matching Grant.

Moved: Councillor LeBlanc
Seconded: Councillor Connell
Motion carried.

- **Soldiers Memorial Hospital Foundation**

MOTION 230620.28 Grant – Soldiers Memorial Hospital Foundation (Year 4 of 5)

That Municipal Council approve a grant to the Soldiers Memorial Hospital Foundation in the amount of \$10,000 (year 4 of 5) as a contribution towards health care facilities, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Councillor Sheridan
Seconded: Councillor LeBlanc
Motion carried.

- **St. Anne's Anglican Youth Camp**

MOTION 230620.29 Grant – St. Anne's Anglican Youth Camp

That Municipal Council approve a grant to the St Anne's Anglican Youth Camp in the amount of \$5,000 to support costs with roof and floor repairs to the Kaulback building, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Councillor Barteaux
Seconded: Councillor Hudson
Motion carried.

- **Lawrencetown Exhibition Youth Arena**

MOTION 230620.30 Grant – Lawrencetown Exhibition Youth Arena

That Municipal Council approve a grant to the Lawrencetown Exhibition Youth Arena in the amount of \$10,900 to support cost for the warm room extension, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried.

- ***Margaretsville Shore Society***

MOTION 230620.31 Grant – Margaretsville Shore Society

That Municipal Council approve a grant to the Margaretsville Shore Society in the amount of \$25,000 to support their Shoreline Renewal and Safety project, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Councillor Connell

Seconded: Councillor Enslow

Motion carried.

- ***Annapolis Valley Exhibition Society***

MOTION 230620.32 Grant – Annapolis Valley Exhibition Society

That Municipal Council approve a grant to the Annapolis Valley Exhibition Society in the amount of \$20,000 to support 2023 capital upgrades and improvements, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

- ***Trans County Transportation Society***

MOTION 230620.33 Grant – Trans County Transportation Society

That Municipal Council approve a grant to the Trans County Transportation Society in the amount of \$20,000 to support transit operational costs, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Councillor Prout

Seconded: Councillor LeBlanc

Motion carried.

- ***Cats for Keeps Rescue Society***

MOTION 230620.34 Grant – Cats for Keeps Rescue Society

That Municipal Council approve a grant to the Cats for Keeps Rescue Society in the amount of \$7,000 to support operational costs for their rescue services, in accordance with *AM-1.4.9 Community Grants Policy*, Large Capital Grant.

Moved: Councillor LeBlanc

Seconded: Councillor Longmire

Motion carried, 10 in favour, 1 against.

- ***Three Rivers Community Association***

MOTION 230620.35 Grant – Three Rivers Community Association

That Municipal Council approve a grant to the Three Rivers Community Association in the amount of \$2,400 to support the installation of a generator, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor LeBlanc

Seconded: Councillor Sheridan

Motion carried.

- **Moschelle Community Hall Society**

MOTION 230620.36 Grant – Moschelle Community Hall Society

That Municipal Council approve a grant to the Moschelle Community Hall Society in the amount of \$2,250 to support the replacement of the deck and ramp, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor Barteaux

Seconded: Councillor Connell

Motion carried.

- **West Paradise Community Club**

MOTION 230620.37 Grant – West Paradise Community Club

That Municipal Council approve a grant to the West Paradise Community Club in the amount of \$1,200 to support installation of a water softener system, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor Hudson

Seconded: Councillor Enslow

Motion carried.

- **Wilmot Community Centre Society**

MOTION 230620.38 Grant – Wilmot Community Centre Society

That Municipal Council approve a grant to the Wilmot Community Centre Society in the amount of \$2,400 to support repairs and upgrades to the hall, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor Connell

Seconded: Councillor Prout

Motion carried.

- **Port Lorne Community Centre Association**

MOTION 230620.39 Grant – Port Lorne Community Centre Association

That Municipal Council approve a grant to the Port Lorne Community Centre Association in the amount of \$1,200 to support the shed roof replacement and other improvements to the hall, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor Enslow

Seconded: Councillor LeBlanc

Motion carried.

- **Clarence Community Club**

MOTION 230620.40 Grant – Clarence Community Club

That Municipal Council approve a grant to the Clarence Community Club in the amount of \$2,400 to support the creation of a multi-use outdoor venue space, in accordance with *AM-1.4.9 Community Grants Policy*, Community Halls & Centres Assistance Program.

Moved: Councillor Enslow

Seconded: Councillor LeBlanc

Motion carried.

- ***Friends of the Annapolis Pool Society***

MOTION 230620.41 Grant – Friends of the Annapolis Pool Society

That Municipal Council approve a grant to the Friends of the Annapolis Pool Society in the amount of \$16,500 to support their capacity building, expansion in operating hours, and support training, in accordance with *AM-1.4.9 Community Grants Policy*, Organizational Restructuring & Planning Grant.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

- ***South Shore Annapolis Valley Trail Association***

MOTION 230620.42 Grant – South Shore Annapolis Valley Trail Association

That Municipal Council approve a grant to the South Shore Annapolis Valley Trail Association in the amount of \$5,000 to support trail maintenance and upgrades for Annapolis County sections of the trail, in accordance with *AM-1.4.9 Community Grants Policy*, Trails Assistance Program.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

- ***Annapolis County Trails Society***

MOTION 230620.43 Grant – Annapolis County Trails Society

That Municipal Council approve a grant to the Annapolis County Trails Society in the amount of \$5,000 to support continued improvements to the Harvest Moon Trail Annapolis County sections, in accordance with *AM-1.4.9 Community Grants Policy*, Trails Assistance Program.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

- ***Annapolis Valley Trails Coalition***

MOTION 230620.44 Grant – Annapolis Valley Trails Coalition

That Municipal Council approve a grant to the Annapolis Valley Trails Coalition in the amount of \$5,000 to support trail and park developments in Annapolis County, in accordance with *AM-1.4.9 Community Grants Policy*, Trails Assistance Program.

Moved: Deputy Warden Redden

Seconded: Councillor Prout

Motion carried.

- **Review Grants Policies**

MOTION 230620.45 Grants Policies – Review Requested

That staff provide a review and recommendation of the Grants Policies to October Committee of the Whole to update them to be more in line with existing costs and conditions.

Moved: Councillor Connell

Seconded: Councillor Sheridan

Motion carried.

- **Parks and Recreation Facilities**

MOTION 230620.46 Parks and Recreation Facilities – Report Requested

That staff prepare a report on the staffing and maintenance of all parks and recreation facilities in the County for Fall 2023; including the identification of all recreational facilities that reside in the Towns and Village that our constituents use.

Moved: Councillor Hudson

Seconded: Councillor Connell

Motion carried.

- **Extension of Waste Collection Agreement - EFR**

MOTION 230620.47 Extension of Waste Collection Agreement - EFR

That municipal council authorize the Warden and Clerk to sign a 19.5 month extension of the waste collection agreement with EFR Environmental to extend services past the agreement expiration date of August 23, 2023 to March 31, 2025, enabling the municipality to have the potential to participate in a broader Valley Waste-led tender ahead of March 2025.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

New Business

Re: Warden's June Update and Forecast

Re: SR2023-45 M10 Sewer Charges Bylaw - Final Reading

MOTION 230620.48 SR2023-45 M10 Sewer Charges Bylaw Final Reading

That municipal council give final reading to *M10 Sewer Charges Bylaw* by deleting "point nine (0.9) in Sub-section 2(2)(c) and replacing with "five (5)", in accordance with First Reading given on May 16, 2023.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Re: SR2023-57 Basin Aquatics Association

MOTION 230620.49 SR2023-57 Basin Aquatics Association

That municipal council approve an investment of \$25,000 in Basin Aquatics Society to assist with the re-establishment of the aquatics facility at Basin Centre, Cornwallis Park; and that

Council authorize the withdrawal of \$25,000 from the Recreation Reserve to be used for this purpose.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried, 10 in favour, 1 against.

Declaration of Interest

Councillor Enslow declared an interest in the following item as he is an employee of the RCMP. ***He left the table at 10:42 a.m.*** and did not participate in any discussion or subsequent motions.

Re: Nova Scotia Federation of Municipalities (NSFM) Membership Survey Report – circulated via email to councillors and posted to the website on Friday, June 16.

Councillor Enslow returned to the table at 11:28 a.m.

Councillor Comments

District 1 – Councillor Prout (as submitted)

I would like to begin by thanking the many firefighters, both local and from other areas, who have worked so heroically over the past weeks fighting the numerous wildfires here in Nova Scotia. We owe them, as well as all of the service groups and community volunteers who provided support services to them, a huge debt for the work which they did on our behalf.

As promised, I do have an update on the Eastern Canadian Gymnastics Championships which I mentioned briefly last month. I wish to thank Megan Armstrong who was a parent volunteer chaperone on the trip for the following update which she kindly provided.

The 38 Team Nova Scotia Trampoline and Tumbling athletes had an excellent trip to Sherbrooke Quebec to compete in the Championships. Day 1 was a long bus ride to Quebec arriving in time to have supper and to play outdoors before heading to their rooms for the night. Day 2 was a low-key day of hanging out at the University, playing outside, and then heading to the venue to train. Opening Ceremonies were held at the end of Day 2. Each province selected a flag bearer for the ceremonies. Annapolis County athlete Rylee Armstrong was chosen to represent Nova Scotia. Day 3 was Competition Day. All of the Team Nova Scotia athletes competed at some point during the day with some placing well enough to move on to finals the next day. Team Nova Scotia earned 8 Bronze Medals during the team awards. Day 4 was Finals. Team Nova Scotia earned 6 Gold, 2 Silver, and 3 Bronze medals during finals. Day 5 was another early morning to eat breakfast and start the long bus ride home. All of the athletes had a great trip. Well done.

Since our last Regular Council Meeting I have been pleased to attend a number of functions within our County along with Warden Morrison, Deputy Warden Redden, and Councillors Gunn and Barteaux.

I am pleased to see that many, if not most, of our farmers have finished their “first cut” of hay already.

In addition, it is great to see the arrival of fresh, local strawberries in our local farm markets. Enjoy!

Melvorn square United Baptist Church has set up a pantry to assist families with food insecurities.

Congratulations to all graduates and all students and teachers who made it through another year. Have a great summer.

Melvorn Square is hosting a Canada Day children’s parade at 11:15 a.m. from the church to the community hall.

District 2 – Councillor Connell greetings. Macdonald Museum held their annual Antique Car Show and Swap meet, well attended. They will host a Canada Day event from 1-4. Forest Glade Hall Washer Toss tournament coming up on June 24th, starting at 2. Breakfasts going well in Margaretsville on the first Saturday of the month and Port George on the first Sunday of the month. Mount Hanley One-Room School Museum opens from July-September on weekends only. Port George Jamboree update next month. Lots of community events advertised in the Reader and nice to see active halls.

District 3 – Councillor Enslow thanked fire departments for their support of forest fires in Tantallon and on the South Shore – a great amount of work. Attended various events and functions in District 3 and county. Lion's monthly breakfast in Bridgetown, Spring Fling at the Bridgetown Regional Community School, the tennis season-opener, regional track and field event – phenomenal event at the Sports Hub, with 1500-2000 people in attendance. 150th anniversary of Bridgetown Fire Department celebrating all 2023, with a July 29th event (more information to come). Clarence farmers market opens June 25th. CARP's Riverfest on July 15th - an important function and the group works for the river as a whole. Nice to see events coming back, more kids and people coming out. Happy Canada Day is coming up and he looks forward to visiting functions in the area on July 1st.

District 4 – Councillor Barteaux noted the June 24th 8 am pancake breakfast at the Moschelle Community Hall. Farm markets are opening up and operating. Glad to know the forest fire on the south shore is now under control and appreciates the recent efforts of all crews fighting forest fires in addition to other fires as needed. Looks forward to growing gardens and enjoying the produce. Have a great summer, there are lots of recreational activities on land and in the water in the county. Reminded the opening of the new Upper Clements Trail is June 24th. Congratulations to all grads, wish them well.

District 5 – Councillor Longmire expressed a huge thank you for the opportunity to attend 2023 FCM in May in Toronto, and appreciated the great report by the Deputy Warden at Committee of the Whole – it was an exciting time, and they met amazing people. June is National Indigenous History month, and tomorrow is National Indigenous Peoples Day. Bruce Hamilton and other citizens on north mountain cleaned up Litchfield beach. Halls are opening up and applying for grants for renovations. Exciting days ahead with graduations and proms this time of year. Wish for all grads and students 'the world is your oyster'. Parkers Cove private school finished on June 1st. and the public system will finish soon. Camps happening around the district and driveway markets, shop local. Shout out to fire fighters who worked hard and continue to work hard. Canada Day – be mindful of fireworks. Cats For Keeps – amazing work rescuing and rehabilitating cats for adoption.

District 6 – Warden Morrison noted regular activities are resuming post-covid at the Deep Brook and Waldec Lions Hall, Community Centre in Upper Clements, Clementsport Hall and Clementsport Legion. At an upcoming meeting of the Cornwallis Park Community Association, as the councillor, he will ask what the members would think if they were given some responsibility or assumed responsibility, regarding the Fundy View park being constructed. If successful, he will come to council with an expansion of that idea.

District 7 – Councillor Hudson added his thanks for the response to fires, and looks forward to the Riverfest event. He noted the recent track meet was very successful. The Bridgetown Pool is tentatively planned to open by July 1st.

District 8 – Councillor Gunn (as submitted)

Happy Indigenous History Month to all. Tomorrow is National Indigenous People's day, and celebrations will be held at Merrymakedge Beach in Kejim'kujik National Park between 11am and 2pm. All are welcome to experience the many events, including drumming, the big canoe, petroglyphs, a longhouse, writers and youth videos, and much more.

I'm happy to report that Raven Haven has opened for the season as a day-use park, so it will be staffed between 11am and 5pm. If you are interested in borrowing kayaks, stand-up paddle boards, peddle boats or the mobi-mat and floating chair, you are welcome to make reservations at 532-7320.

There will be a market and yard sale at the Forresters Hall in Clementsvalle on June 24th, including delicious food, handmade items, and starter plants for those – like me - still getting their garden in.

Bear River Legion will be hosting the Canada Day celebrations including kids events, an open mic, a silent auction and the fabulous ham and bean supper. Also upcoming in Bear River is the 130th Cherry Carnival on July 22nd, but there will be more information on that next month.

Also from Bear River, I've had communications from concerned citizens about the ongoing issue regarding the lack of a dependable water supply in the downtown area. And I'd like to report that concerns raised last by citizens last month about the Virginia Road conditions left by logging trucks has been remedied. There has been a request from a concerned homeowner that the corner of Fed Road and Greenland Road requires lighting as motorists find that junction dangerous at night. I have reported this to our Engineer and will be looking for guidance and feedback from him.

District 9 – Councillor Sheridan added her thanks to fire departments for fire-fighting support. Participate in the weekly 50/50 draw and supports local. Nictaux Fire Department is starting up Bingo every two weeks – next is Saturday, June 24th. On Canada Day at the Macdonald Museum, enjoy music by Jokers Right.

District 10 – Deputy Warden Redden

Lawrencetown Volunteer Fire Department celebrated its 125th anniversary last weekend. As is tradition, the LVFD newest Firetruck was pushed into the hall. The pushing is ceremonial - not due to malfunction. There were also several equipment demonstrations which were very educational.

Lawrencetown Pool is having their swimming lesson registration tonight from 6:30 to 8:30 at the Lawrencetown Library.

Springfield & District Volunteer Fire Department is hosting a Pub Night Saturday June 24th from 6pm to 10pm. They are serving Nachos, Chicken wings, and of course beverages.

District 11 – Councillor LeBlanc was present at the RCMP celebration held in Middleton at the Rotary Park. She enjoyed seeing the students from Anna East attending. She noticed a big lineup – it was an officer handcuffing children! Fire departments continue to give their all and are dedicated volunteers. She attended FCM in May with Deputy Warden Redden and Councillor Longmire, meeting many people from all over Canada – where the issues are all the same! We have to do something different, if we are getting population we need to be ready. Women in Politics have been targeted by racism, or bullying to the point of silliness about wardrobe or hair or whatever, to the point where we lost a lot of women in their first year. Discouraging to hear this. Worst part was that when a fellow councillor says that they get chastised by their own councillors. Nothing is worse than that. Knows that social media causes great grief, to not only councillors, but in general. Hopefully we can use social media in a positive way. Try a different way.

Graduation – month of June, facing the world on a new path. Grad signs are popping up, congratulations, enjoy, let the future bring everything you want to you. Great summer, be safe.

Lunch

11:56 a.m. – 1:22 p.m. with all returning as previously noted.

In-Camera

That municipal council meet in-camera from 1:23 p.m. until 3:01 p.m. in accordance with Sections 22(2)(e) contract negotiations and (c) personnel of the *Municipal Government Act*.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 3:02

Unapproved draft

Warden

Municipal Clerk

Unapproved draft

**Recommendations from
2023-07-11 Committee of the Whole
To
2023-07-18 Municipal Council**

- **SR2023-58 AM-1.3.6.5 Source Water Protection Advisory Committee Policy New**

That Municipal Council approve New *AM-1.3.6.5 Source Water Protection Advisory Committee Policy* as amended to add:

in Item 14 *#4 Committee to meet at least quarterly*, and

in Item 29 removing a, b, c, and c, and replacing with:

a) *all council members that have a source water plan in the geographic boundaries of their electoral district, and*

b) *2 citizen representatives that live within or own property within each source water protection planned geographic area;*

in accordance with seven-day notice given on July 11, 2023

- **SR2023-59 Road Naming Process – Shared Access Road at Long Lake, Hampton – Dragonfly Lane**

That Municipal Council approve the road name “Dragonfly Lane” for the shared access road at Long Lake in Hampton, on PID 05169594.

- **SR2023-46(3) AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy – Amend**

That there be no scheduled meetings in August 2023, including Committees and Council.

- **SR2023-46(3) AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy – Staff Report for September Committee of the Whole**

That staff bring a report to September Committee of the Whole to amend *AM-1.2.0 Committees of Council and Council Meetings Procedures Policy* to include that there be no scheduled meetings in August including Committees and Council.

- **SR2023-56(2) Grant Application - Margaretsville Shore Society**

That Municipal Council approve a grant to the Margaretsville Shore Society in the amount of \$10,000 to support upgrades and repairs to the Margaretsville Wharf in accordance with *AM-1.4.3 Harbour Authorities & Societies Capital Assistance Program*, Large Project Capital Investment Grant.

- **SR2023-56(2) Grant Application - The Wharf Rat Rally Motorcycle Association**

That Municipal Council approve a grant to The Wharf Rat Rally Motorcycle Association in the amount of \$5,000 to support marketing costs for the annual Wharf Rat Rally in accordance with *AM 1.4.9 Community Grants*, Marketing and Promotion Partnership Program.

- **SR2023-56(2) Grant Application - Milford and Area Community Association**

That Municipal Council approve a grant to the Milford and Area Community Association in the amount of \$1,200 to support the installation of a heat pump in accordance with *AM 1.4.9 Community Grants*, Community Halls and Centres Assistance Program.

**Recommendations from
2023-07-11 Committee of the Whole
To
2023-07-18 Municipal Council**

- ***SR2023-56(2) Grant Application - Clarence United Baptist Church***

That Municipal Council approve a grant to the Clarence United Baptist Church in the amount of \$2,400 to support exterior repairs to the church in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

- ***SR2023-60 Waste-Resource Management Services Agreement – Valley Waste***

That municipal council authorize the Warden and Clerk to sign a Waste-Resources Management Services agreement with Valley Region Solid Waste-Resource Management effective from July 1, 2023, until March 31, 2025 or upon the establishment and finalization of a new Inter-Municipal Services Agreement.

- ***SR2023-061 Bear River Water System Development and Construction***

That Municipal Council approve the expenditure of \$2,600,000 for the development and construction on the new Bear River water system.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM - 1.3.6.5
Section Procedure & Organization of Council	Subject Source Water Protection Advisory Committee Policy	

GENERAL

1. This policy is entitled “***Source Water Protection Advisory Committee Policy***”

AUTHORITY FOR POLICY

2. Sections 22, 23, 24, 25, 26, 44, 200 and 345 *Municipal Government Act*, as amended

DEFINITIONS

3. Terms used in this policy shall have the same meanings as in the *Municipal Government Act*.

TERM OF APPOINTMENT

4. Except to the extent that the term of appointment is otherwise determined by statute, bylaw or policy, committee members shall be appointed for two (2) years with the term commencing in November following each municipal general election or bi-annual election anniversary.

PROVISIONS

5. Except as otherwise determined by statute, bylaw or policy, every person shall be qualified to be appointed as a citizen member who meets the qualifications in *AM-1.3.4 Citizen Appointments to Committees Policy*.
6. Municipal council may replace at any time committee members who resign or who, in Council's opinion, are unable or unwilling to discharge their duties per *AM-1.3.4 Citizen Appointments to Committees Policy*.
7. 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.
8. If municipal council does not appoint a chair, the committee shall elect a chair from one of its members.
9. 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 municipal council meetings pursuant to *AM-1.2.0 Council Meetings and Proceedings Policy*, with any necessary modifications for context.
10. Except to the extent that the secretary is otherwise determined by bylaw or policy, the Chief Administrative Officer or their designate may appoint an employee of the county to serve as secretary.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM - 1.3.6.5
Section Procedure & Organization of Council	Subject Source Water Protection Advisory Committee Policy	

11. If the Chief Administrative Officer or their designate does not appoint a secretary, the committee shall elect a secretary from one of its members, in which event the secretary shall be a full voting member of the committee.
12. The secretary shall keep minutes of the committee meetings and ensure that the Municipal Clerk is provided with a signed copy.
13. All meeting minutes shall be available upon request to the public.
14. The committee shall meet at such time and place:
 - (1) agreed upon at a preceding meeting; or
 - (2) municipal council may set a meeting by providing notice of meeting to all committee members at least 5 business days in advance; or
 - (3) the committee's secretary may set a meeting by providing notice of meeting to all committee members at least 5 business days in advance.
 - (4) The committee shall meet at least quarterly.
15. Notice shall be provided to the public by posting the time, date and place on the bulletin board at the Administration Office and on the county's website.
16. Subject to any resolution of municipal council, the resources which may be utilized by the committee include:
 - (1) the county's meeting spaces and supplies for meetings;
 - (2) such other resources as may reasonably be required by arrangement through the CAO.
17. In accordance with Section 22 (2) of the *Municipal Government Act*, the committee may meet in closed session (in camera) to discuss matters relating to:
 - acquisition, sale, lease and security of municipal property;
 - setting a minimum price to be accepted by the municipality at a tax sale;
 - personnel matters;
 - labour relations;
 - contract negotiations;
 - litigation or potential litigation;
 - legal advice eligible for solicitor-client privilege; and
 - public security.
18. No decision shall be made in closed session except a decision concerning procedural matters.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM - 1.3.6.5
Section Procedure & Organization of Council	Subject Source Water Protection Advisory Committee Policy	

19. A quorum of the committee shall be a majority (more than half) of the members currently appointed by municipal council.
20. A committee member who, without leave of the committee, is absent from three consecutive regular meetings, ceases to be qualified to serve as a member (Subsection 25(1), MGA).
21. The chair shall ensure that the Municipal Clerk is apprised immediately of any circumstances which create a vacancy on the committee.
22. A committee may make recommendations to municipal council regarding the allocation or expenditure of funds. (Sub-section 23 (c) MGA).
23. The rules of procedure, conduct and debate in AM-1.2.0 Council Meetings and Proceedings Policy apply at committee meetings with any necessary modifications for context.
24. In the event the committee fails to provide a report or recommendation within any set deadline established by the council, municipal council may proceed with a decision regarding a matter within the committee's mandate without awaiting the committee report or recommendation.

TERMS OF REFERENCE

25. The Source Water Protection Advisory Committee is established pursuant to the *Nova Scotia Drinking Water Strategy* and enables compliance with operating permits for water supplies.
26. The committee shall exist as an advisory committee of Municipal Council.
27. The committee shall exist for the purpose of developing and monitoring source water protection plans.
28. The specific objectives of the committee are to provide advice to Municipal Council and its' Water Utilities:
 - (a) to consult with appropriate stakeholder and governmental representatives to attempt to satisfy water quantity and quality concerns;
 - (b) about sources of contamination in the Water Supply Areas;
 - (c) about the management options available; and
 - (d) about the ongoing effectiveness of the Source Water Protection Plans.
29. The committee shall be comprised of council and citizen members as follows:
 - (a) All council members that have water protection plans in their district;
 - (b) Two (2) citizen representatives that live within or own property within the geographic area of each water source plan.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM - 1.3.6.5
Section Procedure & Organization of Council	Subject Source Water Protection Advisory Committee Policy	

REPEALS

30. *AM-1.3.6.5 Bridgetown Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
31. *AM-1.3.6.9 Granville Ferry Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
32. *AM-1.3.6.11 Lake Cady Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
33. *AM-1.3.6.14 Margaretville Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.

<p>Municipal 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..... PENDING July 11, 2023</p> <p>Council Approval PENDING July 18, 2023</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p><u>Carolyn Young</u></p> <p>Municipal Clerk</p> </div> <div style="text-align: center;"> <p><u>PENDING</u></p> <p>Date</p> </div> </div> <p style="text-align: center;"><i>At Annapolis Royal Nova Scotia</i></p>	
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Warden's July 2023 Update

Prepared by Warden Alex Morrison

Ceremonies, celebrations and commemorations focused on Pierre Dugua, Sieur de Mons, founder of Acadia in 1604-05, and who is co-founder of la ville de Quebec in 1608, were conducted from 15 to 20 June. I represented the County at many of the events including a concert in Annapolis Royal, presentation of Order of Good Cheer certificates at the Habitation, a public celebration at the former academy, and the closing dinner. The moral and materiel contribution of the County was recognized throughout and our logo was featured on all printed material including posters and programs. The French delegation of 11 folks was led by His Worship Patrick Marengo, Mayor of Royen, birthplace of Dugua. In our first conversation we instantly established a significant rapport based on our military service and municipal political experience. I intend to invite Christine Igot, main administrator of the visit to Council in September to review the event and to suggest further cooperative endeavours.

Over 125 folks gathered for the opening of the Upper Clements Trails, located on Highway 1 just across from the Upper Clements Picnic Park. The trails were revitalized and new ones constructed by the Annapolis Basin Outdoor Adventures Society chaired by Adam Moreland. I was one of the "cutters" of the opening ribbon and made a few remarks to boot. The nine trails are situated on 184 acres; five more trails are to come by the end of 2023. From a citizen -"I and six of my clients enjoyed a nice hike at the trails. I am absolutely delighted that we have such a terrific recreation area near my work and my home. The trails are great. This is a good example of what can be done to stipulate economic and social activity in this end of the county." These trails are a great asset to the county. I have been informed by folks in other areas of Nova Scotia that the good news has been distributed to thousands throughout the province.

Council and the Chief Administrative Officer have, for some time now, been considering how to address the county governance structure so as to be able to better serve our citizens. Stay tuned for future developments.

At the request of some citizens and with the approval of Council, I wrote a letter to Prime Minister Trudeau regarding the need for a permanent Basic Income Guarantee. In his reply, he noted that "Our government will continue to monitor research and analysis on basic income and will always focus on how to address the needs of Canadians."

I do hope that we all will be able to relax in the warm weather this summer. Please let me know if you have ideas of how your County Council can improve.

- ***SR2023-50 Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal 1st Reading***
That Municipal Council give final reading of their intention to adopt *M14 Bylaw to Repeal Bylaw M13 Respecting Brooklyn Sewer and Water Connection Charges*.

Bylaw M14

A BYLAW TO REPEAL A BYLAW RESPECTING BROOKLYN SEWER AND WATER CONNECTION CHARGES

BE IT ENACTED by the Council of the Municipality of the County of Annapolis, under authority of the *Municipal Government Act*, Chapter 18, of the Statutes of Nova Scotia, 1998, as follows:

1. Bylaw M13, a Bylaw Respecting Brooklyn Sewer and Water Connection Charges, adopted by Council of the Municipality of the County of Annapolis on the 16th day of November, 2010, and thereafter published as being in effect on December 9, 2010, is hereby repealed.

THIS IS TO CERTIFY that Bylaw M14, A Bylaw to Repeal a Bylaw Respecting Brooklyn Sewer and Water Connection Charges, was duly approved by Council of the Municipality of the County of Annapolis on the 18th day of July, 2023.

Warden

Municipal Clerk

First Reading: June 20, 2023

Notice of Intent: _____

Second Reading: _____

Notice of Passing: _____

Filed with Minister of Municipal Affairs and Housing: _____



STAFF REPORT

Report To: Council

Meeting Date: July 18, 2023

Prepared By: Amy Barr, Contracts and Procurement Coordinator

Report Number: SR2023-60 Agreement for the Cost-Sharing of Collection and Treatment of Wastewater with Town of Annapolis Royal

Subject: Municipal Cost Sharing Sewer Agreement with Annapolis Royal

RECOMMENDATION(S):

That Municipal Council authorize the Warden and Clerk to sign the cost-sharing service agreement for sewer services between the Municipality of the County of Annapolis and the Town of Annapolis Royal.

LEGISLATIVE AUTHORITY

Municipal Government Act s.60 (1-4)

BACKGROUND

The Municipality and the Town of Annapolis Royal have been operating under an expired sewer service agreement for over 25 years, as the previous agreement expired in 1995. It was a priority for the Municipality to update the agreement with Town representatives as the sewer service is critical infrastructure for many residents of Granville Ferry and Lequille.

DISCUSSION

In early 2023, the Municipality through a consultant, completed a rate study for sewer services. Following the study, it was important that both Municipal and Town staff work collaboratively to develop a new comprehensive agreement that would be fair and beneficial to both municipal units and would ensure sewer infrastructure in Granville Ferry and Lequille are adequately funded. The resulting agreement is attached for review.

FINANCIAL IMPLICATIONS

Operating and capital costs will be shared based on the below percentages which were provided from the rate study.

Community Share of Treatment Costs

Community	Item	% of total
Annapolis Royal	Operating and Capital	56.1%
Lequille	Operating and Capital	18.0%
Granville Ferry	Operating and Capital	25.9%

Municipality Share of Collection Costs

Community	Item	% of total
Lequille	Operating and Capital	3.8%

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

- Revise the attached agreement prior to signing.
- Do not authorize the Warden and Clerk to sign the agreement.

NEXT STEPS

If approved, staff will ensure the agreement is authorized by the Warden and Clerk once the Town has completed their review.

ATTACHMENTS

- Cost-Sharing Sewer Agreement- 2023

Prepared by:

Amy Barr, Contracts and Procurement Coordinator

Reviewed by:

Jim Young, P.Eng, Director of Municipal Operations

Approved by:

Approval Date:


Chris McNeill, Chief Administrative Officer

JULY 11/23
(Date)

THIS AGREEMENT FOR THE COST-SHARING OF COLLECTION AND TREATMENT OF WASTEWATER, entered into this day of July 2023,

BETWEEN:

Municipality of the County of Annapolis (hereinafter referred to as the "Municipality")

- and -

Town of Annapolis Royal (hereinafter referred to as the "Town")

WHEREAS the Municipality wishes to enter into an agreement with the Town for the cost-sharing of wastewater treatment and collection services for the communities of Lequille and Granville Ferry;

AND WHEREAS the Town is willing to provide wastewater treatment and collections services to the Municipality in Lequille and wastewater treatment services in Granville Ferry;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements set out herein, the Town and the Municipality covenant and agree as follows:

Operational Costs

1. The Municipality agrees to pay to the Town annually its share of the annual operating costs of the Town's wastewater treatment and collection system; such costs to include the cost of labour, repairs, materials, electrical energy, chlorine, other chemicals, and any other costs relative to the operation of a wastewater treatment and collection system, in percentages and on the basis set out in Schedule "A" Operational and Capital Cost Sharing attached hereto.
2. The Town agrees to provide the Municipality with an annual summary spreadsheet showing all operational costs incurred by the Town to operate the wastewater treatment and collection system upon which the annual billing to the Municipality is based.
3. The Municipality agrees to pay the Town annually its proportionate share of the costs of the Town's wastewater treatment and collection system as noted in Schedule A.

Capital Costs

4. The Municipality shall pay the Town its share of the capital costs of the Town's wastewater treatment and collection system according to the percentages noted in Schedule A, according to an approved payment schedule in line with any borrowing schedule and not prior to any debenture or borrowing becoming due and payable, and less any government grants or other financial contributions from external parties that lessen the capital costs, allocated the same as the cost sharing percentages.
5. Each year on or about February 1, the Town shall provide the Municipality with a 3-year capital investment plan for the upcoming three fiscal years for its wastewater treatment and collection system to allow the Municipality to budget its future financial contributions correctly.
6. Prior to making any changes to the 3-year capital investment plan, the Town agrees to consult with the Municipality to ensure the proposed investments are fair and reasonable for the Municipality's system users.
7. In the event of expected or known capital expenditure cost overruns, the Town shall first consult with the Municipality to ensure the Municipality is aware prior to proposed expenditures taking place and can budget accordingly.
8. Notwithstanding Section 7, it is understood and agreed that should an emergency situation exist within the Town's wastewater treatment and collection system, the Town has the full authority to carry out all necessary and remedial actions it deems necessary without consultation with the Municipality. Such additional costs or cost estimates should be provided to the Municipality within 60 days after the emergency situation.
9. All management, operation, and oversight of the Town's wastewater treatment and collection system shall be the full responsibility of the Town.
10. The Town shall provide the Municipality with an annual summary spreadsheet showing all capital costs incurred by the Town to upgrade or replace capital components of the wastewater treatment and collection system upon which the capital billing to the Municipality is based.

In consideration of the above covenants, the Town agrees:

10. To ensure that the Municipality's residents that are connected to the Town's wastewater treatment and collection system will have uninterrupted access to the Town's wastewater treatment and collection systems for so long as this agreement remains in force and effect.
11. To indemnify and save harmless the Municipality from any damage done to the treatment and collection system by reason of the introduction of substances from the Municipality's collection systems that may interfere with the treatment of wastewater.
12. To indemnify and save harmless the Municipality from any damage done to the environment by reason of a release or discharge of hazardous substances or waste which emanates from a source or area within the Town and, without restricting the generality of the foregoing, to indemnify and save harmless the Municipality from any monetary penalties or fines levied against the Town by any authority having jurisdiction as a result of the introduction of hazardous waste or chemicals into the sewage treatment system from sources within the Town.

In consideration of the above covenants, the Municipality agrees:

13. To inform the Town, as soon as may be known, of any new proposed connections to the wastewater treatment and collection system when the said connections are known by the Municipality.
14. That prior to considering the expansion of the current Municipality's wastewater system, to consult with the Town to ensure that the current system has the capacity to receive such waste and to ensure the Town is aware of such proposed plans and its financial implications.
15. To indemnify and save harmless the Town from any damage done to the treatment system by reason of the introduction of substances from the Municipality's collection systems that may interfere with the treatment of sewage.
16. To indemnify and save harmless the Town from any damage done to the environment by reason of a release or discharge of hazardous substances or waste which emanates from a source or area within the Municipality and without restricting the generality of the foregoing, to indemnify and save harmless the Town from any monetary penalties or fines levied against the Municipality by any authority having jurisdiction to do so as a result of the introduction of hazardous waste or chemicals into the sewage treatment system from sources within the Municipality.

Term

17. This Agreement shall be from April 1, 2022, until March 31, 2042; or unless terminated earlier as authorized by this agreement.

Cost Sharing

18. At five year intervals, the Town and Municipality shall meet to discuss the cost-sharing formula and costs included in this agreement and either ratify the current formula or agree to a revised formula, with such agreements required to be in writing and signed by both parties.

Force Majeure

19. Neither Party shall be liable to the other for any failure to perform any of its obligations (except payment obligations) under this Agreement during any period in which such performance is delayed by circumstances beyond its reasonable control, such as; but not limited to, pandemic, fire, flood, war, embargo, strike, riot, terrorism, or the intervention of any governmental authority (a "Force Majeure"). In such event however; the delayed Party must promptly provide the other Party with written notice of the Force Majeure. The delayed Party's time for performance will be excused for the duration of the Force Majeure.

Notices

20. Any notice to be given under this Agreement by the Municipality or the Town shall be in writing and delivered by hand, e-mail or by registered mail to the other Party at the address and to the attention of the respective Municipal Clerk using the contact information available on the parties official web site.

Disputes:

21. If a dispute arises between the Municipality and the Town arising out of or relating to this Agreement, or the subject matter hereof, the Municipality and the Town agree that they shall each make all reasonable efforts to resolve any such dispute on a timely basis through amicable negotiations. Disputes shall promptly be referred by each Party to their respective senior management representatives, who have the authority to resolve and settle any such disputes on their behalf. If such representatives cannot resolve the dispute within one hundred twenty days (120) days, or such longer period as the parties may agree in writing, either Party may elect, upon giving prior written notice to the other Party, to resolve the matter through litigation proceedings.

Partial Invalidity

22. If any term or provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, it shall be deemed to be severed from this Agreement, and the remaining terms and conditions shall nevertheless remain in full force and effect.

Governing Law

23. This Agreement shall be governed by and interpreted in accordance with the laws of Nova Scotia and the laws of Canada applicable therein.

Entire Agreement

24. This Agreement constitutes the entire Agreement and understanding between the Town and the Municipality with respect to the services, and supersedes all prior negotiations, communications and other agreements, whether written or oral, relating to the subject matter hereof. Any amendment or modification to this Agreement shall have no force or effect unless it is in writing and signed by duly authorized representatives of each of the Municipality and the Town.

Agreement Changes

25. The terms of this Agreement may be altered at any time by agreeing in writing, signed by the proper officers of both parties and not otherwise.

IN WITNESS WHEREOF the parties have executed this Cost Sharing Agreement as of the date first above written.

**MUNICIPALITY OF THE COUNTY
OF ANNAPOLIS**

TOWN OF ANNAPOLIS ROYAL

SCHEDULE A

Operational and Capital Cost Sharing

Pricing shall be based on estimates of water flow provided in the Wastewater Treatment Services Report - Annapolis County and Annapolis Royal authored by engineer Gerry Isenor, dated February 27, 2023.

Billing for the term of the agreement shall be based on the current water flow volumes per community documented in the Isenor report.

Either party to the agreement may request an update and new evaluation to the community water flow volumes during the life of this agreement.

Cost Sharing of Operating and Capital Costs

The Town will be responsible for 56.1% of all annual operating and capital related to the Town's wastewater treatment system, with the Municipality responsible for the remaining 43.9% of the operating and capital costs. This is based on the flow assessments included in the Isenor report, dated February 27, 2023.

The Municipality will be responsible for the annual operating and capital costs related to the Town's collection system for Lequille only, based on the February 27, 2023, report reflecting the Municipality's contribution of 3.8% of the collection system used in Lequille only.

Community Share of Treatment Costs

Community	Item	% of total
Annapolis Royal	Operating and Capital	56.1%
Lequille	Operating and Capital	18.0%
Granville Ferry	Operating and Capital	25.9%

Municipality Share of Collection Costs

Community	Item	% of total
Lequille	Operating and Capital	3.8%



STAFF REPORT

Report To: Municipal Council
Meeting Date: July 18, 2023
Prepared By: Chris McNeill, Chief Administrative Officer
Report Number: SR2023-62 Annapolis County Inter-Municipal Working Group
Subject: Annapolis County Inter-Municipal Working Group

REQUEST FOR AUTHORIZATION FROM COUNCIL

That Municipal Council authorize the appointment of Warden Alex Morrison and Deputy Warden Brad Redden to the proposed new Annapolis County Inter-Municipal Working Group for a term to expire on September 30, 2024.

LEGISLATIVE AUTHORITY

Section 24 (1) of the *Municipal Government Act* states that council may establish standing, special and advisory committees.

BACKGROUND

The Municipality currently has numerous agreements with both Town of Annapolis Royal and Town of Middleton. Some of the agreements have recently come up for review, some others are due to expire within the next few years, and there are ongoing discussions about potential new agreements. In addition to this, there are many programs, services, and infrastructure that we cooperate on regionally, or provide independent of each other. With continuing cost pressures, it is felt that now is the correct time to undertake a review of these agreements and service provisions throughout Annapolis County to determine if the current agreements are serving us well or if a re-thinking is required. As well, with aging infrastructure, are there opportunities to cooperate on new or enlarged facilities to make the best use of taxpayers funding.

To advance this issue, a letter of invitation from the Warden was sent to both Mayors to determine their interest and both Town Councils have agreed to participate.

DISCUSSION

The Municipality has now been informed that both Town Councils have appointed their two representatives to this Working Group and therefore the Municipality must now appoint its two representatives.

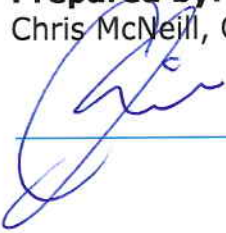
Once all representatives are appointed, an initial meeting will be held to finalize a formal terms of reference and work plan for the next 13 months, in addition to the release of a joint statement regarding the Working Group and its purpose. Staff will work on these matters in conjunction with the two Towns.

POLICY IMPLICATIONS

There are no policy implications for this approval as this is an advisory inter-municipal working group only.

Prepared by:

Chris McNeill, Chief Administrative Officer

A handwritten signature in blue ink, appearing to read 'Chris McNeill', is written over a horizontal blue line.



STAFF REPORT

Report To: Council
Meeting Date: July 18, 2023
Prepared By: Jordan Saunders, Construction Project Coordinator
Report Number: SR2023-63 Bridgetown Storm Water Easement Improvement
Subject: Bridgetown Storm Water Easement Improvement

RECOMMENDATION(S):

That Municipal Council authorize an expenditure of up to \$25,000 for the Bridgetown Storm Water Easement Improvement to be funded from the Bridgetown Sewer Reserve.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The 2022/23 approved capital budget included a \$35,000 project for the Granville St. Easement. This project was not completed in full in 2022/23 and was not included in the 2023/24 capital budget.

DISCUSSION

The total spending to date is \$11,370, with a further \$25,000 required to complete the project.

This report recommends that, in order to continue the project, Council authorize the continuation of the project for completion in the current fiscal year.

The project is to mitigate erosion by stabilizing the western bank of a drainage channel, approximately 25 meters in length. The project will include:

- Construction of a temporary road from Granville Street to work site at 367 Granville Street
- Removal of trees and vegetation on western bank on drainage channel
- Removal of excess fill on bank to allow for appropriately sized rip-rap for the length of the channel
- Importing and installing rip-rap
- Dam and pump the drainage channel if work cannot be done under dry conditions
- Filling in low lying areas due to erosion with top soil and grass seed
- Removal and top soiling/seeding of temporary road after work is complete

FINANCIAL IMPLICATIONS

The original project was to be funded from the Bridgetown Sewer Reserve in the amount of \$35,000. This amount is reflected as committed funds (not available for use) in the reserve forecast tables provided to Council during the budget processes.

There is no tax levy impact as a result of the project and the forecasted balance for the Bridgetown Sewer Reserve of \$202,110 remains unchanged.

POLICY IMPLICATIONS

None

ATTACHMENTS

None

Prepared by:

Jordan Saunders, Construction Project Coordinator

Reviewed by:

Angela Anderson, CPA, Manager of Finance/Treasurer

Approved by:

Chris McNeill
Chief Administrative Officer

Approval Date:

July 12, 2023

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

OUTSTANDING ITEMS				
Month Requested	Staff Report #	Description	Council Approval	Follow Up Expected
July 2022	Recommendation Report	Water Supply Municipal Planning Strategies & Land Use Bylaws That Municipal Council include the following water supply municipal planning strategies and land use bylaws in the County-Wide Plan review: <ol style="list-style-type: none"> 1) Lake Cady Water Supply- serving Cornwallis Park; 2) Lawrencetown Water Supply – serving the Village of Lawrencetown; and 3) Margaretsville Water Supply- serving Margaretsville 	Motion 220719.08	December 2023
May 2022	Recommendation Report See Also SR2023-59	Road Naming Process for Shared Access Road at Long Lake, Hampton That Municipal Council initiate the road naming review process to name the shared access road at Long Lake in Hampton.	MOTION 220517.08	July Council
December 2022	Council	Enter Agreement with Western Woodlot Services Cooperative to Harvest on PID 05091152 That the municipality enter the agreement with Western Woodlot Services Cooperative to ecologically harvest the county's land in Greywood on PID 05091152.	Motion 221220.12	In progress
December 2022	Council	Proceeds from Harvest Activity to be Placed in Separate Fund for Further Ecological Practices That the proceeds from the ecological forestry activity be put in a separate fund to be used for further ecological practices.	Motion 221220.13	Pending Receipt of funds
April 2023	SR2023-3	5 Granville Street Parking Redevelopment / Use of Funds from Sale of Former Town Hall That municipal council hold a public meeting in the community of Bridgetown to discuss <i>use of funds from the sale of the former town hall</i>	Motion 230418.03	Pending July

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

April 2023	SR2023-40	Mountains and Meadows Offer to Purchase Portion of PID 05142039 That municipal council approve the Mountains and Meadows Care Group offer to purchase a portion of PID 05142039 in the amount of \$85,000 including terms as outlined in the letter dated March 22, 2022.	Motion 230418.15	In progress To be placed in Capital Reserve
June 2023	SR2023-55	SR2023-55 Call Tender to Demolish Dangerous Structure Port George That Municipal Council authorize the Administrator under Dangerous and Unsightly Premises to call a tender to demolish the dilapidated outbuilding, remove the demolition debris and level the land to make it safe at civic 12285 Shore Road East, Port George, PID 05039268 AAN 04913892.	Motion 230620.08	
June 2023	SR2023-56	Grant Application - Red Bear Healing Home Society That Municipal Council approve a grant to the Red Bear Healing Home Society in the amount of \$1,000 to support free voice mail services, in accordance with the <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.	Motion 230620.10	In progress
June 2023	SR2023-56	Grant Application – Ernest Buckler Literary Event Society That Municipal Council approve a grant to the Ernest Buckler Literary Event Society in the amount of \$1,000 to support their “Reading Where We Live” event, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.	Motion 230620.11	In progress
June 2023	SR2023-56	Grant Application – Annapolis Region Community Arts Council That Municipal Council approve a grant to the Annapolis Region Community Arts Council in the amount of \$2,000 to support their event showcasing artworks by Harold Cromwell, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.	Motion 230620.12	In progress
June 2023	SR2023-56	Grant Application – Valley Doulas – Kings County Resource Centre That Municipal Council approve a grant to the Valley Doulas – Kings County Resource Centre in the amount of \$2,000 to support prenatal education and postpartum support programs, in	Motion 230620.13	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.		
June 2023	SR2023-56	Grant Application – Annapolis Valley Farm to School Committee That Municipal Council approve a grant to the Annapolis Valley Farm to School Committee in the amount of \$2,000 to support the Farm to School snack program, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.	Motion 230620.14	In progress
June 2023	SR2023-56	Grant Application – Annapolis Royal Football Club That Municipal Council approve a grant to the Annapolis Royal Football Club in the amount of \$1,500 to support the purchase of a new lawn mower, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Programs Assistance Fund.	Motion 230620.15	In progress
June 2023	SR2023-56	Grant Application - Southwest Nova Biosphere Association That Municipal Council approve a grant to the Southwest Nova Biosphere Association in the amount of \$2,500 to support the creation of the first Amazing Place in South West Nova Scotia at Delaps Cove, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership Program.	Motion 230620.16	In progress
June 2023	SR2023-56	Grant Application – Clean Annapolis River Project Society That Municipal Council approve a grant to the Clean Annapolis River Project Society in the amount of \$5,000 to support marketing costs for the Annapolis River Festival, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership Program.	Motion 230620.17	In progress
June 2023	SR2023-56	Grant Application – Lawrencetown & District Lions Club That Municipal Council approve a grant to the Lawrencetown & District Lions Club in the amount of \$5,000 to support marketing costs for the Port George Jamboree, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership Program.	Motion 230620.18	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

June 2023	SR2023-56	Grant Application – Hampton Lighthouse and Historical Society That Municipal Council approve a grant to the Hampton Lighthouse and Historical Society in the amount of \$1,200 to support the cost of a portable toilet for the tourist season, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership	Motion 230620.19	In progress
June 2023	SR2023-56	Grant Application – Heart of the Valley Festival That Municipal Council approve a grant to the Heart of the Valley Festival in the amount of \$3,000 to support the Heavy Events Clinic during the festival, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership Program.	Motion 230620.20	In progress
June 2023	SR2023-56	Grant Application – Bridgetown and Area Chamber of Commerce That Municipal Council approve a grant to the Bridgetown and Area Chamber of Commerce in the amount of \$5,000 to support marketing costs for the annual Ciderfest celebrations, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Marketing & Promotion Partnership Program.	Motion 230620.21	In progress
June 2023	SR2023-56	Grant Application - Farm to Feast Café That Municipal Council approve a grant to the Farm to Feast Cafe in the amount of \$5,000 to support costs for the Greenhouse Project at the NSCC Annapolis Campus, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program, Small Project Matching Grant.	Motion 230620.22	In progress
June 2023	SR2023-56	Grant Application – Port Royal Lighthouse Association That Municipal Council approve a grant to the Port Royal Lighthouse Association in the amount of \$5,000 to support costs for the ongoing restoration and upgrades to the lighthouse at Schafner Point, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program, Small Project Matching Grant.	Motion 230620.23	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

June 2023	SR2023-56	Grant Application – Bridgetown Curling Club That Municipal Council approve a grant to the Bridgetown Curling Club in the amount of \$3,931.44 to support the purchase of a new ice compressor, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program, Small Project Matching Grant.	Motion 230620.24	In progress
June 2023	SR2023-56	Grant Application – Paradise Historical Society That Municipal Council approve a grant to the Paradise Historical Society in the amount of \$4,626.45 to support the installation of gutters and floor repairs for the “Paradise School”, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program Small Project Matching Grants.	Motion 230620.25	In progress
June 2023	SR2023-56	Grant Application – Middleton & District Rink Commission That Municipal Council approve a grant to the Middleton and District Rink Commission in the amount of \$2,771.92 to support arena repairs and upgrades, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program, Small Project Matching Grant.	Motion 230620.26	In progress
June 2023	SR2023-56	Grant Application – Age advantage Association That Municipal Council approve a grant to the Age Advantage Association in the amount of \$5,000 to support the development of new content with the MapAnnapolis project, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Capital Projects Assistance Program, Small Project Matching Grant.	Motion 230620.27	In progress
June 2023	SR2023-56	Grant Application – Soldiers Memorial Hospital Foundation (Year 4 of 5) That Municipal Council approve a grant to the Soldiers Memorial Hospital Foundation in the amount of \$10,000 (<i>year 4 of 5</i>) as a contribution towards health care facilities, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.28	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

June 2023	SR2023-56	Grant Application – St. Anne’s Anglican Youth Camp That Municipal Council approve a grant to the St Anne’s Anglican Youth Camp in the amount of \$5,000 to support costs with roof and floor repairs to the Kaulback building, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.29	In progress
June 2023	SR2023-56	Grant Application – Lawrencetown Exhibition Youth Arena That Municipal Council approve a grant to the Lawrencetown Exhibition Youth Arena in the amount of \$10,900 to support cost for the warm room extension, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.30	In progress
June 2023	SR2023-56	Grant Application – Margaretsville Shore Society That Municipal Council approve a grant to the Margaretsville Shore Society in the amount of \$25,000 to support their Shoreline Renewal and Safety project, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.31	In progress
June 2023	SR2023-56	Grant Application – Annapolis Valley Exhibition Society That Municipal Council approve a grant to the Annapolis Valley Exhibition Society in the amount of \$20,000 to support 2023 capital upgrades and improvements, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.32	In progress
June 2023	SR2023-56	Grant Application – Trans County Transportation Society That Municipal Council approve a grant to the Trans County Transportation Society in the amount of \$20,000 to support transit operational costs, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.33	In progress
June 2023	SR2023-56	Grant Application – Cats for Keeps Rescue Society That Municipal Council approve a grant to the Cats for Keeps Rescue Society in the amount of \$7,000 to support operational costs for their rescue services, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Large Capital Grant.	Motion 230620.34	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

June 2023	SR2023-56	Grant Application – Three Rivers Community Association That Municipal Council approve a grant to the Three Rivers Community Association in the amount of \$2,400 to support the installation of a generator, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres Assistance Program.	Motion 230620.35	In progress
June 2023	SR2023-56	Grant Application – Moschelle Community Hall Society That Municipal Council approve a grant to the Moschelle Community Hall Society in the amount of \$2,250 to support the replacement of the deck and ramp, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres Assistance Program.	Motion 230620.36	In progress
June 2023	SR2023-56	Grant Application – West Paradise Community Club That Municipal Council approve a grant to the West Paradise Community Club in the amount of \$1,200 to support installation of a water softener system, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres Assistance Program.	Motion 230620.37	In progress
June 2023	SR2023-56	Grant Application – Wilmot Community Centre Society That Municipal Council approve a grant to the Wilmot Community Centre Society in the amount of \$2,400 to support repairs and upgrades to the hall, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres Assistance Program.	Motion 230620.38	In progress
June 2023	SR2023-56	Grant Application – Port Lorne Community Centre Association That Municipal Council approve a grant to the Port Lorne Community Centre Association in the amount of \$1,200 to support the shed roof replacement and other improvements to the hall, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres	Motion 230620.39	In progress
June 2023	SR2023-56	Grant Application – Clarence Community Club That Municipal Council approve a grant to the Clarence Community Club in the amount of \$2,400 to support the creation	Motion 230620.40	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		of a multi-use outdoor venue space, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Community Halls & Centres Assistance Program.		
June 2023	SR2023-56	Grant Application – Friends of the Annapolis Pool Society That Municipal Council approve a grant to the Friends of the Annapolis Pool Society in the amount of \$16,500 to support their capacity building, expansion in operating hours, and support training, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Organizational Restructuring & Planning Grant.	Motion 230620.41	In progress
June 2023	SR2023-56	Grant Application – South Shore Annapolis Valley Trail Association That Municipal Council approve a grant to the South Shore Annapolis Valley Trail Association in the amount of \$5,000 to support trail maintenance and upgrades for Annapolis County sections of the trail, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Trails Assistance Program.	Motion 230620.42	In progress
June 2023	SR2023-56	Grant Application – Annapolis County Trails Society That Municipal Council approve a grant to the Annapolis County Trails Society in the amount of \$5,000 to support continued improvements to the Harvest Moon Trail Annapolis County sections, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Trails Assistance Program.	Motion 230620.43	In progress
June 2023	SR2023-56	Grant Application – Annapolis Valley Trails Coalition That Municipal Council approve a grant to the Annapolis Valley Trails Coalition in the amount of \$5,000 to support trail and park developments in Annapolis County, in accordance with <i>AM-1.4.9 Community Grants Policy</i> , Trails Assistance Program.	Motion 230620.44	In progress
June 2023	Council	Grants Policies – Review Requested That staff provide a review and recommendation of the Grants Policies to October Committee of the Whole to update them to be more in line with existing costs and conditions.	Motion 230620.45	October COTW

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

June 2023	Council	Parks and Recreation Facilities – Report Requested That staff prepare a report on the staffing and maintenance of all parks and recreation facilities in the County for Fall 2023; including the identification of all recreational facilities that reside in the Towns and Village that our constituents use.	Motion 230620.46	Fall 2023

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

COMPLETED ITEMS				
Month Requested	Staff Report #	Description		Date Complete
February 2023	SR2022-33	AM-6.6.6 Signing Authorities Policy Amend That municipal council amend AM-6.6.6 Signing Authorities Policy as circulated pursuant to 7-day notice given.	Motion 230221.6	Policy amended February 2023
March 21, 2023	SR2023-09	Animal Control Annapolis Royal That Municipal Council authorize the Warden and Municipal Clerk to sign the renewal of the Animal Control Agreement with the Town of Annapolis Royal for 2-year term with a 2% cost of living increase each year on the administration fee.	Motion 230321.08	April 2023
March 21, 2023	SR2023-08	Animal Control Middleton That Municipal Council authorize the Warden and Municipal Clerk to sign the renewal of the Animal Control Agreement with the Town of Middleton for 2 year term with a 2% cost of living increase each year on the administration fee.	Motion 230321.09	April 2023
March 21, 2023	Phys Rec & Ret	\$10,000 to Soldiers Memorial Hospital Foundation for Dr. Ama Asiedu That Municipal Council, in accordance with <i>AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy</i> , approve a payment of \$10,000 to the Soldiers Memorial Hospital Foundation for the purpose of providing a grant to Dr. Ama Asiedu.	Motion 230321.16	April 2023
March 21, 2023	Phys Rec & Ret	\$10,000 to Soldiers Memorial Hospital Foundation for Dr. Omoredé Osayande That Municipal Council, in accordance with <i>AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy</i> , approve a payment of \$10,000 to the Soldiers Memorial Hospital Foundation for the purpose of providing a grant to Dr. Omoredé Osayande.	Motion 230321.17	April 2023
February 2023	Council	MacBeth's Grooming and Kennel Boarding Development Agreement Amendment – Final Reading That, upon receiving a favourable recommendation from the East End Area Advisory Committee, and the Planning Area Advisory Committee, Municipal Council give second and final reading of its intent to approve the Development Agreement amendment application submitted by Harry Wilson to amend the MacBeth's Grooming and Kennel Boarding Development	Motion 230221.20	April 19, 2023

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		Agreement to permit the future expansion of the business on the property located at 10301 Highway 201 (PID 05292347), pending approval of Schedule 1 from the Municipal Development Officer.		
January 2023	SR2023-01	Boundary Review Submission to NS Utility and Review Board 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 <i>Municipal Government Act</i> .	Motion 230117.03	April 26, 2023
April, 2023	Council	Warden and Clerk to Sign CUPE Local 4549 Collective Agreement Effective to March 31, 2027 That municipal council authorize the Warden and Clerk to sign the collective agreement with the Canadian Union of Public Employees Local 4549 effective to March 31, 2027.	Motion 230426.01	May 5, 2023
April, 2023	SR2023-41	Sale of Municipal Building Lawrencetown PID 05125646 That municipal council approve the sale of the municipal building in Lawrencetown located at 396 Main Street, PID# 05125646, for \$285,490 per the Agreement of Purchase and Sale conditions.	Motion 230426.02	Conditions not met. Back on the market.
December 2022	SR2022-23	Sewer Invoice Town of Annapolis Royal Defer Decision Re Payment for Sewer Service That Municipal Council defer the decision regarding payment to the Town of Annapolis Royal for sewer services to be paid following the completion of the recommendation from the consultant.	Motion 221220.07	Payment made April 27, 2023
March, 2023	Council	2022-23 Capital Request Village of Lawrencetown That municipal council approve the release of \$51,000 of Canadian Community-Building Funds to the Village of Lawrencetown from the 2022-23 budget.	Motion 230321.02	April 2023
March 2023	Council	Emergency Funds for Fire Department That Municipal council increase each fire department's operating funding by 5% for the fiscal year of 2022-23.	Motion 230321.03	April 2023
March 2023	Council	2023-24 Capital Request Village of Lawrencetown That municipal council approve the release of \$30,200 of Canadian Community-Building Funds to the Village of Lawrencetown from the 2023-24 budget.	Motion 230321.21	May 11, 2023

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

May 2023	SR2023-42	Tom's Cool Bus Vendor on Municipal Property Application 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 <i>S6 Commercial Activity on Municipal Property Bylaw</i> , 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.	Motion 230516.02	Permit issued May 17 th
May 2023	SR2023-43	Lawrencetown VFD Release of Funds 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.	Motion 230516.03	
May 2023	SR2023-43	Bridgetown VFD Acknowledge Call for Quotes That municipal council acknowledge that the Bridgetown Volunteer Fire Department is proceeding with obtaining quotes for a replacement of their pumper.	Motion 230516.04	
May 2023	SR2023-45	M10 Sewer Charges Bylaw 1st Reading That municipal council give first reading to <i>M10 Sewer Charges Bylaw</i> .	Motion 230516.05	Ad placed for May 25
May 2023	SR2023-46	AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy Amend 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)	Motion 230516.06	Policy updated
May 2023	SR2023-47	Participate in MPAL Program – Active Living Coordinator That Municipal Council authorize that 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.	Motion 230516.07	Hiring process started
May 2023	HAC	MRHP St. John's Anglican Church – Application for Alteration That Municipal Council allow the replacement of the existing light green asphalt shingles to a copper green colour metal roofing material for the	Motion 230516.08	Letter sent May 23 rd

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		municipally-registered heritage property St. John's Anglican Church & Columbarium at 694 Highway 201, Moschelle and to advise the contractor of the heritage status of the building		
May 2023	HAC	Name Change Consideration for Heritage Advisory Committee – Refer to Heritage Advisory Committee That municipal council refer the matter of <i>changing the name of the Heritage Advisory Committee to the Heritage & History Committee</i> to the Heritage Advisory Committee for consideration and recommendation back to Council.	Motion 230516.09	Sent to HAC for their next meeting
May 2023	Council	Sponsor Lunch for Southwest Nova Biosphere Reserve June Board Mtg. That municipal council approve funds to sponsor a light lunch for the Southwest Nova Biosphere Reserve board meeting being held on June 14 th at the Upper Clements Hall.	Motion 230516.10	Councillor Gunn looking after this
May 2023	SR2023-48	M13 Brooklyn Sewer and Water Connection Charges Bylaw Initiate Repeal That staff prepare a report to repeal <i>M13 Brooklyn Sewer and Water Connection Charges Bylaw</i> and start a process with the Town of Middleton regarding a new water agreement.		June COTW
March 2023	PAB	Speed Data Collection to RCMP That Municipal Council direct staff to provide speed collection data to the RCMP Annapolis Detachment for their use and follow up action.	Motion 230321.19	Data shared monthly.
January 2023	Council See also SR2023-49	Annapolis County Environmental Impact and Climate Change Committee NEW 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.	Motion 230117.10 See also Motion 230620.01	June COTW June Council
January 2023	Council See also SR2023-49	Annapolis County Environmental Impact and Climate Change Committee NEW – Terms of Reference 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.	Motion 230117.11 See also Motion 230620.01	June COTW June Council

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April 2023	Council	Staff to Bring Information Report on Stone Collected That municipal council direct staff to bring an information report on how much stone was collected from the former Upper Clements site.	Motion 230418.09	
June 2023	SR2023-49	AM-1.3.6.18 Climate Change Action Plan Review Committee Policy - New That Municipal Council approve <i>AM-1.3.6.18 Climate Change Action Plan Review Committee Policy</i> in accordance with seven-day notice given on June 13, 2023.	Motion 230621.01	Approved
June 2023	SR2023-50	Brooklyn Sewer and Water Connection Charges M14 Bylaw to Repeal – First Reading That Municipal Council give first reading of their intention to adopt <i>M14 Bylaw to Repeal Bylaw M13 Respecting Brooklyn Sewer and Water Connection Charges</i> .	Motion 230620.02	First Reading Advertised
June 2023	SR2023-51	NS Public Works Cost-Sharing Agreement for Paving of J-Class Streets That Municipal Council authorize the Warden and Clerk to sign Nova Scotia Public Works Cost Share Agreement No. 2023-001 for the paving of subdivision (J-Class) Streets	Motion 230620.03	Document signed and submitted
June 2023	SR2023-52	PCAP Application – Bear River Water System Project Detailed Design Phase That Municipal Council support the submission of an application to the Provincial Capital Assistance Program (PCAP) in the amount of \$205,000 for the detailed design phase regarding the Bear River Water System Project.	Motion 230620.04	
June 2023	SR2023-52	PCAP Application – Granville Ferry Water Storage Project Detailed Design Phase That Municipal Council support the submission of an application to the Provincial Capital Assistance Program (PCAP) in the amount of \$28,500 for the detailed design phase regarding the Granville Ferry Water Storage Project.	Motion 230620.05	

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June 2023	SR2023-52	2023 BRCS Trust Award Payouts and Scholarships/Awards That Municipal Council authorize payment from the Bridgetown School Trust to the Bridgetown Regional Community School in the amount of \$5,365; and authorize payment up to \$2,800 for scholarships/awards recipients upon attendance at post-secondary education.	Motion 230620.06	Letters sent (37)
June 2023	SR2023-54	Town Middleton Source Water Protection Advisory Committee Request for Membership That Municipal Council appoint Councillor Wendy Sheridan to be a member of the Town of Middleton Source Water Protection Advisory Committee effective immediately for a term ending November 30, 2024, as requested per the terms and conditions stated on the Town of Middleton Committee Terms of Reference, and add this Committee to the list of required appointments reviewed by the Nominating Committee.	Motion 230620.07	Town Notified
June 2023	SR2023-36 (2)	MRHP St. John's Anglican Substantial Alterations Request for Reconsideration That Municipal Council amend the previous motion: Motion 230516.08 MRHP St. John's Anglican Church – Application for Alteration That Municipal Council allow the replacement of the existing light green asphalt shingles to a copper green colour metal roofing material for the municipally-registered heritage property St. John's Anglican Church & Columbarium at 694 Highway 201, Moschelle and to advise the contractor of the heritage status of the building; by replacing ' <i>copper green</i> ' with ' <i>black</i> ', for the St. John's Anglican Church, 694 Highway 201, Moschelle request for reconsideration.	Motion 230620.09	Owner notified.
June 2023	Council	Extension of Waste Collection Agreement - EFR That municipal council authorize the Warden and Clerk to sign a 19.5 month extension of the waste collection agreement with EFR Environmental to extend services past the agreement expiration	Motion 230620.47	Document signed and submitted

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		date of August 23, 2023 to March 31, 2025, enabling the municipality to have the potential to participate in a broader Valley Waste-led tender ahead of March 2025.		
June 2023	SR2023-45	M10 Sewer Charges Bylaw Final Reading That municipal council give final reading to <i>M10 Sewer Charges Bylaw</i> by deleting “point nine (0.9) in Sub-section 2(2)(c) and replacing with “five (5)”, in accordance with First Reading given on May 16, 2023.	Motion 23020.48	Final Reading advertised
June 2023	SR2023-57	Basin Aquatics Association That municipal council approve an investment of \$25,000 in Basin Aquatics Society to assist with the re-establishment of the aquatics facility at Basin Centre, Cornwallis Park; and that Council authorize the withdrawal of \$25,000 from the Recreation Reserve to be used for this purpose.	Motion 230620.49	BAA Notified