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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

COMMITTEE OF THE WHOLE AGENDA

Tuesday, April 11, 2023

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

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



11:00 Presentations: **1. Acadian Seaplants**
2. Basin Aquatics (pages 189-201)
3. Annapolis Royal Twinning (pages 202-207)

PAGES

	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL of the Order of the Day
	4.	APPROVAL OF MINUTES
3-6	4.1	2023-03-14 Regular
7	4.2	2023-03-22 Special
	5.	CORRESPONDENCE
8-10	5.1	2023-03-16 Bridgetown Development Committee
11	5.2	2023-03-24 NS Justice RCMP Services Agreement 2023-24
	6.	STAFF REPORTS
12-24	6.1	Information Report – Revocation of Ministerial Order West Paradise Transfer Site
25-27	6.2	Information Report – Sustainable Services Growth Fund
28-148	6.3	SR2023-34 NS UARB Submission Boundary Review
149-160	6.4	SR2023-28.2 AM-1.4.12 Tax Exemption and Reduction Policy Amend
161-166	6.5	SR2023-30.2 AM-1.2.3 Warden and Deputy Warden Policy Amend
167-172	6.6	SR2023-35 Granville Street Parking Redevelopment
173-175	6.7	SR2023-36 MRHP St. John's Anglican Church Application for Alterations
176-179	6.8	SR2023-37 Former Upper Clements Park Structures
180-181	6.9	SR2023-38 2023-24 Sewer Rates County and Bridgetown
182-183	6.10	SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena
	7.	RECOMMENDATIONS and REPORTS FROM BOARDS and COMMITTEES
184	7.1	2023-03-15 Trans County Transportation Society Report
	8.	NEW BUSINESS
185-188	8.1	Speeding in Granville Ferry (Barteaux)
	9.	IN-CAMERA
	9.1	That municipal council meet in-camera in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property, (e) contract negotiations, and (f) litigation or potential litigation of the <i>Municipal Government Act</i> .
	10.	5:00 p.m. STATED ADJOURNMENT

Minutes of the regular Committee of the Whole meeting held on Tuesday, March 14, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

The Warden read an excerpt from an August 17, 1759 document which proclaimed 'erecting the province into counties' – Annapolis being one of five.

ROLL CALL

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

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

DISCLOSURE of INTEREST

Councillor Connell declared an interest in item 6.11 SR2023-20 Grant Application Port George Regional Recreation Centre.

APPROVAL of the Order of the Day

Request to move 6.15 SR2023-27 Capital Request Village of Lawrencetown to the beginning of the staff reports.

That the Order of the Day be approved as amended.

Moved: Councillor LeBlanc

Seconded: Councillor Hudson

Motion carried.

APPROVAL of MINUTES

The following minutes were approved with no errors or omissions:
2023-02-14 Regular Committee of the Whole and 2023-02-17 Special Committee of the Whole.

CORRESPONDENCE

Re: 2023-02-02 Request to Pass a Resolution to Support Basic Income Nora Peach

That municipal council direct the warden to sign a letter supporting Basic Income Guarantee

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

Re: 2023-02-14 Community Easements Act Designation the NS Working Woodlands Trust

To send the suggested letter to Hon Tory Rushton supporting the Nova Scotia Working Woodlands Trust's application for designation as an eligible body under the *Community Easements Act*.

Moved: Councillor Gunn

Seconded: Councillor Prout

Motion lost. 2 in favour, 9 against.

To refer the 2023-02-14 request from Jennika Hunsinger to the Forestry Advisory Committee for consideration and recommendation.

Moved: Councillor LeBlanc

Seconded: Councillor Enslow

Motion carried, 10 in favour, 1 against.

STAFF REPORTS

Re: SR2023-27 Capital Request Village of Lawrencetown

That Municipal Council withhold all funding in excess of the sidewalk grant and operating grant and Village rate until such time that the Village has independent experts review their utility rates and taxation to ensure that Lawrencetown's operation is sustainable.

Moved: Deputy Warden Redden

Seconded: Councillor Hudson

Motion lost.

That municipal council approve a release of \$51,000 of Canadian Community-Building Funds to the Village of Lawrencetown for last year's project from the 2022-23 budget; and that the contributions to the Village for sidewalks, operating and capital also be approved in this year's 2023-24 budget.

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion withdrawn.

That municipal council approve a release of \$51,000 of Canadian Community-Building Funds to the Village of Lawrencetown from the 2022-23 budget.

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion carried.

Re: Information Report – 2023-01-28 Special Election District 3 After-Action Report

Re: Information Report Emergency Funds for Fire Departments

That Municipal council increase each fire departments operating funding by 5% for the fiscal year of 2022-23.

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

Re: SR2023-32 2023-24 Capital Budget

- *Sports Hub*

That Municipal Council authorize an increase to the Sports Hub Storage Facility capital project in the amount of \$75,000 per the Jost Architects report funded by Canada Community Building Fund (CCBF).

Moved: Deputy Warden Redden
Seconded: Councillor Enslow

LUNCH

The warden declared a lunch break at 12:00 p.m. with all returning at 1:55 p.m. as previously noted.

Deputy Warden Redden left the room at 2:02 p.m. and returned at 2:05 p.m.

Motion lost, 4 in favour, 7 against.

- *Granville Street Parking*

That Municipal Council authorize the Granville Street Parking Redevelopment capital project in the amount of \$135,000 funded from the proceeds of the sale of the Town Hall facility in the former Town of Bridgetown.

Moved: Deputy Warden Redden
Seconded: Councillor Enslow

To amend the motion by removing '*proceeds of the sale of the Town Hall facility in the former Town of Bridgetown.*' and adding '*Canada Community-Building Fund*'.

Moved: Councillor Hudson
Seconded: Councillor Enslow

Motion lost, 2 in favour, 9 against.

Refer the motion back to staff to bring a more detailed Staff Report for April COTW

Moved: Councillor Connell
Seconded: Councillor Longmire
Motion carried.

- *2023-24 Capital Budget*

That Municipal Council authorize the remaining total capital budget, as presented for a total project cost of \$3,298,900 for the County and \$350,000 for the County Water Utility.

Moved: Deputy Warden Redden
Seconded: Councillor Connell

To amend the motion to add after capital budget '*less \$150,000 for software initiatives*'

Moved: Councillor Connell

Seconded: Deputy Warden Redden

Motion withdrawn.

Recess

2:56 p.m. – 3:08 p.m.

To amend the motion to add after capital budget '*less \$150,000 for software initiatives*'

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion carried, 10 in favour, 1 lost.

On the motion as amended to read:

That Municipal Council authorize the remaining total capital budget *less \$150,000 for software initiatives*, as presented for a total project cost of \$3,298,900 for the County and \$350,000 for the County Water Utility.

Moved: Deputy Warden Redden

Seconded: Councillor Connell

Motion carried.

Amend the Order of the Day

To move the in-camera portion of the meeting to this point.

Moved: Councillor Leblanc

Seconded: Deputy Warden Redden

Motion carried.

IN-CAMERA

That municipal council meet in-camera from 3:13 p.m. until 3:38 p.m. in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property, and (e) contract negotiations of the *Municipal Government Act*.

Moved: Councillor Sheridan

Seconded: Councillor Gunn

Motion carried.

Next Meeting:

Special Committee of the Whole to be held on Friday, March 17th at 10:00 a.m. to address the balance of agenda items.

Adjournment

The Warden declared the meeting adjourned at 3:42 p.m.

Warden

Municipal Clerk

Minutes of a special **Committee of the Whole** meeting held on Friday, March 22, at 4:00 p.m. at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

Present: 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 (via Zoom)
District 6 – Warden Alex Morrison, present
District 7 – David Hudson, present
District 8 – Michael Gunn, present
District 9 – Wendy Sheridan, present
District 10 –Deputy Warden Brad Redden, present
District 11 – Diane Le Blanc, present

Also Present: Interim CAO Doug Patterson; C. Young Municipal Clerk, D. Campbell, K. Inglis, Jim Young, Noella Martin (via Zoom) and Chris McNeill (Zoom)

In-Camera

To meet in-camera from 4:01 p.m. - 4:16 p.m. in accordance with Section 22(2)(d) labour relations of the Municipal Government Act.

Moved: Councillor Gunn

Seconded: Deputy Warden Redden

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 4:17 p.m.

Warden

Municipal Clerk

March 16, 2023

Dear Warden Morrison, Councilors and staff,

The Bridgetown Development Committee would like to take this opportunity to extend a heartfelt thank you for the completion of the Queen Street restoration. We were very fortunate to be involved in the design phase several years ago and watching the dream unfold over the summer last year was amazingly satisfying and exciting.

Light Up The Town and the Grand re-opening of Queen Street was a huge success with an unofficial count of approximately 1000 citizens joining in the celebrations . The street was magical with the lights and decorations and many compliments were received. We began to think that Hallmark would be approaching us any time to film a Christmas movie....maybe next year.

Far too often you only hear the negative and don't get thanked for all the good things that you do for us. With that, we would like to extend a huge thank you for making this happen. We will do our best to ensure that the charm and character of the business core continues to improve and grow over the coming years.

The Annapolis County staff members who worked and continue to work closely with us have been remarkable and need to be recognized for all that they do. Their patience, understanding and willingness to work collaboratively with us has created a positive environment and encourages us to move forward with plans for the future. You have a great staff!

Kind regards

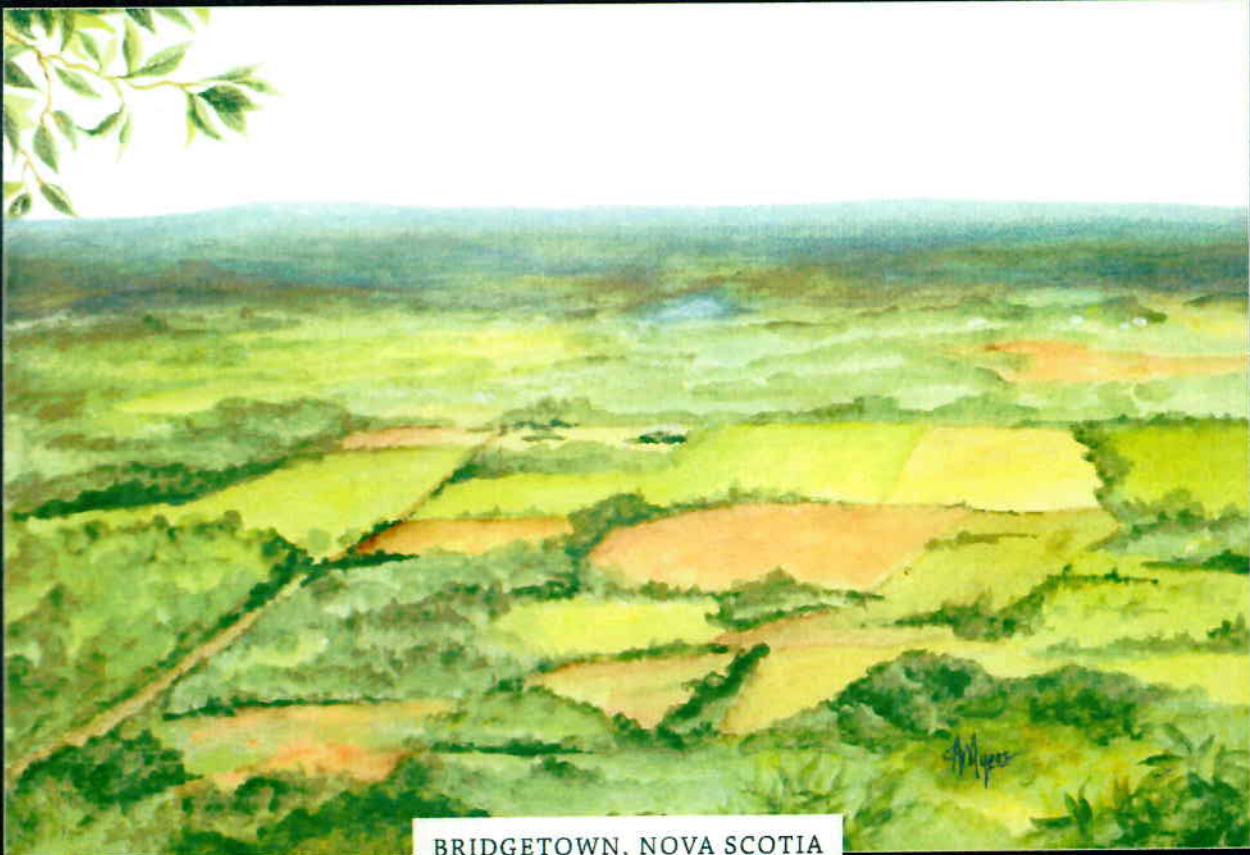


Nancy Price
Chair Bridgetown Development Committee

The Carolyn

Would you mind posting
this thank you card where
staff can see it. (and
the letter)

Also would you mind
providing the Warden and
Councilors a copy of the
letter. AND Thank you!
Nancy Price.



BRIDGETOWN, NOVA SCOTIA

Many thanks to the staff of
the Municipality of Amherst County
for their continued support and
hardwork for the community of Bridgetown.
We are very appreciative of everything
that you do for us!
Sincerely,
Bridgetown Finance Committee

RECEIVED



1690 Hollis Street
PO Box 7
Halifax, NS B3J 2L6

Phone: 902 233-9601
Fax: 902 424-0070
Email: Paulette.MacKinnon@novascotia.ca

Paulette MacKinnon, Acting Executive Director
Public Safety and Security Division

March 24, 2023

Mr. David Dick
Chief Administrative Officer
Municipality of the County of Annapolis
P. O. Box 100
Annapolis Royal, NS B0S 1A0

Dear Mr. Dick,

In consultation with the Royal Canadian Mounted Police, we have established the budget for RCMP services provided under the Provincial Police Services Agreement for the period April 1, 2023 to March 31, 2024.

Based on your level of service the costs allocated to your municipality will be \$3,004,291 for 2023/24 as compared to \$2,833,127 in 2022/23. Your service level has been adjusted for any approved service requests made during the past year that were implemented on or before April 1, 2023. This amount does not include any adjustments that may be requested by your municipality subsequent to April 1, 2023.

The allocated cost to your municipality for the 2023/24 fiscal year represents a 6.04% increase over the 2022/23 cost for the same complement of officers.

The Community Police Officer was previously staffed by a RCMP regular member but is currently staffed by a federal public service employee which changes the cost sharing based on community policing. The related \$18,134 credit will be discontinued in 2024-25 and will have an impact on the municipality's 2024-25 billing.

If you have any questions regarding this amount, or wish any point of clarification, please contact Stephen Ong, CPA, CGA, Director of Contracts at (902) 717-5163.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paulette MacKinnon".

Paulette MacKinnon, Acting Executive Director
Public Safety and Security Division



COUNTY of ANNAPOLIS
NATURALLY BUILT

INFORMATION REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Jordan Saunders, Construction Project Coordinator
Subject: **Revocation of Ministerial Order West Paradise Transfer Site**

ORIGIN

March 26, 2020, a Ministerial Order (60002) regarding s. 50(1) and 50(2) of the *Environment Act* was issued to the Municipality for the West Paradise Transfer Site located at 4736 Highway 201.

LEGISLATIVE AUTHORITY

N/A

BACKGROUND

On March 26, 2020, a Ministerial Order (60002) regarding s. 50(1) and 50(2) of the *Environment Act* was issued to the Municipality for the West Paradise Transfer Site located at 4736 Highway 201.

On May 20, 2022 the Municipality hired Stantec Consulting Ltd to develop a Reclamation Plan for the operation on the Former West Paradise Transfer Station.

On December 12, 2022 county staff sought approval for reclamation from NSECC in regards to the West Paradise Transfer Station, obtaining approval on January 23, 2023.

On March 13, 2023 the County was given a Revocation Order signed by the Minister of Environment and Climate Change.

DISCUSSION

- On July 18, 2022 Stantec Consulting Ltd developed a reclamation plan to support the Municipality of the County of Annapolis in adhering to the terms and conditions issued by Nova Scotia Environment and Climate Change Ministerial order 60002 regarding the county's solid waste management facility.
- On January 23, 2023 the Municipality of the County of Annapolis received from Nova Scotia Environment and Climate Change Approval for Reclamation at the Waste Transfer Station in West Paradise.
- On March 13, 2023, staff received communication from the Environment Officer that the Ministerial Order had been officially revoked.

FINANCIAL IMPLICATIONS

Not applicable.

POLICY IMPLICATIONS

Not applicable.

ATTACHMENTS

- Revocation Order
- Approval for Reclamation - Waste Transfer Station

Prepared by:

Jordan Saunders, Construction Project Coordinator

Reviewed by:

Jim Young, P.Eng, Director of Municipal Operations

Approved by:

Douglas Patterson
Interim Chief Administrative Officer

Approval Date:

April 3, 23

(Date)

IN THE MATTER OF clause 131(1)(b), Chapter 1 of the Statutes ofNova Scotia 1994-95, the *Environment Act*

- and -

IN THE MATTER OF the revocation of a
 Ministerial Order issued pursuant to the
 provisions of the said Act to **the Municipality of**
the County of Annapolis of 752 Saint George
 Street, Annapolis Royal, Province of Nova
 Scotia

REVOCATION ORDER

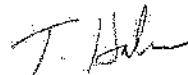
I. **WHEREAS** by Ministerial Order issued pursuant to subsection 125(1) of the Environment Act dated the 26th Day of March, 2020, signed by the Minister of Environment, the Honourable Gordon Wilson, the person(s) named in the Ministerial Order were ordered to comply with the conditions set forth in Schedule "A" attached to the Ministerial Order respecting the construction or operation of a plant, structure, facility, undertaking or thing, to wit: a waste transfer station at or near 4736 Highway 201, West Paradise, (PIDs 05314935, 05140710 and 05140728), Municipality of the County of Annapolis, Province of Nova Scotia,

II. **AND WHEREAS** the Honourable Minister of Environment wishes to revoke the aforesaid Ministerial Order while maintaining the authority to issue further Ministerial Orders in future against the persons named in the said Ministerial Order if the circumstances so merit;

IT IS HEREBY ORDERED that upon service of this Order of Revocation, the Ministerial Order issued the 26th day of March 2020, is revoked and of no further force or effect.

ISSUED at Halifax, in the County of Halifax, Province of Nova Scotia, this

13 day of March, 2023



The Honourable Timothy Halman
 Minister of Environment & Climate Change

APPROVAL

**Province of Nova Scotia
Environment Act, S.N.S. 1994-95, c.1 s.1**

APPROVAL HOLDER: MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

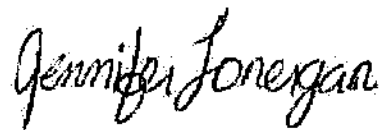
SITE PID: 05140710, 05140728, 05314935

APPROVAL NO: 2022-3139404-00

EXPIRY DATE: January 1, 2028

Pursuant to Part V of the Environment Act, S.N.S. 1994-95, c.1 s.1 as amended from time to time, approval is granted to the Approval Holder subject to the Terms and Conditions attached to and forming part of this Approval, for the following activity:

Municipal - Solid Waste - Waste Transfer Station



Administrator: Jennifer Lonergan

Effective Date: January 23, 2023

The Minister's powers and responsibilities under the Act with respect to this Approval have been delegated to the Administrator named above. Therefore, any information or notifications required to be provided to the Minister under this Approval can be provided to the Administrator unless otherwise advised in writing.

TERMS AND CONDITIONS OF APPROVAL

Nova Scotia Department of Environment and Climate Change

Approval Holder: MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

Project: Reclamation of Unnamed Waste Transfer Station

Site:

PID	Civic #	Street Name	Street Type	Community	County
05140710					
05140728					
05314935	4736	HIGHWAY 201	HWY.	WEST PARADISE	ANNAPOLIS COUNTY

Approval No: 2022-3139404-00

File No: 94400-30-KEN-2022-3139404

Grid Reference: Easting - 321387.16, Northing - 4966975.05

Reference Documents

- Application submitted November 24, 2022 and attachments.
- Letter Report Reference: Revision 1 Reclamation Plan for the Solid Waste Management Facility at 4736 Highway 201, West Paradise, Annapolis County, Nova Scotia (PIDs 05314935, 05140710 and 05140728). Dated October 6, 2022. File: 121417557. Prepared by Stantec Consulting Ltd. Signed by Marilou Toole, P.Eng. and Don Carey, M.Sc., P.Eng. (herein referred to as the 'Reclamation Plan').
- Contents of Nova Scotia Environment and Climate Change File No. 94400-30-KEN-2019-2549055 submitted to the Department prior to the issuance of this approval.
- Drawing No. Y2019-063-01, Prepared by ABLE Engineering & Land Survey Services. Stamped by D. A. Bell, P.Eng No. 6797. Dated August 22, 2019.
- Contents of Nova Scotia Environment and Climate Change File No. 94400-30-KEN-2022-3139404 submitted to the Department prior to issuance of this approval.

1. Definitions

- a. Act means Environment Act, 1994-95, c.1, s.1, and includes, unless the context otherwise requires, the regulations made pursuant to the Act, as amended from time to time.
- b. Department means the Nova Scotia Department of Environment and Climate Change, and the contact for the Department for this approval is:
Nova Scotia Department of Environment and Climate Change
Western Region, Kentville Office
136 Exhibition Street
Kentville, Nova Scotia B4N 4E5

Phone: (902) 679-6086
Fax: (902) 679-6186
- c. Minister means the Minister of Environment and Climate Change and includes any person delegated the authority of the Minister.
- d. Qualified Person as it relates to noise, means one who has certified post-secondary education and/or professional training in acoustics, and a minimum of 5 years of experience in the field of environmental noise, or as otherwise authorized by the Department.
- e. Qualified Person as it relates to air quality, means one who has certified post-secondary education and/or professional training related to ambient (outdoor) air quality, and a minimum of 5 years of experience in the field of ambient (outdoor) air quality, or as otherwise authorized by the Department.
- f. Site means a place where a designated activity and/or undertaking is occurring or may occur.
- g. Surface Watercourse means a watercourse as defined in the Environment Act, excluding groundwater.

2. Scope

- a. This Approval (the "Approval") relates to the Approval Holder(s) and their application and all documentation submitted to the Department prior to the issuance of this approval for the reclamation of the Unnamed Waste Transfer Station situated at or near 4736 Highway 201 in West Paradise, Annapolis County, Nova Scotia.
- b. The Approval Holder(s) shall ensure the designated activity is carried out in accordance with this Approval and reference documents, including the application and supporting documentation.
- c. This Approval does not constitute approval to construct, operate and/or reclaim a bulk solids handling loadout facility in which mineral concentrates are stored and subsequently loaded. The Department reserves the right to require such an approval, as applicable.

3. General

- a. The Approval Holder(s) shall conduct the Designated Activity in accordance with the following provisions:
 - i. The Act, as amended from time to time;
 - ii. Any standard adopted by the Department, as amended from time to time, which includes but is not limited to the following:
 - (a) Nova Scotia Environment Contingency Planning Guidelines, October 7, 2019 as amended from time to time.
 - (b) Nova Scotia Environment and Labour Guidelines for the Siting and Operation of Waste Transfer Stations (2006) as amended from time to time.
- b. Nothing in this Approval relieves the Approval Holder(s) of the responsibility for obtaining and paying for all licenses, permits, approvals or authorizations necessary for carrying out the work authorized to be performed by this Approval which may be required by municipal by-laws, provincial or federal legislation, or other organizations. The Minister does not warrant that such licenses, permits, approvals or other authorizations will be issued.
- c. If there is a discrepancy between the reference documents and the terms and conditions of this Approval, the terms and conditions of this Approval shall apply.
- d. Any request for renewal or amendment of this Approval is to be made in writing, to the Department, at least ninety (90) days prior to the Approval expiry.
- e. The Approval Holder(s) shall not transfer, sell, lease, assign or otherwise dispose of this Approval without the written consent of the Minister. The sale of a controlling interest of a business or a transfer of the approval from a parent company to a subsidiary or an affiliate is deemed to be a transfer requiring consent.
- f. If the Minister cancels or suspends this Approval, the Approval Holder(s) remains subject to the penalty provisions of the Act.
- g. The Approval Holder(s) shall immediately notify the Department of any incidents of non-compliance with this Approval.
- h. The Approval Holder(s) shall bear all expenses incurred in carrying out the environmental monitoring required under the terms and conditions of this Approval.
- i. Unless specified otherwise in this Approval, all samples required to be collected by this Approval shall be collected, preserved and analysed, by qualified personnel, in accordance with recognized industry standards and procedures that are all deemed acceptable to the Department.
- j. Unless written authorization is received otherwise from the Minister, all samples required by this Approval shall be analyzed by a laboratory that meets the

requirements of the Department's "Policy on Acceptable Certification of Laboratories" as amended from time to time.

- k. The Approval Holder(s) shall ensure that this Approval, or a copy, is present on Site while personnel are on Site.

4. Air Quality

- a. The Approval Holder(s) shall ensure that air emissions from the designated activity do not contribute to an exceedance of the maximum permissible ground level concentrations of contaminants specified in the Air Quality Regulations.
- b. Monitoring of ambient air contaminants shall be conducted at the request of the Department. The number and location of the monitoring station(s) shall be established by a qualified person retained by the Approval Holder(s) and the proposed plan submitted to the Department for acceptance; this may include point(s) beyond the property boundary of the Site.
 - i. The Approval Holder(s) shall prepare and submit paper and electronic copies of an Ambient Air Contaminants Monitoring Report to the Department within sixty (60) days of completion of the test.
 - ii. The Ambient Air Contaminants Monitoring Report must be deemed acceptable by the Department.
- c. The use of oil as a dust suppressant is prohibited.

5. Noise

- a. The Approval Holder(s) shall ensure that noise generated from the designated activity complies with the criteria identified in the Nova Scotia Environment and Labour "Guidelines for Environmental Noise Measurement and Assessment" dated May 18, 2005, as amended from time to time.
- b. The Approval Holder(s) shall monitor noise at the request of the Department. The number and location of the monitoring station(s) for noise measurement shall be established by a qualified person retained by the Approval Holder(s). The proposed plan must be deemed acceptable by the Department.

6. Odour

- a. If the Department determines that the designated activity is generating excessive odours, the Approval Holder(s) shall be required to take any measures required by the Department to address those odours.

7. Surface Water

- a. The Approval Holder(s) shall ensure the Site is developed and maintained to prevent contaminants from being discharged into a water resource or beyond the property boundary.

- b. Monitoring during construction: The Approval Holder(s) shall ensure that the following water quality limits are met in the water resource downstream of construction activities:
 - i. Total Suspended Solids, Clear Flows (Normal Background Conditions):
 - (a) Maximum increase of 25 mg/l from background levels for any short term exposure (24 hour or less);
 - (b) Maximum average increase of 5 mg/l from background levels for longer term exposure (inputs lasting between 24 hours and 30 days);
 - ii. Total Suspended Solids, High Flow (Spring Freshets and Storm Events):
 - (a) Maximum increase of 25 mg/l from background levels at any time when background levels are between 25 mg/l and 250 mg/l;
 - (b) Maximum increase of 10% over background levels when background is >250 mg/l;
- c. Additional surface water monitoring may be required at the request of the Department.
- d. No authority is granted by this Approval to enable the Approval Holder(s) to discharge surface water onto adjoining lands without the authorization of the affected landowner(s).
- e. The Approval Holder(s) shall install and maintain erosion and sediment controls in line with industry best practices (e.g., Nova Scotia Environment Erosion and Sediment Control Handbook for Construction Sites) with the following considerations:
 - i. The controls shall be installed prior to the commencement of the construction activities;
 - ii. The controls shall remain in place until areas disturbed by construction activities are stabilized so that the risk of release of sediment to a water resource has been mitigated;
 - iii. Control features shall be installed as per applicable product specifications or manufacturer's directions; and
 - iv. Control materials shall be clean, non-erodible, non-ore-bearing, non-watercourse derived and non-toxic.
- f. Erosion and sediment controls shall be inspected yearly as a minimum, and after a minimum 50 mm/24-hour or 75 mm/48-hour rain event to confirm that controls are working as designed and intended. Records outlining results of the inspections and actions taken to correct any deficiencies shall be kept for the duration of the approval and shall be made available to the Department upon request.

8. Groundwater Monitoring

- a. The Approval Holder(s) shall prepare and submit a groundwater monitoring plan at the request of the Department. The plan shall be provided within one (1) month of request, and include, but be not limited to the following:
 - i. the location and design of monitoring well(s);
 - ii. monitoring parameters (groundwater quality and/or water table elevations);
 - iii. sampling methodologies;
 - iv. baseline and regular monitoring; and
 - v. a monitoring schedule.
- b. The groundwater monitoring plan shall be designed and signed by a qualified professional who has hydrogeology training and experience, and is licensed to practice in Nova Scotia by the Association of Professional Geoscientists of Nova Scotia (APGNS) or Engineers Nova Scotia.
- c. The groundwater monitoring plan shall be deemed acceptable by the Department prior to implementation.
- d. Once the groundwater monitoring plan has been deemed acceptable by the Department, the Approval Holder(s) shall implement the accepted groundwater monitoring program.
- e. The Approval Holder(s) shall conduct baseline sampling within one (1) month of acceptance of the groundwater monitoring plan, unless otherwise previously completed and submitted to the Department.
- f. Results of baseline monitoring in summary report format including interpretation of results shall be forwarded to the Department within three (3) months of baseline sampling.
- g. The Department reserves the right to modify groundwater monitoring well locations, parameters and frequency, and to require remedial measures based on the results of monitoring data and/or site inspections.

9. Groundwater

- a. The Approval Holder(s) shall replace, at their expense, any water supply which has been lost or damaged as a result of the designated activity, as authorized and required by the Department.

10. Releases

- a. Releases shall be reported in accordance with the Act.
- b. Spills or releases shall be cleaned up in accordance with the Act.

11. Contingency Plan

- a. The Approval Holder(s) shall develop a Contingency Plan in accordance with the Nova Scotia Environment Contingency Planning Guidelines within sixty (60) days of request of the Department.
- b. A copy of the Contingency Plan is to be maintained on Site at all times and is to be available for review immediately upon request by the Department.
- c. The Approval Holder(s) shall ensure that all necessary materials and equipment are available at all times to respond to emergencies in accordance with the Contingency Plan.

12. Reporting

- a. The Approval Holder(s) shall provide an Annual Report summarizing the following information, as required by the terms and conditions of this Approval, for each calendar year, within sixty (60) days of request from the Department:
 - i. all groundwater and surface water monitoring data and reports;
- b. The groundwater monitoring report in the Annual Report shall include, but is not limited to, the following information:
 - i. a review of field methodologies, including sampling techniques;
 - ii. a description of the groundwater monitoring network;
 - iii. a review of the current groundwater monitoring program and recommendations for modifications, as applicable;
 - iv. current and historical static water elevation data in tabular format; groundwater gradients and flow direction.
 - v. current and historical groundwater quality including an analysis of spatial and temporal trends with comparison to applicable guidelines and historical (baseline) data in tabular format, as applicable;
 - vi. laboratory certificates of analysis, as applicable; and
 - vii. the identification of any adverse impacts to groundwater as a result of site activities and associated recommendations, as applicable.
- c. The groundwater report shall be prepared and signed by a qualified professional who has hydrogeology training and experience, and is licensed to practice in Nova Scotia by the Association of Professional Geoscientists of Nova Scotia (APGNS) or Engineers of Nova Scotia. The report shall be submitted in hard copy and digital format.

13. Rehabilitation and Closure

- a. The Approval Holder(s) shall implement the Reclamation Plan referenced in the Reference Documents section, above, upon the effective date of this Approval.

- i. The Approval Holder(s) shall prepare and submit to the Department a Groundwater Assessment Report by June 30, 2023, which includes, but is not limited to the following:
 - (a) a review of field methodologies, including sampling techniques;
 - (b) a description of the groundwater monitoring network;
 - (c) current and historical static water elevation data in tabular format; groundwater gradients and flow direction. Data from a minimum of one year prior to the commencement of waste transfer station construction to one year immediately following cessation of the waste transfer station construction shall be reviewed;
 - (d) current and historical groundwater quality including an analysis of spatial and temporal trends with comparison to applicable guideline and historical (baseline) data in tabular format, as applicable. Data from a minimum of one year prior to the commencement of waste transfer station construction to one year immediately following cessation of the waste transfer station construction shall be reviewed. Applicable guideline include, but are not limited to, Health Canada's Guidelines for Canadian Drinking Water Quality.
 - (e) laboratory certificates of analysis, as applicable; and
 - (f) the identification of any adverse impacts to groundwater as a result of site activities and associated recommendations, as applicable.
 - ii. The Groundwater Assessment Report shall be prepared and signed by a qualified professional who has hydrogeology training and experience, and is licensed to practice in Nova Scotia by the Association of Professional Geoscientists of Nova Scotia (APGNS) or Engineers Nova Scotia. The report shall be submitted in paper copy and digital format.
 - iii. The Groundwater Assessment Report shall be deemed acceptable by the Department.
 - iv. The Approval Holder(s) shall only dispose of leachate in the holding tank to a facility approved by the Department to receive the leachate.
 - v. The Approval Holder(s) shall submit laboratory certificates of analysis and disposal manifests for leachate in the holding tank by June 30, 2023.
 - vi. Paper and electronic copies of a letter summarizing the results of site inspections, including, but not limited to, assessments of vegetation establishment and erosion and sedimentation, shall be submitted to the Department by September 15, 2023.
- b. Reclamation shall be completed to the satisfaction of the Department.

- c. The Reclamation Plan shall be updated within sixty (60) days of request by the Department.
- d. The Updated Reclamation Plan must be deemed acceptable by the Department.
- e. The Updated Reclamation Plan must be implemented immediately upon being deemed acceptable by the Department.



COUNTY OF ANNAPOLIS
HARBOR FRONT

INFORMATION REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Angela Anderson, Manager of Finance/Treasurer
Subject: Sustainable Services Growth Fund

ORIGIN

This is to advise Council of the receipt and treatment of the Sustainable Services Growth Funds.

LEGISLATIVE AUTHORITY

Not Applicable

BACKGROUND

On March 31, 2023 the Province of Nova Scotia transferred the County of Annapolis \$906,532 as part of the Sustainable Services Growth Fund (SSGF). This is a one-time transfer to support Municipalities with their capital infrastructure to service the growing population.

DISCUSSION

The funds are required to be spent by March 31, 2025 and have similar funding stipulations to the Canada Community Building Fund (CCBF) as this is the formula used for the allocation. Some examples of uses are as follows:

- Increasing capacity
- Creating services
- Accessibility enhancements
- House initiatives
- Active transportation

The use of the funds will have to be reported to the Province and outcomes of the associated capital projects will have to be measured and reported as well. The funds are to be utilized as incremental capital funding, not the reduction of tax rates and they can be utilized in conjunction with other grants as the Municipal contribution if needed.

FINANCIAL IMPLICATIONS

The nature of the funds are a one-time transfer with a specified purpose and reporting requirements and cannot be utilized to reduce the tax rates. Therefore, the funds have been placed in the Capital Reserve Fund for use in subsequent capital budgets or to fund out of budget capital projects that qualify.

This results in an increase to the capital reserve fund of \$906,532 and should be viewed as an incremental reserve replenishment above the budgetary replenishments Council will see as part of the 2023/24 operating budget.

POLICY IMPLICATIONS

Not applicable

ATTACHMENTS

Sustainable Services Growth Fund Announcement Letter

Prepared by:

Angela Anderson, CPA, Manager of Finance/Treasurer

Approved by:**Approval Date:**

Doug Patterson, Interim Chief Administrative Officer



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

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

March 31, 2023

Alex Morrison, Warden
Municipality of the County of Annapolis
VIA E-Mail: amorrison@annapoliscounty.ca

Dear Warden Morrison:

I am pleased to advise the Department of Municipal Affairs and Housing has approved a grant of \$906,352 to support infrastructure investments in your community under the new Sustainable Services Growth Fund (SSGF).

The SSGF can be used to support Municipal services by investing in municipal infrastructure needed to serve a growing population, improve sustainability and provide increased resiliency.

Please refer to the attached Terms and Conditions for more information on the funding approval. If you accept this offer, please sign the Terms and Conditions, and send to the program email listed below.

Should you have any questions, please contact Ahmad Shahwan, Manager of Infrastructure Programs at Ahmad.Shahwan@novascotia.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Lohr".

Honourable John A. Lohr
Minister of Municipal Affairs and Housing

c Doug Patterson, A/Chief Administrative Officer, dpatterson@annapoliscounty.ca

Attachment



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Carolyn Young, Municipal Clerk
Report Number: SR2023-24 NS UARB Submission Boundary Review
Subject: Mandatory Boundary Review Submission to NSUARB

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 369
Municipal Government Act Rules, Section 29

BACKGROUND

Municipal Council is required to make a submission to the NSUARB regarding the number of districts to be in effect by March 31, 2024 for the 2024 and 2028 elections.

DISCUSSION

The legislated date for the submission in the review year (2022) is December 31. Municipal Council did ask for and receive a six-month extension in order to also consult the public on the question of preference of governance. The submission must be received by NSUARB before June 20, 2023.

FINANCIAL IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

N/A

NEXT STEPS

NSUARB Hearing - Once the NS UARB receives the application, they will arrange for a hearing on the matter. The Board normally holds in-person public hearings in the municipality where the application arises. When no change to the number of polling districts and councillors is requested, and no member of the public has contacted the Board to oppose the application to request to speak at the hearing, the Board may hold the public hearing by telephone or video conference. The Board reserves the right to decide the format of the hearing. Most hearings take one or two hours.

NSUARB Decision and Order– the Board normally issues a written decision within 60 days of the hearing. The Board will also issue an Order giving effect to the approved number of councillors and polling districts.

ATTACHMENT

Draft application to the NS UARB

Prepared by:

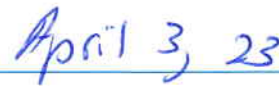
Carolyn Young, Municipal Clerk

Approved by:



Doug Patterson
Interim Chief Administrative Officer

Approval Date:





COUNTY *of* ANNAPOLIS
NATURALLY ROOTED

An Application to the Nova Scotia Utility and
Review Board to Confirm the Number and
Boundaries of Polling Districts and to Confirm the
Number of Councillors

Municipality of the County of Annapolis
Carolyn Young, Municipal Clerk
April 18, 2023

Submission to NSUARB to Confirm Number and Boundaries of Polling Districts and Councillors

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NOVA SCOTIA UTILITY AND REVIEW BOARD

IN THE MATTER OF: An **APPLICATION** pursuant to **Section 368 or 369** of the **MUNICIPAL GOVERNMENT ACT**,

The Council of the Municipality of the County of Annapolis, makes application to the Nova Scotia Utility and Review Board to:

- ☒ confirm the number and boundaries of polling districts
- ☒ confirm the number of councillors
- ☐ alter the number and boundaries of polling districts
- ☐ alter the number of councillors

1. There are at present eleven (11) polling districts in the Municipality and (11) councillors.

2. The following is a brief outline of each polling district in the Municipality, including the names of the larger communities, the geographic size, any relevant geographic features, and any factors which establish a particular community of interest in the polling district:

Polling District 1

Name of larger communities:

Wilmot, Melvern Square

Geographic Size:

30.0 sq. km. (+/-)

Relevant Geographic Features:

Valley floor, Annapolis River, Highway 1, Highway 101

Community of Interest:

Growing residential areas, subdivision areas, active farming areas, East End Area MPS & LUB, close proximity to Kings County, Kingston & CFB Greenwood

Polling District 2

Name of larger communities:

Margaretsville, Port George, Spa Springs, Brooklyn, Cottage Cove, Mount Hanley

Geographic Size:

136 sq. km. (+/-)

Relevant Geographic Features:

Bay of Fundy Shoreline, North Mountain, Highway 101

Community of Interest:

Fishing and wharves, farming, East End Area MPS & LUB, Margaretsville
Municipal Water Supply, close proximity to the Town of Middleton, rural
residential area, Port George & Area Recreation

Polling District 3

Name of larger communities:

Port Lorne, Hampton, Clarence, Bridgetown, Upper Granville

Geographic Size:

163 sq. km. (+/-)

Relevant Geographic Features:

Bay of Fundy shoreline, North Mountain range, Annapolis River, Highway 1,
Highway 101

Community of Interest:

Farming, fishing & wharves, rural residential, Wind Resource areas, close to
Bridgetown, municipal services in Bridgetown & Bridgetown North

Polling District 4

Name of larger communities:

Granville Ferry, Granville Centre, Belleisle, Lequille, Moschelle, Round Hill,
Tupperville

Geographic Size:

120 sq. km.(+/-)

Relevant Geographic Features:

Annapolis River, Highway 1, Highway 201, Highway 101, marshlands

Community of Interest:

Close proximity to the Town of Annapolis Royal, municipal services in Lequille
and Granville Ferry, farming, rural residential, Annapolis Community Health
Centre & Urgent Treatment Centre, Champlain Elementary School, Granville
Ferry source water protection area

Polling District 5

Name of larger communities:

Parkers Cove, Delaps Cove, Victoria Beach, Port Royal, Granville Beach

Geographic Size:

213 sq. km. (+/-)

Relevant Geographic Features:

Bay of Fundy Shoreline, Annapolis Basin & Shoreline, North Mountain range,
Granville Road, Shore Road West, Parker Mountain Road

Community of Interest:

Active fishing industry, forestry, rural residential, Port Royal Habitation National Historic Park, close proximity to Annapolis Royal, Wind Resource Area, Habitation Area Plan

Polling District 6

Name of larger communities:

Deep Brook, Cornwallis Park, Clementsport, Upper Clements, Waldeck

Geographic Size:

93 sq. km. (+/-)

Relevant Geographic Features:

Annapolis Basin & shoreline, Moose River, Highway 1, Highway 101

Community of Interest:

Cornwallis Park MPS & LUB, Upper Clements MPS & LUB, municipal services available in Cornwallis Park, rural residential, Basin Centre, close proximity to Digby County, Fort View Golf Course

Polling District 7

Name of larger communities:

Centrelea, Carleton Corner, Paradise, West Dalhousie, West Paradise

Geographic Size:

464 sq. km. (+/-)

Relevant Geographic Features:

Annapolis River, Highway 101, Highway 201, South Mountain, close to Bridgetown

Community of Interest:

Farming, forestry, rural residential, municipal services in Carleton Corner & Bridgetown, Wind Resource areas, Eden Golf Course

Polling District 8

Name of larger communities:

Maitland Bridge, Milford, Bear River, Clementsvale, Lequille, Perotte

Geographic Size:

1242 sq. km. (+/-)

Relevant Geographic Features: Highway 101, Highway 8, Clementsvale Road, South Mountain, cottage areas, Kejimikujik National Park, Raven Haven, rural residential

Community of Interest:

Municipal services in Bear River, close proximity to Annapolis Royal, close proximity to Digby County, Bear River First Nation, Lake Cady Water Supply Area MPS & LUB, Tobeatic Wilderness Area, Tobeatic Wildlife Management Area

Polling District 9

Name of larger communities:

Nictaux, Nictaux Falls

Geographic Size:

60 sq. km. (+/-)

Relevant Geographic Features: Highway 201, Highway 10, Nictaux River,
Annapolis River

Community of Interest:

Municipal services in Nictaux & Nictaux Falls, close proximity to Town of Middleton, close proximity to Village of Lawrencetown, East End Area MPS & LUB, farming area

Polling District 10

Name of larger communities:

Village of Lawrencetown, Brickton, Inglisville, New Albany, Springfield

Geographic Size:

718 sq. km. (+/-)

Relevant Geographic Features: Highway 101, Highway 1, Highway 10, South Mountain, Annapolis River, Trout Lake, Zwicker Lake, Waterloo Lake, Springfield Lake & Lake Pleasant, McGill Lake Wilderness Area, Cloud Lake Wilderness Area

Community of Interest:

Rural residential, forestry, Village of Lawrencetown, municipal services in the Village of Lawrencetown, Village of Lawrencetown Water Supply Area MPS & LUB, close proximity to Town of Middleton, active cottage area

Polling District 11

Name of larger communities:

Meadowvale, South Farmington, Torbrook

Geographic Size:

166 sq. km. (+/-)

Relevant Geographic Features:

Highway 201, Torbrook Road, South Mountain, Annapolis River, Black River

Community of Interest:

Active subdivision area, close proximity to Kings County, close proximity to CFB Greenwood, East End Area MPS & LUB, rural residential, farming, forestry, Cloud Lake Wilderness Area

3. The latest population statistics (estimates) for the Municipality by district are as follows:

District

1

***Population**

1528

2	1731
3	1824
4	1548
5	1797
6	1800
7	1797
8	1844**
9	1590
10	1775**
11	1560

Total: 18,794 (+/-) (Estimated)
18,834 (2021 Canada Census)

* Based on dwelling units (2022) multiplied by 1.83 persons per dwelling unit.

Total population (2021 Census) 18,834 divided by total dwellings 10,268 = 1.83

** Cottage areas for District 8 & 10 were removed from calculation.

4. The following table shows the results of the last municipal election which was held on Saturday, October 17, 2020.

DISTRICT	NUMBER OF ELECTORS	% OF TOTAL ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS	
			#	%
1	1345	9%	-38	-3%
2	1326	9%	-57	-4%
3	1482	10%	99	7%
4	1370	9%	13	-1%
5	1212	8%	-171	-12%
6	1304	8.5%	-79	-6%
7	1409	9%	26	2%
8	1293	8.5%	-90	-7%
9	1516	10%	+133	+10%
10	1481	10%	+98	+7%
11	1474	9%	+91	+7%

Total Number of Electors: 15,212

Total Number of Councillors: 11

Average Number of Electors per Councillor: 1383

5. a) The following changes to the boundaries of the current polling districts are proposed as follows;

District 1 – No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS	
		#	%
1	1345	38	-3%

District 2 – Add electors to District 2 to bring District 10 down so that electors from District 9 can moved to District 10

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS	
		#	%
2	1468	85	6%

District 3 – No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS	
		#	%
3	1482	99	7%

District 4 - No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
4	1370	13	-1%

District 5 – No change, the average is below the (+/-10% average) at -12%, this is a large geographic district in an area that has geographical features, such as the Bay of Fundy and the Annapolis Basin, which limits expanding the area and would have compromised the community of interests for Granville Ferry and Hampton. It was decided that it would be better to keep the community of interest in tact rather than trying to bring the elector numbers up closer to the variance.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
5	1212	-171	-12%

District 6 – No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%

		#	%
6	1304	-79	-6%

District 7 - No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
7	1409	26	2%

District 8 – No change, meets the (+/- 10%) variance from the average.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
8	1293	90	-7%

District 9 – Variance is at 10%, changes are necessary to bring the variance down and allow for growth.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
9	1454	71	5%

District 10 – Changes to District 10 were necessary in order to lower District 9 electors and allow for growth.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
10	1448	98	5%

District 11 – While the current variance for District 11 is at 7%, slight adjustments were made to allow more room for growth in this historically growth area.

DISTRICT	NUMBER OF ELECTORS	VARIATION FROM THE AVERAGE NUMBER OF VOTERS (INCLUDES BRIDGETOWN)	
		#	%
11	1427	44	3%

Re: Recommendation Report 2022 Mandatory Boundary Review Report #1

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council authorize staff to conduct the 2022 mandatory review of the polling districts and to follow the criteria established by the Utility & Review Board (UARB), preparing information on status quo (eleven), nine, and seven districts for presentation to the public; and that municipal council determine the scope of the public participation process to allow the residents of the County of Annapolis to have input in the boundary study.

Deputy Warden Gunn took the Chair at 11:53 a.m. at the request of the Warden in order that the Warden could feel free to make comments. Warden Parish resumed the Chair at 11:59 a.m.

The Question was called on the motion. Motion carried unanimously.

LUNCH

The Warden declared a lunch break from 12:09 p.m. – 1:05 p.m. with all returning as previously noted.

Re: Support for Ukraine

Councillor LeBlanc moved, seconded by Councillor Prout, that municipal council send a letter to express to the ambassador of Ukraine to Canada, and to all Ukrainians everywhere, its complete support as Ukraine defends its democratic independence against an unlawful invasion of its democratic homeland. Motion carried unanimously.

Re: Donation to Red Cross for Ukraine

It was moved by Councillor LeBlanc, seconded by Councillor Sheridan, that municipal council make a donation of \$500 to the Red Cross to assist Ukrainians in this time of need with the money to come from the grant funds. Motion carried 9 in favour, 1 against.

Community and Organizational Reports

Re: CAO Report – February - circulated for information.

Re: Warden's Report – The Warden gave a verbal report on his activities over the past month.

Re: Trans County Transportation Society

It was moved by Deputy Warden Gunn, seconded by Councillor Prout, that Committee of the Whole receive the Trans County Transportation Report for information as circulated. Motion carried unanimously.

Re: Kings Transit Authority

Councillor LeBlanc added that Kings Transit Authority just hired an accounting coordinator and another full time mechanic. Bus driver's salaries have increased \$21.08 /hr.

Deputy Warden Gunn took the Chair at 1:31 p.m. at the request of the Warden in order that the Warden could ask for clarification. Warden Parish resumed the Chair at 1:31 p.m.

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that Committee of the Whole receive the Kings Transit Authority report for information as circulated. Motion carried unanimously.

Notice of Motions

For April Committee of the Whole:



COUNTY of ANNAPOLIS
NATURAL BEAUTY

RECOMMENDATION REPORT

To: Committee of the Whole
Submitted by: Carolyn Young, Municipal Clerk
Date: March 8 2022
Subject: 2022 Mandatory Boundary Review – Report #1

RECOMMENDATION

That municipal council authorize staff to conduct the 2022 mandatory review of the polling districts and to follow the criteria established by the Utility & Review Board (UARB), preparing information on status quo (eleven), nine, and seven districts for presentation to the public; and that municipal council determine the scope of the public participation process to allow the residents of the County of Annapolis to have input in the boundary study.

LEGISLATIVE AUTHORITY

The *Municipal Government Act* (MGA) requires municipal governments to conduct a study of the number and boundaries of its polling districts. MGA section 369 (1) states that:

In the year 1999, and in the year 2006 and every eighth year thereafter the council shall conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors.

BACKGROUND

Municipal boundary studies are required every eight years, with the last boundary study being done in 2014 for the 2016 municipal election. This study is to be completed in 2022 in preparation for the 2024 municipal election. Application to the Utility & Review Board (UARB) to confirm or alter the number and boundaries of each polling district must be submitted by the end of December 2022.

The boundary study is a two-step process; step one is to decide on the desired number of councillors/districts and step two is to distribute the electors in each district to comply with the +/- 10% variance for voter parity as established by the UARB. Public consultation is a requirement of the study and municipal council must follow the practice and procedures of the UARB. The Board will hold a Public Hearing and following the hearing will provide a written decision within 60 days to the Municipality either accepting the application or rejecting it.

DISCUSSION

Municipal Council will need to decide on the number of districts necessary for appropriate governance in the municipality. In this report municipal council will see the distribution of voters in each district and the voter parity for each of the current 11 districts based on the total voter count from the 2020 municipal election, (Map 1). In anticipation of the UARB wanting to see a reduction in the number of districts, draft options for 9 districts (Map 2) and 7 districts (Map 3) have been included with this report for council's information and to show the scope of what those options could possibly look like.

Traditionally, the Board has defined the criteria for municipalities to follow when conducting the study of the polling districts is; number of electors, relative parity of voting power, population density, community of interest and geographic size. When considering community of interest, the study will look at planning areas, serviced areas, shopping patterns, school areas, recreation, area rates, infrastructure, etc. The community of interest and geographic features are significant criteria used in determining the location of the polling boundaries.

Once Municipal Council decides on an option, staff will begin the distribution of electors across the municipality and delineating the polling boundaries. Distribution of electors will need to comply with the +/- 10% variance where possible. Any variance exceeding the target variance must be justified, the greater the proposed variance, the more burden on the municipality to justify the difference in variance. In some exceptional circumstances, the Board may accept up to +/-25% variance in voter parity but a strong case would need to be made to the Board.

Public consultation is inherent. The type and amount of consultation is within Council's discretion, but should give the public an opportunity to express their views on the size of council and in the boundary locations.

FINANCIAL IMPLICATIONS

Pending COVID restrictions, municipal council will have to conduct many public meetings as this will impact all residents of the municipality. Costs and staff time have not been budgeted for these meetings.

POLICY IMPLICATIONS

Staff will follow the criteria established by the UARB to meet Council's decision on size and distribution of the electors in the polling districts for the municipality.

ALTERNATIVES

No other alternatives are being considered at this time as the study of the number and location of the municipal polling boundaries is a requirement of the *MGA* and to not do the study would be in contravention of the *MGA*.

NEXT STEPS

Upon direction from Council on the desired number of districts, staff will conduct the review of the boundaries and distribute the voter population to be within the +/- 10% variance where possible. Staff will work with Council on the public consultation process to ensure the residents of Annapolis County have input on the changes to

the polling boundaries that may result from the study. One suggestion is an on-line survey

ATTACHMENTS:

Map 1 – Broad overview of current 11 districts using 2020 Census information

Map 2 – Broad overview of 9 areas using 2020 Census information

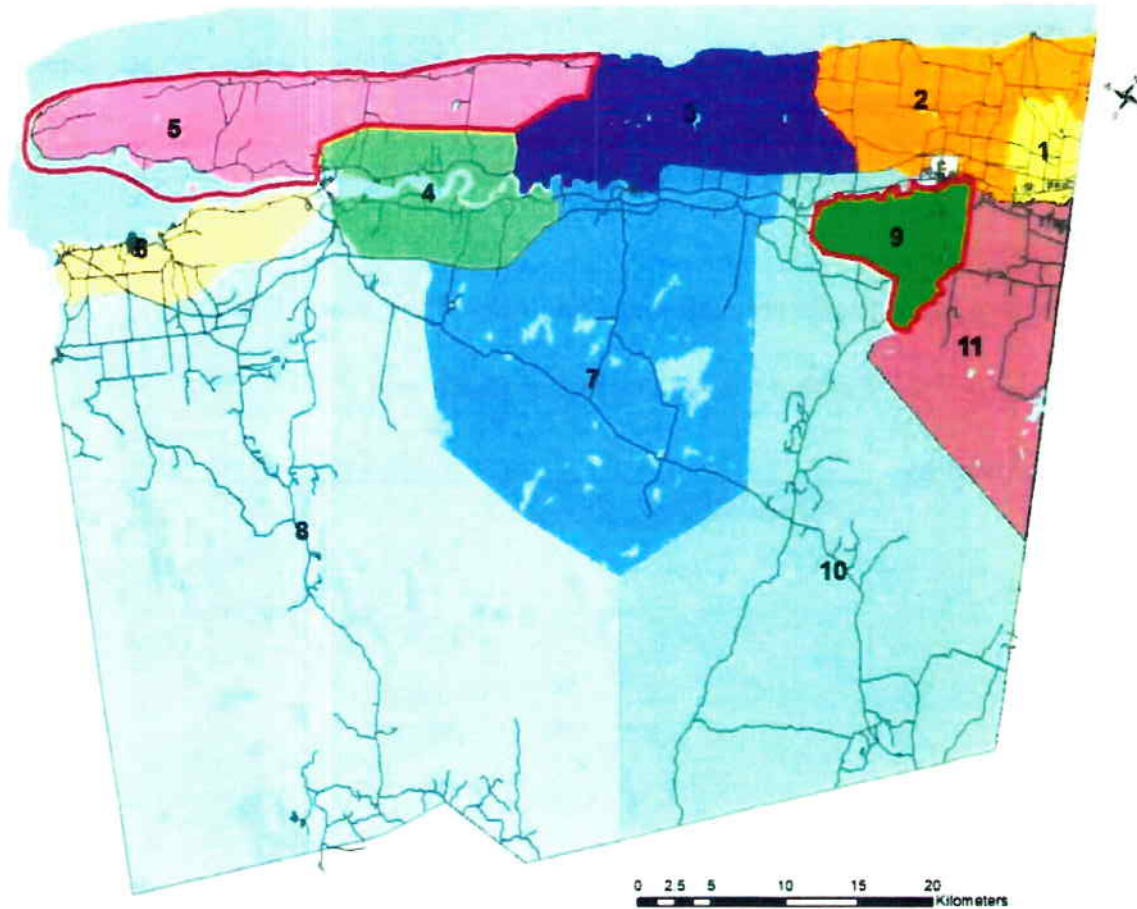
Map 3 – Broad overview of 7 areas using 2020 Census information

Report Prepared by: Cheryl Mackintosh, Civic Addressing Coor/GIS Tech

Report Reviewed by: Carolyn Young, Municipal Clerk

Report Approved by: 
CAO David Dick, CPA CA

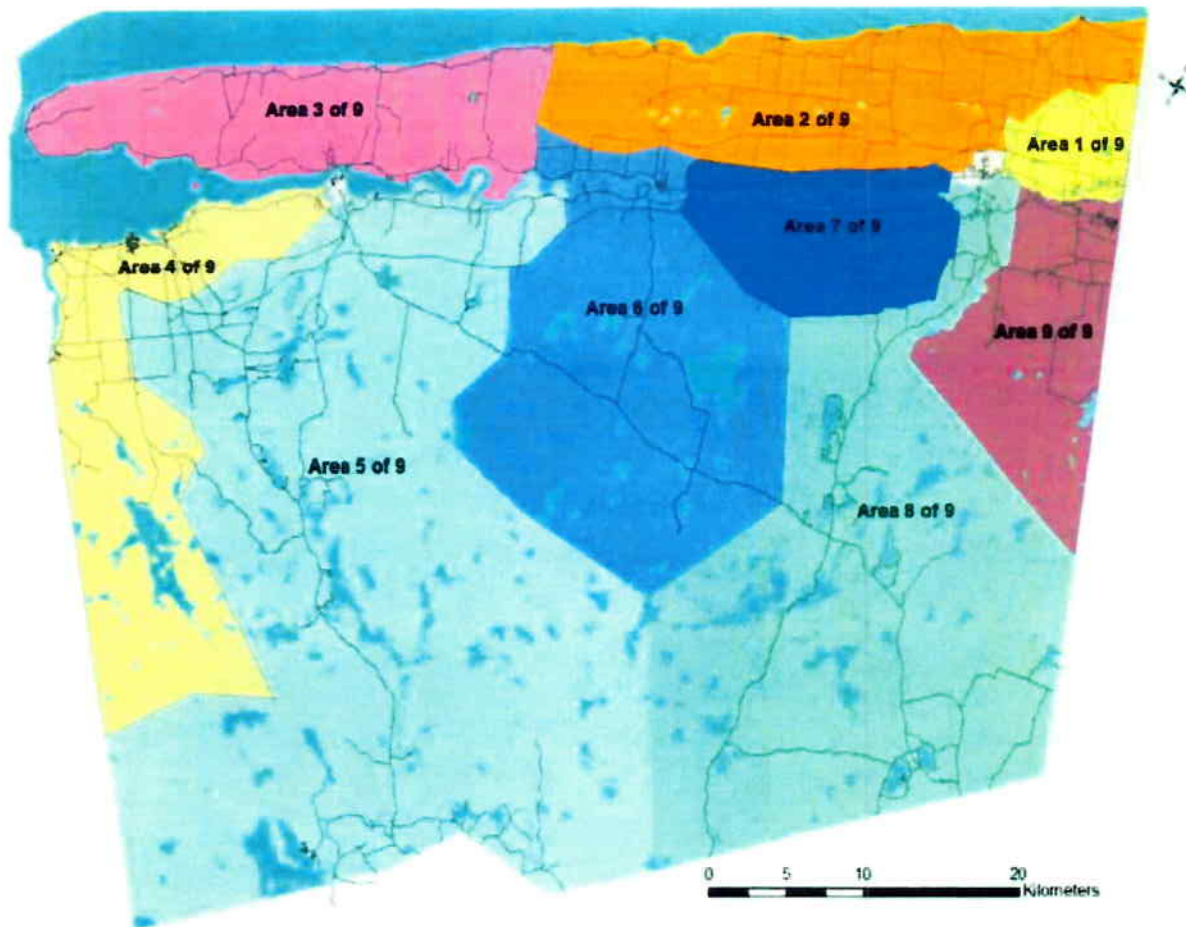
1. Map 1 – Current Municipal Polling Boundaries & 2020 Voter Count



District	2020	Difference	Percentage
1	1345	38	-3%
2	1326	57	-4%
3	1482	99	7%
4	1370	13	-1%
5	1212	171	-12%
6	1304	79	-6%
7	1409	26	2%
8	1293	90	-7%
9	1516	133	10%
10	1481	98	7%
11	1474	91	7%
Total	15212		

Average number of voters
per councillor - 1383

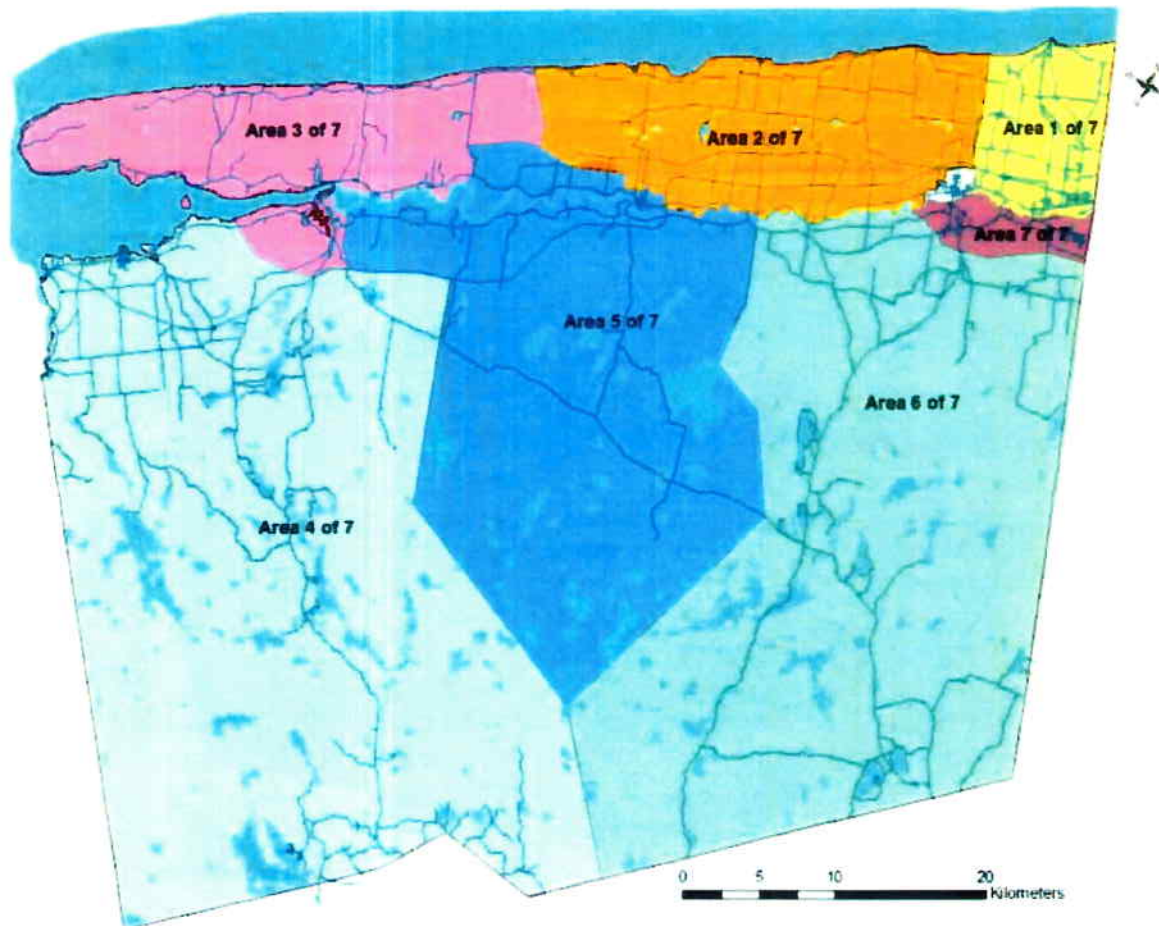
2. Map 2 – 9 District Option Using 2020 Voter Count



Average number of voters per
councillor - 1690

District	2020	Difference	Percentage
Area 1 of 9	1694	4	0%
Area 2 of 9	1770	80	5%
Area 3 of 9	1816	126	7%
Area 4 of 9	1747	57	3%
Area 5 of 9	1572	118	-7%
Area 6 of 9	1749	59	3%
Area 7 of 9	1710	20	1%
Area 8 of 9	1680	10	-1%
Area 9 of 9	1474	216	-13%
Total	15212		

3. Map 3 – 7 District Option Using 2020 Voter Count



Average number of voters per councillor - 2173

District	2020	Difference	Percentage
Area 1 of 7	2211	38	2%
Area 2 of 7	2237	64	3%
Area 3 of 7	2249	76	3%
Area 4 of 7	2331	158	7%
Area 5 of 7	2162	11	-1%
Area 6 of 7	1948	225	-10%
Area 7 of 7	2074	99	-5%
Total	15,212		

Report Prepared by: Cheryl Mackintosh, Civic Addressing Coord/GIS Tech

Report Reviewed by: Carolyn Young, Municipal Clerk

Report Approved by: _____
CAO David Dick, CPA CA

Reports and Recommendations

Re: Special Committee of the Whole (March 29, 2022)

- ***Municipal Administration Building Renovations***

MOTION 220419.04 Municipal Administration Building Renovation

Deputy Warden Gunn moved, seconded by Councillor Morrison, that municipal council approve an expenditure of \$530,000 (including HST) to be funded through a Temporary Borrowing Resolution from the Municipal Finance Corporation (MFC) to renovate the Annapolis Royal Municipal Administration Building to accommodate the consolidation of municipal staff to one administration building, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

Re: Committee of the Whole (April 12, 2022)

- ***AM-1.2.0.1 Council Videoconferencing Policy NEW***

MOTION 220419.05 AM-1.2.0.1 Council Videoconferencing Policy NEW

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council approve AM-1.2.0.1 Council Videoconferencing Policy as amended with seven day notice given at 2022-04-12 Committee of the Whole. Motion carried unanimously.

- ***Mandatory Municipal Boundary Review – Options for 9 and 7 Districts and Mayoralty System***

Deputy Warden Gunn moved, seconded by Councillor Sheridan, that municipal council direct staff to prepare mapping to show a 9 District option and a 7 District option for review by Committee of the Whole and the issue of a mayoralty system prior to presenting these two options to the public for comment, in accordance with the recommendation of Committee of the Whole.

Deputy Warden Gunn withdrew the motion.

MOTION 220419.06 Mayoral System of Governance

It was moved by Councillor LeBlanc, seconded by Councillor Hudson, to direct staff to prepare information for review by May Committee of the Whole on the pros and cons of a mayoral system of governance Motion carried unanimously.

- ***2022-23 Sewer Charges County***

MOTION 220419.07 2022-23 Sewer Charges County

Deputy Warden Gunn moved, seconded by Councillor Morrison, that municipal council approve a 2022/23 County Sewer charge of \$578.81 per equivalent unit, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

- ***2022-23 Sewer Charges Bridgetown***

MOTION 220419.08 2022-23 Sewer Charges Bridgetown

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council approve the 2022/23 Bridgetown Sewer Rates as follows: Base Rate \$12.82 per Quarter, Consumption Rate \$2.08 per M3 (cubic meter), in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

Deputy Warden Gunn took the Chair at 1:30 p.m. so that the Warden could comment.
Warden Parish resumed the Chair at 1:32 p.m.

The Question was called on the motion to defer to May COTW. Motion carried, 8 in favour, 3 against.

Re: Recommendation Report Mandatory Municipal Boundary Review – Options for 9 and 7 Districts
 Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal council direct staff to prepare mapping to show a 9 District option and a 7 District option for review by Committee of the Whole prior to presenting these two options to the public for comment.

Deputy Warden Gunn took the Chair at 1:36

It was moved by Warden Parish, seconded by Councillor Hudson to amend the motion by adding after Committee of the Whole ‘*and the issue of a mayoralty system*’. Motion carried 7 in favour, 4 against.

Chair to warden at 1:57

Question on the motion as amended to read:

Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal council direct staff to prepare mapping to show a 9 District option and a 7 District option for review by Committee of the Whole and the issue of a mayoralty system prior to presenting these two options to the public for comment. Motion carried, 10 in favour, 1 against.

Presentation

N. Comeau provided background information on each of the billing processes, prior to council making the following motions.

Re: Recommendation Report 2022-23 Sewer Charges County

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, that municipal council approve a 2022/23 County Sewer charge of \$578.81 per equivalent unit. Motion carried unanimously.

Re: Recommendation Report 2022-023 Sewer Charges Bridgetown

Deputy Warden Gunn moved, seconded by Councillor Sheridan, that municipal council approve the 2022/23 Bridgetown Sewer Rates as follows:

- Base Rate \$12.82 per Quarter
- Consumption Rate \$ 2.08 per M3 (cubic meter)

Motion carried unanimously.

Re: Recommendation Report Vendor on Municipal Property Application Tom’s Cool Bus –

It was moved by Deputy Warden Gunn, seconded by Councillor Morrison, that Municipal council authorize the Clerk to issue a Vendor on Municipal Property Permit for the 2022-23 fiscal year for the Annapolis River Causeway Park to the permit applicant Tom Marshall for Tom’s Cool Bus Canteen in accordance with *S6 Commercial Activity on Municipal Property* Bylaw. Motion carried unanimously.

Community and Organizational Reports

Re: CAO Report – the CAO circulated a report for the month of March.



COUNTY OF ANNAPOLIS

RECOMMENDATION REPORT

To: Committee of the Whole

Submitted By: Carolyn Young, Municipal Clerk

Date: April 12, 2022

Subject: Mandatory Municipal Boundary Review - Options for 9 and 7 Districts

RECOMMENDATION

That municipal council direct staff to prepare mapping to show a 9 District option and a 7 District option for review by Committee of the Whole prior to presenting these two options to the public for comment.

LEGISLATIVE AUTHORITY

The *Municipal Government Act* (MGA) requires municipal governments to conduct a study of the number and boundaries of its polling districts. MGA section 369 (1) states that:

In the year 1999, and in the year 2006 and every eighth year thereafter the council shall conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors.

BACKGROUND

The Municipality is mandated to conduct a municipal boundary review this year and make application to the Utility and Review Board (UARB) by the end of 2022 to confirm or alter the number and boundaries of the polling districts. Prior to starting the public participation process that is required, this information shows current voter parity and what the districts may possibly look like with district options reduced to 9 or 7 if Council feels these options to reduce the size of Council provide the best governance for residents in Annapolis County.

Annapolis County is approximately 3,223 square kilometres and ranks 4th in the province in geographical size. There are 108 named communities, 1 village and 18 woodland areas in our county. Prominent geographical features that contribute to how the district boundaries are located are the north and south mountains, Annapolis River, Annapolis Basin, and road geometry.

Historically, the population in the County of Annapolis has decreased. In 2001 the population was

18,445 and by 2011 it had dropped to 17,573. However, in 2016, the population increased to 18,252 when the former Town of Bridgetown became a community of the county. For the first time in a very long time, the 2021 Census shows an increase in the population. The population count for the County of Annapolis is from the 2021 Census is 18,834. Census subdivision "C" which is the Wilmot and Nictaux areas had the largest increase (5.5%), consistent with growth in the east end of the county. There was also growth in census subdivisions "A" and "B" (the rest of the county).

Since the last boundary review in 2014, the voter count has increased each election year and by 2016 with the addition of the community of Bridgetown the voter count increased to 14,574; the latest voter count in 2020 showed an increase to 15,212 eligible voters.

Building permit activity for new residential over the last eight years shows that the east end of the county continues to be the growth area, with the largest increases in Districts 2, 10 & 11, with District 11 consistently being one of the three highest each year. Civic address assignments for new dwellings in the last five years have mostly been in the east end and in District 5. Assessment records for the last five years also show increases to residential dwelling counts with the largest increases in Districts 2, 10 & 11 as well as District 8 showing similar growth in 2021. Anticipating that the east end will continue to experience growth, adjustments to the district boundaries surrounding District 9 is necessary.

In the past municipal boundary reviews, community of interest has been key to how the voter population has been distributed across the county. In some scenarios councillors have been willing to accept larger voter counts or accept larger areas to ensure that communities of interest were maintained where possible.

Voter Stats from Adjacent Municipalities:

	Total Voters	Districts	Voters per Councillor
District of Digby	5919	5	1,184
Region of Queens (Mayor)	8,623	7	1,232
District of Lunenburg (Mayor)	21,126	10	2,112
County of Kings	38,454	9	4,273
East Hants	15,961	11	1,451

9 District Option

With a 9 district option, the average number voters per councillor would increase from 1383 to 1690. This will be a complete redo of the current boundaries and will increase the area of each district. If council wants to consider a 9 district option, further revisions can be made if there are concerns with how the areas have been divided in the example provided. As mentioned previously, Council will need to decide what is the contributing factor for dividing up the voters; maintaining community of interest or generating numbers that fully meet the voter parity requirement. The 9 district option shown on the attached map (*Map 1 Draft #1 9 District Option*) and the table below, shows that all 9 districts meet the target variance except for District 9, which is under at -13%. It could be justified, that because this is considered a substantial growth area, that the lower variance will allow room for growth over the next 10 years. If a 9 district option is to be considered, further revisions to the scenario provided as an example will be necessary.

District	Total Voters	Voter Parity (%)
1	1694	0%
2	1770	+5%
3	1814	+7%
4	1784	+4%
5	1541	-9%
6	1745	+3%
7	1710	+1%
8	1680	-1%
9	1474	-13%
Total	15,212	

7 District Option

With a 7-district option, the average number of voters per councillor would increase from 1383 to 2173. As with the 9 district option, this would be a complete redo of the current boundary locations and will generate larger areas for each district. The 7 district option shown on the attached map (*Map 2 Draft #1 7 District Option*) and the table below shows the distribution of the voters and that all 7 districts meet the target variance as an example if Council wants to consider reducing to 7 districts.

District	Total Voters	Voter Parity (%)
1	2211	+2%
2	2026	-3%
3	2307	+6%
4	2316	+7%
5	2078	-4%
6	2200	+1%
7	2074	-5%
Total	15,212	

This option creates some large areas for some of the districts and while the numbers work as far as leaving room for growth in the east end districts, it creates some challenges with how to distribute the voters due to the road geometry and the geographical features. If a 7-district option is to be considered, further revisions to the scenario provided as an example will be necessary.

FINANCIAL IMPLICATIONS

Pending COVID restrictions, municipal council will have to conduct many public meetings as this will impact all residents of the municipality. Costs and staff time will be provided for in the budget.

POLICY IMPLICATIONS

Staff will follow the criteria established by the UARB to meet Council's decision on size and distribution of the electors in the polling districts for the municipality.

ALTERNATIVES

No other options are being considered at this time.

NEXT STEPS

Finer adjustments to both options for review by Council in preparation for public consultation.
Prepare a public consultation plan for Council to review.

ATTACHMENTS

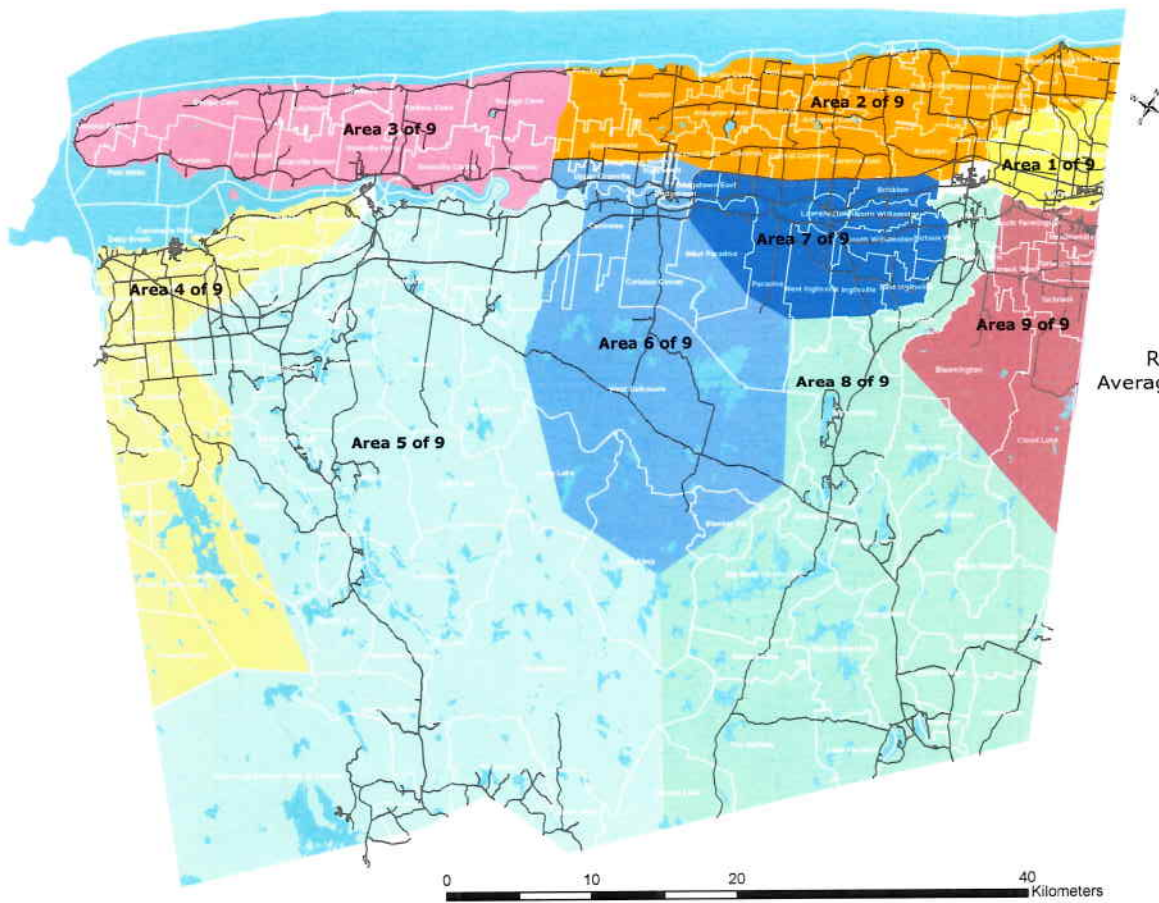
Map 1 Draft #1 9 District Option
Map 2 Draft #1 7 District Option

Report Prepared by: Cheryl Mackintosh,
Civic Address Coordinator / GIS Tech

Report Reviewed and Submitted by:
Carolyn Young
Municipal Clerk

Report Approved by: 
CAO David Dick, CPA CA

Map 1

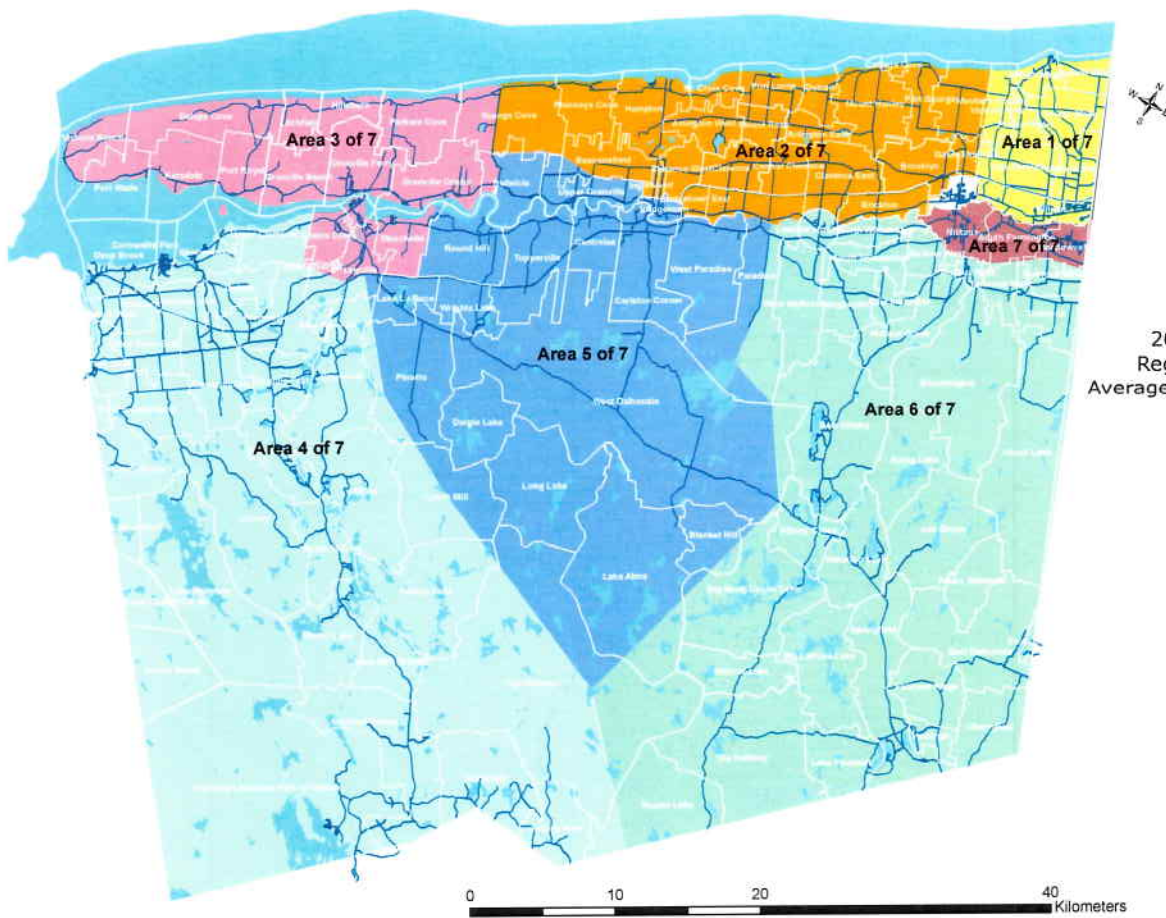


**Draft #1
9 District Option**

2020 Municipal Election
Registered Voters - 15,212
Average voters per councillor - 1690

Area 1 of 9 - 1694 (0%)
Area 2 of 9 - 1770 (+5%)
Area 3 of 9 - 1814 (+7%)
Area 4 of 9 - 1784 (+4%)
Area 5 of 9 - 1541 (-9%)
Area 6 of 9 - 1745 (+3%)
Area 7 of 9 - 1710 (+1%)
Area 8 of 9 - 1680 (-1%)
Area 9 of 9 - 1474 (-13%)

Map 2



**Draft #1
7 District Option**

2020 Municipal Election
Registered Voters - 15,212
Average voters per councillor - 2173

Area 1 of 7 - 2211 (+2%)
Area 2 of 7 - 2026 (-3%)
Area 3 of 7 - 2307 (+6%)
Area 4 of 7 - 2316 (+7%)
Area 5 of 7 - 2078 (-4%)
Area 6 of 7 - 2200 (+1%)
Area 7 of 7 - 2074 (-5%)

- **Mayor vs Warden System of Governance**

MOTION 220517.09 Mayor vs Warden System of Governance / Boundary Review

It was moved by Deputy Warden Gunn, seconded by Councillor Morrison, that municipal council seek public input regarding the move to a mayoral system in conjunction with the 2022 polling district review public consultations and bear in mind the potential of an extension from the NS Utility and Review Board (NS UARB), in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

- **CMH Application to Amend the Bridgetown Land Use Bylaw (LUB) Text & Zoning Map**

MOTION 220517.10 CMH Application to Amend the Bridgetown Land Use Bylaw Text & Zoning Map

Deputy Warden Gunn moved, seconded by Councillor Hudson, that Municipal Council consider processing the application from CMH, on behalf of the Municipality of the County of Annapolis, to amend the Bridgetown Land Use Bylaw (LUB) Text & Zoning Map. The amendments will include rezoning the land identified as parcels PID No. 05144787, 05144795, 05144293 and 05005475, in the community of Bridgetown from the Institutional (I1) and Open Space (O1) Zones to the Residential Multiple (R2) Zone as well as the removal of Part 9.3.2 (d) regarding the location of multi-unit buildings on local streets. The aforementioned text and map amendments will permit the redevelopment of the property from a former school to a multi-unit residential development consisting of sixteen (16) two-bedroom apartments; *and*

THAT, as part of the processing of File No. 66520-35 2022 LUB-001, CMH (Old Bridgetown School) Bridgetown LUB Text and Zoning Map Amendment Application, municipal council adopt a public participation process involving the referral of the application to the Bridgetown Area Advisory Committee and the Planning Advisory Committee (PAC) for their review and recommendation; *and*

THAT, as part of the processing of File No. 66520-35 2022 LUB-001, CMH (Old Bridgetown School) Bridgetown LUB Text and Zoning Map Amendment Application, municipal council set Tuesday, May 31, 2022 at 7:00 p.m. at the Bridgetown Volunteer Fire Hall, 31 Bay Road, Bridgetown, to hold a PAC sponsored public meeting in the community; pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

IN-CAMERA

It was moved by Deputy Warden Gunn, seconded by Councillor Prout, to meet in-camera from 10:53 a.m. until 11:39 a.m., in accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property of the *Municipal Government Act*. Motion carried unanimously.

Adjournment

Deputy Warden Gunn moved, seconded by Councillor LeBlanc, that municipal council adjourn its session at 11:40 a.m. until the next regular meeting scheduled for Tuesday, June 21, 2022.

Re: Information Report Mayor vs Warden System of Governance – the Director of HR and Legislative Services noted this presentation was not meant as a recommendation report, it was just to provide background for future discussion.

Councillor Connell moved, seconded by Councillor Redden, that municipal council decide not to seek public input and make a decision to keep the warden system. Motion lost, 2 in favour, 9 against.

Recess

10:53 a.m. – 11:05 a.m.

PRESENTATION

Re: Annapolis County Municipal Housing Corporation – Executive Director Joyce d'Entremont acknowledged Board Chair Nancy McGrath and provided a review of the past two years. Warden Parish thanked Ms. d'Entremont for her presentation.

New Business (cont'd)

Re: Information Report Mayor vs Warden System of Governance (cont'd)

It was moved by Councillor Morrison, seconded by Councillor Longmire to seek public input regarding the move to a mayoral system in conjunction with the 2022 polling district review public consultations and bear in mind the potential of an extension from UARB. Motion carried 8 in favour, 3 against.

Councillor Redden moved, seconded by Deputy Warden, Gunn, to direct staff to prepare mapping to show a 9, and 7 district option, as well as a 10, 8 and 6 district option with a mayor, for review by COTW prior to presenting these options to the public for comment.

It was moved by Councillor LeBlanc, seconded by Councillor Connell, to amend the motion to include and 11 district option.

Councillor Barteaux moved, seconded by Deputy Warden, Gunn, to amend the amendment to include “for a Warden system”. Motion carried unanimously.

The question was called on the amended amendment. Motion carried unanimously.

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

It was moved by Councillor Redden, Gunn, to direct staff to prepare mapping to show an 11, 9, and 7 district option for a warden system, as well as a 10, 8 and 6 district option, for a mayor system, for review by COTW prior to presenting these options to the public for comment. Motion carried unanimously.

LUNCH

11:53 a.m. – 1:15 p.m. with all returning as previously noted.

Re: AM-2.7.8 COVID-19 Vaccination Policy, AM-2.7.9 COVID-19 Response Policy - After discussion, It was moved by Councillor Longmire, seconded by Councillor Hudson, to direct staff to draft a COVID-19 Vaccination Policy for councillors. Motion carried. 10 in favour 1 against (Gunn).

Re: Special COTW June 1, 2022 – it was the consensus of those present to change the date of the June 1, 2022 Special COTW for review of two policies to Monday, June 13, 2022 at 10:00 in council chambers.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

PRESENTATION REGARDING MAYORAL VERSUS WARDEN SYSTEM

BACKGROUND

At the April meeting of Municipal Council, the following motion was passed:

It was moved by Councillor LeBlanc, seconded by Councillor Hudson, to direct staff to prepare information for review by May Committee of the Whole on the pros and cons of a mayoral system of governance Motion carried unanimously.

WARDEN

Council member chosen by the council of a county or district municipality to be the chair of the council

[Reference - Section 12 MGA]

- Has a term of office that expires when the term of office for council ends, or a shorter term of office if adopted previously by council through bylaw or policy (AM-1.2.3 Warden and Deputy Warden Policy - County of Annapolis has adopted a 2-year term for the warden)
- Is selected by fellow councillors at the first meeting of council following an election or following the end of their term.
- May be removed from office by council by a two-thirds vote after 20 days notice in writing has been provided
- Continues to be the councillor for the district which elected them even if they cease to be warden

WARDEN

Ceases to qualify to be warden if they cease to qualify to be a councillor

- councillor who ceases to be ordinarily resident in the municipality ceases to be qualified
[Sub-section 17 (3) MGA]
- councillor who, without leave of the council, is absent from three consecutive regular meetings of the council ceases to be qualified *[Sub-section 17 (4) MGA]*
- A member of council may be disqualified by a judge from being a member of council if determined they have contravened the *Municipal Conflict of Interest Act* *[Sub-section 10 (3) Municipal Conflict Interest Act]*

MAYOR

Council member elected at large to be the chair of the council

[Reference – Sections 11 & 12 MGA]

- Has a term of office that expires when the term of office for council ends
- Is elected directly by eligible voters
- Cannot be removed from office by a vote of council
- Is elected "at large" (does not represent a district)

MAYOR

- mayor who ceases to be ordinarily resident in the municipality ceases to be qualified *[Sub-section 17 (3) MGA]*
- mayor who, without leave of the council, is absent from three consecutive regular meetings of the council ceases to be qualified *[Sub-section 17 (4) MGA]*
- A member of council may be disqualified by a judge from being a member of council if determined they have contravened the *Municipal Conflict of Interest Act [Sub-section 10 (3) Municipal Conflict Interest Act]*

A DECISION TO CHANGE FROM A WARDEN TO MAYOR [SUB-SECTION 12 (8) MGA]

- Must be made no less than 9 months prior to a regular municipal election
- May not be reversed after February 15th in the year in which the first mayor is to be elected, or subsequently (next municipal election is October 19, 2024)
- total number of council members is increased by one unless the municipality has applied to the UARB and the UARB has determined otherwise

Once the change is made to mayor, there can NEVER be a return to warden
Review of municipal polling districts must be filed with UARB by the end of 2022

The Districts of Guysborough and East Hants are also considering a change to mayor as part of their polling district review. A report prepared by the East Hants Planning & Development Department provided the following comparison in a recent report:

Warden System	Mayoral System
Commonly cited benefits of the warden system include a potentially more harmonious relationship with Council; however, the opposite can also be said when more than one councillor or faction vies for Warden, and conflict is created	Commonly cited benefits of the mayoral system include the mayor being the only elected official who is responsible to all the electors of the municipality, rather than to one district and is more directly democratic means of selecting A potential drawback is the mayor and council being oppositional due to conflicting priorities

COMPARATIVE SCAN

Municipality	# Districts / Councillors	Council Leadership	Switch to Mayor occurred since 2014 polling district review?
District of East Hants	11	Warden	
County of Kings	9	Mayor	Yes
Region of West Hants	10	Mayor	Yes
County of Colchester	11	Mayor	
District of Lunenburg	10	Mayor	
County of Cumberland	8	Mayor	Yes
County of Annapolis	11	Warden	
Region of Queens	7	Mayor	
County of Pictou	12	Warden	
County of Antigonish	11	Warden	
District of Argyle	9	Warden	
District of Yarmouth	7	Warden	

Possible Options:

OPTION 1:

COUNCIL DECIDES NOT TO SEEK PUBLIC INPUT AND MAKES THE DECISION TO MOVE TO A MAYORAL SYSTEM IN 2024

OPTION 2:

COUNCIL DECIDES NOT TO SEEK PUBLIC INPUT AND MAKES THE DECISION TO KEEP THE WARDEN SYSTEM

OPTION 3:

COUNCIL DECIDES TO SEEK PUBLIC INPUT REGARDING THE MOVE TO A MAYORAL SYSTEM IN CONJUNCTION WITH THE 2022 POLLING DISTRICT REVIEW PUBLIC CONSULTATIONS (SUBMIT REQUEST FOR EXTENSION TO UARB)

OPTION 4:

COUNCIL DECIDES TO SEEK PUBLIC INPUT REGARDING THE MOVE TO A MAYORAL SYSTEM IN CONJUNCTION WITH THE NEXT POLLING DISTRICT REVIEW PUBLIC CONSULTATIONS (2030)



Nova Scotia Utility and Review Board

Mailing address

PO Box 1692, Unit "M"
Halifax, Nova Scotia
B3J 3S3
board@novascotia.ca
<http://nsuarb.novascotia.ca>

Office

3rd Floor, 1601 Lower Water Street
Halifax, Nova Scotia B3J 3P6
1 855 442-4448 (toll-free)
902 424-4448 t
902 424-3919 f

July 12, 2022

aparish@annapoliscounty.ca

Alan V. Parish
Warden
Municipality of the County of Annapolis
752 St. George St
Annapolis Royal, NS B0S 1A0

Dear Mr. Parish:

M10676 – S. 369 of the *Municipal Government Act* – 2022 Municipal Boundary Review

The Board has reviewed your letter of June 21, 2022, in which the Municipality requests a six-month extension for its municipal boundary review to June 30, 2023. The request was considered by Roland A. Deveau, Q.C., Vice Chair.

The Municipality's letter states that the extension is requested to accommodate an appropriate level of public consultation on its governance structure at the same time:

When considering options for public engagement regarding the mandatory boundary review, municipal council opted to include engagement on the question of governance – Warden versus Mayor.

The Board considers that any such requests will only be granted in exceptional cases. Further, the Board notes that the municipal boundary review must be completed in advance of the October 2024 municipal election, including various preparatory requirements under the *Municipal Elections Act* commencing as early as March 31, 2024. The Board is prepared to grant an extension to **June 30, 2023**.

The Board also directs that the Municipality provide a status update by **December 31, 2022**.

Yours very truly,


Bruce Kiley
Chief Clerk of the Board

c. David Dick, CAO, Municipality of the County of Annapolis
Nick Barr, Director Governance & Advisory Services, NS Department of Municipal Affairs and Housing

Document: 296828



COUNTY of ANNAPOLIS
NATURALLY ROOTED

752 St. George Street, PO Box 100
Annapolis Royal, Nova Scotia, Canada B0S 1A0
Phone: (902) 532-2331 Fax: (902) 532-2096
Website: AnnapolisCounty.ca

June 21, 2022

Nova Scotia Utility and Review Board
Box 1692, Unit "M"
Halifax, Nova Scotia
B3J 3S3

Attn.: Bruce Kiley, Chief Clerk of the Board

Dear Mr. Kiley,

Re: 2022 Mandatory Boundary Review - Request Six-Month Extension

When considering options for public engagement regarding the mandatory boundary review, municipal council opted to include engagement on the question of governance – Warden versus Mayor.

Because this additional engagement adds a level of complexity, I am requesting a six-month extension on the submission of the review to June 30, 2023, in order that municipal council may include extra public consultation (eleven additional meetings) on its governance structure at the same time.

Yours truly,

Alan V Parish,
Warden

/cay

Re: Committee of the Whole (June 14, 2022)

- ***Governance and Boundaries Public Consultation***

MOTION 220621.03 Governance and Boundaries Public Consultation

That municipal council consult the public regarding governance and boundary input by:

1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and
2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey; and
4. conduct eleven in-person meetings, one in each district;

in order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and that municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the addition of eleven in-person meetings, pursuant to the recommendation of Committee of the Whole.

Moved by Deputy Warden Gunn, seconded by Councillor Longmire Motion carried unanimously.

- ***AM-6.6.6. Signing Authorities Policy Amend***

MOTION 220621.04 AM-6.6.6 Signing Authorities Policy Amend

That municipal council amend *AM-6.6.6 Signing Authorities Policy* by adding in Sub-section 5(2)(f) “Manager of Finance”, in accordance with seven-day notice given at Committee of the Whole.

Moved by Deputy Warden Gunn, seconded by Councillor Hudson Motion carried unanimously

- ***Municipal Building Official and Municipal Fire Inspector Appoint Erin Schurman-Kolb***

MOTION 220621.05 Municipal Building Official and Municipal Fire Inspector Appointment – Erin Schurman-Kolb

That municipal council appoint Erin Schurman-Kolb as Building Official and Fire Inspector for the Municipality of the County of Annapolis, pursuant to the recommendation of Committee of the Whole.

Moved by Deputy Warden Gunn, seconded by Councillor LeBlanc Motion carried unanimously

- ***Municipal Building Official and Municipal Fire Inspector Appoint Andrew Dobson***

MOTION 220621.06 Municipal Building Official and Municipal Fire Inspector Appointment – Andrew Dobson

That municipal council appoint Andrew Dobson as Building Official and Fire Inspector for the Municipality of the County of Annapolis, in accordance with the recommendation of Committee of the Whole.

Moved by Deputy Warden Gunn, seconded by Councillor LeBlanc Motion carried unanimously

- ***AM-6.1.1 Progress Payments Policy (EAGLE Telecom) Repeal***

MOTION 220621.07 AM-6.1.1 Progress Payments Policy (EAGLE TELECOM) Repeal

That municipal council repeal *AM-6.1.1 Progress Payments Policy (EAGLE TELECOM)*, pursuant to seven-day notice given at Committee of the Whole.

Moved by Deputy Warden Gunn, seconded by Councillor Prout Motion carried unanimously

Re: Recommendation Report Governance and Boundaries Public Consultation

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council consult the public regarding governance and boundary input by:

1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and
 2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
 3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey;
- in order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries.

Councillor Longmire moved, seconded by Councillor Redden, to amend the motion to add three in-person meetings.

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to amend the amendment by changing 'three' to 'eleven' in-person meetings. On the amendment to the amendment - motion carried, 10 in favour, 1 against.

On the amended amendment. Motion carried unanimously.

Councillor Hudson moved, seconded by Councillor Connell, that municipal council proceed with an application to NS Utility and Review Board extension to their submission in order to accommodate 11 public meetings. Motion carried unanimously.

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

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council consult the public regarding governance and boundary input by:

1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and
2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey; and
4. conduct eleven in-person meetings, one in each district;

in order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and that municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the addition of eleven in-person meetings.

Motion carried unanimously.

Re: Recommendation Report AM-6.6.6. Signing Authorities Policy Amend

Deputy Warden Gunn moved, seconded by Councillor Longmire, that municipal council amend *AM-6.6.6 Signing Authorities Policy* By adding in Sub-section 5(2)(f) "Manager of Finance", seven-day notice. Motion carried unanimously.

Re: Recommendation Report Municipal Building Official and Municipal Fire Inspector Appoint Erin Schurman-Kolb

It was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, that municipal council appoint Erin Schurman-Kolb as Building Official and Fire Inspector for the Municipality of the County of Annapolis. Motion carried unanimously.



COUNTY of ANNAPOLIS
NATURALLY ROOTED

RECOMMENDATION REPORT

To: Committee of the Whole

Submitted By: Carolyn Young, Municipal Clerk

Date: June 14, 2022

Subject: Governance and Boundaries – Public Consultation

RECOMMENDATION

That municipal council fulfil the requirement for public consultation in three phases by:

1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and
 2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
 3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey;
- in order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries.

LEGISLATIVE AUTHORITY

The *Municipal Government Act* (MGA) requires municipal governments to conduct a study of the number and boundaries of its polling districts. MGA section 369 (1) states that:

In the year 1999, and in the year 2006 and every eighth year thereafter the council shall conduct a study of the number and boundaries of polling districts in the municipality, their fairness and reasonableness and the number of councillors.

BACKGROUND

The Municipality is mandated to conduct a municipal boundary review this year and make application to the Utility and Review Board (UARB) by the end of 2022 to confirm or alter the number and boundaries of the polling districts. The UARB User Guide for the boundary review advises this about council's discretion in how they invite public consultation:

Public consultation

Public consultation is an inherent part of the required study. The type and amount of consultation is within council's discretion, but it should give members of the

public an opportunity to express their views on the size of their council, upon the location of boundaries for town wards or municipal polling districts, or whether a town should be divided into wards, should that be applicable. Giving the public an opportunity to provide its valuable input is a key part of the decision-making process leading to an application by a municipality or town.

The recommendation is providing three opportunities for public input over a 2-3 month period.

Municipal council has also requested public input on the system of governance – Warden or Mayor.

The recommendation is made considering the public – we have been conducting in-person public meetings for the County-Wide Plan preparation since May, and which could include two more rounds of in-person public meetings; we also expect to have in-person public meetings during our Strategic Plan development. The suggested recommendation is giving the public on-line or by phone (with a person!) options to provide their input, rather than in-person meetings.

What are other similar-sized municipalities doing?

- East Hants is offering an online survey and three public meetings.
- The Consultant for the District of Guysborough is offering an online survey and three drop-in open-house-style meetings.

FINANCIAL IMPLICATIONS

To provide on-line and print information on Mayor and Warden Systems of Governance, and to show the 3 map options for each system.

On-line survey,	\$ 0
Bridgetown Reader, 3-pages	\$ 147 (plus HST)
*County-wide mail out:	
8.5 x 11 Glossy flyer (printing)	\$1,275 (plus HST)
Canada Post (printer to CP, towns not included)	\$1,819.53 (plus HST)
(* based on recent county-wide plan meetings mail out costs)	

In-person meetings would add cost for hall, staff time/travel, etc.

POLICY IMPLICATIONS

Staff will follow the criteria established by the UARB to meet Council's decision on size and distribution of the electors in the polling districts for the municipality.

ALTERNATIVES

Staff considered in-person meetings and suggests this format to avoid citizen engagement burn-out by offering options over an extended amount of time.

NEXT STEPS

If approved, launch on-line survey, followed up by ad in local paper, followed up with mail out, setting up in-person meetings if that is added.

ATTACHMENTS

- Sample On-Line Survey
- Map 1 11 District Option – if remaining with Warden System
- Map 2 9 District Option – if remaining with Warden System
- Map 3 7 District Option - if remaining with Warden System
- Map 4 10 District Option – If moving to Mayor System
- Map 5 8 District Option – if moving to Mayor System
- Map 6 6 District Option – if moving to Mayor System

Report Prepared by: Carolyn Young
Carolyn Young, Municipal Clerk

Report Approved by: David Dick
CAO David Dick, CPA CA

County of Annapolis

Governance and Boundaries

Municipalities are bound by the *Municipal Government Act (MGA)* Section 369 (1) to conduct a boundary review every eight years. 2022 is the year for the review in preparation for the 2024 municipal election.

Council has considered numerous options and would like to receive community input. This survey is one of the ways in which we can elicit community response.

Council has also discussed their system of governance. Currently, council governs with a Warden system. They are seeking input from you to find out if you would like that changed to a Mayor system. Once a change is made, council cannot revert back. An odd number of votes allows for clear majority as a tie vote is a lost motion.

What is the difference?

• Warden System

The Warden is a council member chosen by the council of a county or district municipality to be the chair of the council [Reference - Section 12 MGA]

- Has a term of office that expires when the term of office for council ends, or a shorter term of office if adopted previously by council through bylaw or policy (AM-1.2.3 Warden and Deputy Warden Policy - County of Annapolis has adopted a 2-year term for the warden)
- Is selected by fellow councillors at the first meeting of council following an election or following the end of their term
- May be removed from office by council by a two-thirds vote after 20 days' notice in writing has been provided
- Continues to be the councillor for the district that elected them even if they cease to be warden

• Mayor System

A Mayor is a Council member elected at large by the citizens to be the chair of the council [Reference – Sections 11 & 12 MGA]

- Has a term of office that expires when the term of office for council ends
- Is elected directly by eligible voters
- Cannot be removed from office by a vote of council
- Is elected "at large" (does not represent a district)

Question # 1 - Governance

Would you prefer a Warden system of governance, to continue with the existing system of governance; or would you prefer a Mayor system of governance, directly electing a Mayor as a governance model for the County of Annapolis? (Please select one)

☐ Warden

☐ Mayor

Question #2 – Number of Districts

If they select Warden in Question #2, they automatically get these options:

Which would be your preferred option for the number of districts (councillors) under a Warden System of Governance? (Please select one)

☐ 11 (status quo)

☐ 9

☐ 7

If they select Mayor in Question#2, they automatically get these options:

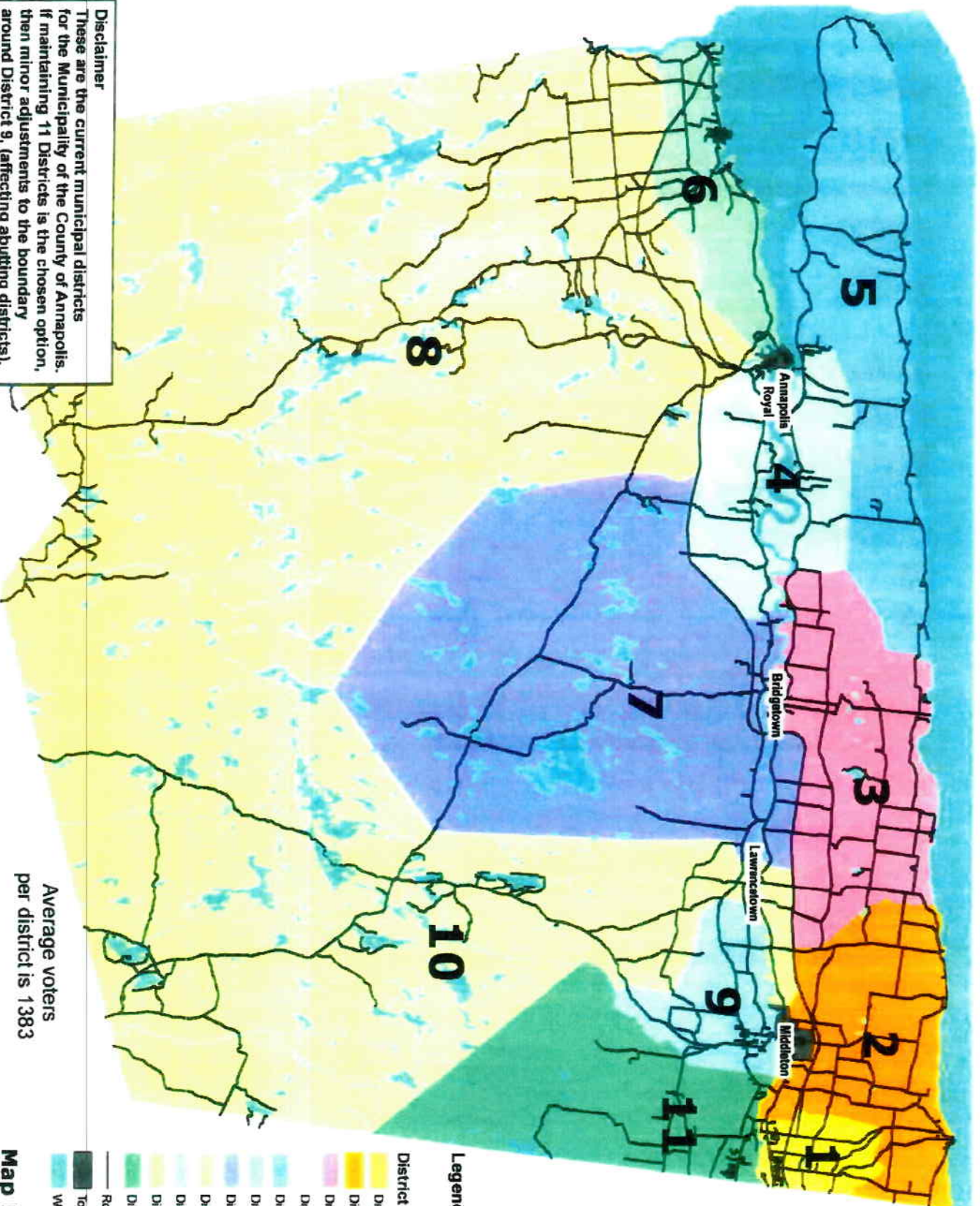
Which would be your preferred option for the number of districts (councillors) PLUS a Mayor in a Mayor System of Governance? (Please select one)

☐ 10

☐ 8

☐ 6

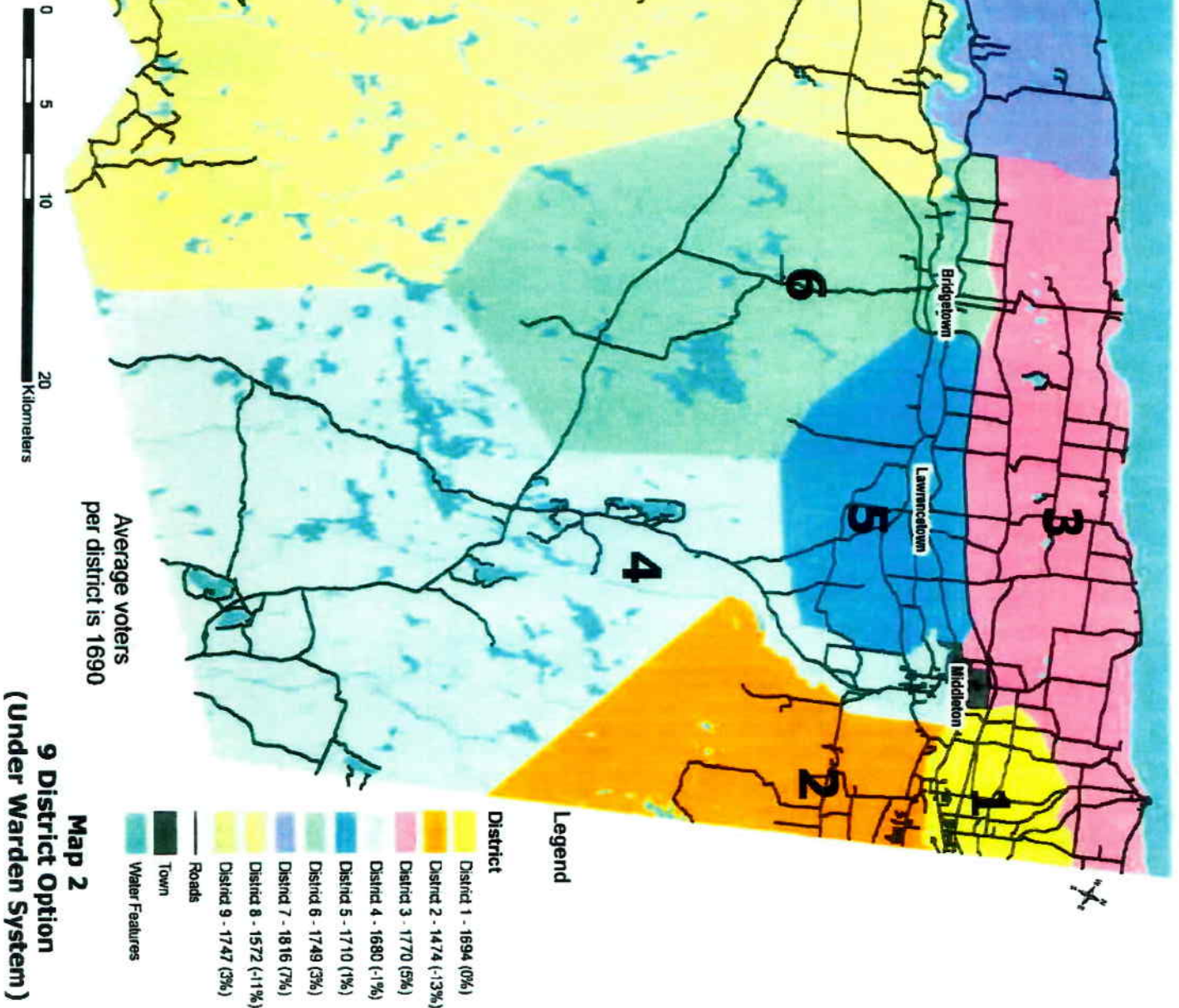
We thank you for your time and value your input which will be brought to council for their consideration.

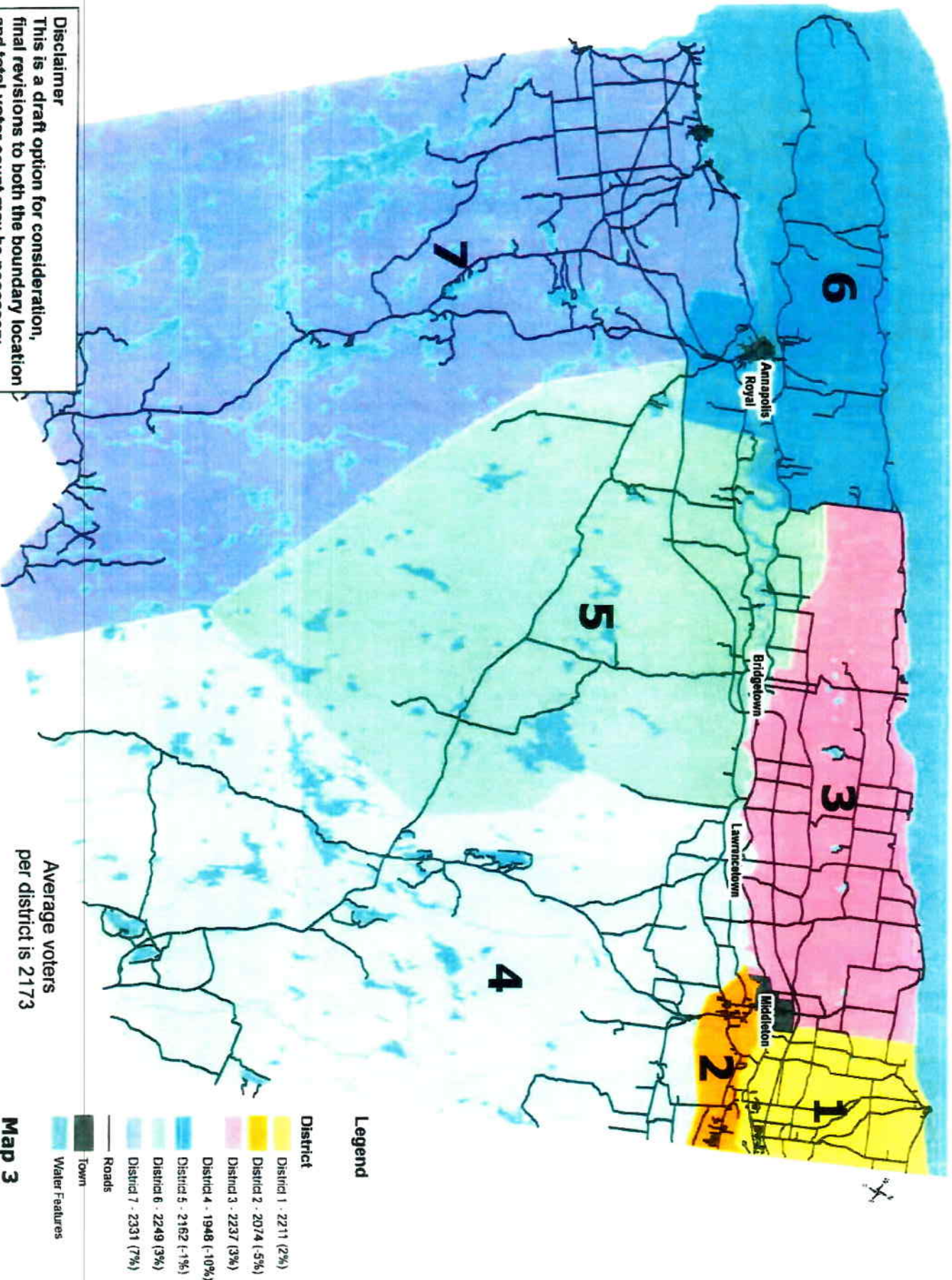


Disclaimer
 These are the current municipal districts for the Municipality of the County of Annapolis. If maintaining 11 Districts is the chosen option, then minor adjustments to the boundary around District 9, (affecting abutting districts), would be necessary to adjust to the +/- 10% variance and allow for growth.

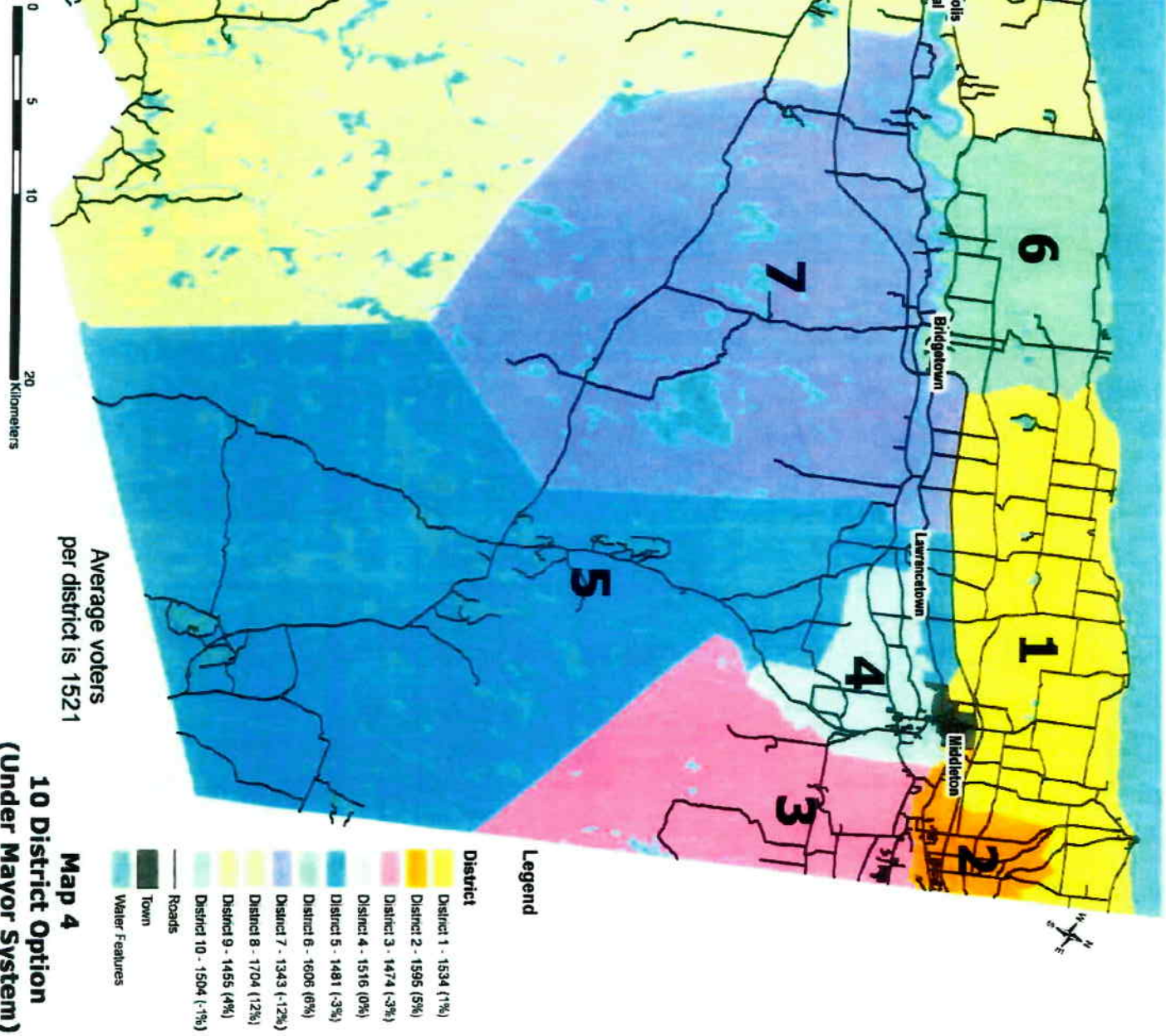
Map 1
11 District Option
(Under Warden System)

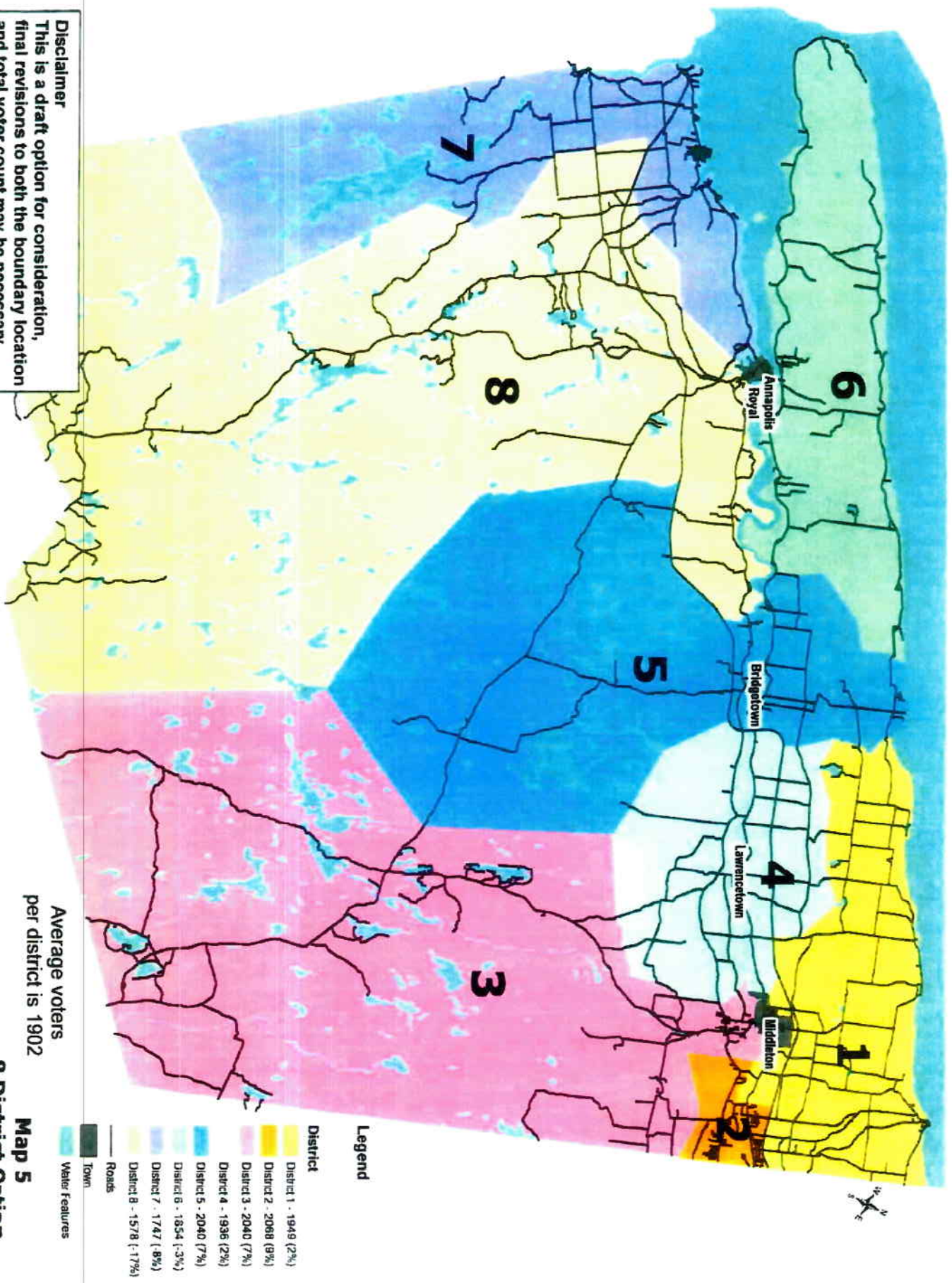
Disclaimer
 This is a draft option for consideration,
 final revisions to both the boundary location
 and total voter count may be necessary
 once an option is chosen.





Disclaimer
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 final revisions to both the boundary location
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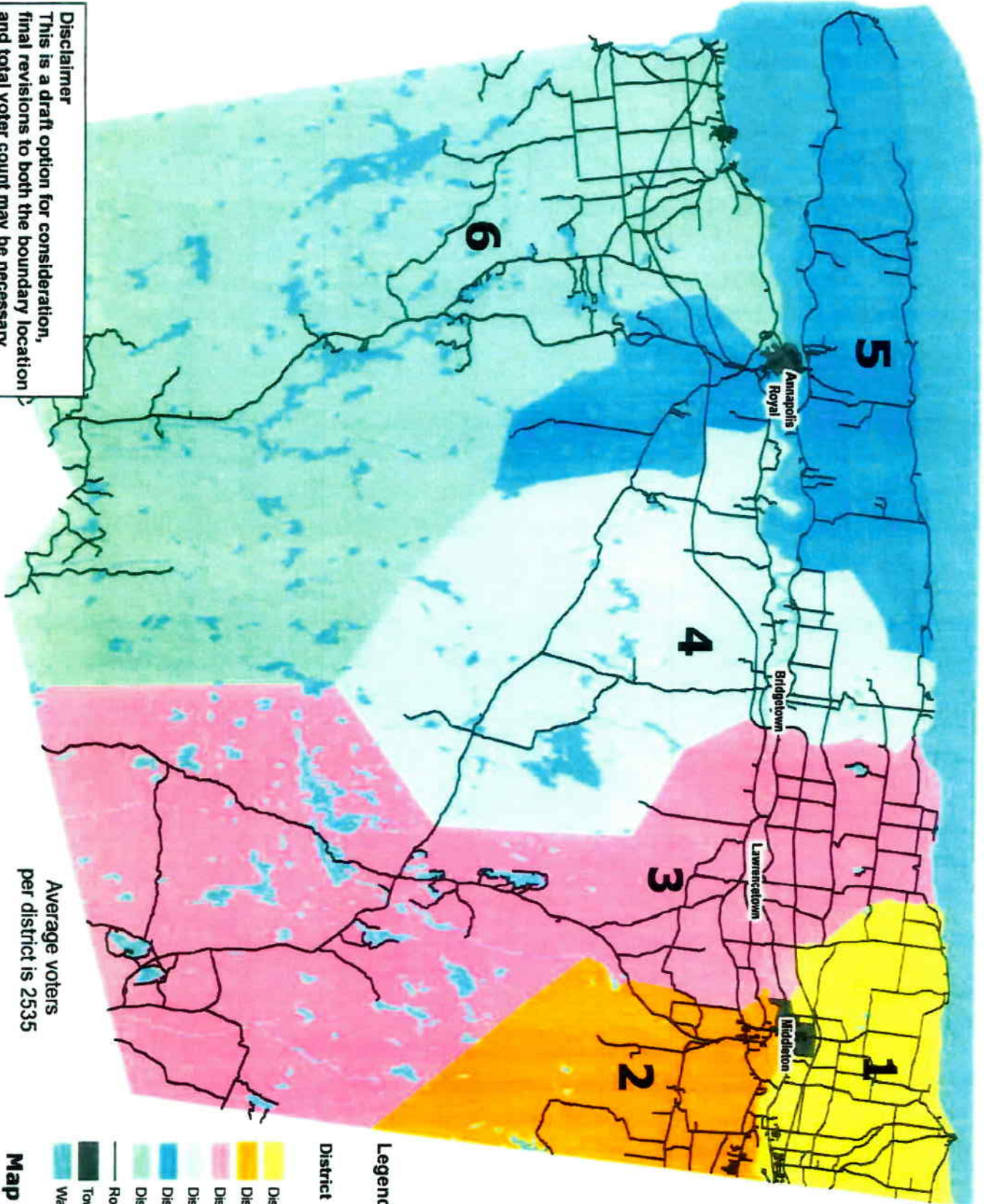


Disclaimer
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once an option is chosen.



Average voters
per district is 2535

Map 6
6 District Option
(Under Mayor System)



COUNTY *of* ANNAPOLIS

NATURALLY ROOTED

**Maps are for reference purposes only and are not final.*

Maps for Warden:



11 Districts



9 Districts



7 Districts

COUNTY *of* ANNAPOLIS

NATURALLY ROOTED

**Maps are for reference purposes only and are not final.*

Maps for Mayor:



10 Districts



8 Districts



6 Districts

Please see the following opportunities to view full-size maps in person in your district before completing the survey. The survey cannot be completed on site, please visit the website or call the toll-free number listed on the front page.

- | | |
|-------------|--|
| District 1 | Melvern Square Community Hall (165 Bridge Street)
Friday, November 4 th , 7:00 pm |
| District 2 | Margaretsville Fire Hall (2769 Hwy 362)
Monday, November 7 th , 7:00 pm |
| District 3 | Hampton Community Hall (8319 St. Croix Cove Rd.)
Tuesday, November 1 st , 7:00 pm |
| District 4 | Granville Centre Community Hall (5650 Hwy 1)
Friday, October 28 th , 7:00 pm |
| District 5 | Litchfield-Delaps Cove Community Hall (2792 Shore Rd. West)
Thursday, October 27 th , 7:00 pm |
| District 6 | Clementsport Legion (2008 Hwy 1)
Wednesday, October 26 th , 7:00 pm |
| District 7 | West Dalhousie Community Hall (4868 West Dalhousie Rd.)
Tuesday, October 25 th , 7:00 pm |
| District 8 | Clemenstvale Foresters Hall (3434 Clementsvalle Rd.)
Monday, October 24 th , 7:00 pm |
| District 9 | Middleton Lions Club Hall (8921 Hwy 10)
Wednesday, November 2 nd , 7:00 pm |
| District 10 | Springfield Fire Hall (986 Hwy 10)
Thursday, November 3 rd , 7:00 pm |
| District 11 | Three Rivers Community Hall (41 Messenger Rd., Torbrook Mines)
Wednesday, November 9 th , 7:00 pm |

Additional comments may be submitted in writing to the Municipal Clerk to be included in the information presented to Municipal Council for them to choose an option to submit to the NS Utility and Review Board.

Carolyn Young, Municipal Clerk; PO Box 100, Annapolis Royal, NS B0S 1A0; Drop Box
752 St. George Street, Annapolis Royal; Fax (902) 532-2196; Email
cyoung@annapoliscounty.ca

Council Wants Your Opinion on Boundaries and Governance

Municipalities *have* to do a boundary review (how many districts) every eight years. 2022 is the year for the review before the 2024 municipal election.

Municipal Council has looked at several Boundary options and would like to have your input. This survey is one way we can hear from you.

Council has also discussed their system of governance (who is the leader of council). We need your input on this too!

To take the survey:

- Go to our website www.AnnapolisCounty.ca, Click on **Government**, Click on **Boundary Review and Governance**

~OR~

Dial toll-free after viewing the maps: 1-833-686-6901

The Survey will remain open until November 13, 2022

Boundaries and Governance – Public Input
Carolyn's speaking notes for 11 public meetings

Council is required to, and has been seeking public input on this topic since the end of July. It has been a 4-phase project, and tonight is part of the last phase.

Phase 1 – the survey went live on our website and social media at the end of July

Phase 2 – a toll-free number was added and advertised in the Reader and the Register in September

Phase 3 – a full-county mailout to all resident mailboxes in the middle of October

Phase 4 – an opportunity in each district to be able to view full-size maps – ***You Are Here!***

Additional opportunity for input, if you didn't like any of the options, is to put your idea in writing and send it to the Clerk – mail, drop off, email, fax. The Flyer that brought you here can be picked up on 'that' table if you have misplaced it.

The information we receive through this survey will be compile and presented to municipal council, who will then need to make a decision (on governance **and** how many districts) and submit it to the Nova Scotia Utility and Review Board – the deadline is December 31, 2022.

Please feel free to view the full-size maps set up around the room, - that's why we are here!

There will not be any presentation – other than this welcome. This is to encourage you to go on our website (where you can view the maps and enlarge them) www.annapoliscounty.ca or call the toll-free number (1-833-686-6901) to register your opinion now that you have seen the maps.

The ask is simple:

What is your preferred system of governance – Mayor or Warden; and

Based on that answer, what do you think is the best number of districts?

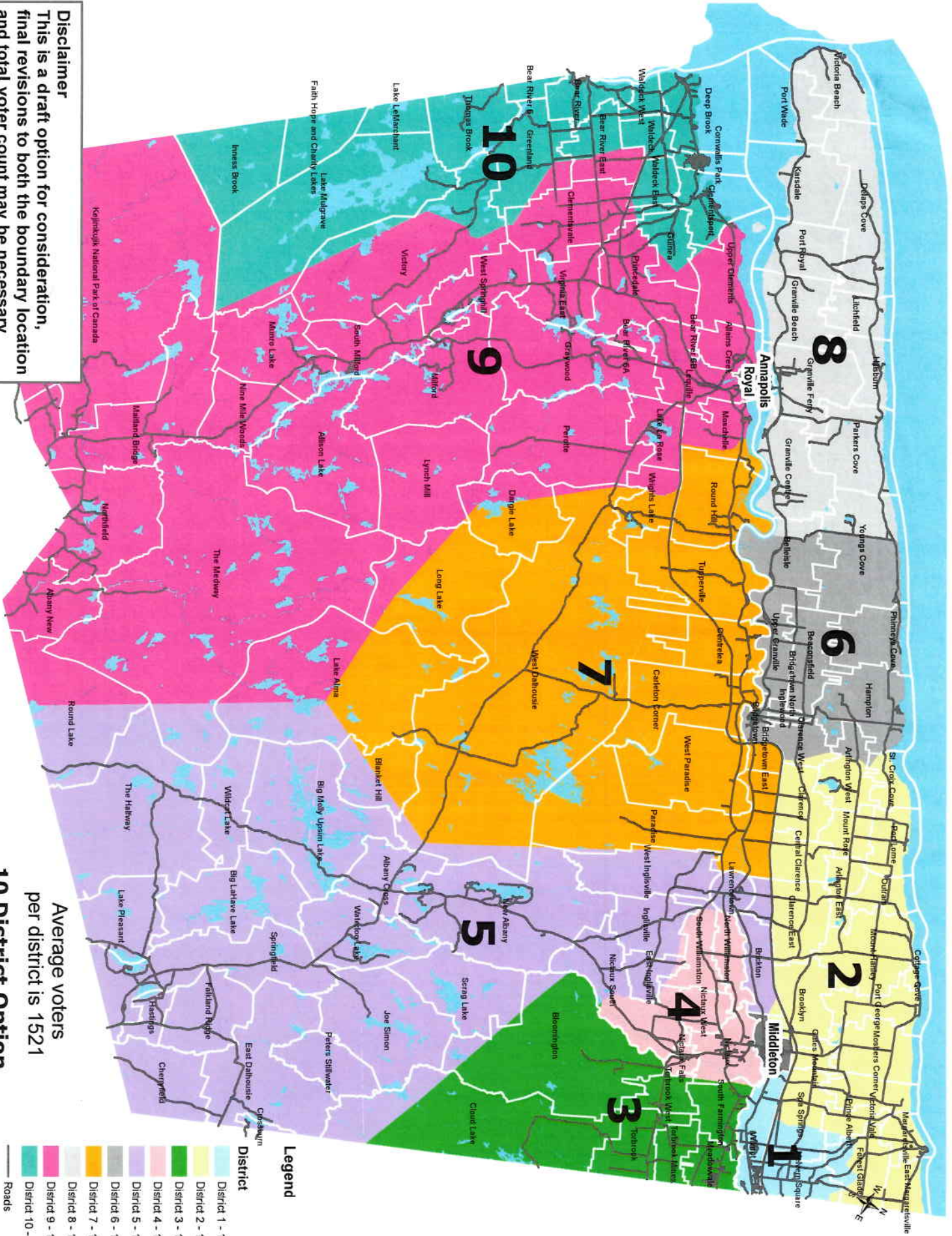
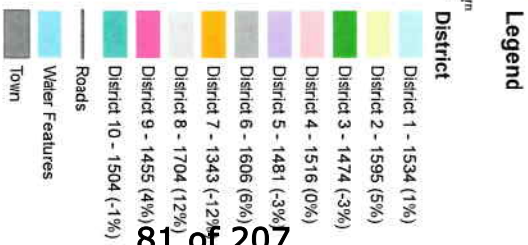
We are not collecting opinions here tonight – please go to the website or call the number to complete the survey – it literally takes less than a minute or two!

Disclaimer
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final revisions to both the boundary location
and total voter count may be necessary
once an option is chosen.



10 District Option
(Under Mayor System)

Average voters
per district is 1521

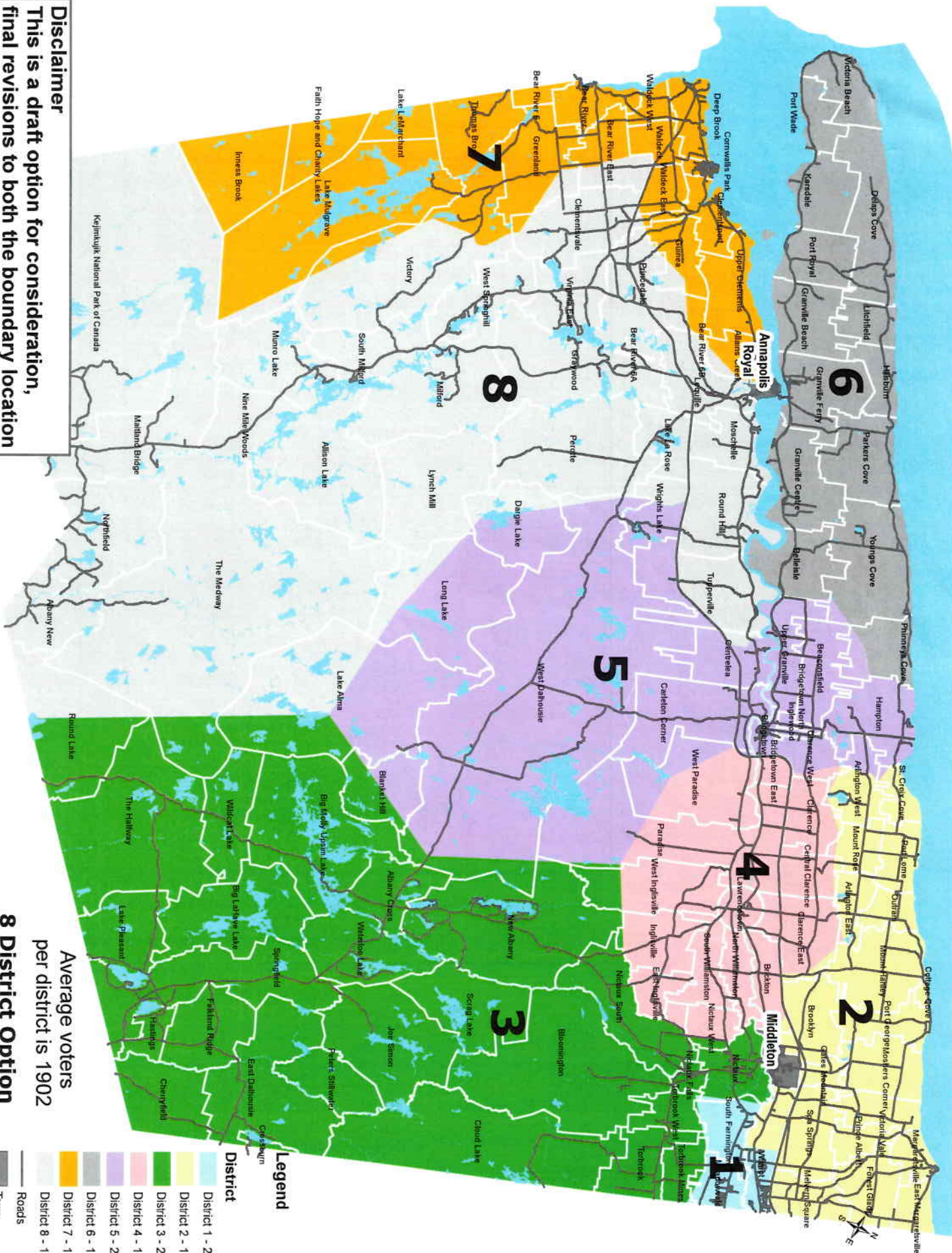
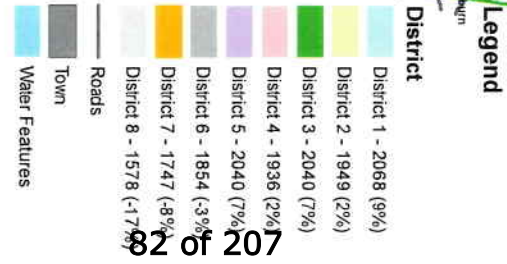


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**8 District Option
(Under Mayor System)**

Average voters
per district is 1902



Disclaimer
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 and total voter count may be necessary
 once an option is chosen.



Legend

District

- District 1 - 2671 (5%)
- District 2 - 2642 (4%)
- District 3 - 2680 (6%)
- District 4 - 2406 (5%)
- District 5 - 2444 (4%)
- District 6 - 2369 (7%)

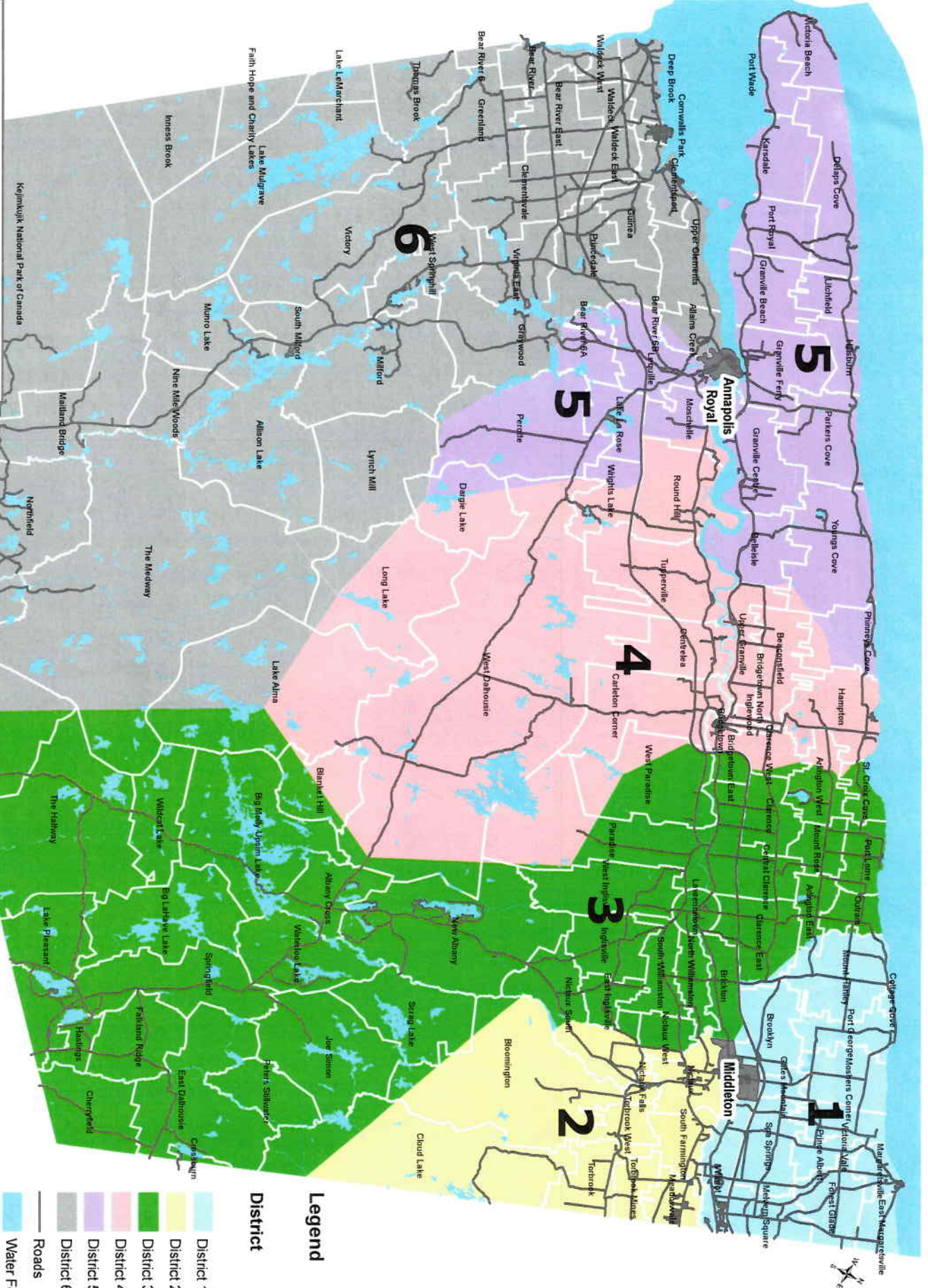
Average voters per district is 2535

6 District Option (Under Mayor System)

Town

Roads

Water Features



Disclaimer
 These are the current municipal districts for the Municipality of the County of Annapolis. If maintaining 11 Districts is the chosen option, then minor adjustments to the boundary around District 9, (affecting abutting districts), would be necessary to adjust to the +/- 10% variance and allow for growth.



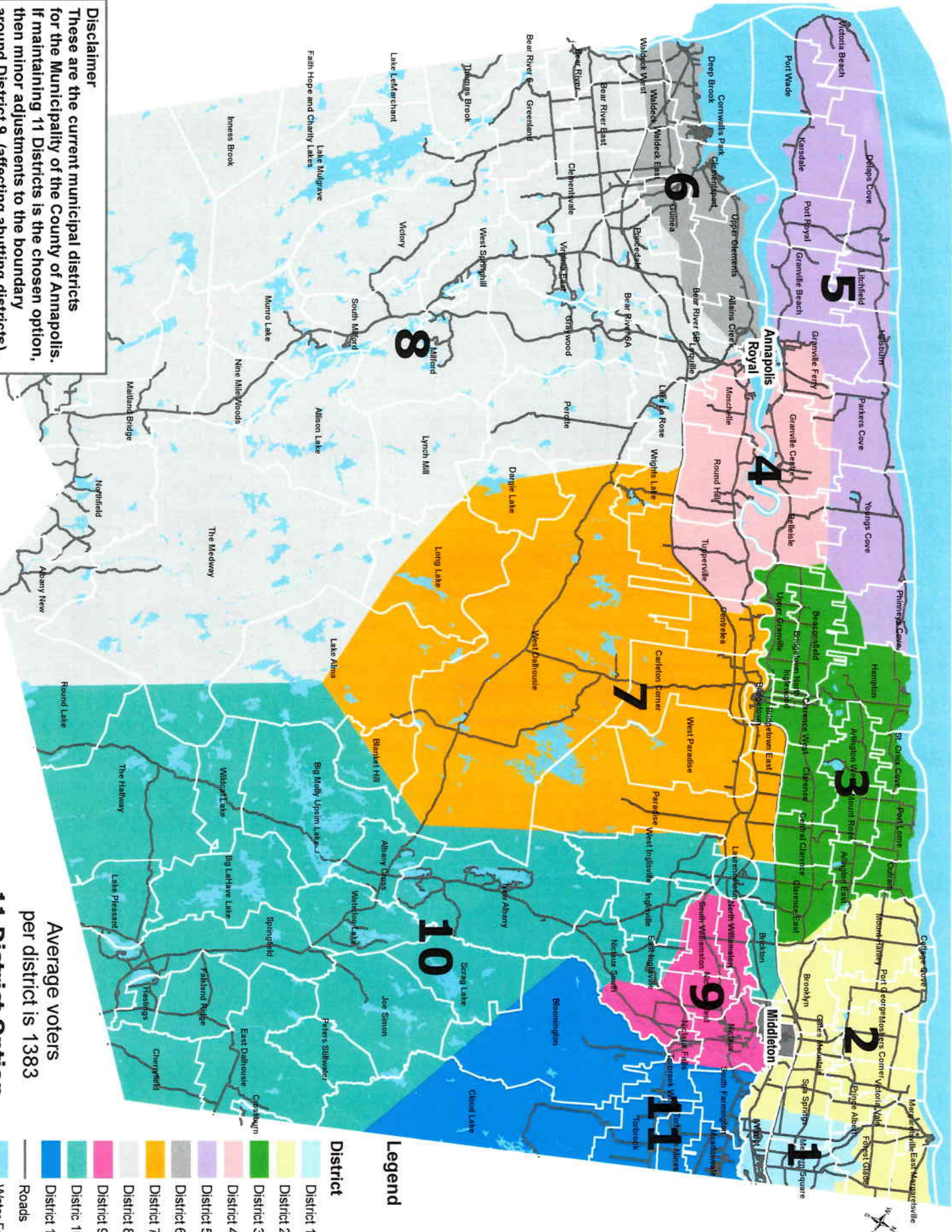
11 District Option
 (Under Warden System)

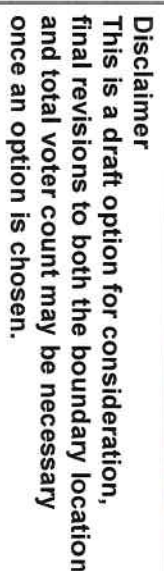
Average voters per district is 1383

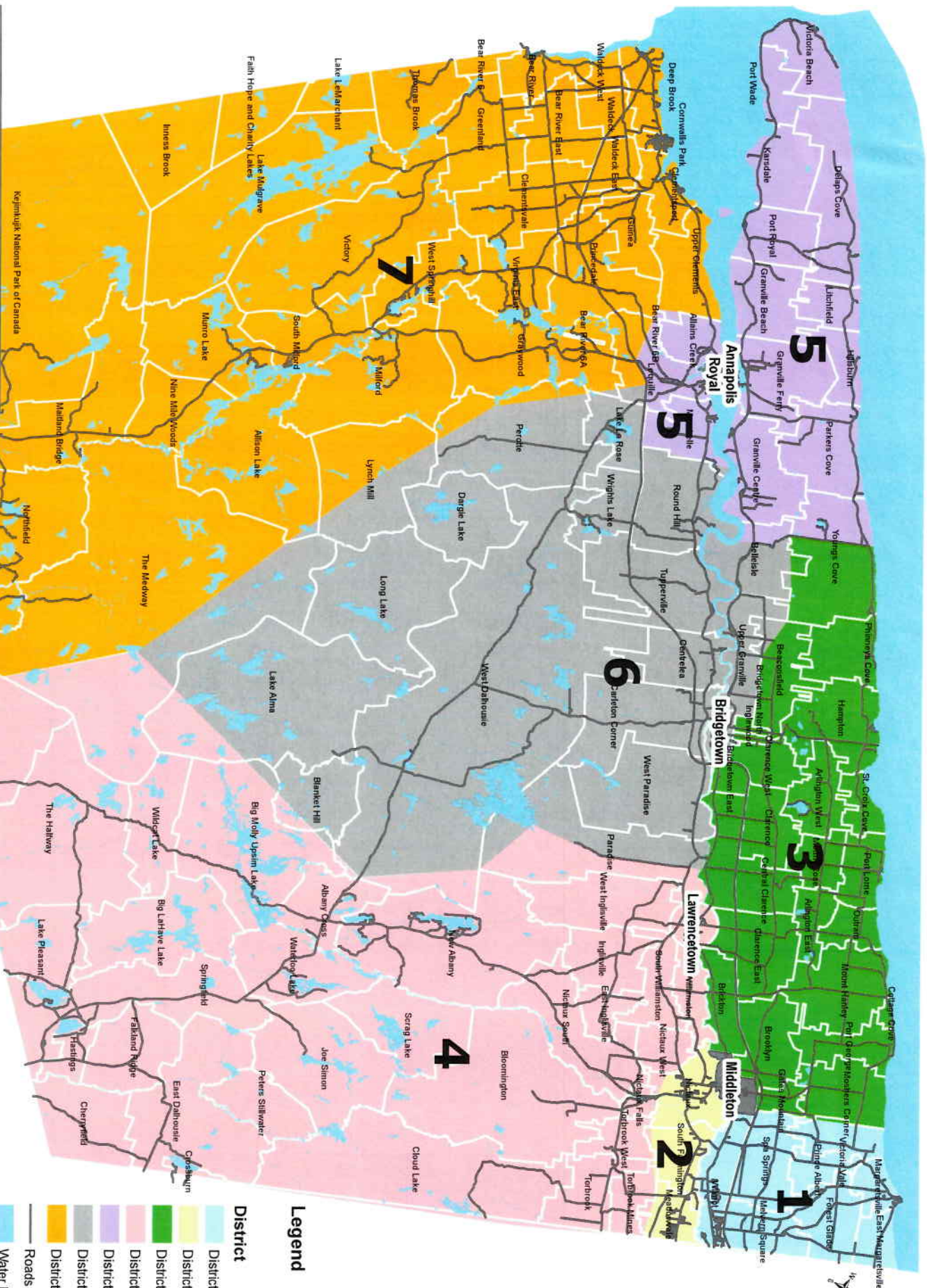
Legend

District	Average voters per district
District 1 - 1345 (-3%)	1383
District 2 - 1326 (-4%)	1383
District 3 - 1482 (7%)	1383
District 4 - 1370 (-1%)	1383
District 5 - 1212 (-12%)	1383
District 6 - 1304 (-6%)	1383
District 7 - 1409 (2%)	1383
District 8 - 1293 (-7%)	1383
District 9 - 1516 (10%)	1383
District 10 - 1481 (7%)	1383
District 11 - 1474 (7%)	1383

Roads
 Water Features
 Town







Disclaimer
 This is a draft option for consideration,
 final revisions to both the boundary location
 and total voter count may be necessary
 once an option is chosen.

- Legend**
- District
 - District 1 - 2211 (2%)
 - District 2 - 2074 (-5%)
 - District 3 - 2237 (3%)
 - District 4 - 1948 (-10%)
 - District 5 - 2162 (-1%)
 - District 6 - 2249 (3%)
 - District 7 - 2331 (7%)
 - Roads
 - Water Features
 - Town

Average voters
 per district is 2173

Map 3
7 District Option
(Under Warden System)



INFORMATION REPORT

Report To: Committee of the Whole
Meeting Date: December 13, 2022
Prepared By: Carolyn Young, Municipal Clerk
Subject: Boundary Review and Governance

ORIGIN

December 10 2021 letter from NSUARB
March 8 2022 recommendation report
April 12 2022 recommendation report
May 5 2022 presentation regarding mayoral versus warden system
June 14 2022 recommendation report
July 12 2022 Letter from NSUARB

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 369
Municipal Government Act Rules, Section 29

BACKGROUND

Section 369 of the *Municipal Government Act* requires councils of every town and municipality to apply to the Nova Scotia Utility and Review Board in 2022 to “confirm or to alter the number and boundaries of polling districts and the number of councillors.” All councils must conduct a study into the number of councillors and into the reasonableness and fairness of the number and boundaries of polling districts before making the application to the Board.

- **March 8 COTW recommendation report** – requesting authorization to commence the review. Provided options for 7, 9, and 11 districts and asked council which option(s) they wanted public input on.

2022-03-08 COTW Motion - It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council authorize staff to conduct the 2022 mandatory review of the polling districts and to follow the criteria established by the Utility & Review Board (UARB), preparing information on status quo (11), nine, and seven districts for presentation to the public; and that municipal council determine the scope of the public participation process to allow the residents of the County of Annapolis to have input in the boundary study.

Council MOTION 220315.14 2022 Mandatory Boundary Review

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council authorize staff to conduct the 2022 mandatory review of the polling districts and to follow the criteria established by the Utility & Review Board (UARB), preparing information on status quo (11), nine, and seven districts for presentation to the public; and that municipal council determine the scope of the public participation process to allow the residents of the County of Annapolis to have input in the boundary study.

- **April 12 COTW recommendation report** - staff recommended presenting nine and 11 districts to the public.

2022-04-12 COTW Motion: Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal council direct staff to prepare mapping to show a nine district option and a seven district option for review by Committee of the Whole and the issue of a mayoralty system prior to presenting these two options to the public for comment.

Council MOTION 220419.06 Mayoral System of Governance

It was moved by Councillor LeBlanc, seconded by Councillor Hudson, to direct staff to prepare information for review by May Committee of the Whole on the pros and cons of a mayoral system of governance.

- **June 14 COTW recommendation report** - Council added seeking public input on governance in addition to the boundary review.

2022-06-14 COTW Motion: It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that municipal council consult the public regarding governance and boundary input by:

1. initiating an on-line survey throughout the summer regarding governance and boundaries; and
2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey; and
4. conduct eleven in-person meetings, one in each district; in order that municipal council can make a decision on governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and that municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the addition of eleven in-person meetings.

Council MOTION 220621.03 Governance and Boundaries Public Consultation

That municipal council consult the public regarding governance and boundary input by:

1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and
2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and
3. mailing the same information to all Annapolis County addresses in mid-September guiding the public to the on-line and in-bound telephone number to complete the survey; and
4. conduct eleven in-person meetings, one in each district; in order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and that municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the addition of eleven in-person meetings, pursuant to the recommendation of Committee of the Whole.

- **July 12 2022 Response from NSUARB:**

The Board is prepared to grant an extension to **June 30, 2023.**

The Board also directs that the Municipality provide a status update by **December 31, 2022.**

DISCUSSION

The Clerk provided a status update to the NS Utility and Review Board on December 1, 2022, as required.

Council will need to consider the summary of responses and make two decisions in January in order for staff to be able to conduct the still-required work to prepare the submission on behalf of council to the NSUARB:

1. Does municipal council wish to switch their system of governance at this time to be effective for the 2024 municipal election? **This is not required under legislation.**
2. Which District Option shall be submitted to the NSUARB for a ruling for the 2024 municipal election? **This is a required action.**

This report is to provide you with a summary of the responses to the July-November on-line/phone-in survey for your consideration when deliberating the number of districts for submission to the NSUARB.

Council will need to bear in mind the following:

- The survey was not, and was not intended to be, a precise measure of opinion, rather a snapshot. Two questions were asked: do you prefer a Mayor or Warden system of governance, and, based on that answer: how many districts do you prefer?
- Public attendance at the October 24 – November 9 meetings was low (see below), but nearly 400 responses to the on-line survey is the greatest public input we've had!
District 1 – 2 staff, 2 councillors, 4 public
District 2 – 2 staff, 2 councillors, 13 public
District 3 – 2 staff, 2 councillors, 1 public
District 4 – 2 staff, 4 public
District 5 – 2 staff, 1 councillor, 1 public
District 6 – 2 staff, 2 councillors, 7 public
District 7 – 2 staff, 6 public
District 8 – 2 staff, 2 councillors, 1 public
District 9 – 2 staff, 1 councillor, 3 public
District 10 – 2 staff, 4 public
District 11 – 2 staff, 2 councillors, 5 public

FINANCIAL IMPLICATIONS

\$3,847.49 (to date) is being accommodated within the approved operating budget.

POLICY IMPLICATIONS

N/A

Prepared by:

Carolyn Young, Municipal Clerk

Approved by:

Approval Date:

Doug Patterson

Interim Chief Administrative Officer

2022 Boundary Review and Governance Survey Summary

- There were 400 responses to the on-line survey which ran from the end of July until the middle of November
- As expected, there were 1, 2, or 3 responses from a single IP address – it is assumed that different family members completed the survey
- One IP address submitted 19 varying responses, other single IP addresses submitted 12, 9, 9, 8, 6, 5. It is not known if these were acts of dishonesty (purposely submitting more than one response) or if it was a public computer used by many people, at a library, for example
- 1 respondent was not Canadian
- 1 respondent was not 18
- 1 respondent was not a resident of Annapolis County
- 6 respondents voted on the Governance question, but not the District question

55 votes Warden 11 districts

59 votes Warden 9 districts

56 votes Warden 7 districts

42 votes Mayor 10 districts

67 votes Mayor 8 districts

114 votes Mayor 6 districts



Municipality of the County of Annapolis

752 St. George Street, PO Box 100
Annapolis Royal, Nova Scotia, Canada B0S 1A0
Phone: (902) 532-2331 Fax: (902) 532-2096
Website: AnnapolisCounty.ca

December 1, 2022

NS Utility and Review Board
PO Box 1692, Unit "M"
Halifax, Nova Scotia
B3J 3S3
Attn. Bruce Kiley Chief Clerk of the Board

board@novascotia.ca

Dear Mr. Kiley,

Re: M10676 – S. 369 of the Municipal Government Act – 2022 Municipal Boundary Review

In accordance with your letter dated July 12, 2022 (document 296828) this letter is to provide you with a status update on our boundary review process prior to December 31, 2022.

Municipal Council has completed the final phase of public consultation – which was a public meeting in each of the 11 districts as the final phase of awareness for the on-line / by phone survey launched in late July. These meetings were completed mid-November. Staff has prepared a report on the results of the survey which will be presented to council at the December 13, 2022 Committee of the Whole. Staff is requesting council to consider the input received in order to answer two questions in January: 1. Do you wish to change your style of governance from Warden to Mayor, and 2. Based on the answer to question 1, which of the three district options do you wish staff to work on for submission to the Utility and Review Board. Once Council makes that decision, staff can move forward with fine-tuning the chosen map and preparing the final submission.

Yours truly,

Carolyn A. Young,
Municipal Clerk

/CAY

Cc: Warden Alex Morrison, Municipality of the County of Annapolis
Interim CAO Doug Patterson, Municipality of the County of Annapolis
Nick Barr, Director Governance & Advisory Services, NS Dept. Mun. Affairs and Housing



Nova Scotia Utility and Review Board

Mailing address

PO Box 1692, Unit "M"
Halifax, Nova Scotia
B3J 3S3
board@novascotia.ca
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1 855 442-4448 (toll-free)
902 424-4448 t
902 424-3919 f

July 12, 2022

aparish@annapoliscounty.ca

Alan V. Parish
Warden
Municipality of the County of Annapolis
752 St. George St
Annapolis Royal, NS B0S 1A0

Dear Mr. Parish:

M10676 – S. 369 of the *Municipal Government Act* – 2022 Municipal Boundary Review

The Board has reviewed your letter of June 21, 2022, in which the Municipality requests a six-month extension for its municipal boundary review to June 30, 2023. The request was considered by Roland A. Deveau, Q.C., Vice Chair.

The Municipality's letter states that the extension is requested to accommodate an appropriate level of public consultation on its governance structure at the same time:

When considering options for public engagement regarding the mandatory boundary review, municipal council opted to include engagement on the question of governance – Warden versus Mayor.

The Board considers that any such requests will only be granted in exceptional cases. Further, the Board notes that the municipal boundary review must be completed in advance of the October 2024 municipal election, including various preparatory requirements under the *Municipal Elections Act* commencing as early as March 31, 2024. The Board is prepared to grant an extension to **June 30, 2023**.

The Board also directs that the Municipality provide a status update by **December 31, 2022**.

Yours very truly,


Bruce Kiley
Chief Clerk of the Board

c. David Dick, CAO, Municipality of the County of Annapolis
Nick Barr, Director Governance & Advisory Services, NS Department of Municipal Affairs and Housing

Document: 296828

STAFF REPORTS

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

Re: Information Report 2020-21 Financial Indicators Report

Re: SR2023-1 Boundary Review and Governance Submission

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

That municipal council maintain a warden system of governance.

Moved: Deputy Warden Redden

Seconded: Councillor Barteaux

Motion carried, 8 in favour, 2 against.

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

Moved: Councillor Hudson

Seconded: Councillor Prout

Motion carried, 6 in favour, 4 against.

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

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

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

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

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

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Recess

10:55 a.m. – 11:05 a.m.

PRESENTATIONS

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



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: January 10, 2023
Prepared By: Carolyn Young, Municipal Clerk
Report Number: SR2023-1 Boundary Review and Governance Submission
Subject: Boundary Review and Governance

RECOMMENDATION(S):

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

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 (*insert selected number*) pursuant to Section 369 of the *Municipal Government Act*.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 369

Municipal Government Act Rules, Section 29

BACKGROUND

Municipal Council is required to make a submission to the NSUARB regarding the number of districts to be in effect for the 2024 and 2028 elections.

DISCUSSION

The legislated date for the submission in the review year is December 31. Municipal did ask for and receive a six-month extension in order to also consult the public on the question of preference of governance.

Council needs to initiate two decisions today:

- 1 – Do you wish to change your style of governance from a Warden System to a Mayor System?
2. – Based on that answer, what boundary option do you wish to submit to the NS UARB?

FINANCIAL IMPLICATIONS

\$7,115.12 (to date) is being accommodated within the approved operating budget.

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

N/A

NEXT STEPS

Once municipal council makes a decision on which district option they want to submit to the NSUARB, Staff can *start* the work of fine tuning the selected option and preparing the submission for review by council.

ATTACHMENTS

- 6 districts (with Mayor)
- 8 districts (with Mayor)
- 10 districts (with Mayor)
- 7 districts (with Warden)
- 9 districts (with Warden)
- 11 districts (with Warden)

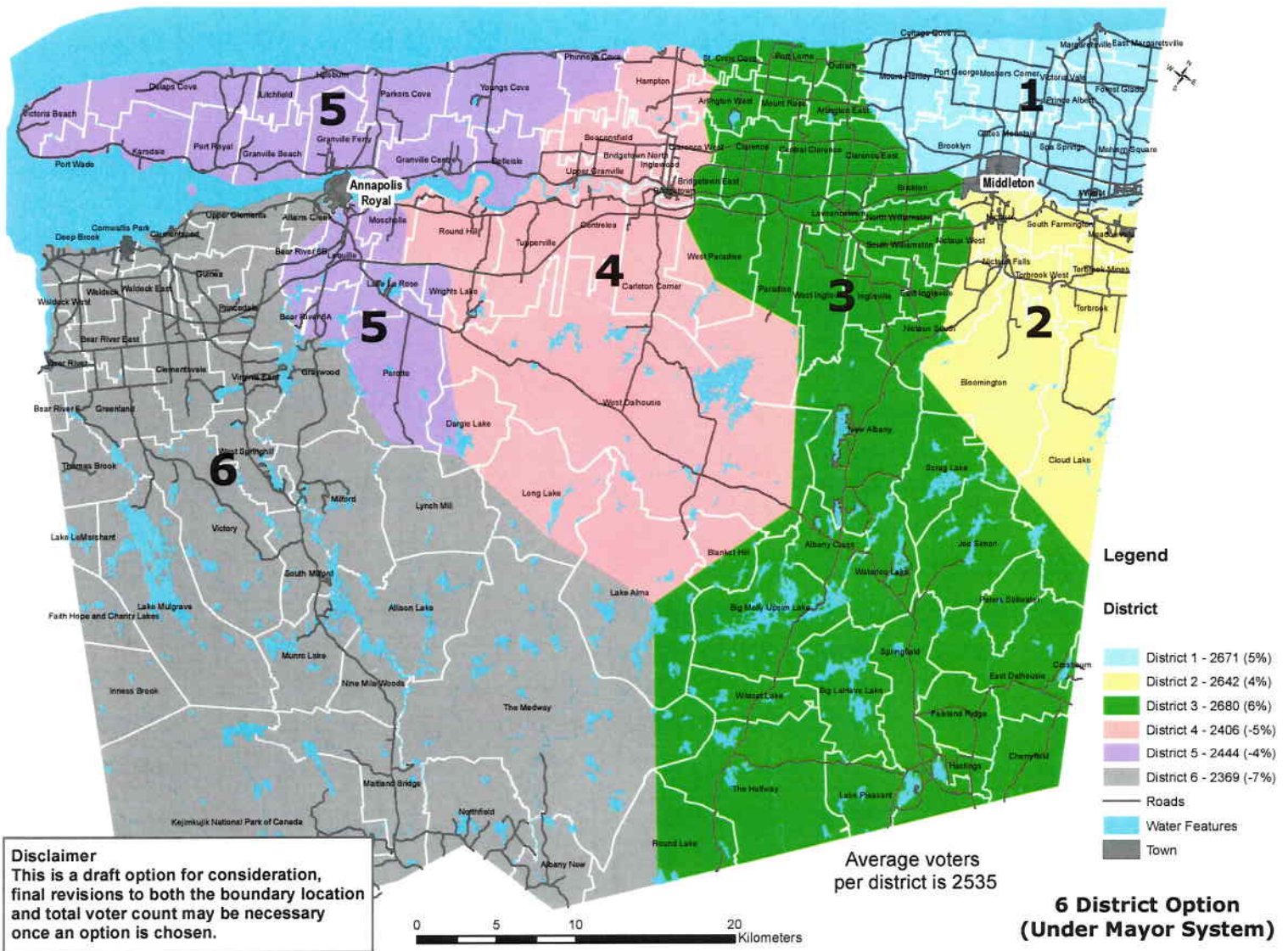
Prepared by:

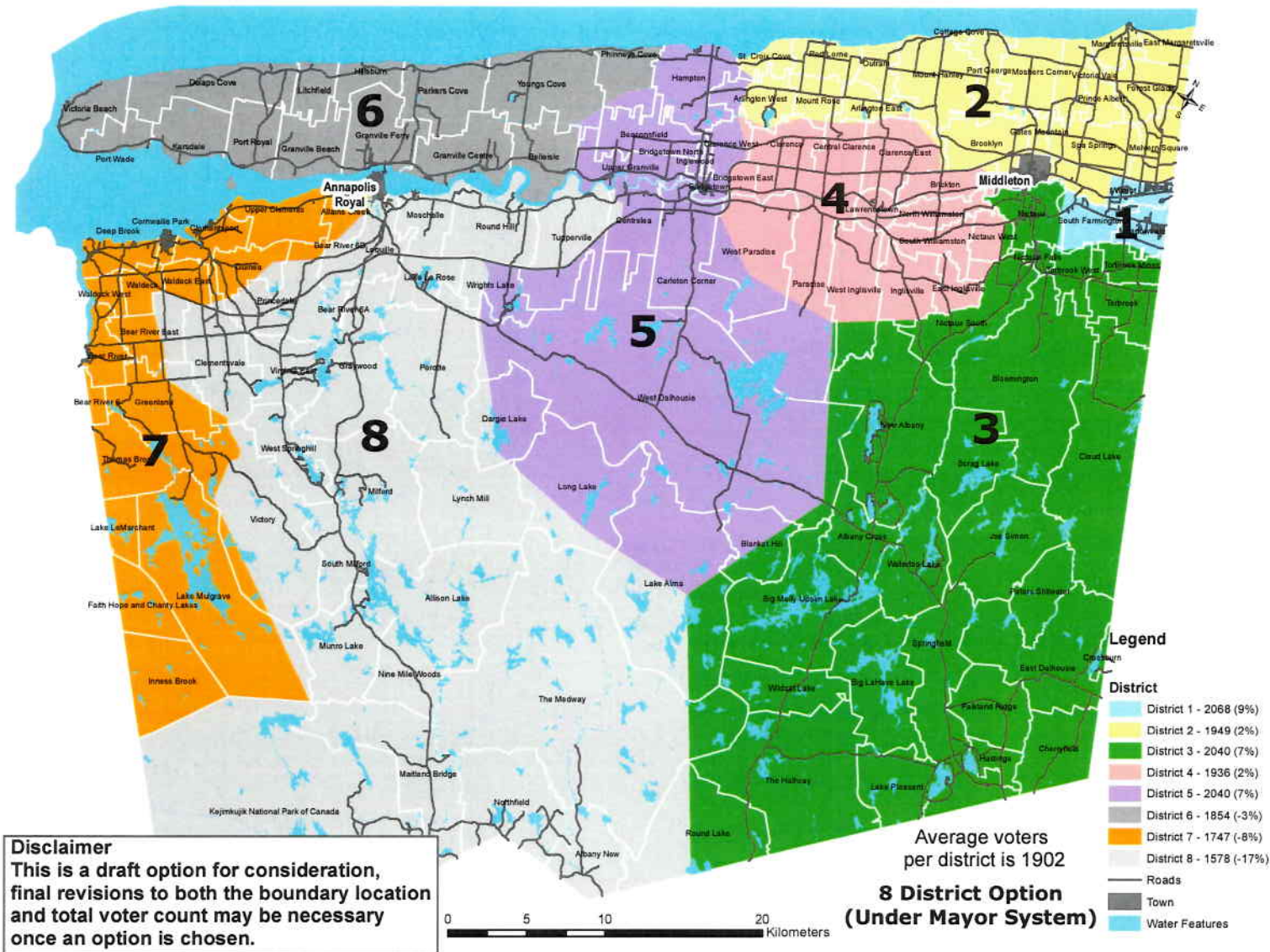
Carolyn Young, Municipal Clerk

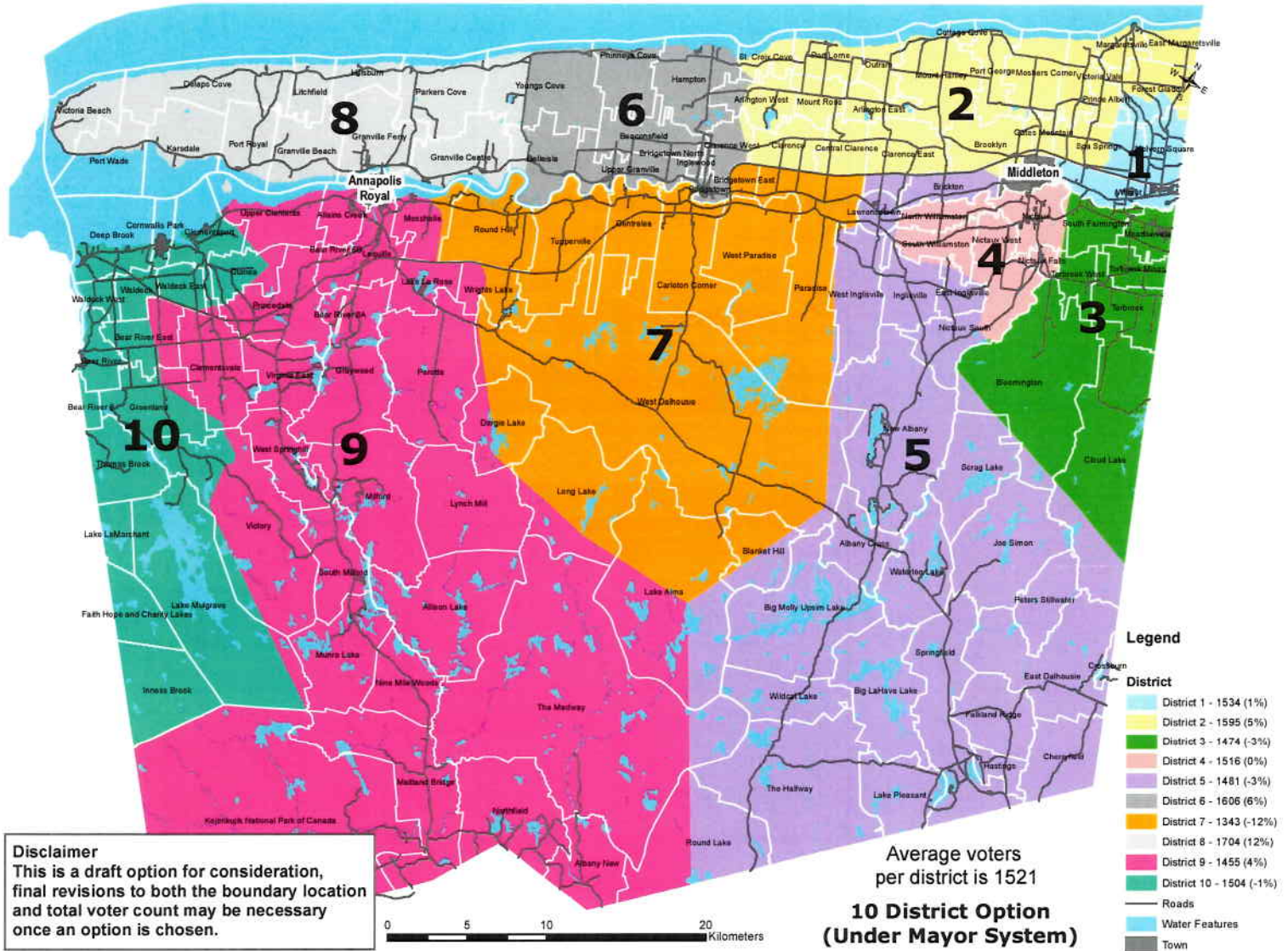
Approved by:**Approval Date:**

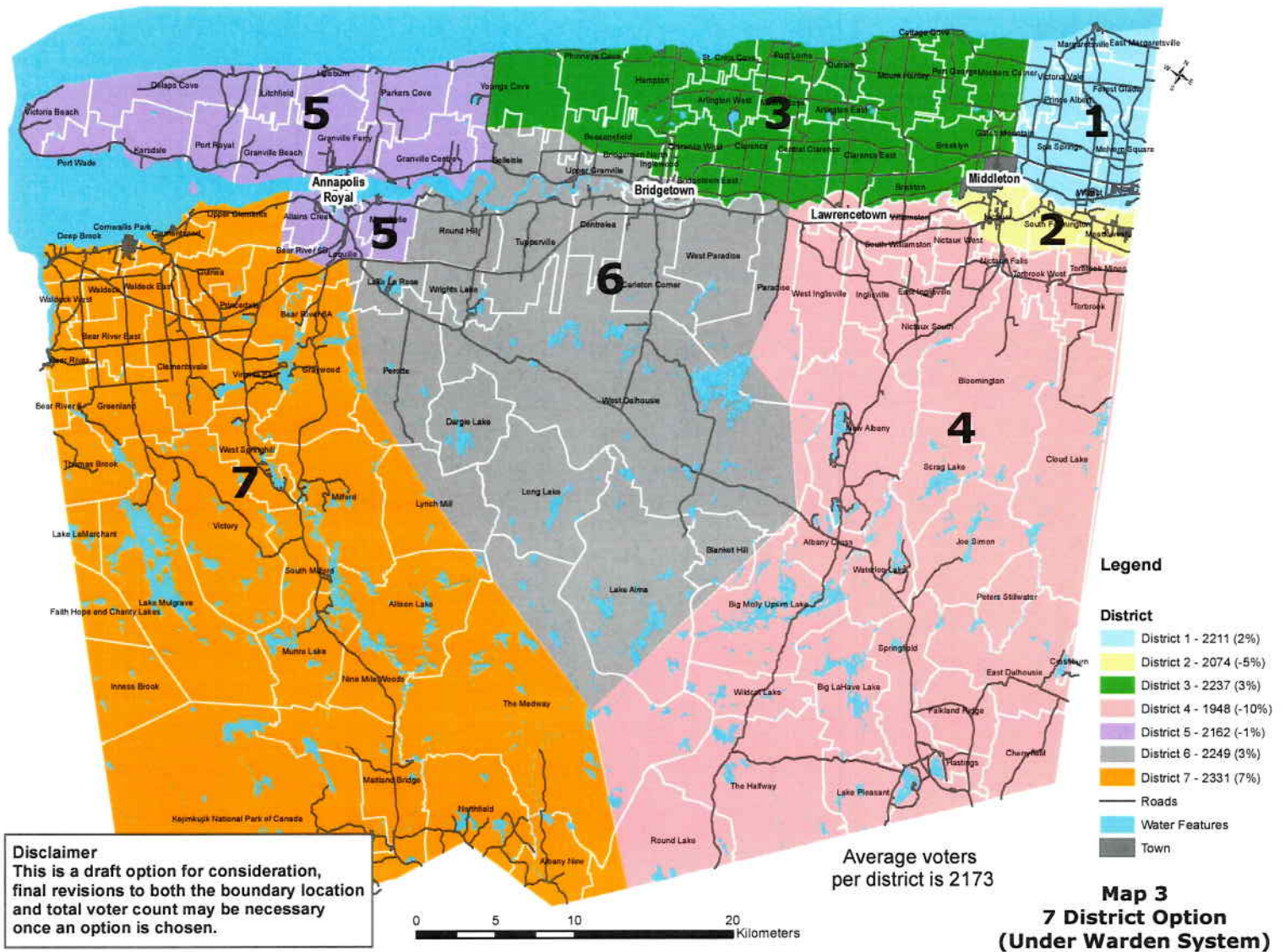
Jan 5, 23

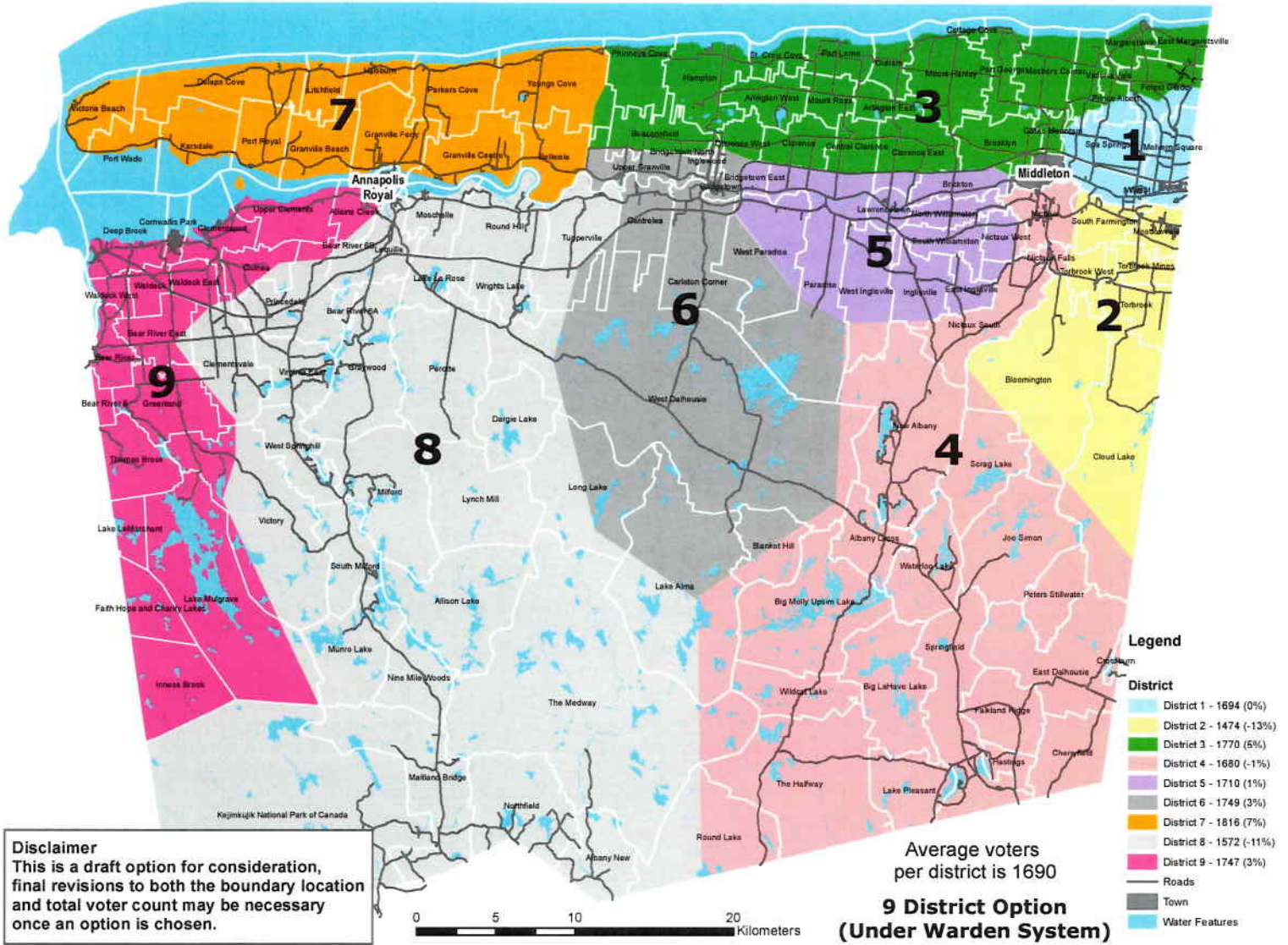
Doug Patterson
Interim Chief Administrative Officer

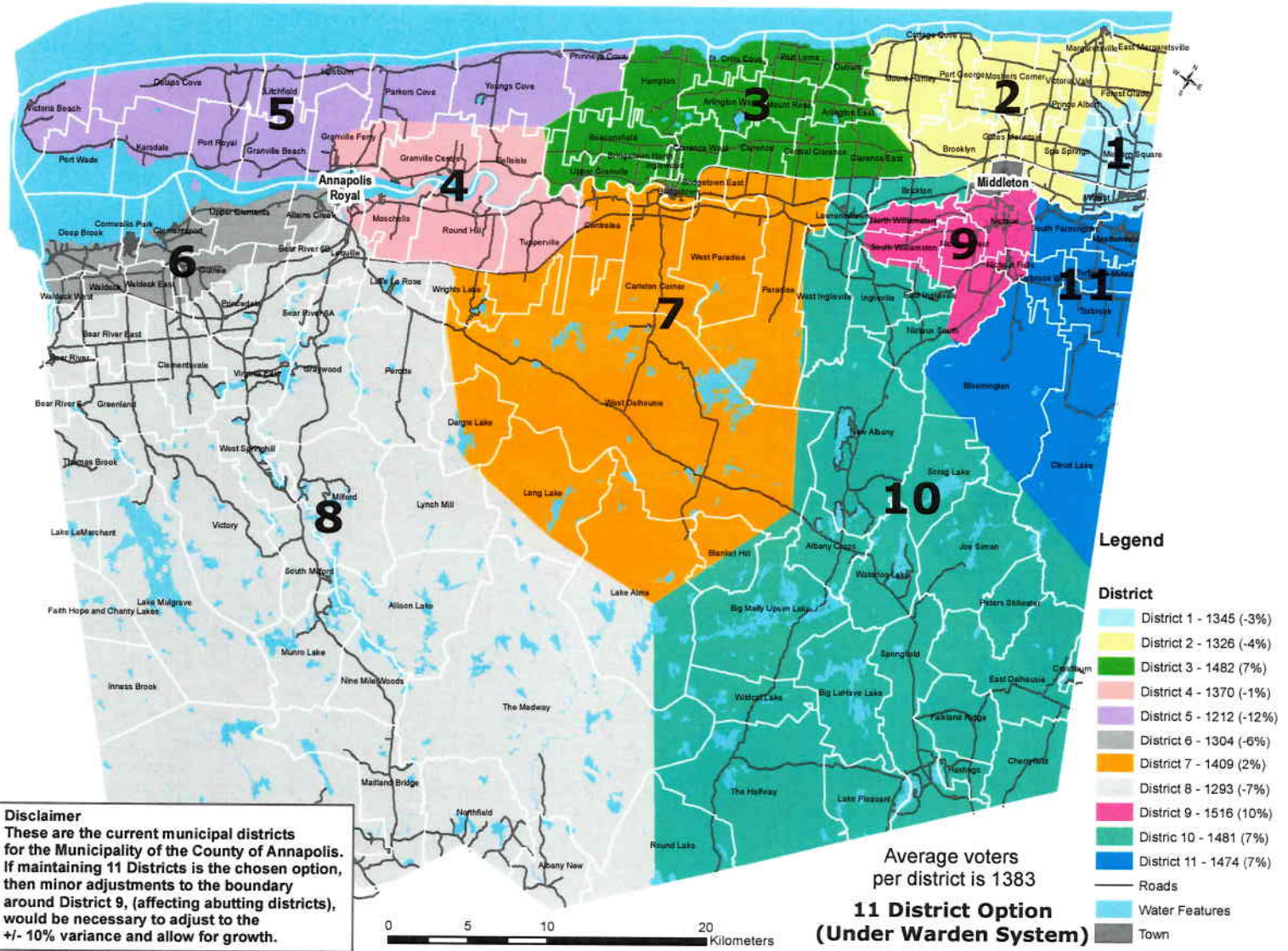


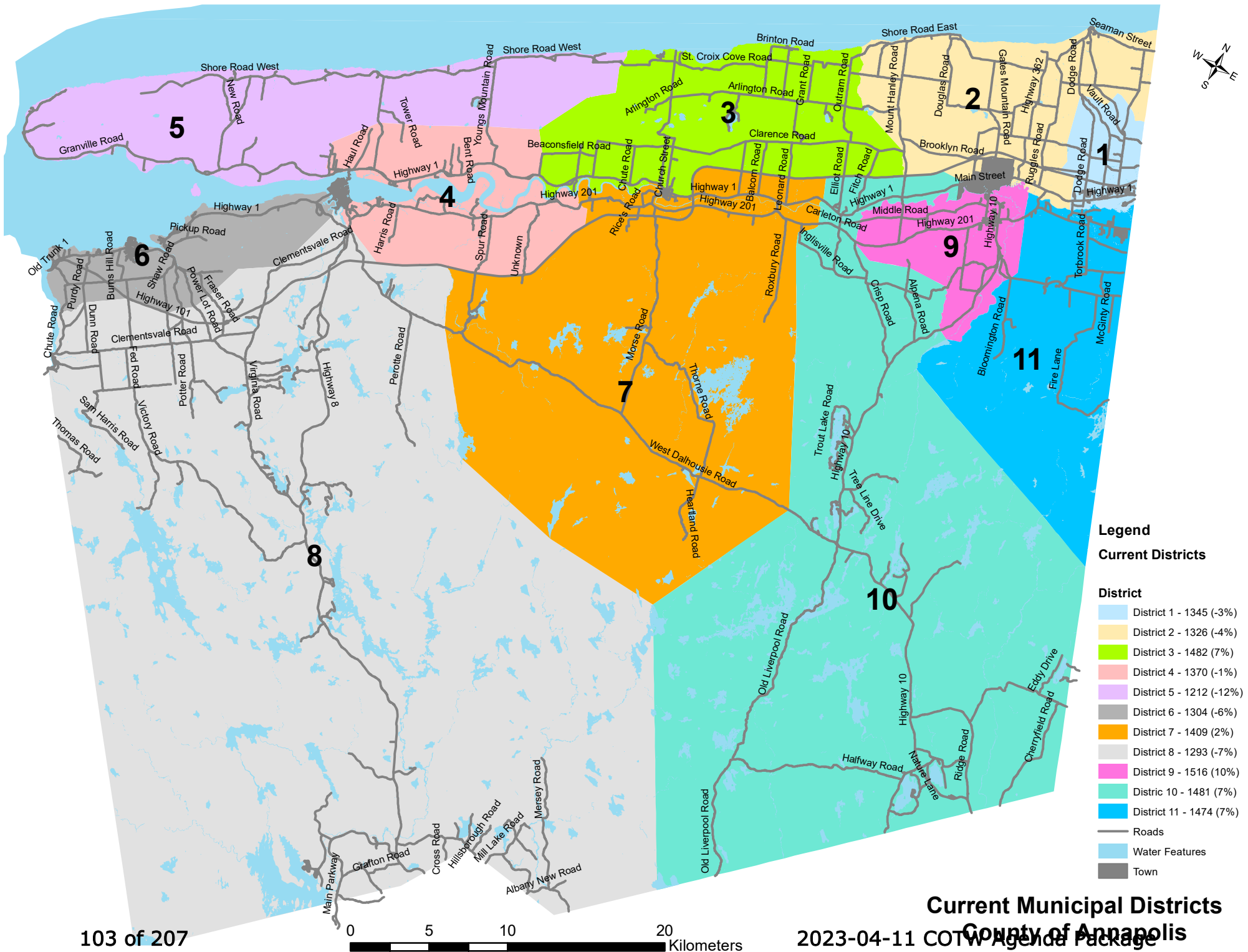












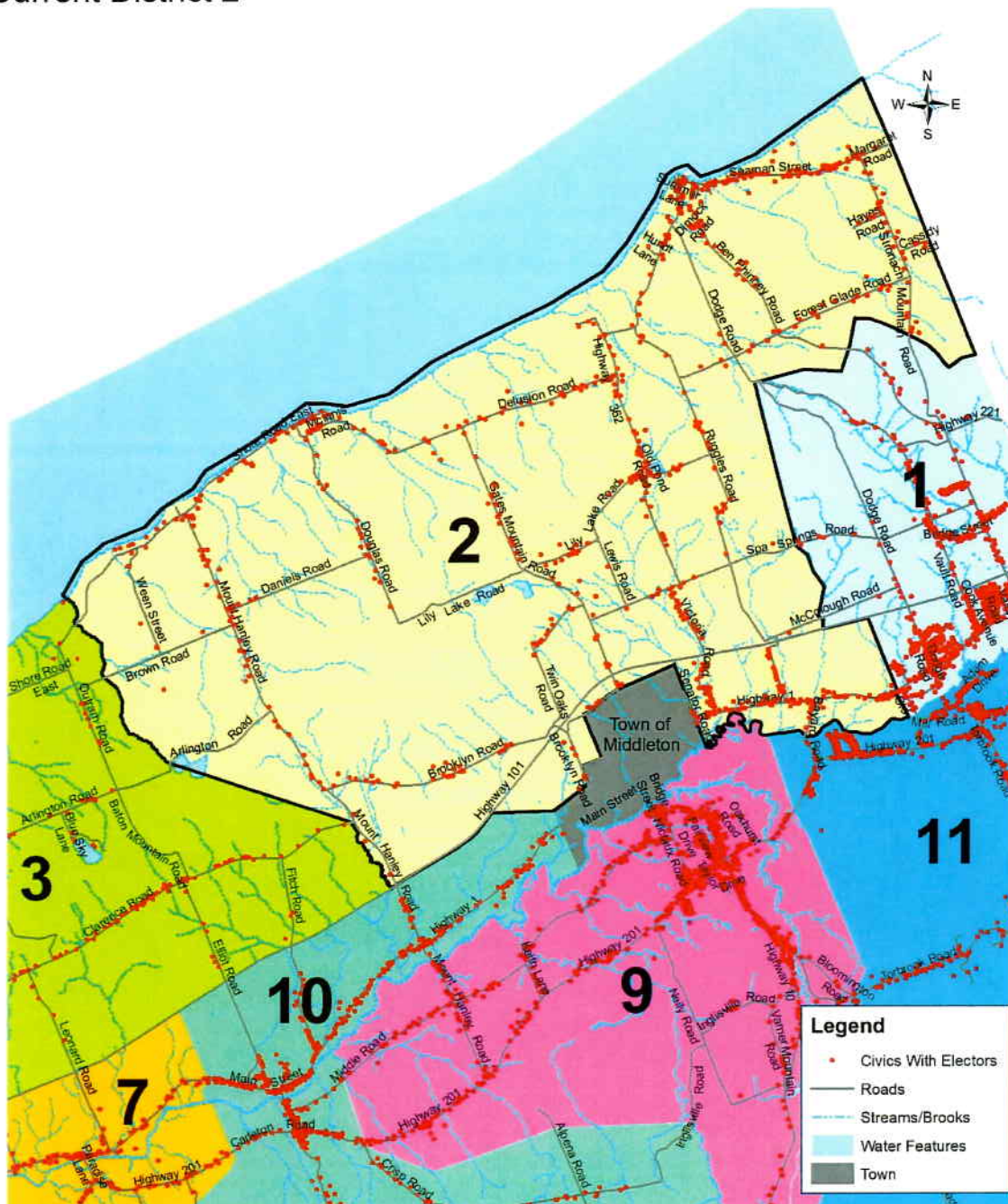


2023-04-11 COTW Agenda Package



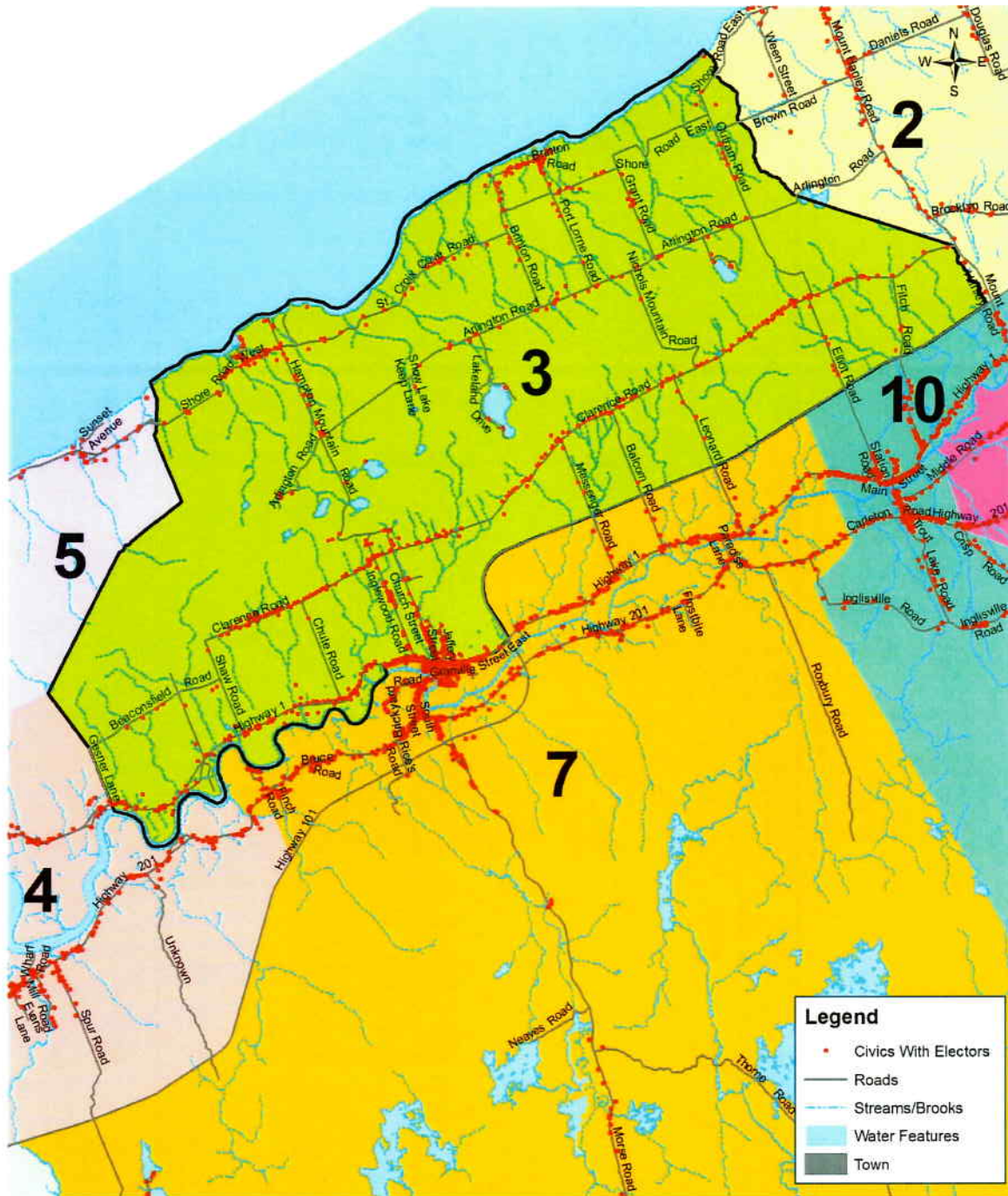
Municipal Boundary Review 2022/23

Current District 2



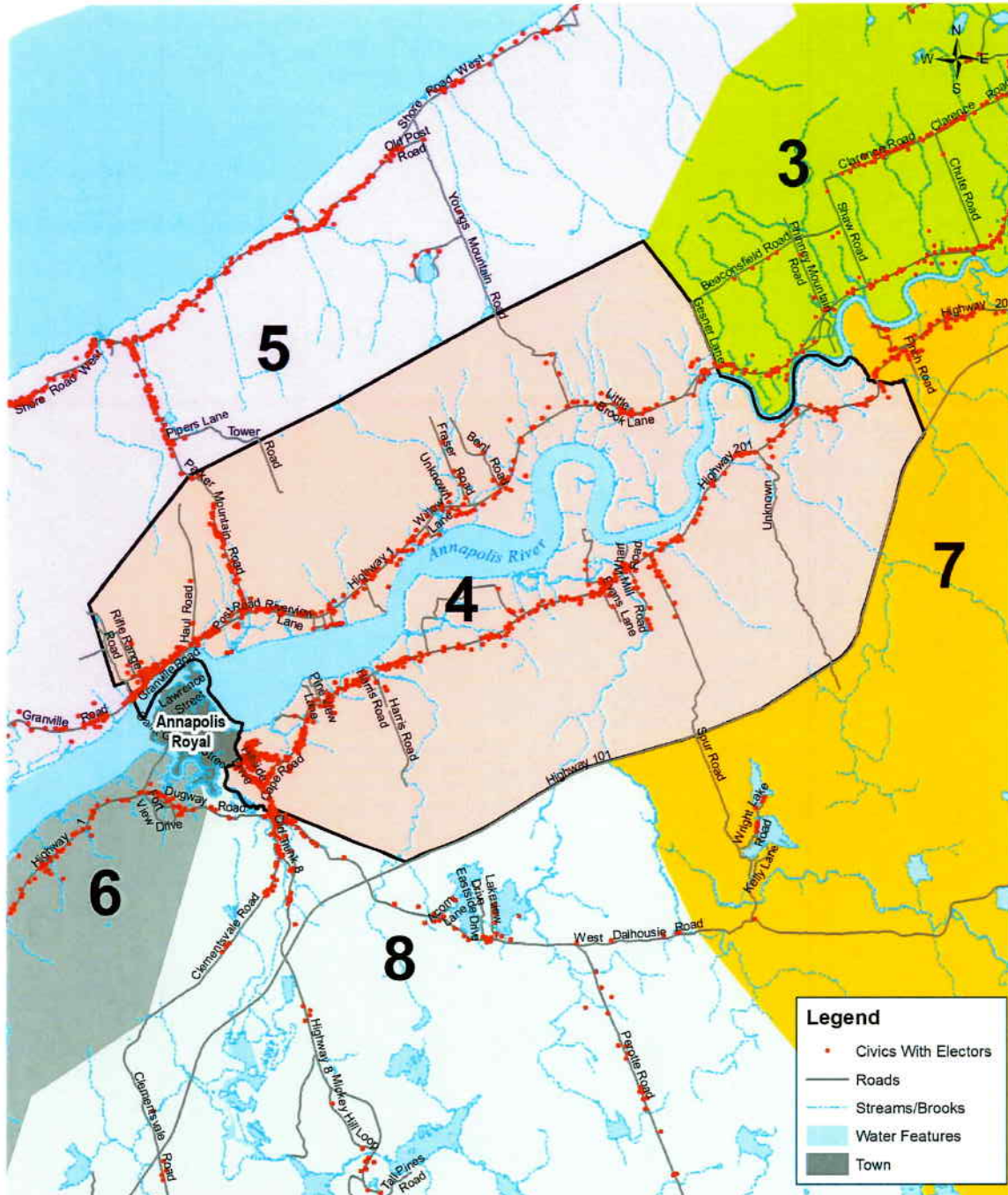


Current District 3



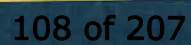


Current District 4



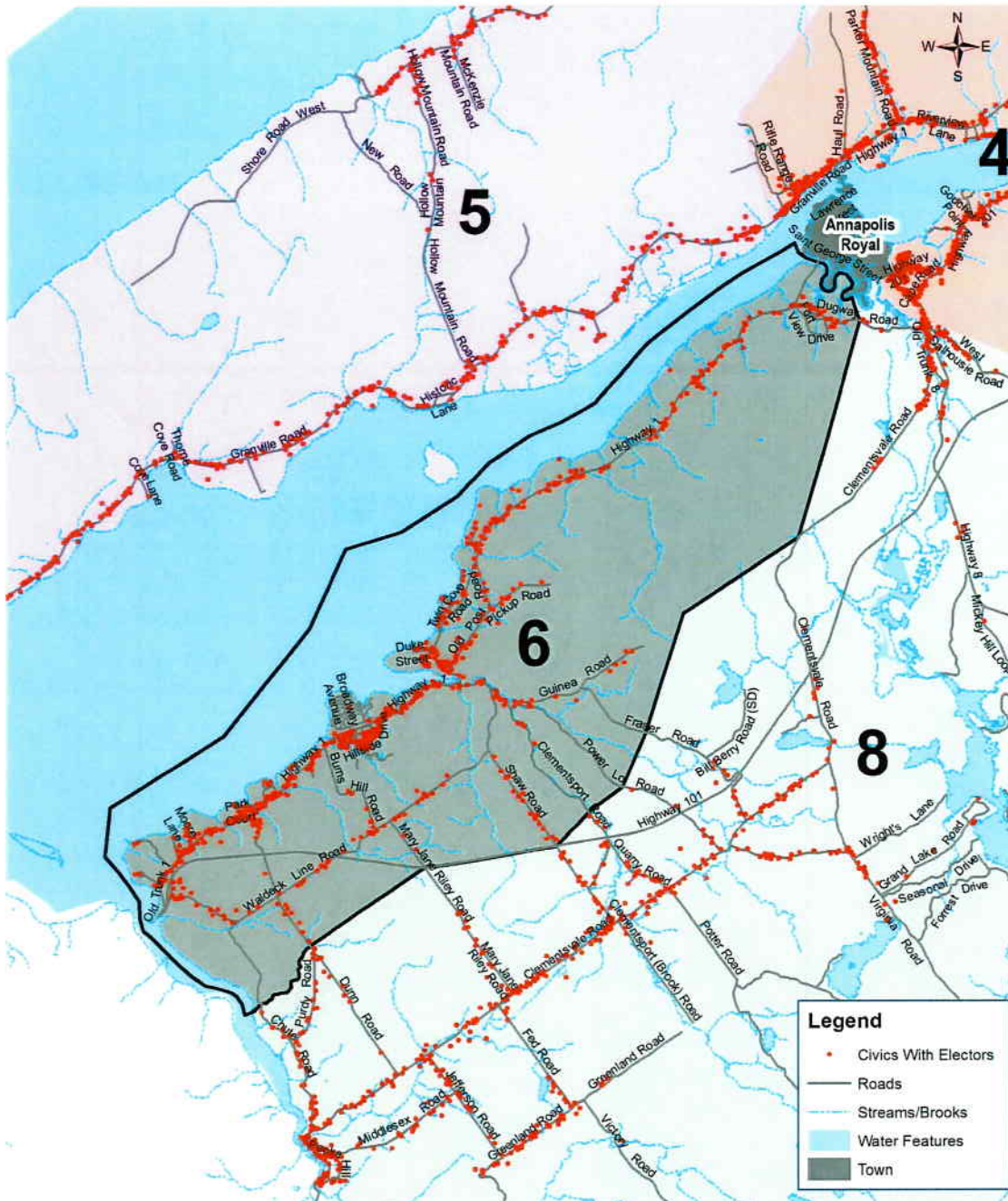


Current District 5



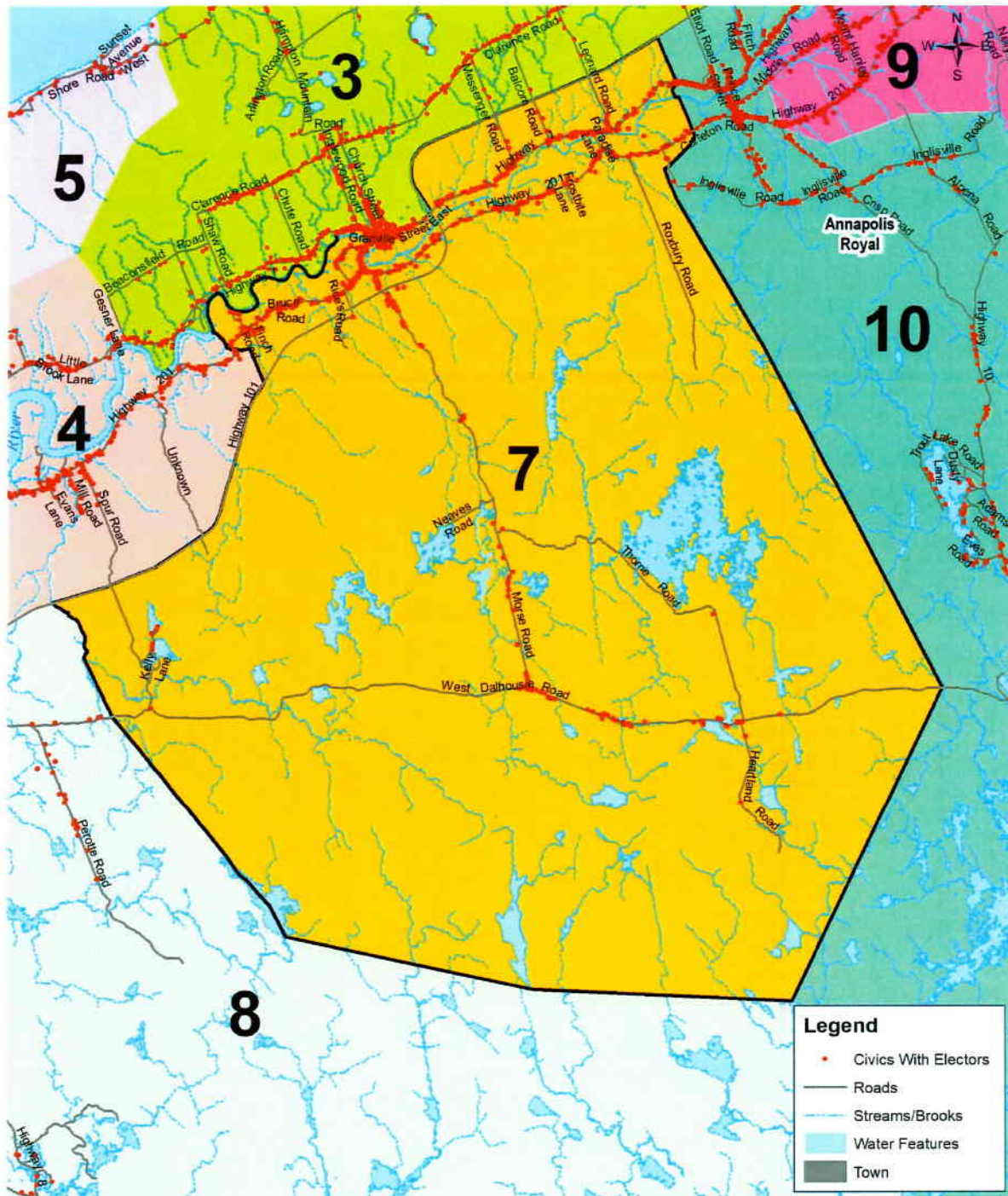


Current District 6



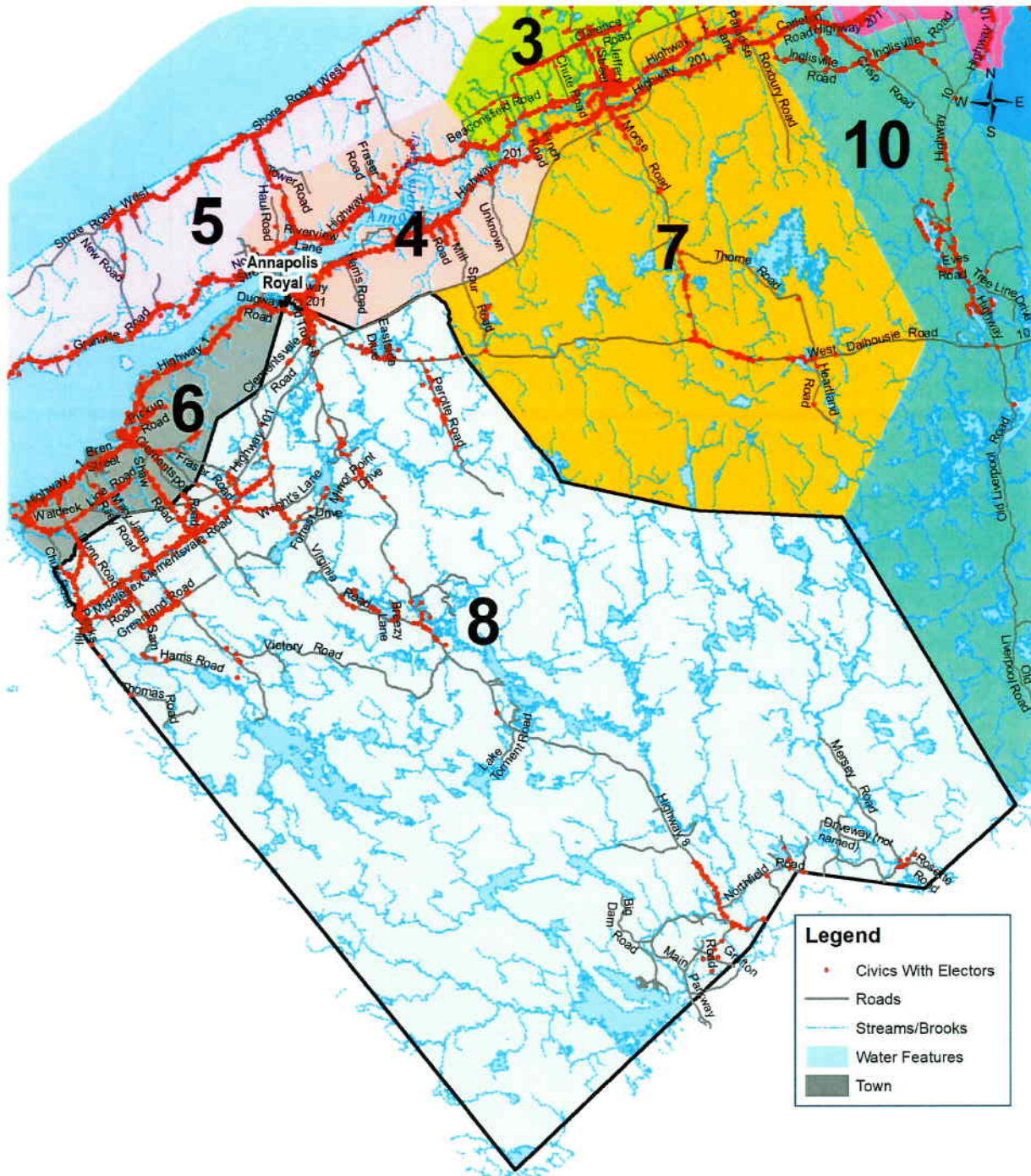


Current District 7



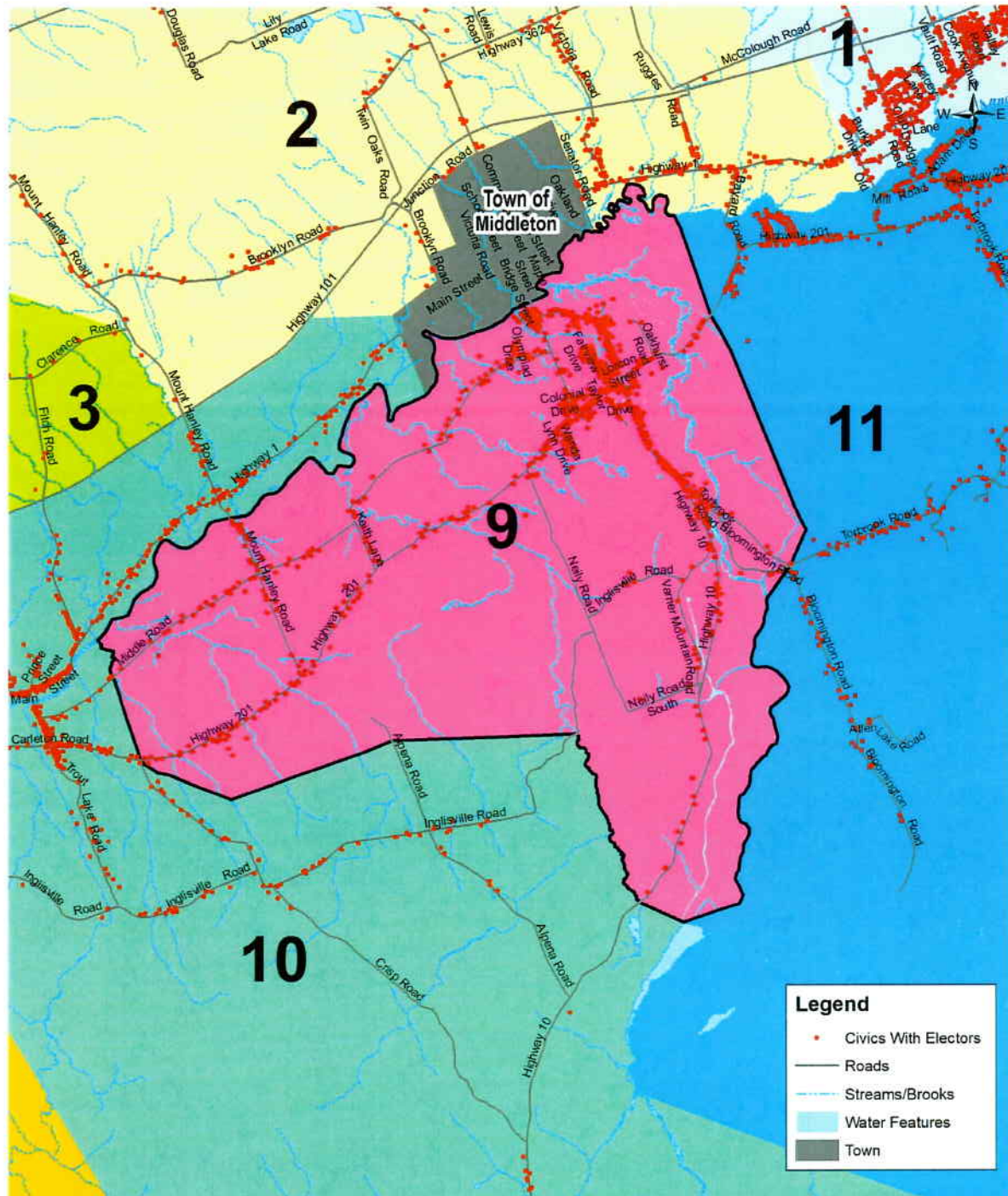


Current District 8



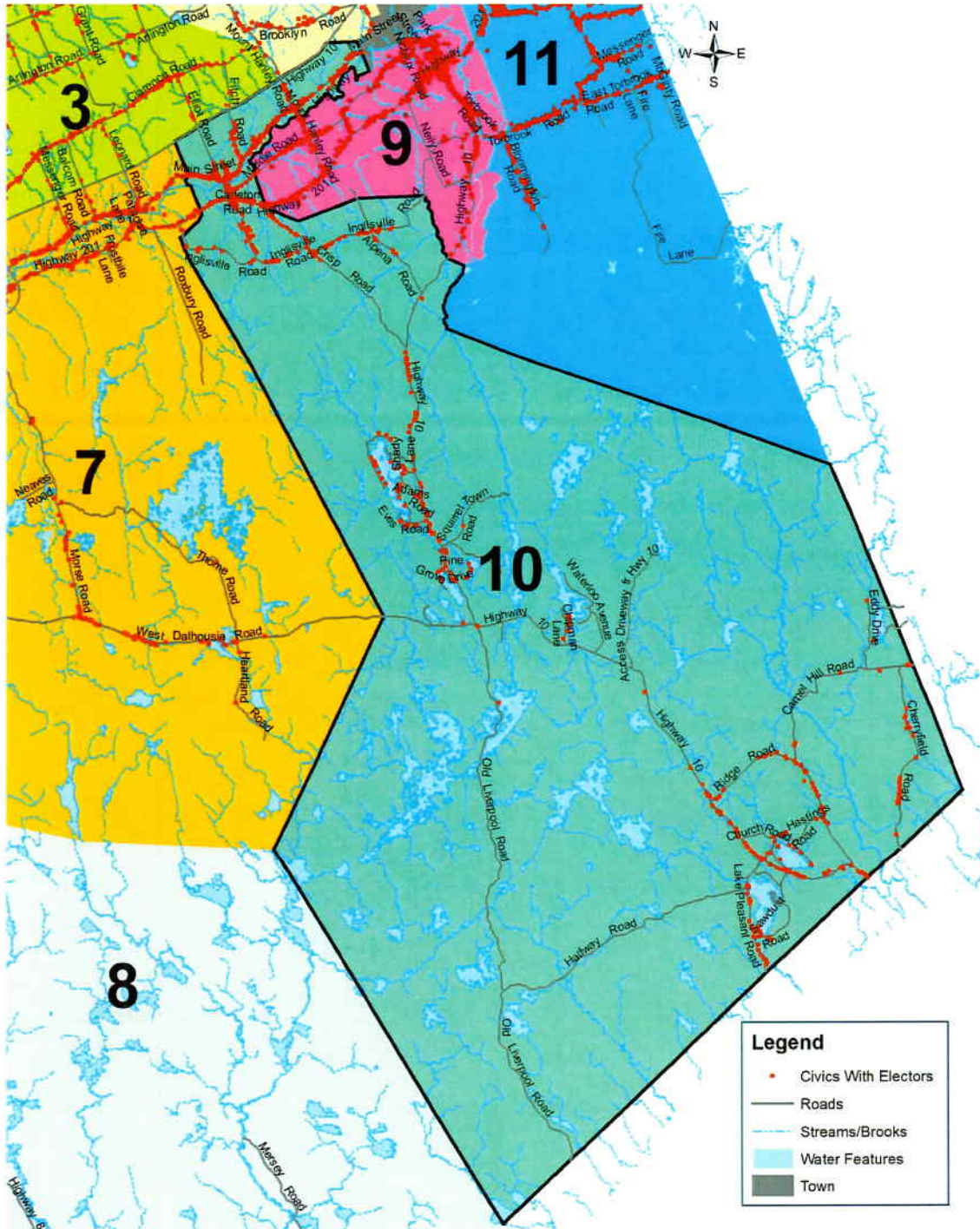


Current District 9



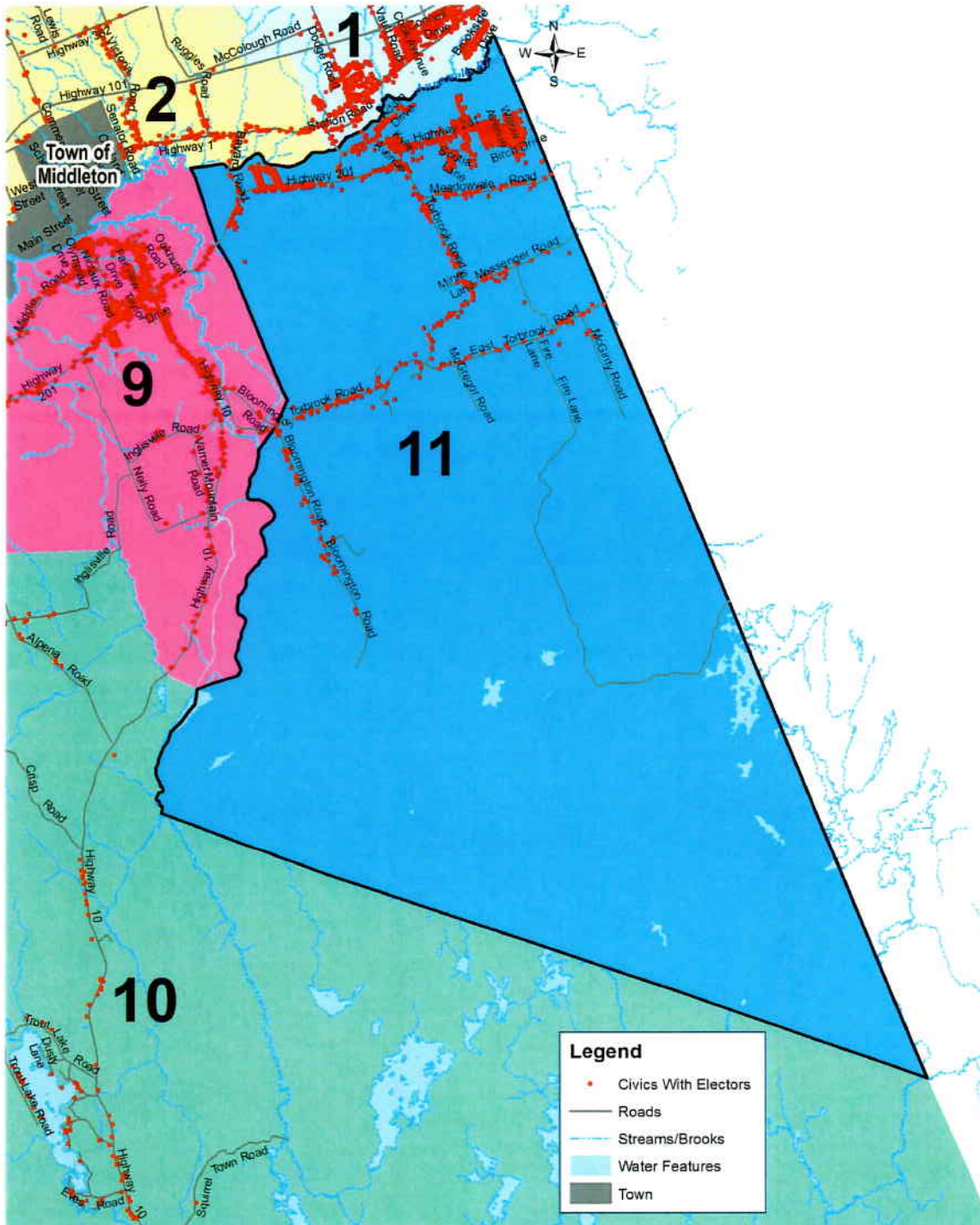


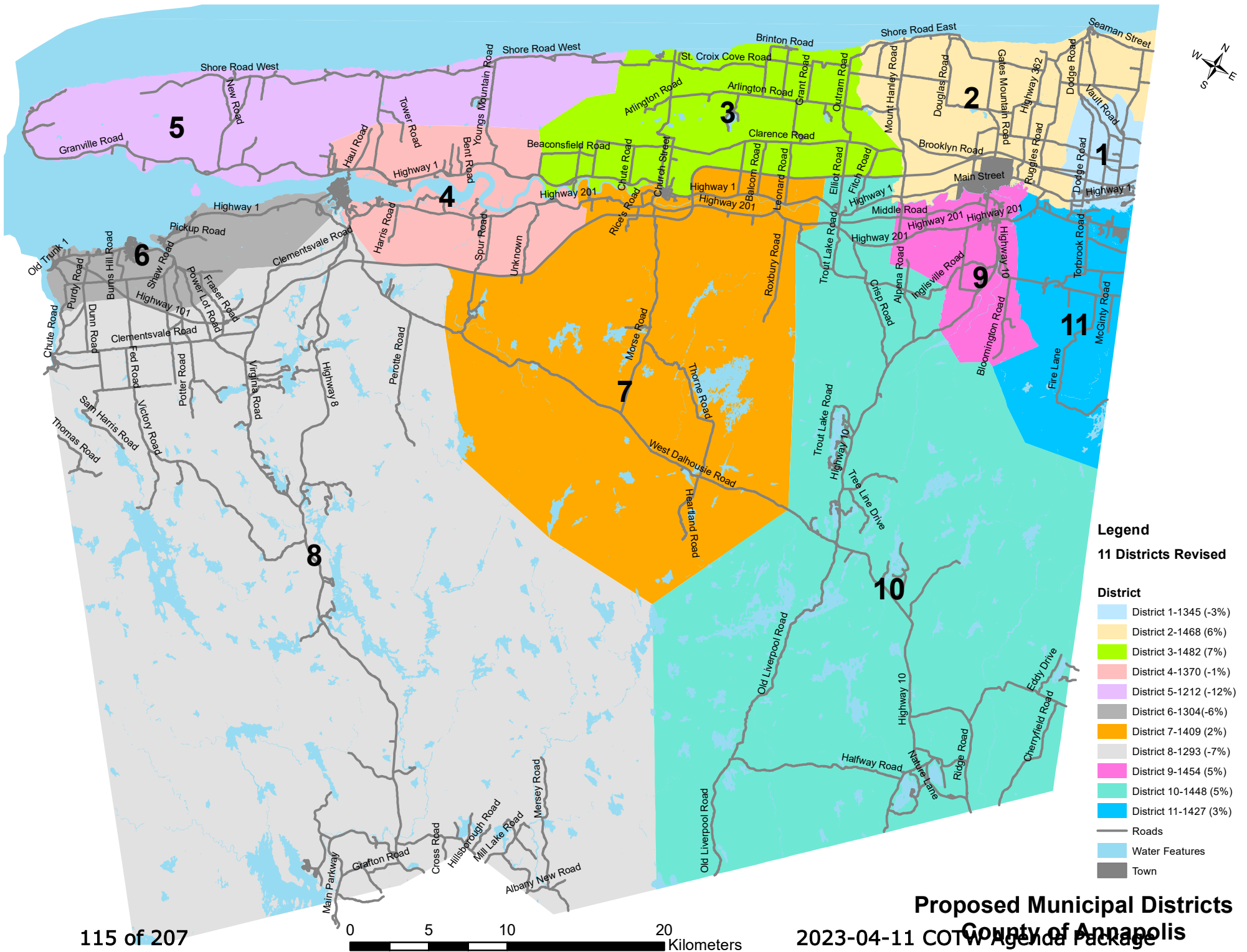
Current District 10





Current District 11



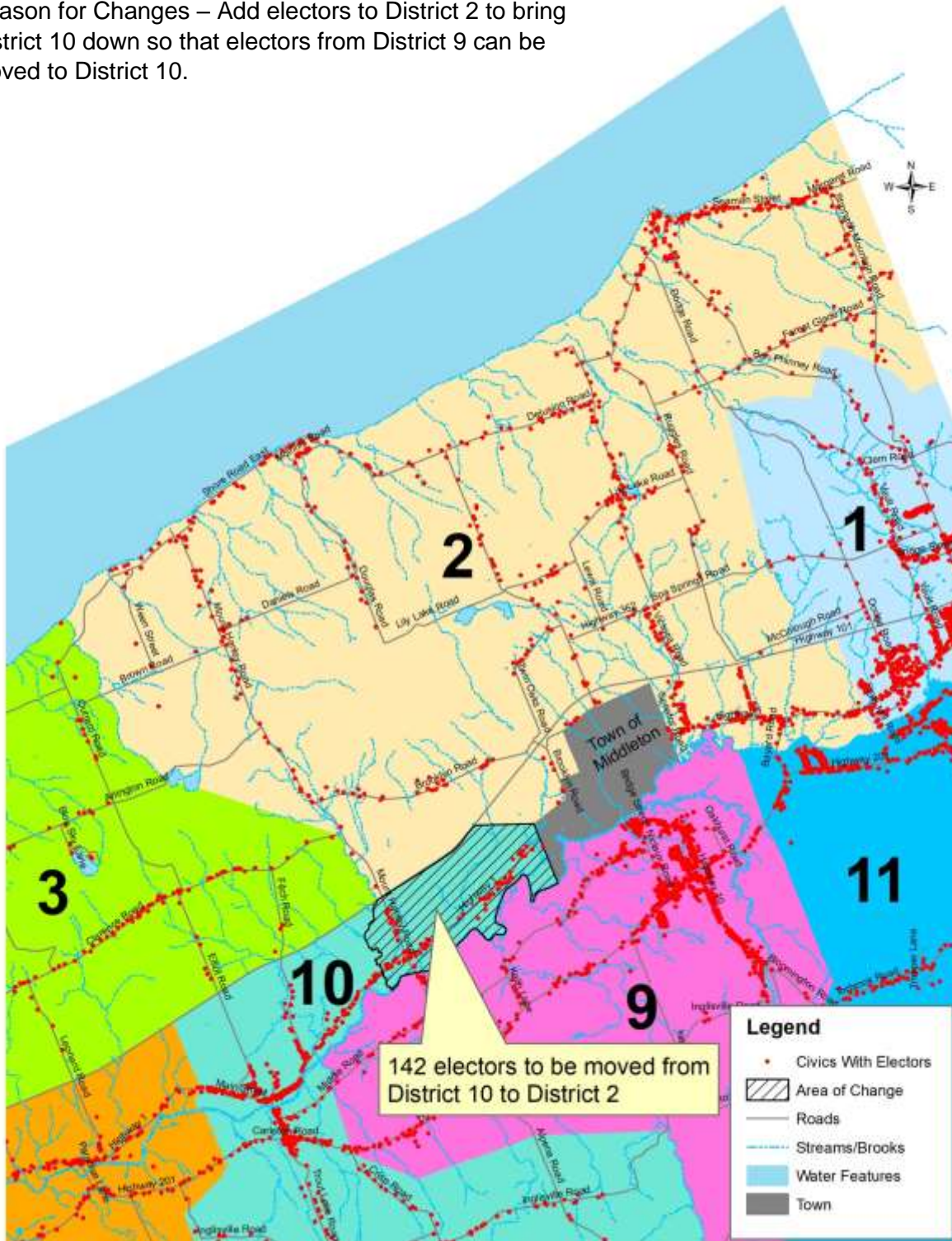




Municipal Boundary Review 2022/23

Proposed Changes to District 2

Reason for Changes – Add electors to District 2 to bring District 10 down so that electors from District 9 can be moved to District 10.

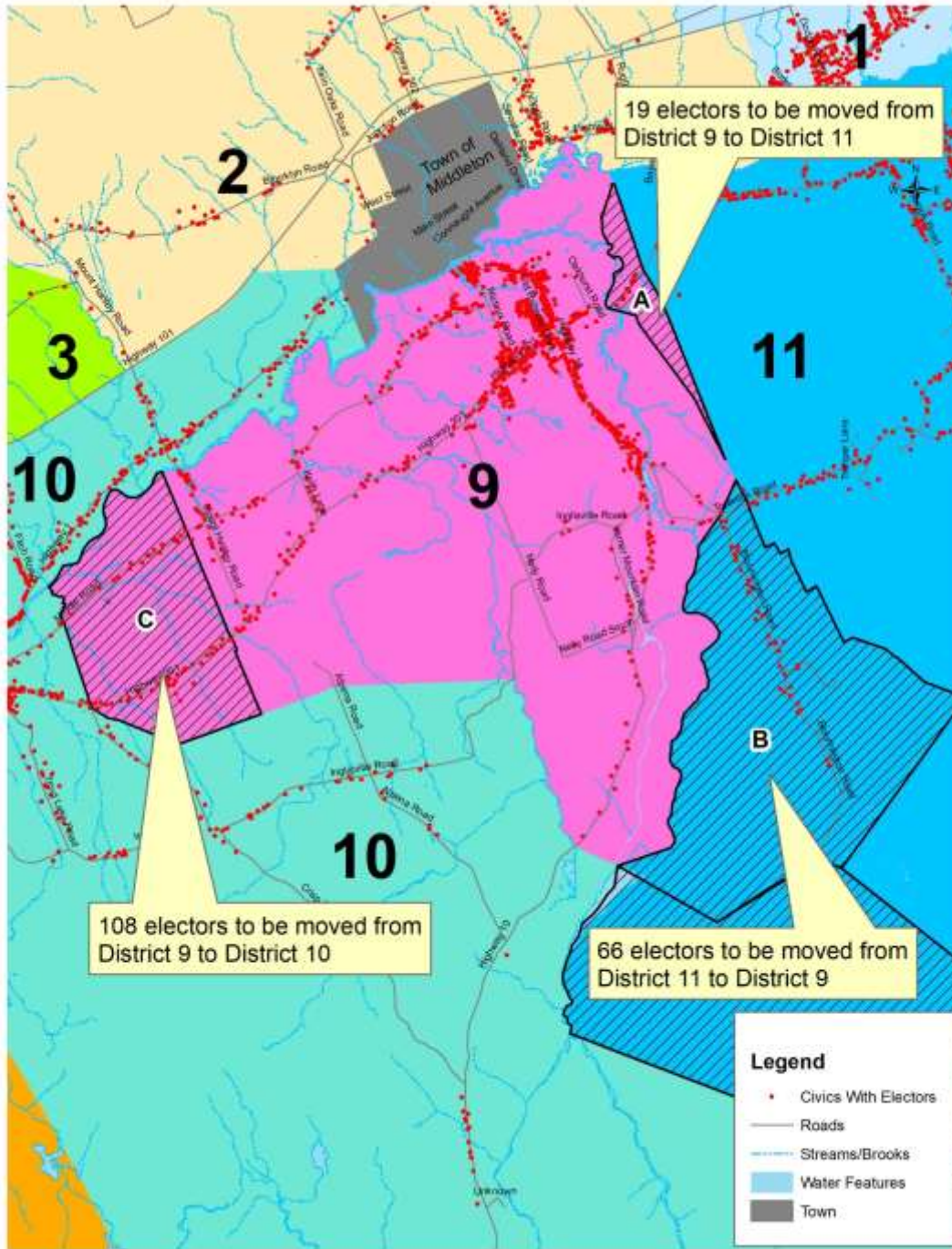




Municipal Boundary Review 2022/23

Proposed Changes to District 9

Reason for Changes – District 9 elector total is at 10% and needs to be reduced to allow room for growth.





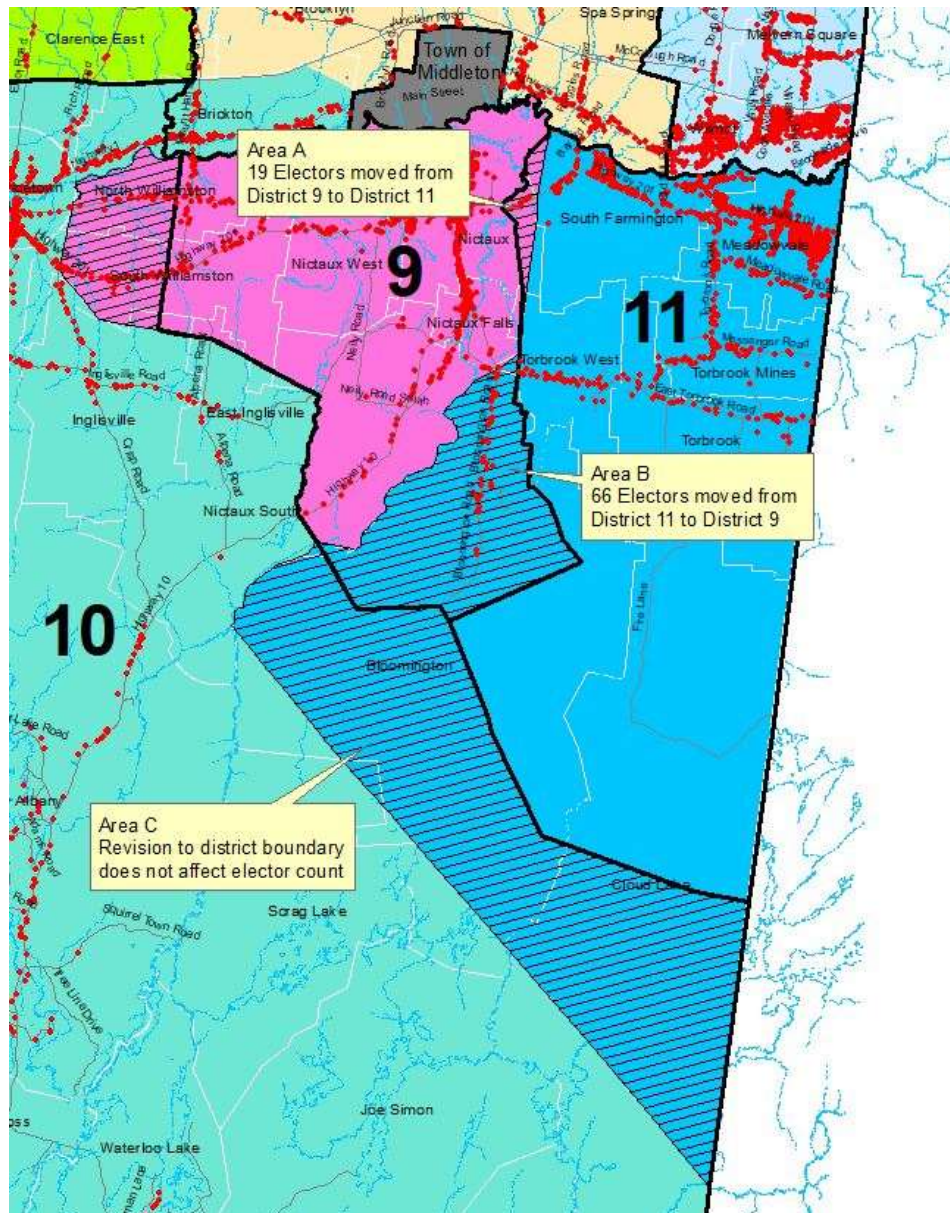
2023-04-11 COTW Agenda Package



Municipal Boundary Review 2022/23

Proposed Changes to District 11

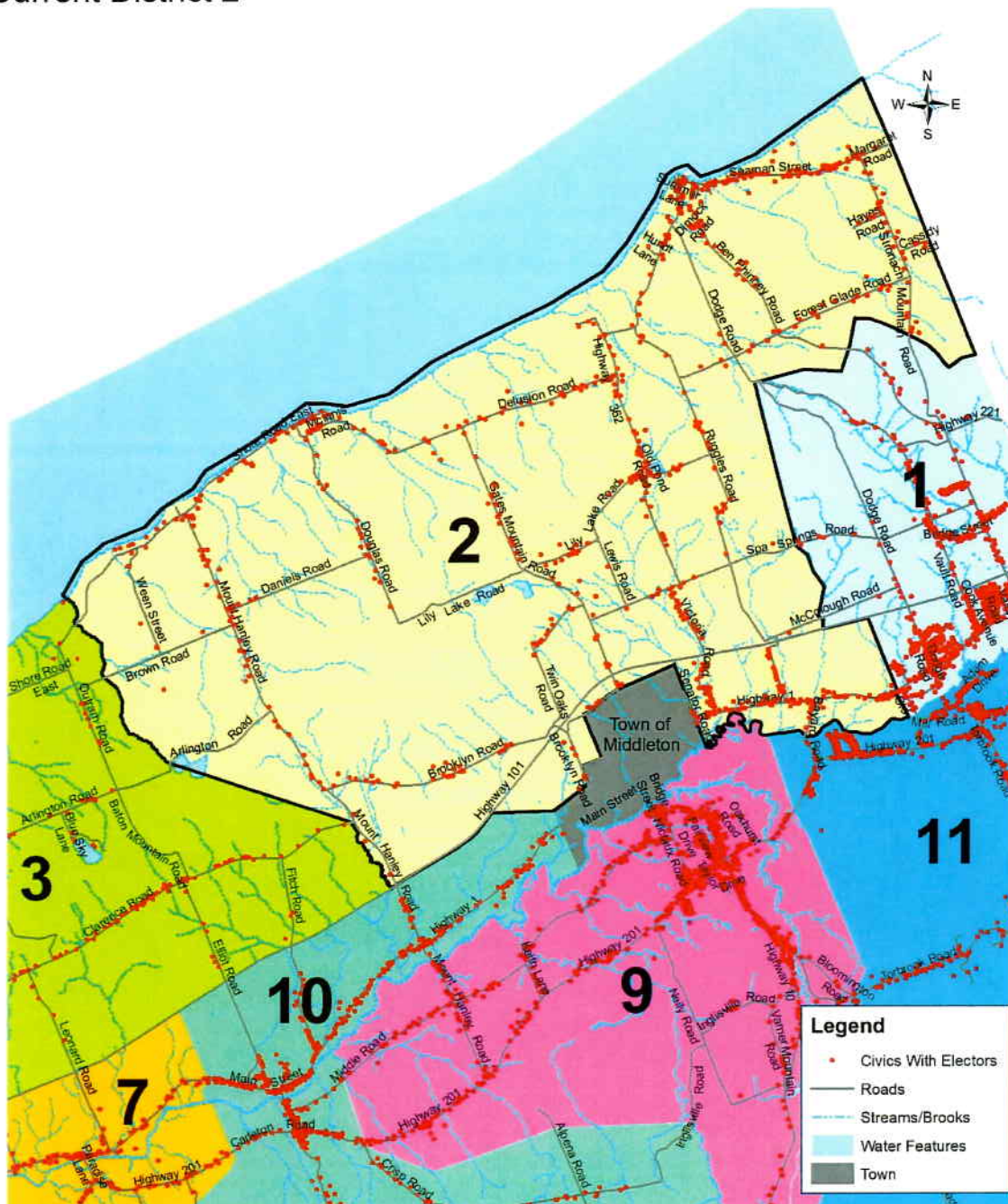
Reason for Changes – To reduce the elector totals in District 9 and allow room for growth in District 11. To do this, adjustments needed to be made to District 11, the abutting district to the east of District 9. An adjustment to the boundary to the south did not affect elector counts but was necessary to make District 11 more uniform.





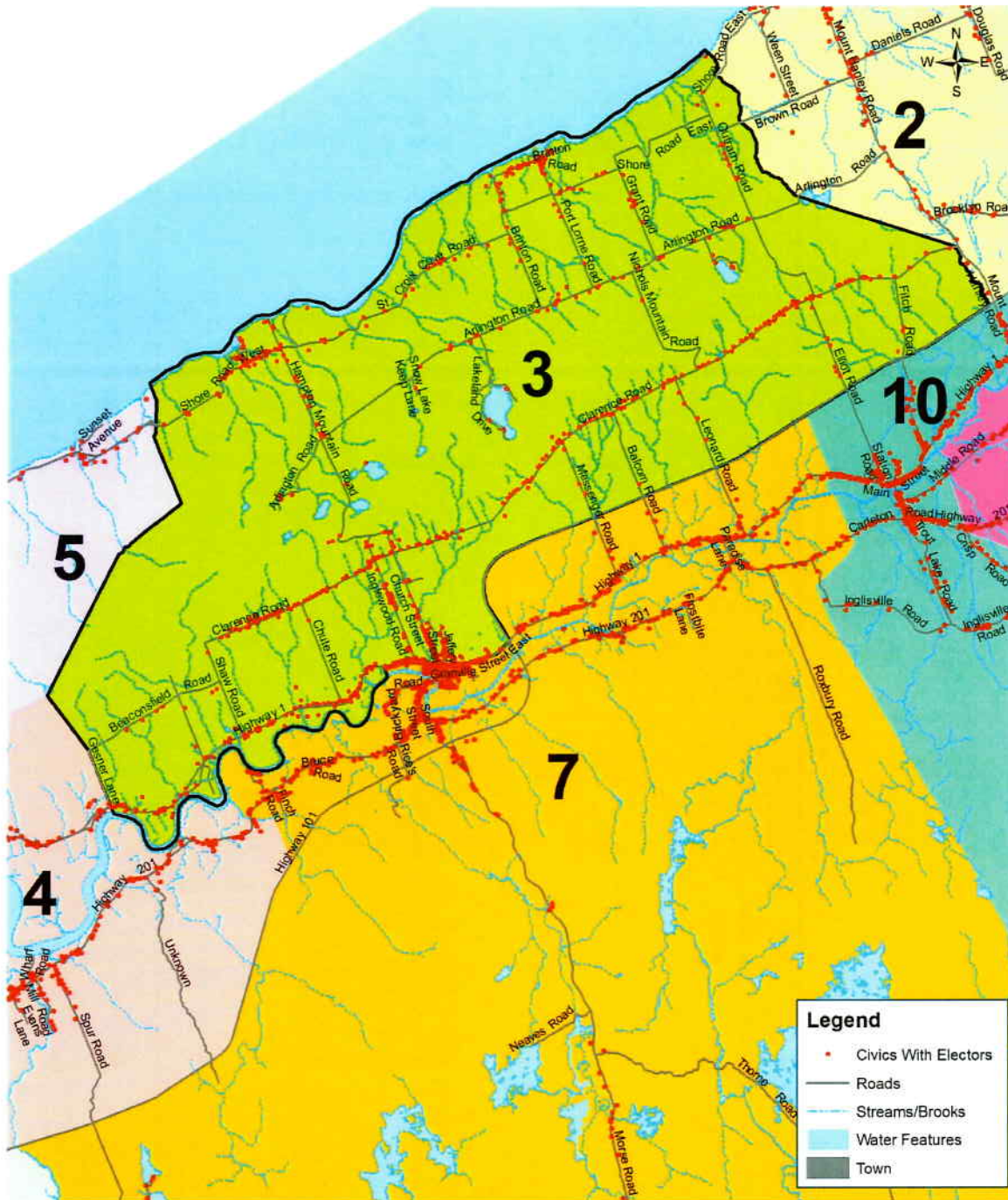
Municipal Boundary Review 2022/23

Current District 2



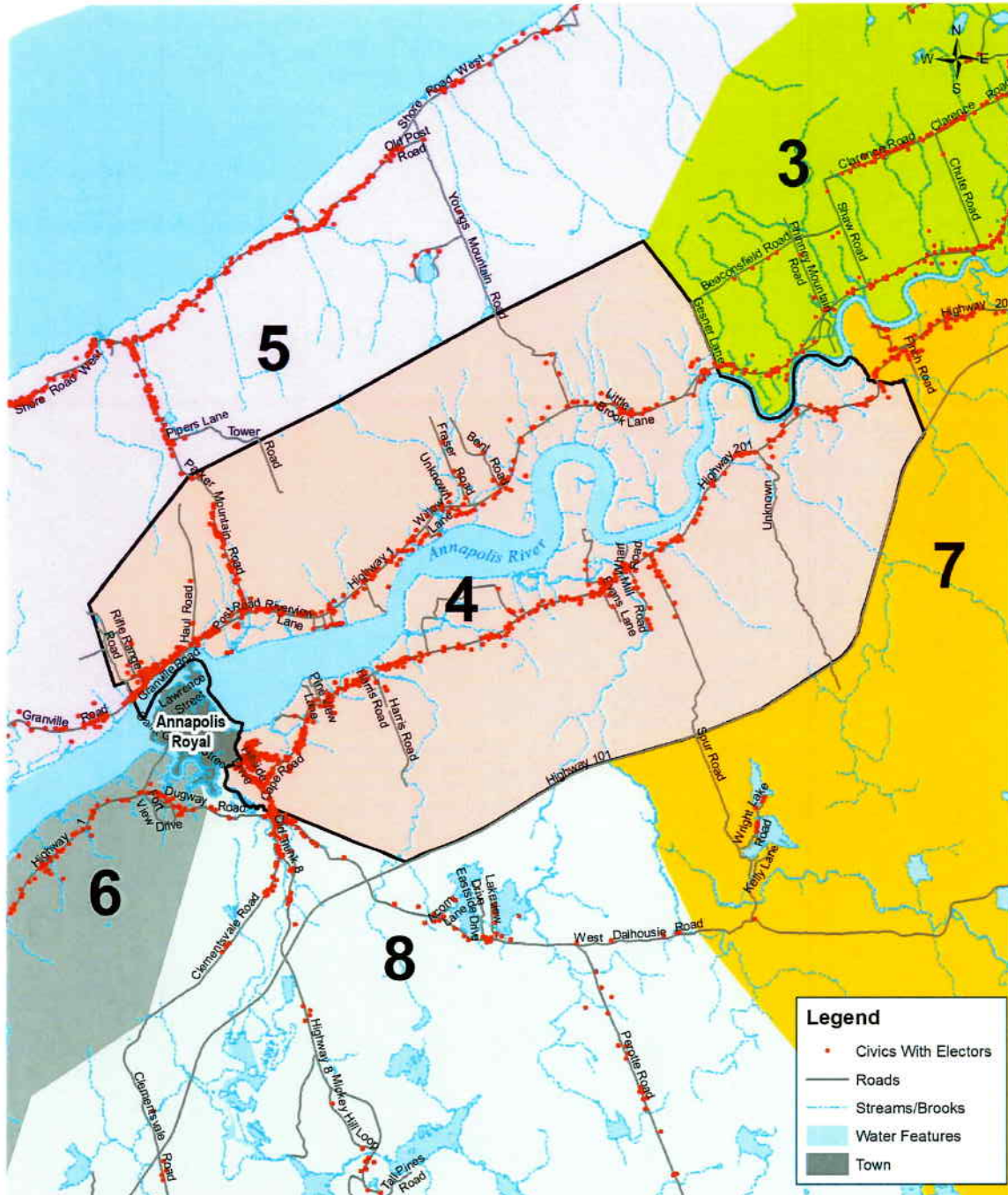


Current District 3



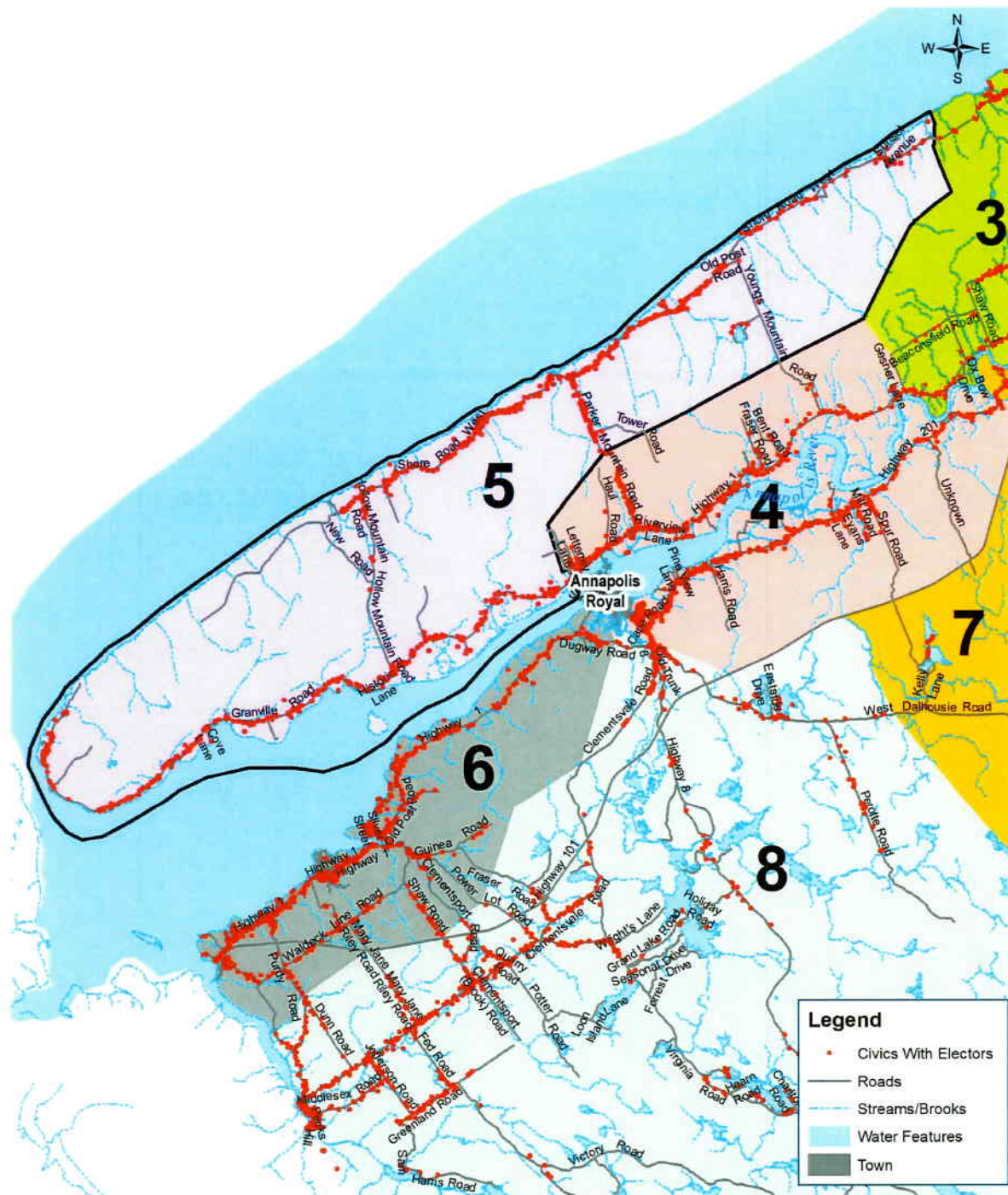


Current District 4



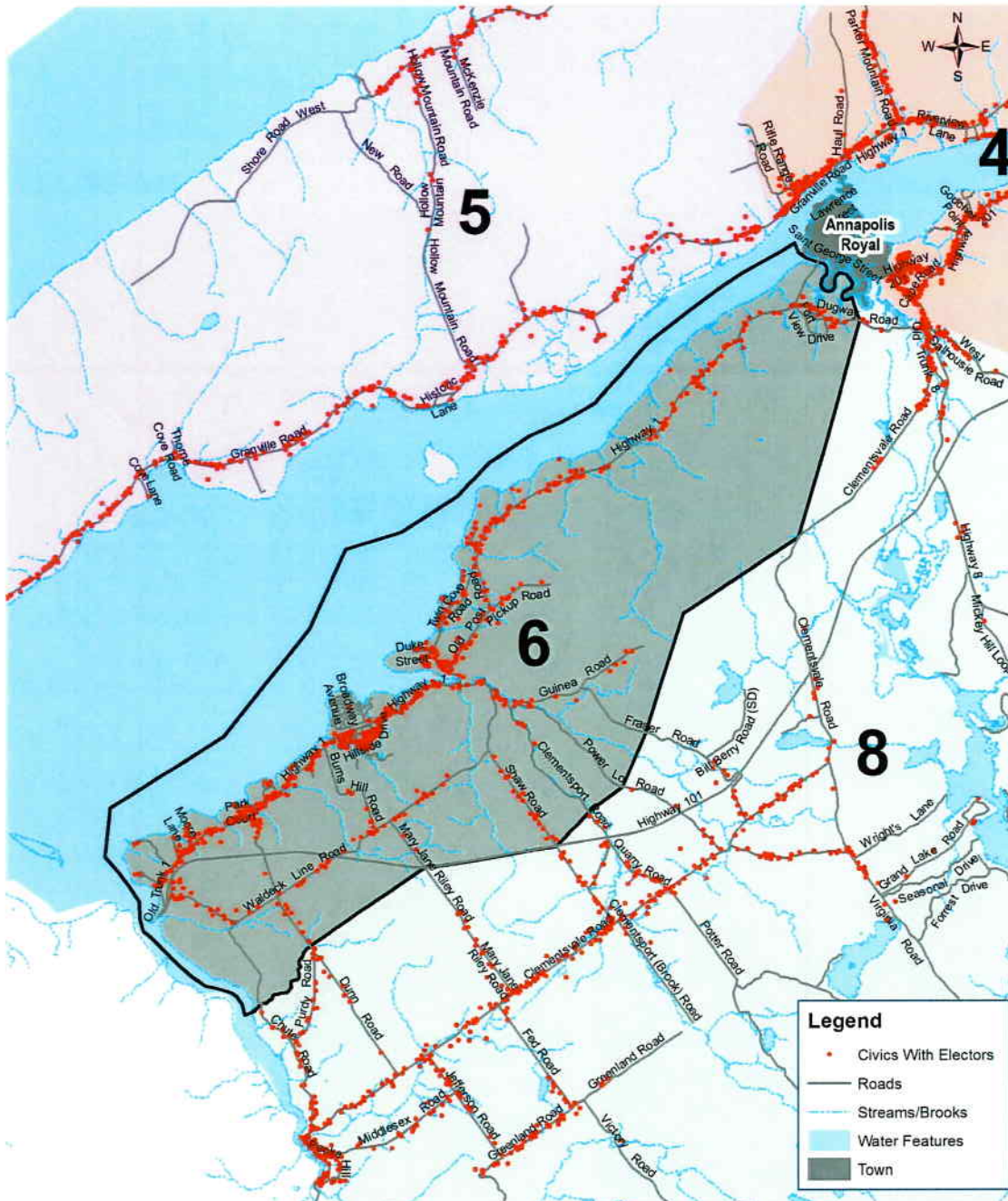


Current District 5





Current District 6

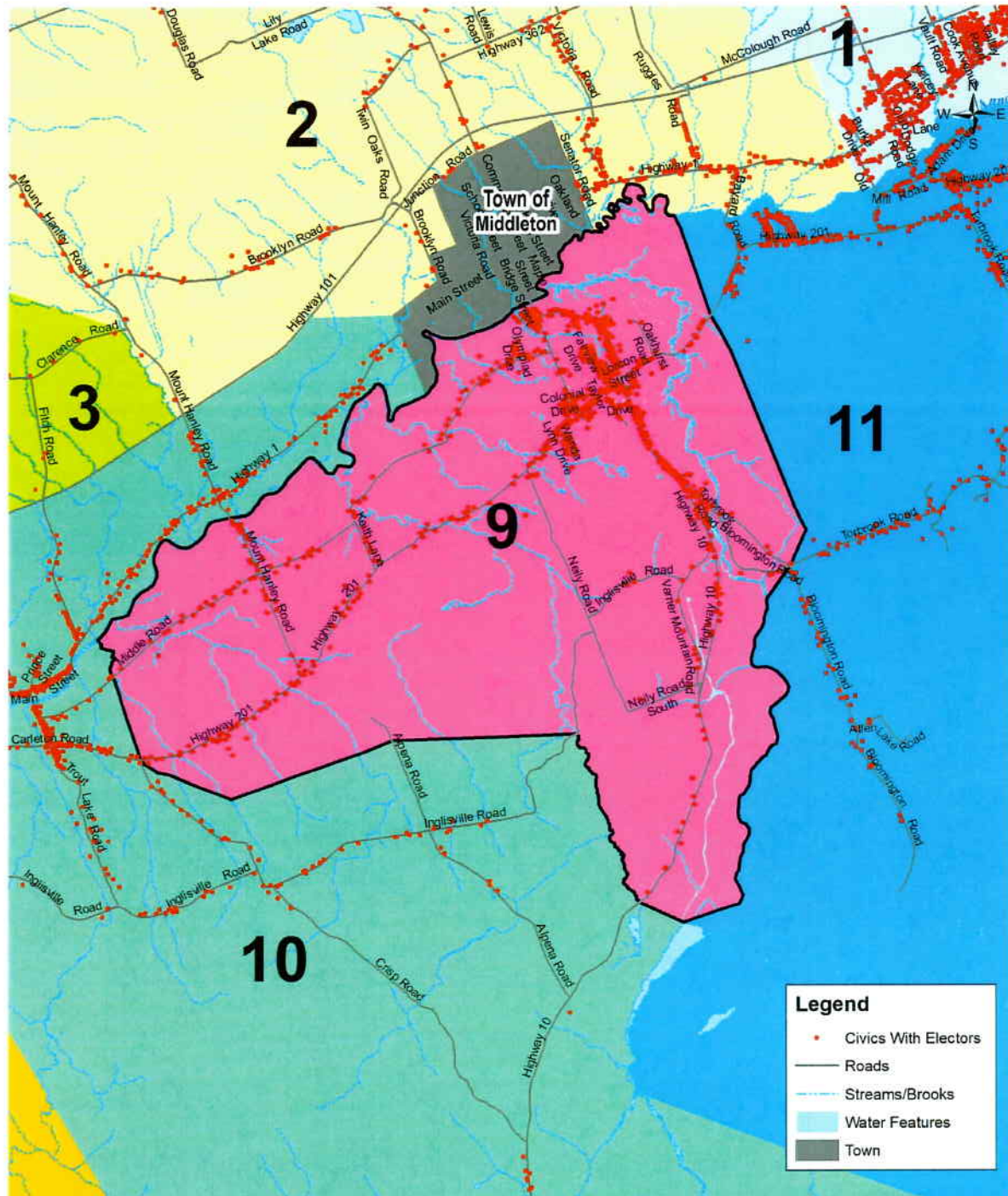




2023-04-11 COTW Agenda Package

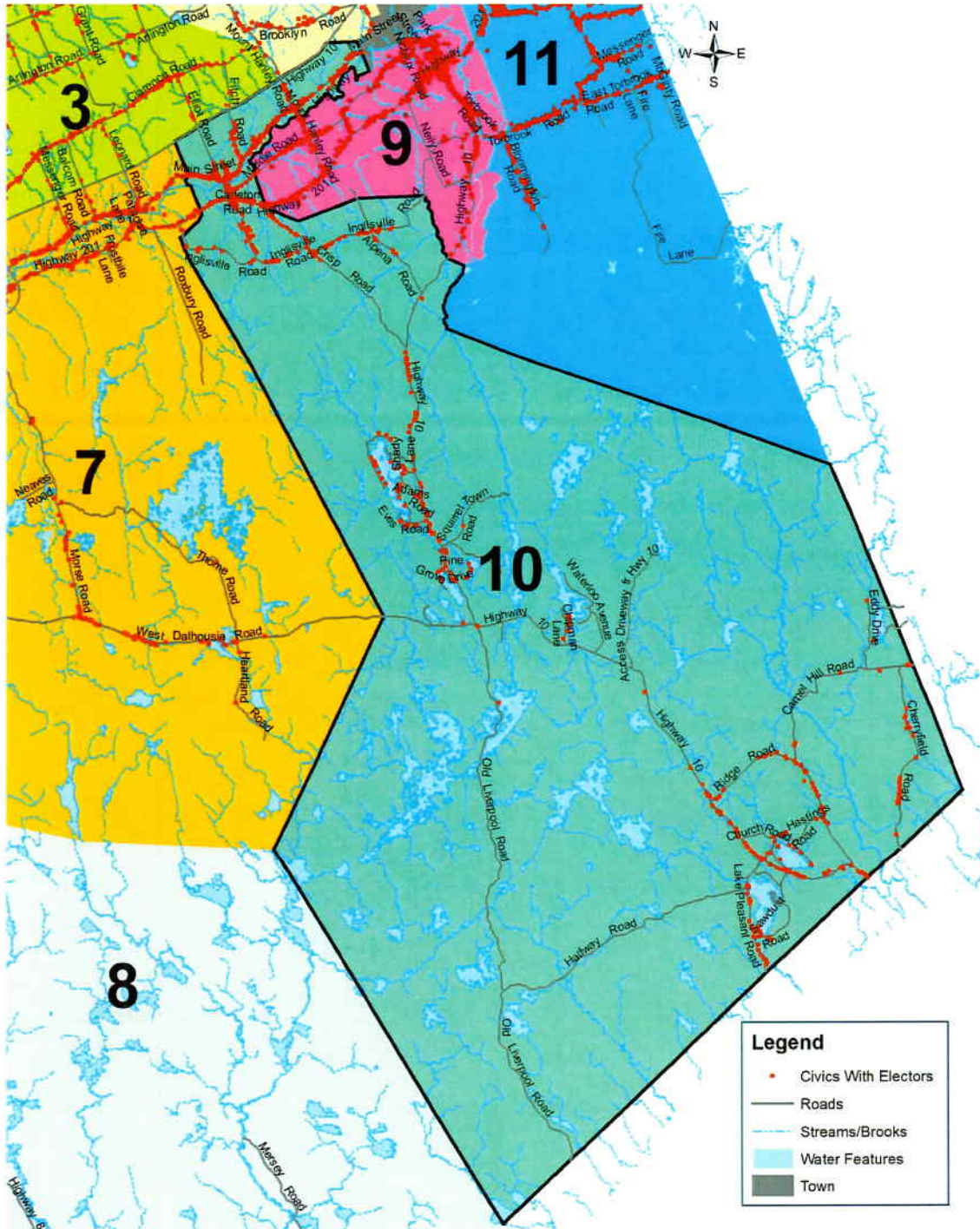


Current District 9



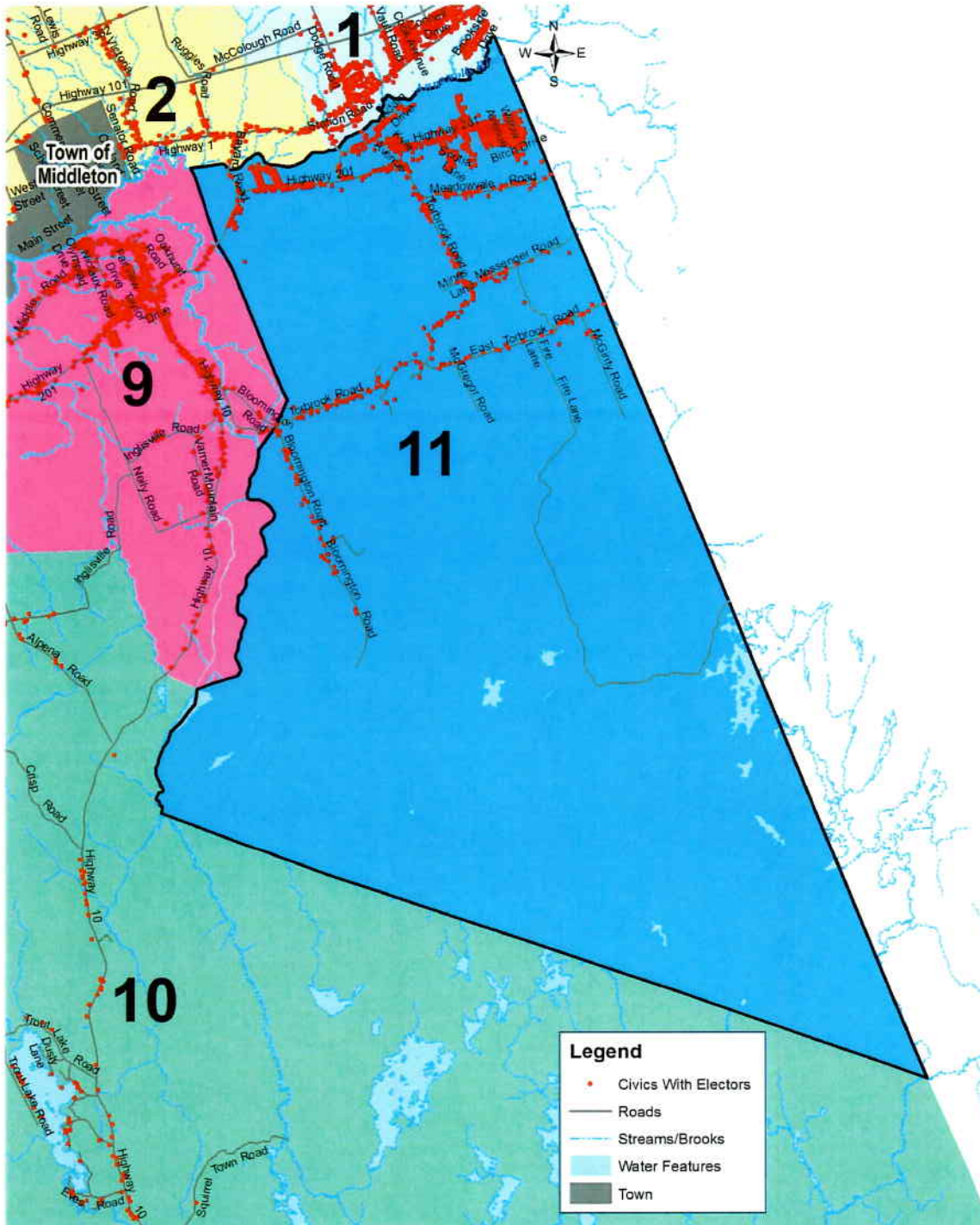


Current District 10





Current District 11



DISTRICT 1

The legal description of District 1 is as follows:

“Situate on the north side of the Annapolis River and beginning at the Annapolis River where the same crosses the west boundary of the County of Kings; thence northerly following the west boundary of the County of Kings to the top of North Mountain; thence turning and running westerly along the top of the North Mountain to the intersection of the Vault Road (408) and the Dodge Road (412); thence turning and running southerly on a straight line course to the intersection of the Spa Springs Road (407) and the Watton Brook; thence continuing southerly following the Watton Brook to the McColough Road (414); thence continuing southerly following Watton Brook to Highway 101; thence turning and running easterly following the centerline of Highway 101 approximately 870 m. (2,847 ft.), to a point in line with the property boundary between (PID:05033923) and (PID:05028782); thence turning and running southerly following said property boundary on a straight line course, also following the property boundary of (PID:05028782) and (PID:05028899) continuing on to Highway 1 at Wilmot; thence turning westerly and following the centerline of Highway 1 for approximately 42 m. (138 ft.), that being a point in line with the property boundary between (PID:05028840) and (PID:05192570); thence turning and running southerly following said property boundary and continuing on a straight line course to the Annapolis River, (this boundary line being a setback from the centerline of the Old Mill Road (744) on the west side, of approximately 152 m. (500 ft.); thence turning and running easterly following the Annapolis River to the place of beginning.”

DISTRICT 2

The legal description of District 2 is as follows:

“Situate on the north side of the Annapolis River at the southwest corner of Polling District Number One, that being a point on the Annapolis River which is approximately 152 m. (500 ft.) west of the centerline of the Old Mill Road (744); thence northerly on a straight line course approximately 152 m. (500 ft.) from the centerline of the Old Mill Road (744) to the southwest corner of (PID:05028840); thence following the property boundary between (PID:05028840) and (PID:05192570) to Highway 1; thence turning and running easterly along the centerline of Highway 1, approximately 42 m. (138 ft.), to a point in line with the property boundary between (PID:05307574) and (PID:05307459); thence turning and running northerly following said property boundary and continuing on following the property boundary between (PID:05028899) and (PID:05028962 & 05028782) to Highway 101; thence turning and running westerly along the centerline of Highway 101 to the intersection of Highway 101 and Watton Brook; thence turning and running northerly following Watton Brook to the McColough Road (414); thence continuing northerly following Watton Brook to its intersection with the Spa Springs Road (407); thence northerly on a straight line course to the intersection of the Vault Road (408) and the Dodge Road (412); thence turning and running easterly following the top of the North Mountain to the Annapolis/Kings County Boundary; thence turning and running northerly along the said Annapolis/Kings County Boundary to the Bay of Fundy Shore; thence turning and running in a

westerly direction along the Bay of Fundy shore to a point on the shore at Healeys Brook near Mount Hanley; thence turning and running southerly following Healeys Brook to the Shore Road East (418); thence crossing said road and continuing on following Healeys Brook to the Brown Road (431); thence crossing Brown Road (431) and continuing on following Healeys Brook to Elliott Lake; thence turning and running southeasterly on a straight line course to the intersection of the Clarence Road (443) and McEwan Brook; thence turning and running southerly following McEwan Brook to Highway 101; crossing Highway 101 and continuing on following McEwan Brook, crossing Highway 1 and continuing on to the Annapolis River; thence turning and running easterly following the centerline of the Annapolis River to the southwest corner of Polling District Number One, the place of beginning . **SAVE AND EXCEPT THEREOUT** that area comprising the Town of Middleton and more particularly described as follows:

Beginning at a point on the north bank of the Annapolis River in the County of Annapolis, at the southwest angle of lands of Robie Morton; thence northerly along the west line of lands of the said Robie Morton to the north boundary line of said lands of said Robie Morton; thence continuing in a line with the said west line of said Robie Morton's lands northerly until it meets the south boundary of the new Brooklyn Road extended eastwardly; thence westerly in a line with the said south boundary of the said new Brooklyn Road to the west line of lands of Owen Wheelock; thence southwardly along the said west line of the said Owen Wheelock's land to the north side line of West Street; thence westerly along the north side of said West Street to the east side line of the Dodge Road (412); thence southwardly along the said east line of the said Dodge Road (412) to the north boundary line of lands of the Dominion Atlantic Railway Company; thence westerly along the north boundary line of the said Dominion Atlantic Railway Company's land westerly to the eastern line of Frank Palmer; thence southwardly along the said eastern line of Frank Palmer's land to the southern boundary of said Frank Palmer's land; thence in a line with the said eastern boundary line of said Frank Palmer's land southwardly to the north bank of the Annapolis River; thence continuing southwardly to a point at the centre of the streambed of the Annapolis River; thence in an easterly direction following the various courses of the centre of the streambed of the Annapolis River, including that portion of the Annapolis Riverbed so relocated by the Department of Highways in the year 1976, to the place of beginning."

Source: Town of Middleton – October 1, 2007

DISTRICT 3

The legal description of District 3 is as follows:

“Situate on the Bay of Fundy shore at the northwest corner of Polling District Number Two that being a point on the shore at Healeys Brook; thence running southerly following Healeys Brook to the Shore Road East (418); thence crossing said road and continuing on following Healeys Brook to the Brown Road (431); thence crossing Brown Road (431) and continuing on following Healeys Brook, crossing the Arlington Road (433) to Elliott Lake; thence turning and running southeasterly on a straight line course to the intersection of the Clarence Road (443) and McEwan Brook; thence continuing southerly following McEwan Brook to Highway 101; thence turning and running westerly following the centerline of Highway 101, crossing the Fitch Road (444), the Elliott Road (434), the Leonard Road (436), the Balcom Road (447) and the Messenger Road (448) and continuing on following the centerline of Highway 101 to its intersection with Granville Street East (Highway 1); thence turning and running westerly following the centerline of Granville Street East & West (Highway 1) to a point in line with the property boundary between (PID:05146188) and (PID:05146170); thence turning and running southerly following said property boundary to the Annapolis River; thence turning and running westerly following the various courses of the Annapolis River to a point in line with Gesner Lane (614) and the property boundary between (PID:05166301) and (PID:05166327); thence turning and running northerly following said property boundary crossing Highway 1 to the centerline of the Gesner Lane (614); thence continuing northerly following the centerline of Gesner Lane (614) to its intersection with the Beaconsfield Road (456); thence turning and running northwesterly to the southern-most point of Gesner Lake; thence turning and running northeasterly to the point of intersection of the eastern boundary of the Phinney Mountain Road (455) with the southern boundary of the Upper Cross Road; thence turning and running in a northeasterly direction following the southern boundary of the Upper Cross Road to a point on the Upper Cross Road directly in line with the southwest corner of (PID:05169891); thence turning and running northerly following said property boundary to the Lower Cross Road (so called); thence continuing northerly on a straight line course to the southwest corner of (PID:05307335); thence continuing northerly on a straight line course, crossing the Shore Road West and continuing on to the northeast corner of (PID:05169867); thence continuing northerly following the property boundary between (PID:05199575) and (PID:05169834) to the Bay of Fundy Shore; thence turning and running easterly along the said Bay of Fundy shore past Hampton and Port Lorne to Healeys Brook, the place of beginning.”

DISTRICT 4

The legal description of District 4 is as follows:

“Situate on the Annapolis River in line with the Gesner Lane (614) and the property boundary between (PID:05166301) and (PID:05166327); thence running northerly following said property boundary crossing Highway 1 to the centerline of the Gesner Lane (614); thence continuing northerly following the centerline of the Gesner Lane (614) to its intersection with the Beaconsfield Road (456); thence turning and running northwesterly to the southernmost point of Gesner Lake; thence turning and running westerly on a straight line course crossing the Youngs

Mountain Road (458) to the southernmost point of Youngs Lake; thence continuing westerly on a straight line course to the most northerly point of Eaton Lake; thence continuing westerly on a straight line course crossing the Parker Mountain Road (462) to the property boundary between (PID:05130554) and (PID:05130539); thence turning and running southwest on a straight line course to the northwest corner of (PID:05307848); thence turning and running southerly on a straight line course to the intersection of the abandoned rail bed right of way with the north boundary line of (PID: 05109178); thence turning and running easterly following the north boundary line of said property to the intersection of the Mills Mountain Road (602) and North Street (463); thence turning and running southerly, following the centerline of the Mills Mountain Road (602) to the Granville Road (451); thence continuing southerly on a straight line course crossing the Granville Road (451) and continuing on to the Annapolis Basin; thence continuing southerly to the center of Allains Creek; thence turning and running southerly following the center of Allains Creek crossing Highway 1 and continuing on following the various courses of Allains Creek to a point in line with the property boundary between (PID:05107602) and (PID:05107578); thence continuing on following said property boundary to the intersection of Old Trunk 8, Highway 8 and the West Dalhousie Road (515); thence continuing on crossing Highway 8 to the northwest corner of (PID:05107248) and continuing on following said property boundary to its north east corner; thence turning and running southerly on a straight line course to the southeast corner of (PID:05107818); thence continuing southerly on a straight line course to the intersection of Highway 101 and the old abandoned right of way for Harris Road (523); thence turning and running easterly following the centerline of Highway 101, crossing the Spurr Road (521) and continuing on to a point on Highway 101 in line with the southeast corner of (PID:05160221); thence turning and running northerly, following said property boundary to the Messenger Brook; thence turning and running northerly following said Messenger Brook crossing Highway 201 and continuing on to the Annapolis River; thence turning and running westerly following the centre of the Annapolis River to the place of beginning. **SAVE AND EXCEPT THEREOUT** that area comprising the Town of Annapolis Royal, (written description not included).”

DISTRICT 5

The legal description of District 5 is as follows:

“Situate on the Bay of Fundy shore between Phinneys Cove and Hampton at a point in line with the property boundary between (PID:05199575) and (PID:05169834); thence running northerly following said property boundary to the northeast corner of (PID:05169867); thence turning and running southwest on a straight line course crossing the Shore Road West (468) and continuing on to the southwest corner of (PID:05307335); thence continuing southwest on a straight line course to the northwest corner of (PID:05169891) on the Lower Cross Road (so called); thence turning and running southerly following the west boundary of the said Ward property to the southern boundary of the Upper Cross Road; thence turning and running westerly following the southern boundary of the Upper Cross Road to the point of intersection of the eastern boundary of the Phinney Mountain Road (455) with the southern boundary of the Upper Cross Road; thence turning and continuing southerly on a straight line course to the most southerly point of Gesner Lake; thence turning and running westerly on a straight line course crossing the Youngs Mountain Road (458) to the southernmost point of Youngs Lake; thence continuing westerly on a

straight line course to the most northerly point of Eaton Lake; thence continuing westerly on a straight line course crossing the Parker Mountain Road (462) to the property boundary between (PID:05130554) and (PID:05130539); thence turning and running southwestly on a straight line course to the northwest corner of (PID:05307848); thence turning and running southerly on a straight line course to the intersection of the abandoned rail bed right of way with the north boundary line of (PID:05109178); thence turning and running easterly following the north boundary line of said property and the north boundary line of (PID:05109087) to the intersection of the Mills Mountain Road (602) and North Street (463); thence turning and running southerly, following the centerline of the Mills Mountain Road (602) to the Granville Road (451); thence continuing southerly on a straight line course crossing Granville Road (451) to the shore of the Annapolis Basin; thence turning and running westerly along the shore of the Annapolis Basin including that area known as Goat Island and continuing on to the Digby Gut; thence turning and running northerly through the Digby Gut and continuing on following the Bay of Fundy shore northerly and easterly past Delaps Cove and Parkers Cove and continuing on to the place of beginning.”

DISTRICT 6

The legal description of District 6 is as follows:

“Situate on the Annapolis Basin in line with the center of Allains Creek; thence running southeasterly following the center of Allains Creek crossing Highway 1 and continuing on following the various courses of Allains Creek to a point on the south side of Allains Creek in line with (PID:05001623) and (PID:05099148); thence running southerly along said property boundary and continuing on a straight line course crossing the Dugway Road (478) to the property boundary between (PID:05099163) and (PID:05099130); thence turning and running southwestly on a straight line course to a point on the Clementsvalle Road (490) that is in line with the property boundary between (PID:05183124) and (PID:05094057); thence turning and running southwestly to the intersection of the old Ryerson Road and the Guinea Road (480); thence turning and running southerly to a point on the Fraser Road (491) in line with the property boundary between (PID:05086905) and (PID:05206461); thence continuing southerly on a straight line course to a point on the Powerlot Road (613) in line with the property boundary between (PID:05087465) and (PID:05087432); thence continuing southwestly on a straight line course to a point on the Clementsport Road (496) in line with the property boundary between (PID:05207352) and (PID:05087226); thence continuing southwestly on a straight line course to the intersection of the Shaw Road (497) and Highway 101; thence turning and running westerly following the centerline of Highway 101 to its intersection with the Mary Jane Riley Road (612); thence turning and running southwestly on a straight line course to the intersection of the Purdy Road (502) with Kniffen Brook; thence continuing on following the center of Kniffen Brook to the Chute Road (503); thence continuing on following said Kniffen Brook to the Bear River; thence turning and running northerly following the center of the Bear River to the Annapolis Basin; thence turning and running easterly following the Annapolis Basin Shoreline to Allains Creek, the place of beginning.”

DISTRICT 7

The legal description of District 7 is as follows:

“Situate on the Annapolis River at a point in line with the property boundary between (PID:05126727) and (PID:05124524); thence northerly following said property boundary to the center of the Dominion Atlantic Railway right-of-way (now abandoned); thence turning and running northeasterly on a straight line course to a point on Highway 1 in line with the property boundary between (PID:05126701) and (PID:05117056); thence turning and running northerly following said property boundary and continuing on following the property boundary between (PID:05117056) and (PID:05206693); thence continuing in a straight line course to Highway 101; thence turning and running westerly following the centerline of Highway 101, crossing the Leonard Road (436), the Balcom Road (447) and the Messenger Road (448) and continuing on following the centerline of Highway 101 to a point on Highway 101 in line with the centerline of Granville Street East (Highway 1); thence turning and running westerly following the centerline of Granville Street East & West (Highway 1) to a point in line with the property boundary between (PID:05146188) and (PID:05146170); thence turning and running southerly following said property boundary to the Annapolis River; thence turning and running westerly following the various courses of the Annapolis River to a point on the river in line with Messenger Brook; thence turning and following the center of Messenger Brook, crossing Highway 201 and continuing on to a point on Messenger Brook in line with the west boundary of (PID:05159876); thence turning and running southerly following said property boundary to the centre of Highway 101; thence turning and running southwesterly following the centerline of Highway 101, crossing Spurr Road (521) and continuing on to the intersection of Highway 101 with the East Branch Round Hill River; thence turning and running southerly following the East Branch Round Hill River to its intersection with Eight Mile Brook; thence continuing southerly on a straight line course to the intersection of Eight Mile Brook and the West Dalhousie Road (515); thence continuing southerly on a straight line course to the most northerly point of Dargie Lake; thence running southerly through Dargie Lake to its most southerly point; thence turning and running southeasterly on a straight line course to the southernmost point of Long Lake; thence turning and running southeasterly on a straight line course to the most northerly point of Alma Lake; thence turning and running northerly on a straight line course to the intersection of Walker Brook with the West Dalhousie Road (515); thence continuing northerly on a straight line course to the southernmost point of Cranberry Lake; thence continuing northerly on a straight line course to the most northerly point of Eel Weir Lake; thence continuing northerly on a straight line course to the northwest corner of (PID:05117643); thence continuing northerly following the west boundary of (PID:05118591) to the property boundary (PID:05117726) & (PID:05117718); thence turning and running easterly following said property boundary to the Inglisville Road (542); thence turning and running northeasterly on a straight line course to the intersection of the southeast corner of (PID:05288097) with the east boundary of (PID:05118484); thence continuing northeasterly on a straight line course to the southeast corner of (PID:05177670); thence turning and running northerly along the east property boundary to Highway 201; thence crossing Highway 201 to the southeast corner of (PID:05124565); thence continuing northerly following the east boundary of said property to the southeast corner of (PID:05206081); thence continuing northerly following the east boundary of the said property to the southeast corner of (PID:05200175); thence continuing northerly following

the east boundary of said property to the Annapolis River; thence turning and running westerly following the center of the Annapolis River to a point on the Annapolis River that is in line with the property boundary between (PID:05126727) and (PID:05124524), the place of beginning.”

DISTRICT 8

The legal description of District 8 is as follows:

“Situate on the south side of Allains Creek in line with the property boundary between (PID:05001623) and (PID:05099148); thence running southerly along said property boundary and continuing on a straight line course crossing the Dugway Road (478) to the property boundary between (PID:05099163) and (PID:05099130); thence turning and running southwesterly on a straight line course to a point on the Clementsvalle Road (490) that is in line with the property boundary between (PID:05183124) and (PID:05094057); thence turning and continuing southwesterly on a straight line course to the intersection of the old Ryerson Road and the Guinea Road (480); thence turning and running southerly to a point on the Fraser Road (491) in line with the property boundary between (PID:05086905) and (PID:05206461); thence continuing southerly on a straight line course to a point on the Powerlot Road (613) in line with the property boundary between (PID:05087465) and (PID:05087432); thence continuing southwesterly on a straight line course to a point on the Clementsport Road (496) in line with the property boundary between (PID:05207352) and (PID:05087226); thence continuing southwesterly on a straight line course to the intersection of the Shaw Road (497) and Highway 101; thence turning and running northwesterly following the centerline of Highway 101 to its intersection with the Mary Jane Riley Road (612); thence turning and running southwesterly on a straight line course to the intersection of the Purdy Road (502) with Kniffen Brook; thence continuing on following the center of Kniffen Brook to the Chute Road (503); thence continuing on following said Kniffen Brook to the Bear River; thence turning and running southerly following the Bear River to the Head of the Tide and the boundary between Annapolis County and Digby County; thence continuing southerly following the Annapolis/Digby County boundary to where it intersects with the Queens County boundary; thence turning and running easterly following the Annapolis/Queens County boundary to Round Lake; thence turning and running northerly on a straight line course to the most northerly point of Alma Lake; thence turning and running northwesterly on a straight line course to the most southerly point of Long Lake; thence continuing northwesterly on a straight line course to the most southerly point of Dargie Lake; thence turning and running northerly through Dargie Lake to its most northerly point; thence continuing northerly on a straight line course to the intersection of the West Dalhousie Road (515) and Eight Mile Brook; thence continuing northerly on a straight line course to the intersection of Eight Mile Brook and the East Branch Round Hill River; thence continuing northerly following the East Branch Round Hill River to Highway 101; thence turning and running westerly following the centerline of Highway 101 to its intersection with a point in line with the centerline of Highway 101 and the old right of way for Harris Road (523); thence turning and running northwesterly on a straight line course to the northeast corner of (PID:05107248); thence turning and running westerly following said north property line to the intersection of the Highway 8, West Dalhousie Road (515) and Old Trunk 8; thence continuing on following the brook (name unknown) at the intersection to Allains Creek; thence continuing on following the various courses of Allains Creek to the place of beginning”.

DISTRICT 9

The legal description of District 9 is as follows:

“Situate on the Annapolis River at the bridge between the Town of Middleton and Nictaux; thence running westerly following the various courses of the Annapolis River crossing the Mount Hanley Road (429) and continuing on to a point on the Annapolis River in line with the north east corner of (PID:05063094), thence turning and running southerly, following the east boundary of (PID:05063094) to the north east corner of (PID:05119409); thence continuing on following the east property line to the Middle Road (536); thence crossing Middle Road (536) and continuing on, on a straight line course following the east property line of (PID:05309133) and continuing on along the east boundary of (PID:05309141), the east boundary of (PID:05119714), the east boundary of (PID:05119706) to Highway 201; thence crossing Highway 201 to the northeast corner of (PID:05119698); continuing southerly following the east property line to the southeast corner, thence turning and running westerly following the southern boundary of (PID:05119698) approximately 38 m (124 feet) to west property line of (PID:05119672); thence turning and running southerly following said property line to the polling boundary of District 10 that being approximately 1051 m (3448 ft); thence turning and running easterly, following the polling boundary of District 10 to the southwest corner of (PID:05116462); thence continuing easterly following said property line to the Alpena Road (539) now abandoned; thence continuing southeasterly on a straight line course to the intersection of the Inglisville Road (542) now abandoned and Delanceys Brook; thence turning and running southerly following Delanceys Brook to Highway 10; thence continuing southerly on a straight line course to the Canadian National Railway (now abandoned) bridge near the Nictaux dam; thence continuing south easterly on a straight line course following the southwest boundary of (PID:05010913) to the southern boundary of said property, thence turning and running easterly following said property line to the old right of way of the Bloomington Road (562); thence turning and running southerly on a straight line course to the southwest corner of (PID:05115019); thence turning and following the southern boundary of said property to southwest corner of (PID:05013149); thence continuing on following the south property line of said property crossing Allen Lake Road (563) to the northwest corner of (PID:05114889); thence continuing on following the north boundary line to the northeast corner of said property; thence turning and running northerly to the south east corner of (PID:0511484); thence continuing north following the east boundary line of (PID:05114848), the east boundary line of (PID:05114863), thence turning north westerly to the southeast corner of (PID:05018916); thence turning and running westerly following the south property line of (PID:05018916) to the southwest corner; thence turning and running northerly following the west property line of (PID:05018916) to the south property line of (PID:05059423); thence turning and running northerly following the west property boundary of (PID:05059423) and continuing northerly following the east boundary of (PID: 05114582), the east boundary of (PID:05115704); thence turning and running westerly following the boundary of (PID:05115704) to the southeastern corner of (PID:05058375); thence turning and running northerly following the property boundary of (PID:05058375) all the way to the Torbrook Road (553); thence crossing the Torbrook Road (553) to the southeast corner of (PID:05058482) and continuing on following the east boundary of said property to the southeast corner of (PID:05058516) and continuing north, following the east boundary of (PID:05058516); thence turning and running northwesterly on a straight line

course to the southeasterly corner of (PID:05112636), and continuing northerly following the east boundary line of said property to the northeasterly corner of said property; thence turning and running westerly on a straight line course to the Nictaux River bridge on Highway 201; thence turning and running northerly following the Nictaux River to the southeastern corner of (PID:05306741) and continuing northerly following the east boundary of (PID:05306741) to the southeast corner of (PID:05196746) and continuing northerly following the east boundary of (PID:05196746); to the southern boundary of (PID:05030531); thence turning and running easterly to the southeast corner of (PID:05030531); thence turning and running northerly along the east boundary of (PID:05030531) to the Annapolis River; thence turning and running westerly following the various courses of the Annapolis River to the bridge between the Town of Middleton and Nictaux, the place of beginning.”

DISTRICT 10

The legal description of District 10 is as follows:

“Situate on the Annapolis River at the intersection of the Annapolis River and McEwan Brook; thence running easterly following the Annapolis River to a point on the Annapolis River in line with the northeast corner of (PID:05063094), thence turning and running southerly, following the east boundary of (PID:05063094) to the northeast corner of (PID:05119409); thence continuing on following the east property boundary to the Middle Road (536); thence crossing Middle Road (536) and continuing on, on a straight line course following the east property line of (PID:05309133) and continuing on along the east boundary of (PID:05309141), the east boundary of (PID:05119714), the east boundary of (PID:05119706) to Highway 201; thence crossing Highway 201 to the northeast corner of (PID:05119698); continuing southerly following the east property line to the southeast corner, thence turning and running westerly following the southern boundary of (PID:05119698) approximately 38 m (124 feet) to west property boundary of (PID:05119672); thence turning and running southerly following said property boundary to the polling boundary of District 9 that being approximately 1051 m (3448 ft); thence turning and running easterly, following the polling boundary of District 9 to the southwest corner of (PID:05116462); thence continuing easterly following said property boundary to the Alpena Road (539) now abandoned; thence continuing southeasterly on a straight line course to the intersection of the Inglisville Road (542) now abandoned and Delanceys Brook; thence turning and running southerly following Delanceys Brook to Highway 10; thence continuing southerly on a straight line course to the Canadian National Railway (now abandoned) bridge near the Nictaux dam; thence running southerly to the northwest corner of (PID:05010913) and continuing on following the west boundary of said property to the southwest corner; thence turning and running easterly following the south boundary of said property to the southwest corner of (PID:05115027) and continuing on following the south boundary of said property to the Bloomington Road (0562), (abandoned section); thence turning and running southeasterly to the southwest corner of (PID:05115019); thence running southerly following the westerly boundary of (PID:05114889) and the westerly boundary of (PID:05013156) and continuing southerly following the easterly boundary of (PID:05139639) crossing (PID:05139647) and continuing on following the east boundary of (PID:05294855) to its southeast corner; thence turning and running south easterly to

the northern tip of Big Marshall Lake; thence continuing easterly to the Annapolis/Kings County Boundary; thence turning and running southerly following the Annapolis/Kings County boundary to Lunenburg County boundary; thence turning and running westerly following the Annapolis/Lunenburg County boundary to the Queens County boundary; thence continuing westerly following the Annapolis/Queens County boundary to the most westerly point of Round Lake; thence turning and running northerly on a straight line course to the most northerly point of Alma Lake; thence turning and running northerly on a straight line course to the intersection of Walker Brook with the West Dalhousie Road (515); thence continuing northerly on a straight line course to the southernmost point of Cranberry Lake; thence continuing northerly on a straight line course to the most northerly point of Eel Weir Lake; thence continuing northerly on a straight line course to the northwest corner of (PID:05117643); thence continuing northerly following the west boundary of (PID:05118591) to the property boundary between (PID:05117726) and (PID:05117718); thence turning and running easterly following said property boundary to the Inglisville Road (542); thence turning and running northeasterly on a straight line course to the intersection of the southeast corner of (PID:05288097); thence continuing northeasterly on a straight line course to the southeast corner of (PID: 05177670); thence turning and running northerly along the east property boundary to Highway 201; thence crossing Highway 201 to the southeast corner of (PID:05124565); thence continuing northerly following the east boundary of said property to the southeast corner of (PID:05118468); thence continuing northerly following the east boundary of said property to the southeast corner of (PID:05200175); thence continuing northerly following the east boundary of said property to the Annapolis River; thence turning and running westerly following the center of the Annapolis River to a point in line with the property boundary (PID:05315171) and (PID:05124524); thence northerly following said property boundary to the center of the Dominion Atlantic Railway right-of-way (now abandoned); thence turning and running northeasterly on a straight line course to a point on Highway 1 in line with the property boundary between (PID:05126701) and (PID:05117056); thence turning and running northerly following said property boundary and continuing on following the property boundary between (PID:05117056) and (PID:05206693); thence continuing on in a straight line course to Highway 101; thence turning and running easterly following the centerline of Highway 101 crossing the Elliot Road (434), the Fitch Road (444) and continuing on to the intersection of Highway 101 with McEwan Brook; thence turning and running southerly, following McEwan Brook to the Annapolis River, the place of beginning.”

DISTRICT 11

The legal description of District 11 is as follows:

“Situate on the Annapolis River at the Annapolis/Kings County boundary; thence running westerly following the various courses of the Annapolis River crossing the Old Mill Road (744) and the Bayard Road (535) and continuing on to a point in line with the property boundary between (PID:05030531) and (PID:05010608); thence turning and running southerly following said property boundary to the south east corner of (PID:05030531); thence turning and running westerly following the south boundary of said property to the north east corner of (PID:05196746); thence turning and running southerly and southwesterly following the property boundary of (PID05196746) to the south east corner of said property; thence continuing southerly following the east boundary of (PID:05306741) to the Nictaux River; thence running southerly following the

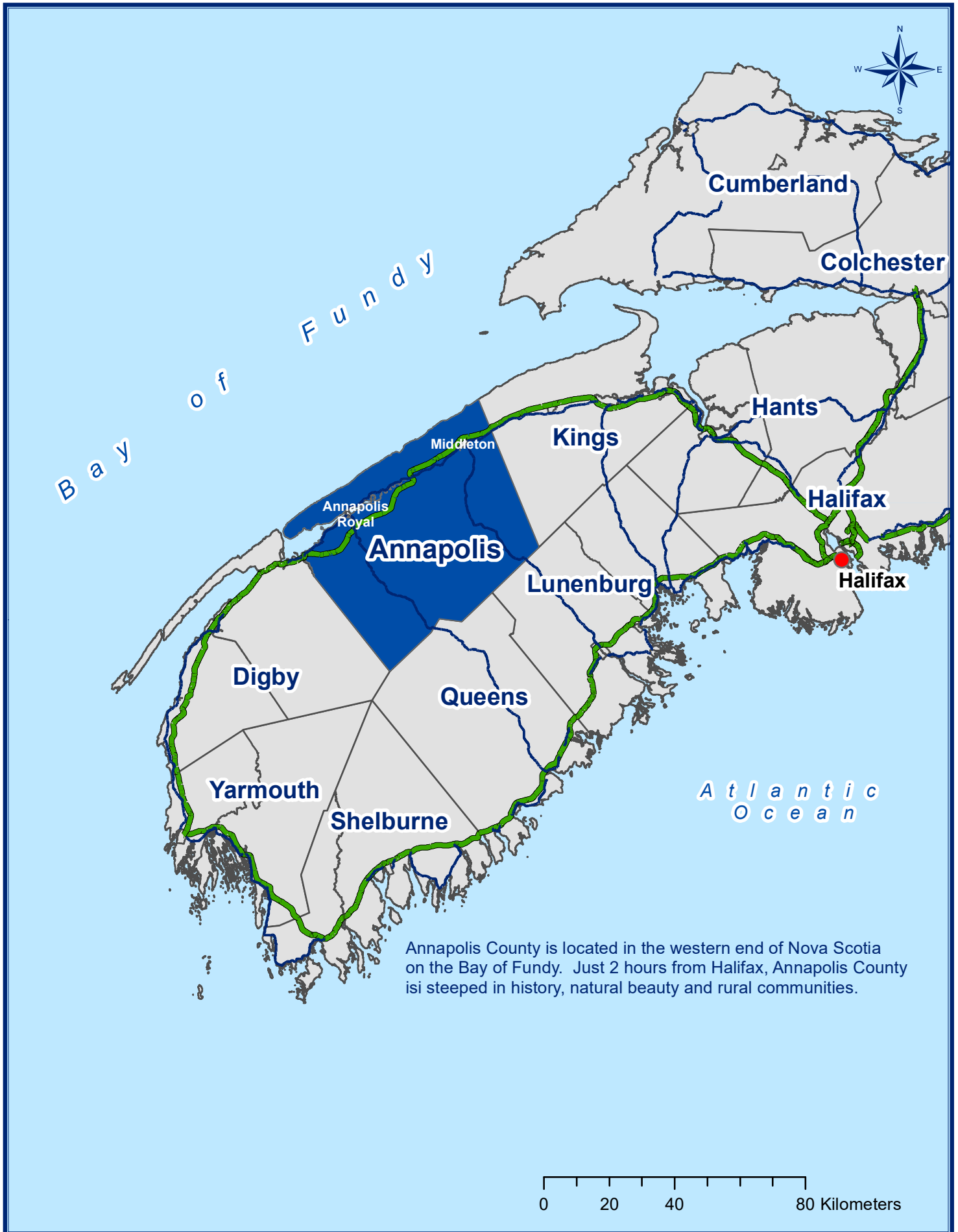
Nictaux River to the its intersection with Highway 201; thence turning and running south easterly to the south east corner of (PID:05058722); thence turning and running southerly following the east boundary of (PID:05112636) to its southeast corner; thence continuing southerly on a straight line course to the property boundary between (PID:05058516) and (PID:052914468); thence continuing southerly following the east boundary of (PID:05058516) to the northeast corner of (PID:05058482) and continuing on following the east boundary of said property to crossing the Torbrook Road (0553) to the northeast corner of (PID:05058375); thence continuing southerly following said property boundary to its intersection with (PID:05115704); thence turning and running easterly following said property boundary to the its southeast corner; thence turning and running southerly following said property boundary to the northeast corner of (PID:05114582); thence turning and running southerly following the east property boundary of said property to the northeast corner of (PID: 05114574); thence continuing southerly following said property boundary to the north boundary of (PID:05308705); thence turning and running easterly following the north property boundary of (PID:05308705) to its most easterly corner; thence turning and running southerly following the east property boundary of (PID:05308705) to Newcomb Brook; thence turning and running southeasterly on a straight line course to the northeast corner of (PID:05114863); thence continuing southerly following the east boundary of said property to the northeast corner of (PID:05114848); thence continuing on following the east boundary of said property to its southeast corner; thence turning and running southeasterly to the northeast corner of (PID:05114889); thence turning and running southwesterly following the north boundary of said property crossing the abandoned right of way of the Bloomington Road (0562) and continuing on following the north boundary of said property to its northwest corner; thence turning and running southerly following the west boundary of said property to the northwest corner of (PID:05013156); thence continuing on following the west boundary of said property and the east boundary of (PID:05139639) crossing (PID:05139647) and continuing on following the east boundary of (PID:05294855) to its southeast corner; thence turning and running southeasterly on a straight line course to the northern tip of Big Marshall Lake and continuing on the same straight line course to the Annapolis/Kings County boundary; thence turning and running northerly following the Annapolis/Kings County boundary to the Annapolis River, the place of beginning.”



Maintaining 11 Districts with Revisions

Maintain 11 Districts with revisions to comply with the (+/-) 10% variance. While District 5 (-12%) is below the 10% variance, it was felt that due to the geographical nature of this district being mostly surrounded by water, it would not be beneficial to further compromise the community of interest of Granville Ferry just to bring this average closer to the 10% and therefore it was not adjusted.

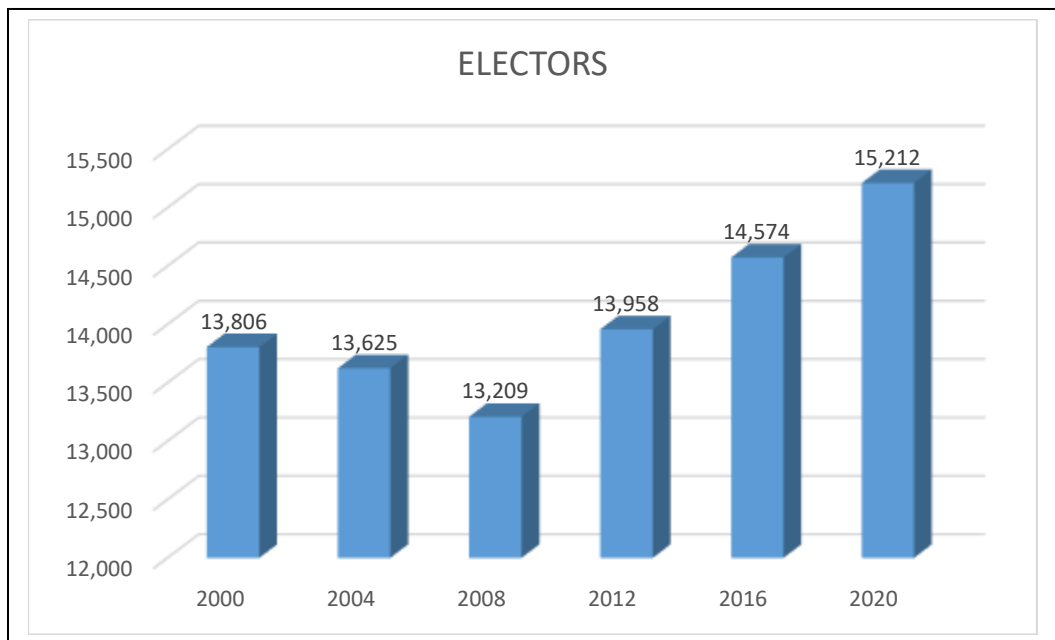
DISTRICT	ELECTORS FROM 2020 ELECTION	% VARIANCE	PROPOSED ELECTORS AFTER REVISION	% VARIANCE	NEW ELECTOR TOTALS
1	1345	-3%	No Change to Boundary		1345
2	1326	-4%	1468	6%	1468
3	1482	7%	No Change to Boundary		1482
4	1370	-1%	No Change to Boundary		1370
5	1212	-12%	No Change to Boundary		1212
6	1304	-6%	No Change to Boundary		1304
7	1409	2%	No Change to Boundary		1409
8	1293	-7%	No Change to Boundary		1293
9	1516	10%	1454	5%	1454
10	1481	7%	1448	5%	1448
11	1474	7%	1427	3%	1427
TOTAL	15,212				15,212



Annapolis County is located in the western end of Nova Scotia on the Bay of Fundy. Just 2 hours from Halifax, Annapolis County is steeped in history, natural beauty and rural communities.

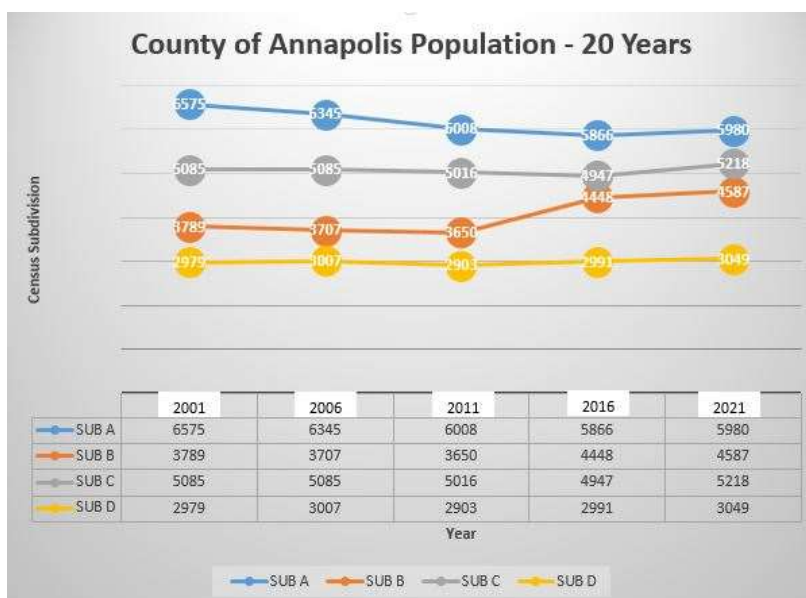
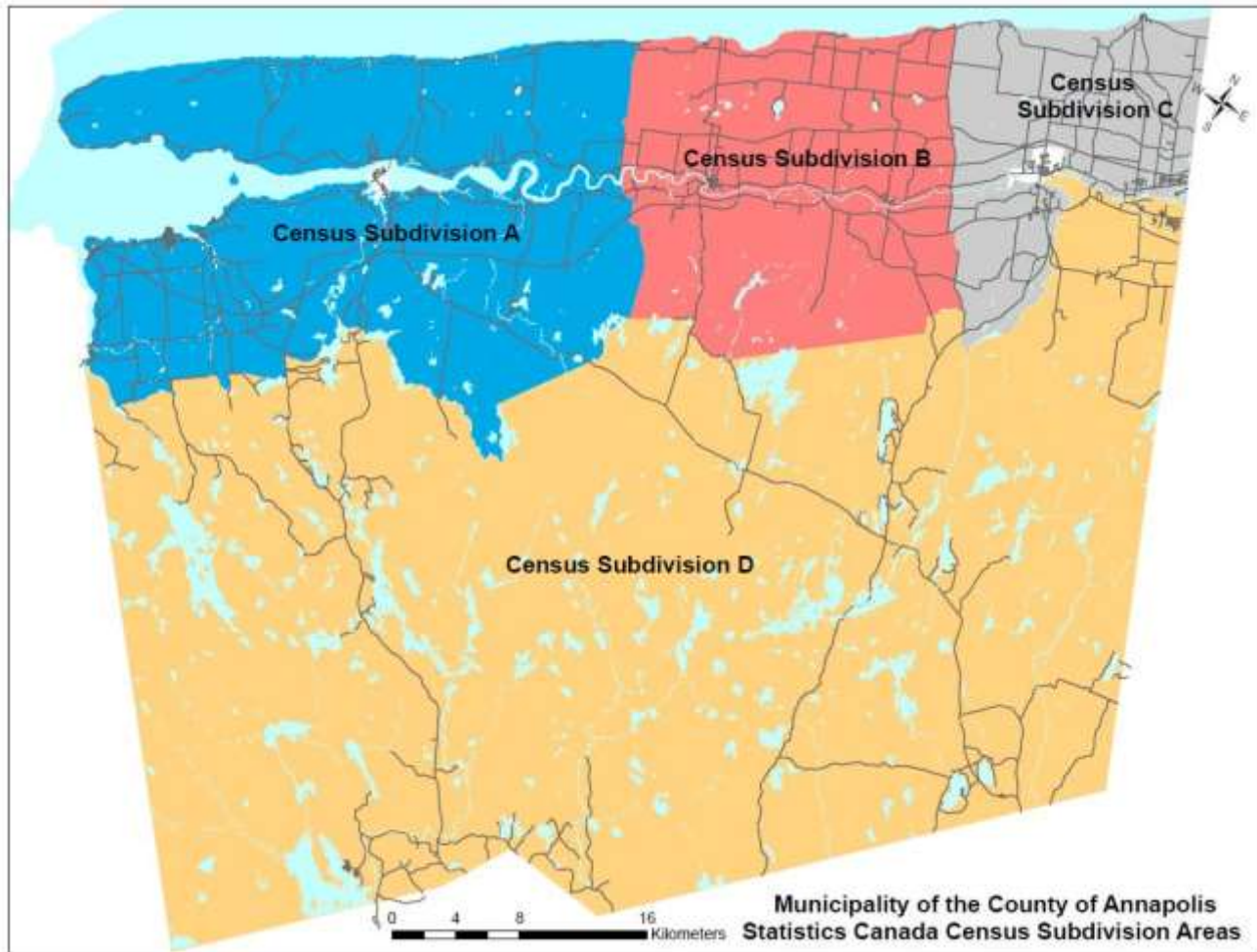
Elector Population Statistics

The table below shows the changes to the elector population for the County of Annapolis for the last 20 years





Population



The population for the County of Annapolis has historically seen declining numbers, however, the 2021 Census statistics shows an increase in all census subdivisions. The total population for the Municipality of Annapolis County from the 2021 Census is 18, 834.

Building Permit Activity

Building Permit Activity

New residential development (single family, multi-family, mini/mobile homes, change to residential)

District	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
1	5	5	1	1	3	1	3	4	5	28
2	12	7	2	6	8	5	3	6	16	65
3	5	7	2	6	8	5	3	6	16	38
4	3	0	8	3	7	1	3	3	2	30
5	7	1	3	2	3	6	4	5	4	35
6	2	2	3	2	2	1	3	4	2	21
7	2	3	1	1	2	4	2	1	3	19
8	1	3	6	1	3	3	4	4	1	26
9	7	2	1	3	3	2	3	5	6	32
10	3	5	2	4	3	5	1	10	9	42
11	4	5	5	6	11	6	5	6	2	50
Total	51	34	34	33	47	41	36	50	60	386

Permits for new residential development by district, shows that the municipal districts in the east end of the county (highlighted in yellow) had the most development.

Additional Supporting Comments from Councillors for Keeping 11 Districts

- A councillor must know their District, increasing the size works against this
- The population of Annapolis County has been on the increase recently due to both the number of Canadians who have moved to our area during the pandemic, as well as the number of immigrants who have chosen to re-locate here.
- The role of councillor will continue to expand as their district continues to grow.
- Annapolis County is an area of diversity as well as one of connectivity. While there are a number of similarities among many of our communities, we also have communities in some of our more rural areas that are currently not as connected with other parts of the county, mainly due to geography. Councillors are expected to serve everyone and that is as it should be.
- On-going growth and development in all of the current districts within the County, as well as the need to continue with the status quo of 11 districts within the municipality.
- The current status of 11 districts will allow councillors to continue to connect and to interact with the residents of their district as well as those of the entire county. This will help to ensure that communication between constituents and their municipal government will continue to be a two-way street.
- The survey did not show any real preference for a reduction in the number of councillors
- West Hants and East Hants have similar populations with 11 councillors; Annapolis has a smaller population density.
- The survey that was circulated was not a helpful tool. The results were only from approximately 1% of the population. Because it was not a plebiscite the results were not a clear representation of the thoughts of the constituents of the County of Annapolis
- Residents of my district were not in favor of change at this time. "If it's not broke don't fix it".
- No comment (ie completing the survey) generally means acceptance of the status quo. Approximately **half of 1%** of the population on the survey indicated they would like change. That leaves approximately **99%** that by lack of response may indicate no strong concerns or desire to make a change at this time.
- A change to reduce the number of districts the remaining Councillors would have a larger work load and expect more compensation.
- The current number has generally worked well. The diversity of points of view and general open mindedness has fostered a healthy discussion and decision making process.
- The number on council has to be looked at by taking into account both the density of population and the expanse of the geographic areas when looking after the constituents needs.
- Our Strategic Plan for the County has indicated the desperate need for housing which is evidence of the growth in our county. The plan also indicates the expansion of infrastructure to meet the growing requirements of the County to accommodate new residents. Increased population results in a rise in tax dollars and allows the County to prosper.
- Continuing with the current boundaries and 11 councillors would allow more concise decision making based on the population each individual councillor represents and the needs of County residents.

Additional Supporting Comments from Councillors for Keeping 11 Districts

- The Premier wishes to increase the population by 1 million. This will certainly increase the move to rural areas. Immigration will also increase population especially now that travel has opened up to the world.
- The districts are large now, some are larger than others because of resident numbers. Larger districts would increase travel time, which is not better for anyone and larger is not better.
- A decrease in the number of councillors would mean an increase in pay so it would not be saving money.
- We are in the communities 24/7. A great deal of time is already needed to service the number of constituents we have.
- Some districts are already spread out over great areas.
- Don't make the job so big we can't support our communities.
- In 2015 Bridgetown was absorbed into Annapolis County. This reduced the number of councillors from 16 [Bridgetown (5) and Annapolis County (11)] to 11. Thus, the number of citizens represented by the "new 11" increased. This arrangement has worked well and Council believes it should be continued.



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Shelly Hudson, Manager of Revenue
Report Number: SR2023-28.2 AM-1.4.12 Tax Exemption and Reduction Policy Amend
Subject: Amendment AM-1.4.12 Tax Exemption and Reduction Policy

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

Part IV, Sections 69A and 71, *Municipal Government Act*, as amended

BACKGROUND

This policy is reviewed as necessary to delete exemptions for properties which are no longer owned by the organizations to which the exemption was granted.

DISCUSSION

An application for tax exemption was received August 17, 2022 from Carleton Road Industries Association. Definitions-section 3 of Policy AM-1.4.12 (a non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization (if, in the opinion of the council, the organization provides a service that might otherwise be a responsibility of the council)).

FINANCIAL IMPLICATIONS

New properties added will be granted exemptions for 2023 property taxes.

POLICY IMPLICATIONS

Seven (7) day notice to Municipal Council is required before a policy is passed, amended or repealed. In accordance with Sub-section 10 (e) of AM - 1.3.5 *Committees of Council Policy*, consideration by the Committee of the Whole is deemed to fulfil the requirement for seven days' notice to Municipal Council in accordance with Sub-section 48 (1) of the *Municipal Government Act*.

ALTERNATIVES / OPTIONS

N/A

NEXT STEPS

Approval of recommendation requested from Committee of the Whole. If recommended by the Committee of the Whole, the amendment will be placed on the upcoming agenda for approval by Municipal Council.

ATTACHMENTS

Proposed AM - 1.4.12 Tax Exemption and Reduction Policy (with amendment marked)
Application submitted by Carleton Road Industries Association.

Prepared by:

Shelly Hudson
Manager of Revenue

Reviewed by:

Dawn Campbell
Director of HR and Legislative Services

Approved by:

Doug Patterson
Interim Chief Administrative Officer

Approval Date:

April 3, 23
(Date)

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL	AM - 1.4.12
Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

1. Purpose

The purpose of this Policy is to provide relief of current taxes and area rates for:

- (a) property of qualifying non-profit organizations as defined within this policy and as specifically identified on appendices attached;
- (b) the taxes or a portion of the taxes payable on a building destroyed or partially destroyed by fire, storm, or otherwise proportionate to the reduction in assessed value;
- (c) the Annapolis County Water Utility.

2. Authority

This policy is enacted pursuant to Part IV, Sections 69A and 71, *Municipal Government Act*, as amended.

3. Definitions

For the purposes of this policy:

Qualifying Non-profit Organizations means – a registered Canadian charity [*Can. Revenue Agency*] (if the property being exempted is used directly and solely for a charitable purpose);

OR

a non-profit community, charitable, fraternal, educational, recreational, religious, cultural or sporting organization (if, in the opinion of the council, the organization provides a service that might otherwise be a responsibility of the council).

Tax Reduction means – a reduction from commercial tax rates to residential tax rates.

4. Tax Exemption – Charitable and Non-profit Community Organizations

- (a) Municipal Council may, at their discretion, provide a tax exemption or tax reduction to qualifying non-profit organizations demonstrating service to the residents of the County of Annapolis.
- (b) When a property listed in this policy ceases to be owned by the organization named or ceases to be used for the purpose for which the exemption or reduction was granted, the exemption or reduction shall cease and the owner shall immediately be liable for the full property tax and area rates on the entire property for the remainder of the current taxation year and all future taxation years.
- (c) New applications for tax exemptions must be received prior to February 28th of each year for the upcoming taxation year. Any applications received after this deadline shall be considered for the subsequent taxation year.
- (d) Notwithstanding § 4 (c) above, a property which is disqualified from tax exempt status under the *Assessment Act* may submit an application for exemption at any time.

5. Building Destroyed or Partially Destroyed

- (a) For a building that has been destroyed or partially destroyed by fire, storm, or otherwise, the County of Annapolis shall request Assessment Services to provide a new valuation for the purposes of this policy reflecting the reduction in value due to damage. Such reductions do not cover tax arrears.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL	AM - 1.4.12
Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

- (b) If the owner of the property is found guilty of arson, or if the County has reasonable and probable grounds to believe that the owner willfully and intentionally caused the property damage, the tax reduction shall be denied / revoked and the full taxes shall become due and payable with interest accrued thereon.

Municipal Clerk's Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
Seven (7) Day Notice	<i>Pending April 11, 2023</i>
Council Approval	<i>Pending April 18, 2023</i>
<i>Carolyn Young</i>	<i>April 19, 2023</i>
Municipal Clerk	Date
<i>At Annapolis Royal Nova Scotia</i>	

Approved April 19, 2011

Amended 2011/06/21; 2011/10/18; 2012/03/20; 2012/08/21; 2013/02/19; 2013/05/21; 2014/04/15; 2014/07/15; 2015/04/21; 2015/06/16; 2016/02/16

Amendments:

Feb. 16, 2016

- added in District 10 – Carleton Road Industries, 11 Prince St., Lawrencetown
- deleted Section 6 which exempted water utilities
- deleted – Carleton Road Industries, 3306 Highway 201, Centrelea (sold)

Feb. 22, 2017

- deleted Parker's Cove United Baptist Church (AAN 03231399) as this property has been sold to a private individual;
- moved Trustees of Tupperville School Building (AAN 03392295) and Tupperville Community Hall Association (AAN 04692225) to District 4 and added assessment account numbers; and
- moved Bridgetown and Area Historical Society (AAN 1854275) to District 7.

June 20, 2017

- deleted Clementsvalle and District Recreation Commission Prop. #803 394 336 and Prop. #810-548-543 as these properties have been sold to private individuals

Feb. 20, 2018

- added in District 10 – Carleton Road Industries, 468 Main St., Lawrencetown
- deleted in District 10 - Carleton Road Industries, 7.41 ac land / building Prop. #1007-031-912, Lawrencetown

Mar. 20, 2018

- added in District 7 – Paradise Community Hall Assoc, Land Highway 1, Paradise AAN#10638887.

July 18, 2018

- deleted the words ““or tax reductions” in Sub-section 4 (c); and
- added “and #510-699-789” listing for Fundy Community Recreation Club

Mar. 26, 2019

- added in District 2 – Margaretsville Shore Society 37 Haddock Alley, Parcel HMQ-1A Margaretsville Buildings Prop. #203-390-616

Feb. 18, 2020

- added in District 10 – Carleton Road Industries Land Dining (Restaurant) 465 Main St., Lawrencetown AAN 2470853.
- changed in District 7 – “Paradise Women’s Institute” to “Paradise Historical Society”

Pending April 2023

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL	AM - 1.4.12
Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

- changed in District 9 – “United Baptist Church (Twelve Baskets Food Bank)” to “Nictaux Baptist Church (Twelve Baskets Food Bank)”

July 21, 2020

- added in District 7 – Paradise Historical Society (including AAN 10859220 and 10859239)

March 2021

- added in District 2 – Mount Hanley & District Schoolhouse Museum Society AAN#09812881
- deleted in District 2 - Genesis Christian Ministries Prop. #203-325-318
- deleted in District 6 - Upper Clements Parks Society (3 properties) Prop# 607-008-457; Prop# 610-415-098; Prop. # 607-033-214

June 2021

- deleted in District 6 - HMCS/CFB Cornwallis Military Historical Association, Lot 97-2 Bldg. 413 Museum, 726 Broadway Ave., Cornwallis Park Prop. #607-041-403

March 2022

- moving Middleton & District Lions Club – Prop. #903-228-819 from district #8 to #9
- moving The Keith Lodge Prop #804-561-856 from district #9 to #8.
- adding in District 8 – Bear River of Trade, Lot 95-1CDEF, 100 Wharf Street Prop. #807-029-330

March 2023

- added in District 4 – Port Royal Lighthouse Association – AAN #03390721
- added in District 3 – Bridgetown Curling Club – AAN #00475602
- deleted from Partial Tax Reduction - Bridgetown Curling Club – AAN #00475602

April 2023

- added in District 10 – Carleton Road Industries Association – AAN #01127705

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL	AM - 1.4.12
Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

Organization	Description	Incorp #
In District #1		
Kinsman Club of Kingston – Greenwood Field Card #05969000	Land, Hall and Other Building at Wilmot Prop. #104-965-086	1275916
Melvorn Square & Area Community Association (1988) Field Card #05500000	Land and Community Centre at Melvorn Square 165 Bridge St. Prop. #103-394-018	1848245
Melvorn Square & Area Community Association (1988) Field Card #05504000	Land and Community Hall at Melvorn Square Prop. #109-900-276 Bridge St.	1848245
In District #2		
Forest Glade Community Club	Land – Forest Glade Prop. #201-540-572	1750415
Forest Glade Community Hall Field Card #05309000	Land, Community Hall and Other Building at Forest Glade Prop. #201-540-599	1750415
Margaretville Community Hall Society Field Card #05185000	Land at Margaretsville Prop. #200-890-022	1280358
Margaretville Community Hall Society Field Card #05173000	Land and Building at Margaretsville Prop. #203-024-466	1280358
Margaretsville Shore Society	37 Haddock Alley, Parcel HMQ-1A Margaretsville Buildings Prop. #203-390-616	79986892 2RR0001
Mount Hanley & District Schoolhouse Museum Society	2130 Mount Hanley Rd., Mount Hanley Land and building AAN 09812881	81365514 9RR001
Port George District Lighthouse Society	Land/lighthouse Port George Prop. #203-390-551	3027988
Port George Regional Recreation Centre Field Card #06362001	1.32 Acres Land & Community Hall at Port George Prop #206-338-984	1756504
Wilmot Community Group Field Card #06186000	Land and Community Hall at Wilmot Prop. #204-964-969	1815847
In District #3		
Clarence Community Club Trust Field Card #07252000	Land and Community Hall at Clarence East Prop. #300-794-163	1742981
Bridgetown Curling Club	Land/Club and Lounge Prop. # 00475602	Private Act
Hampton Social and Recreation Society Field Card #07874000	Land and Community Hall at Hampton (Bayshore Rd) Prop. #301-870-521	1846472
Hampton Lighthouse Society	Land/lighthouse Hampton Prop. #303-390-659	3060949
Mt. Rose Community Club Trustees	Land and Community Hall Mount Rose Prop #303-344-231	3051697

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Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

Port Lorne Community Centre SAP#11714	Land & Hall Port Lorne Prop #303-789-004	3061761
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In District #4		
74th Crusaders Motorcycle Touring Club Field Card #17273000	Land and Building (Boat Club) at Lequille Prop. #400-092-193	1481297
Granville Ferry Community Hall Field Card #10510000	Land and Community Hall at Granville Ferry Prop. #401-787-373	1267453
Granville Centre Community Club Trustees SAP#0000105720	Land & Hall 5650 #1 Hwy Granville Centre Prop. #404-371-178	3080694
Moschelle Community Hall Society Field Card #17216000	Land and Community Hall at Moschelle Prop. #403-620-956	2340493
Round Hill & District Recreation Commission Field Card #17128	Land and Community Hall at Round Hill Prop. #405-147-883	1286421
Round Hill Hall Company Field Card #17064000	Land and Community Hall at Round Hill Prop. #704-064-089	1286421
Trustees of Tupperville School Building SAP#114906	School Museum Land – 2663 Highway 201 AAN 03392295	3006590
Tupperville Community Hall Association Field Card #16859000	0.05 Acres Land and Community Hall at Tupperville AAN 04692225	2046824
In District #5		
Fundy Community Recreation Club Field Card #08358000	Land and Community Hall at Young's Cove Prop. #501-618-237 and #510-699-789	1755952
Fundy Community Recreation Club Field Card #08333000	0.69 Acres Land at Young's Cove Prop. #505-042-887	1755952
Habitation New Horizons Club Field Card #09316000	Land and Building at Port Wade Prop. #501-835-939	1267940
Litchfield-Delaps Cove Community Hall Association Field Card #09670000	Land and Community Hall at Litchfield Prop. #502-566-281	1732031
Lower Granville Community Hall Field Card #09556000	Land and Community Hall at Port Royal Prop. #502-613-077	1765193
Parker's Cove Fundy Thread and Thimble Field Card #09962000	Land and Building at Parker's Cove Prop. #500-811-734	1964798
Parker's Cove United Baptist Church SAP#106772	Land – 614 Milbury Lake Rd Young's Cove Prop. #502-021-897 AAN# 02021897 PID #05136387	1078153 18RR0001
Port Royal Lighthouse Association PID 05268628	Land and Lighthouse – 3420 Granville Rd AAN 03390721	4445386

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Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

In District #6		
Cornwallis Park Recreation & Parks Society SAP#0000103275	Resource General for Land at Martingale Place Deep Brook Prop. #607-042-566	86385073 IRR0001
Cornwallis Park Recreation & Parks Society SAP#0000103274	Commercial Land at 285 Shady Lane Cornwallis Park Prop. #607-042-647	86385073 IRR0001
Cornwallis Park Community Assoc.	Community Centre Cornwallis Park Prop. #609-146-415	3012134
Deep Brook / Waldec Lions Club Field Card #11245000	23 Acres Land and Building at Deep Brook Prop. #603-394-212	2504520
Upper Clements & District Community Council Field Card #18034000	Leased Land, Hall and Other Building at Upper Clements Prop. #601-188-283	1532146
In District #7		
Bridgetown and Area Historical Society (effective April 1, 2015)	12 Queen Street, Bridgetown (James House Museum) AAN 1854275	1253941
Centrelea Community Club Field Card #16747000	Land and Community Hall at Centrelea Prop. #700-704-296	2093393
Centrelea Community Club SAP#118519	Lot 1 – Land Highway 201 Centrelea Prop. # 709-800-204	2093393
Paradise Historical Society Field Card #07664000	Land and Building at Paradise Prop. #703-394-077 (including AAN 10859220 and 10859239) 3317879	3317879
Paradise Community Hall Assoc. Field Card #07686000	Land and Community Hall at Paradise Prop. #703-653-617	1759696
Paradise Community Hall Assoc.	Land, Highway 1, Paradise ANN 10638887	1759696
Saint Anne's Anglican Youth Camp Field Card #16417000	2.5 Acres Leased Land and Buildings at Gibson Lake Prop. #709-554-017	1285879
West Paradise Community Club Field Card #16239000	Land and Community Hall at West Paradise Prop. #704-874-951	1768883
In District #8		
Bear River Board of Trade	Land & Windmill Bldg. 100 Wharf Rd Prop. # 805-396-395	1647197
Bear River Board of Trade	Lot 95-1 CDEF – 100 Wharf Rd Prop. #807-029-330	
Bear River Community Crafts & Recreation Field Card #12344000	Land & Building (fmr Oakdene School) at Bear River Prop. #803-394-239	2453306
Clementsvalle & District Recreation Commission Field Card #12677000	2 Acres Land and Hall at Clementsvalle Prop. #800-644-714	1574617
Community Hall Trustees (Maitland Bridge) Field Card #117560000	Land and Community Hall at Maitland Bridge Prop. #800-889-717	1699201

Pending March 2023

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Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

Milford Area Community Association Field Card #13224000	Community Hall at South Milford Prop. #803-233-588	1281442
The Keith Lodge, No. 16, AF & AM Field Card #12325000	Land and Lodge Hall at Bear River Prop. #804-561-856	1280832
In District #9		
Middleton & District Lions Club	Land Nictaux Prop. #903-527-794	1281400
Middleton & District Lions Club	Land and Hall at Nictaux Falls Prop. #903-228-819	1281400
Nictaux Baptist Church (Twelve Baskets Food Bank) SAP#115013	Land (Lot 8 Plan AC52) Buildings – Food Bank Highway 10 – Nictaux Prop #904-712-498	2169103
In District #10		
Annapolis Co Family Resource Centre Customer # 131401	10 Middle Road, Lawrencetown SAP# 131401	86686497 8RR0001
Brickton Community Hall Field Card #07413000	Land and Community Hall and Other Building at Brickton Prop. #1000-475-173	1767300
Carleton Road Industries Assoc. SAP #101188	Lot 2 – Land Lawrencetown Prop #1007-028-016	1285160
Carleton Road Industries Assoc. SAP # 108130	Land & Building 468 Main St., Lawrencetown AAN 1003-216-667	1285160
Carleton Road Industries Assoc. SAP # 111610	Land & Dwelling 455 Main St., Lawrencetown Prop # 05125166 AAN 04225546	1285160
Carleton Road Industries Assoc.	<u>Land, 11 Prince St., Lawrencetown</u> <u>AAN 00260827</u>	1285160
Carleton Road Industries Assoc.	Land Dining (Restaurant), 465 Main St., Lawrencetown AAN 2470853	1285160
Carleton Road Industries Assoc.	Dwellings & Building Lot 1 -347 Main St. Lawrencetown AAN 01127705	1127705
Christian Community Council of Nova Scotia Field Card #13889000	Land and Buildings, 37 Old Lodge Rd., Lot 39/05 Albany Cross Campground SAP# 102772 AAN 00028061	11885613 7RR0001
Inglisville Community Club Field Card #14683000	Land and Community Hall at East Inglisville Prop. #1002-141-175	2010889
South Shore Annapolis Valley Recreational Trail Association	Land Princess Road Springfield Prop. #1004-324-153 SAP# 113673	3051950
Springfield Golden Age Seniors Club Field Card #13327000	Land and Community Hall at Falkland Ridge Prop. #1001-453-793	3014249
Springfield Union Picnic Grounds Commission Field Card #13563000	12 Acres Land at Springfield Lake Prop. #1004-395-603	1719861

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL	AM - 1.4.12
Section MUNICIPAL SERVICES	Subject Tax Exemption and Reduction Policy

In District #11		
Three Rivers Community Association Field Card #16040000	Land, Community Centre and Other Buildings at Torbrook Mines Prop. #1103-394-085	1844670

SCHEDULE B – Application Forms

COUNTY *of* ANNAPOLIS
NATURALLY ROOTED

Tax Exemption or Reduction Application Form

Please complete and return to:

Municipality of the County of Annapolis, P. O. Box 100, Annapolis Royal, NS B0S 1A0

ATTN: Ms. Shelly Hudson

*****Please attach a copy of the Tax Bill or Assessment Notice to this application form*****

Property Owner (Charitable or Non-profit Organization) _____

Assessment Account# _____ Property Location (civic address) _____

Mailing Address _____

Briefly explain activities of the organization which provide a service to the residents of the County of Annapolis:

Please attach a copy of the constitution or bylaws of the organization

NS Registry of Joint Stock Number: _____ Federal Charitable Status Number: _____

I hereby request Municipal Council to consider a tax exemption on the above noted property. I also declare that the information contained in the application is true and correct to the best of my knowledge.

Name (please print)

Signature

Date

Contact Phone#

Email

If you require assistance, phone 902-532-3132 or email to: shudson@annapoliscounty.ca

COUNTY of ANNAPOLIS
NATURALLY ROOTED

PROPERTY TAX REDUCTION FOR DAMAGE TO BUILDING

APPLICATION FORM

Please complete and return to:

Municipality of the County of Annapolis, P. O. Box 100, Annapolis Royal, NS B0S 1A0

ATTN: Ms. Shelly Hudson

*****Please attach a copy of the Tax Bill or Assessment Notice*****

Assessed Owner _____ Assessment Account # _____

Property Location (please use civic address) _____

Applicant _____

Mailing Address _____

Date Damage Occurred (Month/Day/Year) _____

Type of Damage (fire, wind, etc.) _____

Estimate of Damage/Loss _____

Briefly explain the situation that occurred (attach copies of reports such as Fire Department, Insurance Company, etc.)

I hereby request a reduction in taxes on the above noted property based on the information provided. I declare that the information contained in the application is true and correct to the best of my knowledge. Any approved reduction does not cover area rates, tax arrears, or related interest charges.

Name (please print)

Signature

Date

Contact Phone#

Email

If you require assistance, phone 902-532-3132 or email to: shudson@annapoliscounty.ca



COUNTY of ANNAPOLIS
NATURALLY AMOVED

STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Dawn Campbell, Director Legislative Services
Report Number: SR2023-30.2 AM-1.2.3 Warden and Deputy Warden Policy Amend
Subject: Amend AM-1.2.3 Warden and Deputy Warden Policy 7-day notice

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

Municipal Government Act, as amended

BACKGROUND

This policy has not been reviewed or updated since 2004.

DISCUSSION

Summary of changes are as follows:

Section 1 [Delete the word “additional”]

This policy establishes rules governing the election of a Warden and Deputy Warden by the members of the Council, and defines ~~additional~~ duties of the Warden and identifies the term of office of the Deputy Warden.

Section 4 [Added new first sentence]

The inaugural meeting of Council shall take place on the first business day following the 10-day appeal period of a municipal election. The Clerk shall preside as Chair of the meeting until such time as the Warden is elected. The Warden shall be elected by Council in accordance with the following process and rules:

Sub-section 4(2) [Delete the words “and secondings”]

- (2) After announcing that the business of Council at the meeting is to elect a Warden, the Chair shall call for nominations. All nominations ~~and secondings~~ shall be made openly and publicly by raising of the hand to attract the attention of the Chair and announcing the nomination or seconding of a candidate when called upon.

Sub-section 4(5)

[Replace “he or she” with “they”; replace “consents” with “consent”]

- (5) Each nominee shall be asked if ~~he or she~~ they ~~consents~~ to being nominated. If the nominee declines to give unconditional consent, the nominee's name shall not be included in the list of candidates to be voted upon.

Section 5 [Replace current section per below]

Deleted

~~“In addition to any duties, responsibilities, powers or authority prescribed by applicable legislation, the Warden is the Chief Executive Officer of the Municipality and is the official spokesperson of the Council and the primary contact for the media.”~~

Added

The Warden shall perform, enforce and carry out all acts, obligations and duties required of them by the Municipal Government Act; other acts of the Province of Nova Scotia, and the bylaws, policies and resolutions of Council.

FINANCIAL IMPLICATIONS

N/A

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

No changes / other changes at discretion of Council

NEXT STEPS

In accordance with Sub-section 48 (1) of the *Municipal Government Act*, seven (7) day notice to Municipal Council is required to amend *AM-1.2.3 Warden and Deputy Warden Policy*.

ATTACHMENTS

N/A

Prepared by:

Dawn Campbell, Director of Legislative Services

Reviewed by:

Carolyn Young, Municipal Clerk

Approved by:**Approval Date:**

April 3, 23

Doug Patterson
Interim Chief Administrative Officer

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM –1.2.3
Section Procedure & Organization of Council	Subject Warden and Deputy Warden Policy	

1. APPLICATION

This policy establishes rules governing the election of a Warden and Deputy Warden by the members of the Council, and defines ~~additional~~ duties of the Warden and identifies the term of office of the Deputy Warden.

2. AUTHORITY FOR POLICY

Sections 12 and 16, *Municipal Government Act*, as amended

3. DEFINITION

In this policy, "majority" means a majority of Councillors who are present at the meeting.

4. ELECTION OF THE WARDEN

The inaugural meeting of Council shall take place on the first business day following the 10-day appeal period of a municipal election. The Clerk shall preside as Chair of the meeting until such time as the Warden is elected. The Warden shall be elected by Council in accordance with the following process and rules:

- (1) The Clerk shall preside as Chair at any meeting or portion of any meeting during which a Warden is elected.
- (2) After announcing that the business of Council at the meeting is to elect a Warden, the Chair shall call for nominations. All nominations ~~and secondings~~ shall be made openly and publicly by raising of the hand to attract the attention of the Chair and announcing the nomination or seconding of a candidate when called upon.
- (3) A candidate may be nominated by any other Councillor, including a Councillor who is a nominator or seconder of a previously nominated candidate, or who is a previously nominated candidate.
- (4) The Chair shall ask if there is a seconder for the nomination. Any Councillor except the nominator and the candidate may second the nomination. Failure to obtain a seconder shall result in the nominee's name not being included in the list of candidates to be voted upon.
- (5) Each nominee shall be asked if ~~he or she~~ they consents to being nominated. If the nominee declines to give unconditional consent, the nominee's name shall not be included in the list of candidates to be voted upon.
- (6) The Chair shall repeatedly call for additional nominations until, after calling three successive times without a successful nomination, the Chair shall announce that nominations are closed.
- (7) When there is only one candidate, the Chair shall call for a motion to elect the Warden, and the candidate shall be elected Warden if the motion passes by majority vote.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM -1.2.3
Section Procedure & Organization of Council	Subject Warden and Deputy Warden Policy	

- (8) When there is more than one candidate to be voted upon, the Chair shall prepare ballots with each candidate's name and shall distribute the ballots, one to each Councillor. Before the voting occurs, Council may by resolution appoint a scrutineer to verify the vote and to assist the Chair in connection with the vote.
- (9) The councillors shall vote by placing a mark beside the candidate of their choice, and folding the ballot. A candidate may vote for himself or herself.
- (10) The ballots shall be collected and counted in a manner that preserves the confidentiality of each Councillor's ballot. The Chair shall only declare a ballot to be spoiled if the ballot does not disclose a clear preference in favour of any candidate.
- (11) If, after any vote, the Chair determines that a majority has voted for any one candidate, the Chair shall announce the name of the Warden so elected, but shall not announce the number of votes obtained by any candidate. Council may pass a motion authorizing the Chair to destroy the ballots.
- (12) If, after any vote, a majority has not voted for any one candidate, new ballots shall be prepared but the name of the candidate with the fewest number of votes on the previous vote shall be excluded from the new ballots. Voting shall continue in the same fashion until a Warden is declared elected by the Chair.
- (13) In the event of a tie or deadlock, the Chair shall fairly use the following methods firstly, in an effort to have the voting progress towards reducing the number of candidates to 2, and secondly in an effort to elect a Warden by a majority:
 - a) If, with no candidate elected by majority, there is more than one candidate in a tie with the fewest votes, all such candidates in the tie shall be excluded from the new ballot unless their exclusion would result in less than 2 candidates remaining upon the ballot.
 - b) The Chair shall ask if any candidate is prepared to withdraw his or her name from the next ballot.
 - c) Where three or more candidates remain, and one candidate had more votes than the others, a run-off ballot may be carried out amongst the others to see which candidate should progress to a final vote.
 - d) The Chair may call for a vote by ballot following the process and rules set out in 9, 10 and 11 of this section.
 - e) After every reasonable effort by the Chair to find a candidate with majority support, the deadlock shall be broken by having the Chair place the names of the candidates on equal size pieces of paper in a box and having one name being drawn by a person chosen by the Chair.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM -1.2.3
Section <i>Procedure & Organization of Council</i>	Subject <i>Warden and Deputy Warden Policy</i>	

- (14) The term of office of the Warden shall be for a two-year period to be appointed as follows: at the special session of council after the general election; and at the regular November council session two years later.

5. WARDEN

~~In addition to any duties, responsibilities, powers or authority prescribed by applicable legislation, the Warden is the Chief Executive Officer of the Municipality and is the official spokesperson of the Council and the primary contact for the media.~~

The Warden shall perform, enforce and carry out all acts, obligations and duties required of them by the *Municipal Government Act*; other acts of the Province of Nova Scotia, and the bylaws, policies and resolutions of Council.

6. DEPUTY WARDEN

- (a) At the first meeting of Council following: a general municipal election; Council receiving notice of the resignation of a Deputy Warden; the Deputy Warden's removal from office in accordance with this policy; or the office of the Deputy Warden otherwise becoming vacant, Council shall select from among its members a Deputy Warden in accordance with the process and rules set out in Section 4 of this policy for electing a Warden, with any necessary changes for the context.
- (b) The term of office of the Deputy Warden shall be for a two-year period to be appointed as follows: at the special session of council after the general election; and at the regular November council session two years later.
- (c) The Deputy Warden may resign and may cease to be qualified to hold office in the same manner as stipulated in respect of Councillors in applicable legislation.
- (d) The Deputy Warden may be removed from office by Council by a vote of two-thirds of the Council Members after 20 days notice in writing has been provided to the Clerk and Council Members.

Municipal Clerk's Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
Seven (7) Day Notice	PENDING April 11, 2023
Council Approval	PENDING April 18, 2023
<u>Carolyn Young</u>	<u>PENDING</u>
Municipal Clerk	Date
At Annapolis Royal Nova Scotia	

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM-1.2.3
Section <i>Procedure & Organization of Council</i>	Subject <i>Warden and Deputy Warden Policy</i>	

AMENDMENTS:

PENDING 2023/04/18

Section 1 [Delete the word "additional"]

This policy establishes rules governing the election of a Warden and Deputy Warden by the members of the Council, and defines ~~additional~~ duties of the Warden and identifies the term of office of the Deputy Warden.

Section 4 [Added new first sentence]

The inaugural meeting of Council shall take place on the first business day following the 10-day appeal period of a municipal election. The Clerk shall preside as Chair of the meeting until such time as the Warden is elected. The Warden shall be elected by Council in accordance with the following process and rules:

Sub-section 4(2) [Delete the words "and secondings"]

- (2) After announcing that the business of Council at the meeting is to elect a Warden, the Chair shall call for nominations. All nominations ~~and secondings~~ shall be made openly and publicly by raising of the hand to attract the attention of the Chair and announcing the nomination or seconding of a candidate when called upon.

Sub-section 4(5)

[Replace "he or she" with "they"; replace "consents" with "consent"]

- (5) Each nominee shall be asked if ~~he or she~~ they ~~consents~~ to being nominated. If the nominee declines to give unconditional consent, the nominee's name shall not be included in the list of candidates to be voted upon.

Section 5 [Replace current section per below]

Deleted

~~"In addition to any duties, responsibilities, powers or authority proscribed by applicable legislation, the Warden is the Chief Executive Officer of the Municipality and is the official spokesperson of the Council and the primary contact for the media."~~

Added

The Warden shall perform, enforce and carry out all acts, obligations and duties required of them by the Municipal Government Act; other acts of the Province of Nova Scotia, and the bylaws, policies and resolutions of Council.



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: March 14, 2023
Prepared By: Jordan Saunders, Construction Project Coordinator
Report Number: SR2023-35 Granville Street Parking Redevelopment
Subject: Granville Street Parking Redevelopment

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

N/A

BACKGROUND

Formerly known as the Irving Property Redevelopment Project as part of the Bridgetown's Integrated Community Sustainability Plan (2010). While many phases of the project since its inception have occurred since 2010 this portion of the Granville Street Parking Redevelopment Project consists of developing the gravel parking area into a paved parking lot with a rapid charging station, water sampling station for Bridgetown Chamber of Commerce and Public Works Staff use.

DISCUSSION

The need for centralized non-congested parking in the downtown core of Bridgetown has long been an issue. The development of this location would address the community needs and provide extra services. Staff recommend that the parking facility offer a rapid electric vehicle charging station, water sampling station installed by County Public Works staff, surface prep and paving of the entire parking lot.

FINANCIAL IMPLICATIONS

Phase 1: Completed.

- Installation of welcome sign.
- Installation of sign lights, parking light post.
- Installation of curbs, and underground electrical infrastructure.

Phase 2:

Preliminary Cost Estimate for Phase 2 of Project

Purposed Work	Estimated Cost
Surface preparation of Paving area at 1200 square meters.	\$5,000
Purchasing and installation of a level 3, 30kW DC rapid electric car charger, electrical infrastructure, certified electrician labour, NSPI to supply and install new meter and pole.	\$38,000
Paving of 1,200 square meter parking lot and painting of car parking spaces	\$95,000
Estimated total cost of Phase 2	\$138,000

POLICY IMPLICATIONS

Not applicable.

ALTERNATIVES / OPTIONS

- That Municipal Council do not approve funds for phase 2 of the project and the community continues to use the site as it currently exists.
- *Financial Impacts:* This project is recommended to be funded with the proceeds on the sale of the Bridgetown Administration facility; however, alternatives include the capital reserve fund or Canada Community Building Fund (CCBF).

NEXT STEPS

If approved, staff will begin the procurement process for phase 2 of the project.

ATTACHMENTS

- Letter from Nova Scotia Environment, Environmental Monitoring and Compliance Division dated December 17, 2010
- Survey Boundary Map
- Site Overview

Prepared by:

Jordan Saunders, Construction Project Coordinator


Reviewed by:

Jim Young, P.Eng, Director of Municipal Operations

Approved by:


Douglas Patterson
Interim Chief Administrative Officer

Approval Date:


(Date)



136 Exhibition St.
Kentville, Nova Scotia
B4N 4E5

TC #1		
TC #2	11-01-31	5a
FILE	Tel: (902) 679-6086 Fax: (902) 679-6166	

#3

Environmental Monitoring & Compliance Division
Kentville Regional Office

December 17, 2010

Our file number: 33000-30-KEN-2009-1842075

Matthew Douthwaite, P. Geo.
Irving Oil Limited
Suite 700, 55 Union Street
Mercantile Centre
Saint John, New Brunswick
E2L 5B7



Re: **Former Irving Oil Service Station, 275 Granville Street, Bridgetown, NS (PID 05149984)**

Dear Mr. Douthwaite:

The Department has received the following documentation associated with the assessment and remediation of the above noted property:

- Phase II Environmental Site Assessment, Dillon Consulting Limited, December 2006
- Annual Groundwater Monitoring Report, Dillon Consulting, December 21, 2006
- Phase III Environmental Site Assessment, Dillon Consulting Limited, June 2007
- Supplemental Site Investigation, Dillon Consulting Limited, July 2008
- Risk Assessment Report, Dillon Consulting Limited, June 2010
- Closure Documentation, Dillon Consulting Limited, July 27, 2010
- Certificate of Compliance, dated July 27, 2010

Please be advised that the Department recognizes the submitted Certificate of Compliance, dated July 27, 2010 which serves as the Site Professional's position that the provincial requirements have been met.

The Department notes that contaminant impacts have been determined on the site property line adjacent to the sidewalk and street in the area of TP17. The extent of impacts has not been fully delineated along the property line in this area, although it is noted that 2 boreholes had been drilled on the other side of the street as described in the reports. Based on this information, the Department presumes some contamination extends under the sidewalk and into the street near the area of TP17 that is attributed to Irving Oil Limited.

Based on this information, the file is closed.

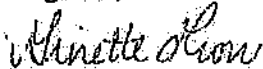
Notwithstanding this, the Department reserves the right to evaluate the site should site activities change that cause or may cause an adverse effect, or circumstances change which result in contamination that causes or may cause an adverse effect. This letter confirms Her Majesty the Queen, in right of the Province of Nova Scotia, accepts no liability

and no action lies and no proceeding may be brought against the Provincial Crown or any employee thereof because of any matter, claim, injury or damage arising out of recognition of the Certificate of Compliance. Furthermore, the Department has not supervised the work undertaken at the site and does not assume any responsibility or liability for the work, or for notifying future owners, or present or future occupants of the property of the work that was completed.

For your information, the file number for the property in relation to this event is 33000-30-KEN-2009-1842075. Please be advised that access to information in this file is subject to provincial information access and privacy legislation, and departmental policy. Requests for, or questions about, disclosure of this information may be directed to the Information Access & Privacy Manager, NS Environment at (902) 424-2577.

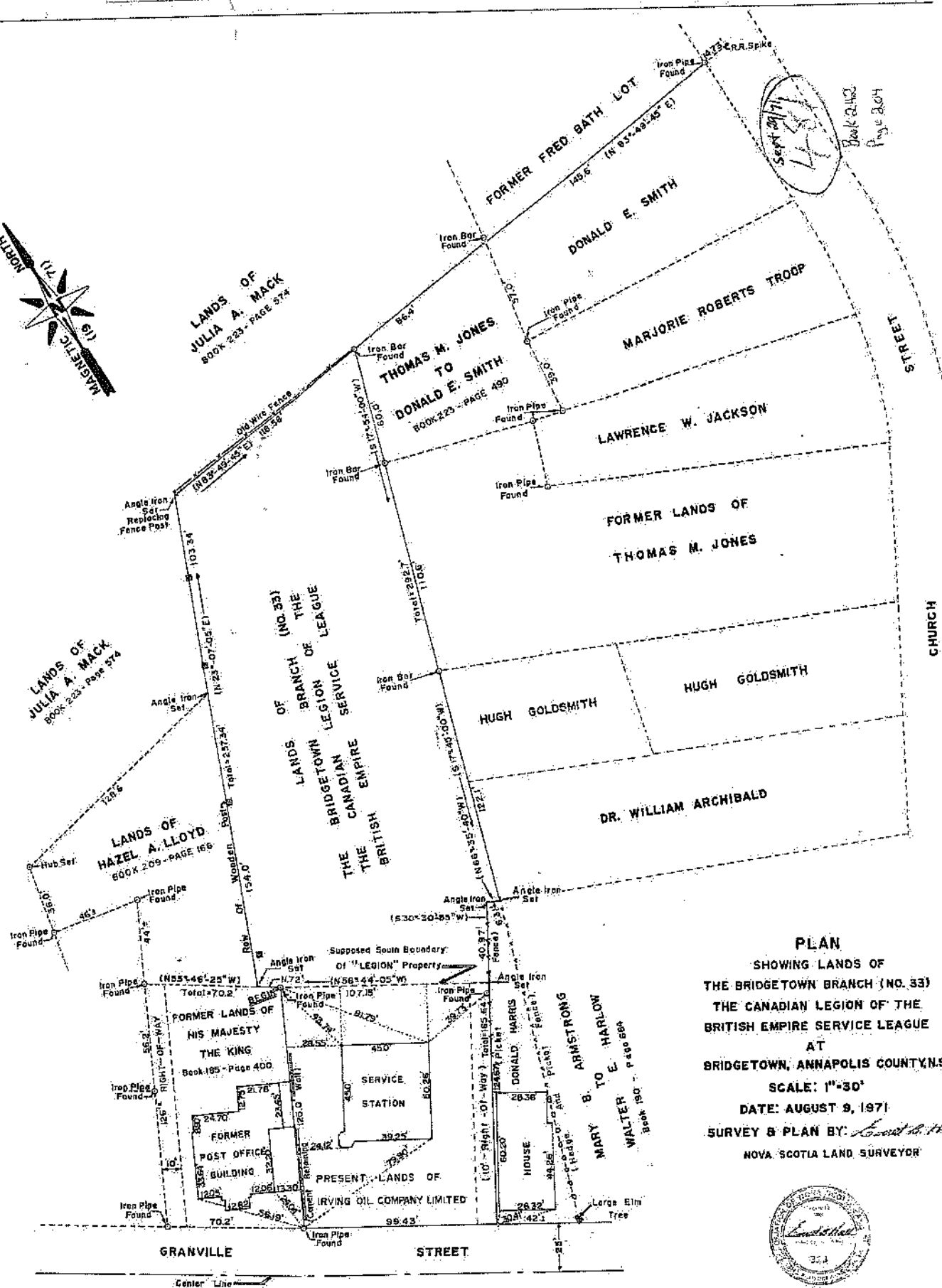
If you have any further questions or concerns on this matter, please do not hesitate to contact the Kentville Regional Office, at (902) 679-6086 between the hours of 8:30 - 4:30 from Monday to Friday.

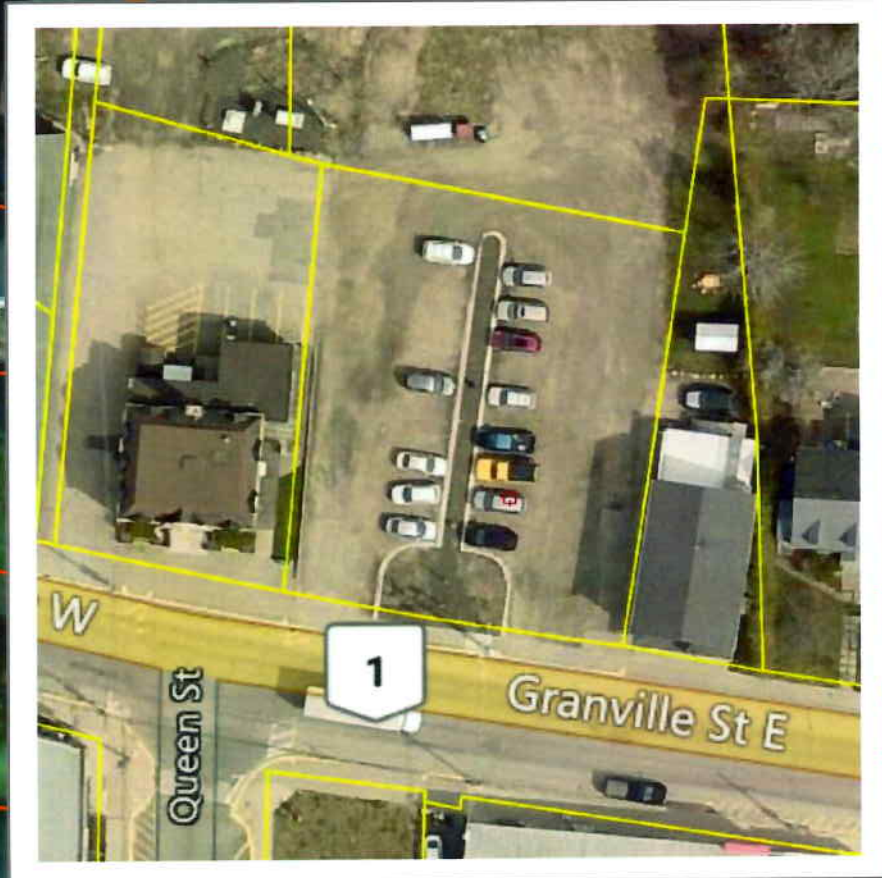
Regards,



Ginette d'Eon
Inspector Specialist III
Kentville Regional Office
Nova Scotia Environment
Phone: 679-6086
Fax: 679-6186

cc. K. Maynard (Dillon Consulting)





1:500

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STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Linda Bent, Manager of Inspection Services
Report Number: **SR2023-36 MRHP St John's Anglican Church – Application for Alteration**
Subject: Municipally Registered Heritage Property St. John's Anglican Church, 694 Highway 201, Moschelle Refer Application for Alteration

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

Heritage Property Act Section 17 (3)
Heritage Property Act Section 18 (3)

BACKGROUND

On March 30, 2023 staff received a request for an alteration to St. John's Anglican Church, 694 Highway 201, Moschelle. The requested alteration is to replace the existing green asphalt shingles with black metal roof material.

DISCUSSION

The options available to Municipal Council are Council has the authority to reject the application outright. The second option would require Council to refer this application to the Heritage Advisory Committee for their review and recommendation. *Heritage Property Act* Section 17 (3) requires Council to refer an application to its Heritage Advisory Committee for their review and recommendation.

FINANCIAL IMPLICATIONS

There are no financial implications regarding this application

POLICY IMPLICATIONS

None Known

ALTERNATIVES / OPTIONS

NEXT STEPS

It is hopeful that the Heritage Advisory Committee will meet in April. Upon receipt of a favourable recommendation from the Heritage Advisory Committee, after receiving Council's approval the applicant can commence their restoration. Council should be aware that in accordance with Section 18(3) of the Heritage Property Act, should Council reject the application, the applicant, after three years, has the right to commence the work without Council's approval.

ATTACHMENTS

Site Map – showing property location

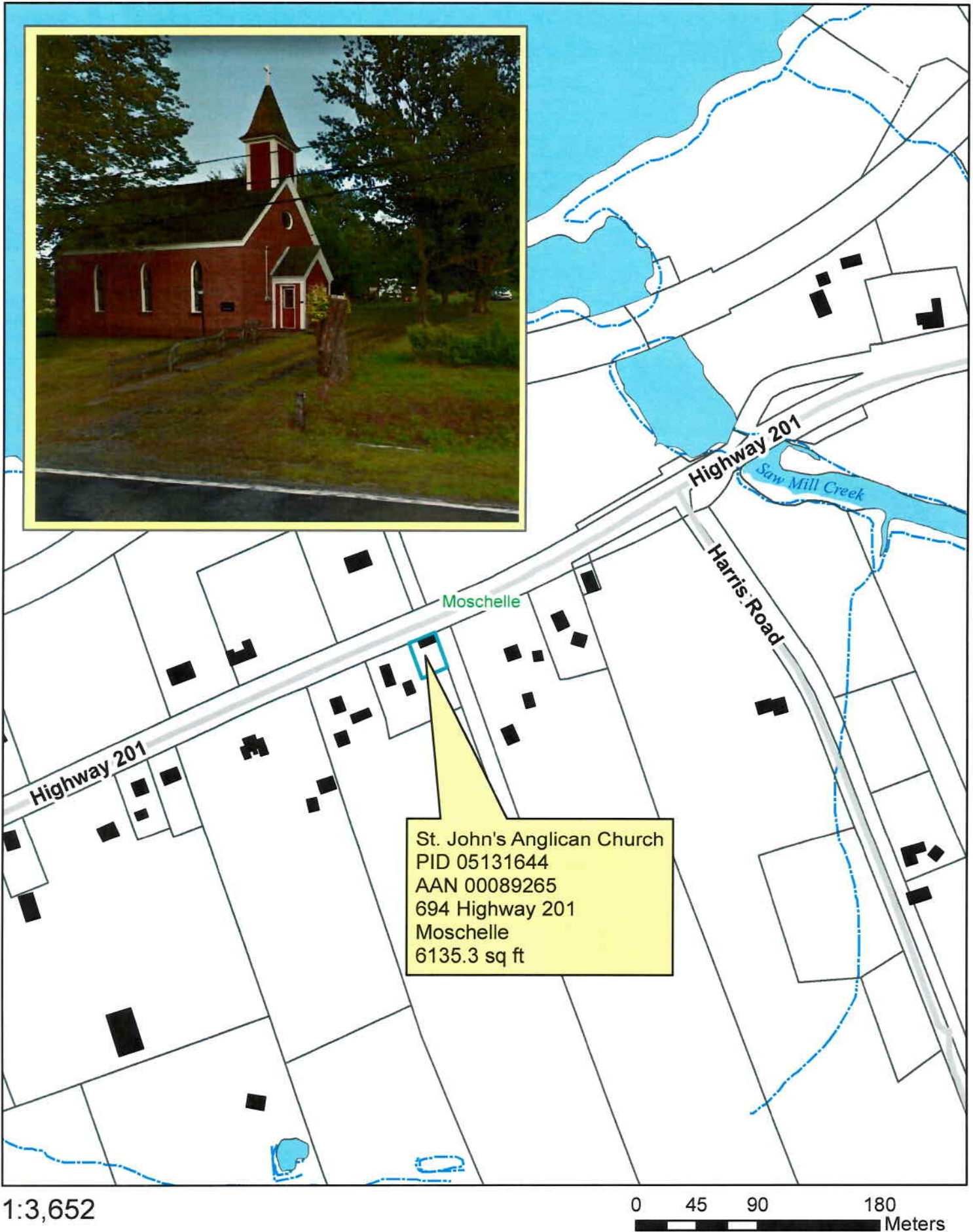
Prepared by:

Linda Bent, Manager of Inspection Services

Approved by:**Approval Date:**

Doug Patterson,
Interim Chief Administrative Officer

April 3, 23
(Date)





COUNTY of ANNAPOLIS
NATURALLY ROOTED

STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Mark Coles, Superintendent of Municipal Operations
Report Number: SR2023-37 Former Upper Clements Park Structures
Subject: 2023-03-30 Structure Fire Precesky House, Upper Clements

RECOMMENDATION(S):

- 1 - That Municipal Council authorize staff to proceed with the cleanup of the remains of the structure that was destroyed by fire on March 30, 2023 at the former Upper Clements Park with funding to come from operational reserves
- 2 - That Municipal Council authorize staff to proceed with the demolition of the remaining buildings on the property of the former Upper Clements Park with funds to come from operational reserves

LEGISLATIVE AUTHORITY

Section 65 of the *Municipal Government Act*

BACKGROUND

The County of Annapolis had previously called a tender to remove the unsafe buildings at the former Upper Clements Park and completed all but a few select buildings. The buildings remaining were hoped to be attractive to a perspective purchaser therefore left to stand.

Unfortunately, the public has continued to trespass on the property and Municipal Operations staff have continuously had to board up the buildings that were remaining. A fire call came in early March 30, 2023 that the stone house known at the Precesky House was on fire. The fire marshal's office was contacted and the excavator was brought in to knock down parts of the structure to allow fire departments better access to put the fire out. With the damage from the fire and activities putting out the fire the building was deemed to be unsafe there for the remainder of the building was demolished for safety reasons and to better extinguish any possible hot spots.

As a result, the whole structure had to be knocked down and the basement filled to the best of the excavator's ability. The Administrator for Dangerous & Unsightly Premises has visited the site and does not see any reason why a process would be required at this point as there is nothing left to be concerned about.

The perimeter of the debris location will be taped off and barriers will be installed to keep vehicles from accessing the site until the roads open to allow a contractor to remove the debris to a proper construction and debris site.

All costs for the excavator, both the initial knock down and future removal, will need to come out of the account identified by Finance.

The other issue of concern are the buildings that are left on site and with the concern of another fire, it is recommended that they also be removed from the property to avoid future issues. Due to the fact that the property was uninsured, any further liability would be the County of Annapolis' responsibility.

DISCUSSION

The existing debris from the demolished house has mitigated the risk from the damaged building however many hazards still exist there for the removal of this debris and permanent site remediation should be completed as soon as is practical so as to completely remove any perceivable risk to persons or wildlife.

It is the opinion of staff in Municipal Operations that the potential assets of these buildings is far outweighed by the risk if these buildings to continue to stand in their current state, with current events in mind the longer these buildings remain an attractive site for people to enter there is a risk that further damage of fires could occur, the planned removal of these buildings would mitigate any such events and a planned demolition and remediation would be cheaper and safer than an emergency situation.

FINANCIAL IMPLICATIONS

Motion #1

Initial use of excavator to knock down structure and equipment to gain emergency site access by emergency services	Estimated cost of \$10,000
Site Cleanup of demolished building to approved construction & debris site	Estimated cost at \$20,000 + tipping fees at C& D site estimated at \$4,000

Motion #2 Options

Demolition of four buildings still on site and removal of debris	Estimated cost of \$40,000 + tipping fees at the C & D site estimated at \$10,000
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NEXT STEPS

ATTACHMENTS:

Pictures while members of fire departments and staff present

Prepared by:

Mark Coles, Superintendent of Municipal Operations

Reviewed by:

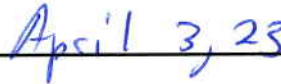
Angela Anderson, Manager of Finance

Approved by:

Approval Date:



Doug Patterson
Interim Chief Administrative Officer



(date)

Attachments to **SR2023-37 Former Upper Clements Park Structures** dated March 30, 2023

Re: Upper Clements Park Fire





STAFF REPORT

Report To: Committee of the Whole
Meeting Date: April 11, 2023
Prepared By: Angela Anderson, Manager of Finance/Treasurer
Report Number: SR2023-38 2023-24 Sewer Rates County and Bridgetown
Subject: 2023/24 Sewer Rates – County and Bridgetown

RECOMMENDATION(S):

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

and

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

LEGISLATIVE AUTHORITY

This report is in accordance with the M10 Sewer Charges bylaw and the Bridgetown Sewer Charge bylaw.

BACKGROUND

Council sets the sewer rates for the County and Bridgetown sewer systems annually. The charges reflect the operational cost of running the system from collection to treatment and disposal, as well as the forecasted capital replacement.

The rates collected in excess of the operational costs are placed in reserve for capital replacement and are built into rate structure.

DISCUSSION

There is a rate study underway that will analyze the sewer rates and ensure the County is charging a fair, sustainable rate. It will be developed with the operational, capital and inflationary costs associated in mind.

The rationale for a 2% increase to the rates is to be reflective of inflation and, thus cost of providing the services. The revenues resulting from the increase in rates are sufficient to cover the cost of operation and contributions required for the capital works in the upcoming budget.

With the development and evolution of the asset management program, this will further inform the rate setting and forecasting process. Staff are committed to ensuring best practices and objectivity when setting rates for services, such as sewer.

FINANCIAL IMPLICATIONS

The following table displays the sewer rates for the past three years:

	2021/22	2022/23	Proposed 23/24	Increase
County Sewer – flat rate (per equivalent unit)	\$564.69	\$578.81	\$590.39	\$11.58 (annual)
Bridgetown Sewer – base (per quarter)	\$12.51	\$12.82	\$13.08	\$0.26 per quarter
Bridgetown Sewer – variable (per cubic meter)	\$2.03	\$2.08	\$2.12	\$0.04 per cubic meter

In Bridgetown the variable rate is based on water usage. The average two person household uses about 40 cubic meters of water per quarter. This would result in an additional \$1.60 per quarter for variable charges.

The rates proposed are will optimally provide enough revenue for the operation of the sewer system in both the County and Bridgetown and allow for a reasonable reserve contribution to sustain the sewer capital works.

POLICY IMPLICATIONS

NA

ALTERNATIVES / OPTIONS

Alternative 1: No increase to the rates

That Municipal Council direct staff to maintain the County Sewer Rate at \$578.81 per equivalent unit; and

That Municipal Council direct staff to maintain the Bridgetown Sewer Rate with a base rate of \$12.82 per quarter and \$2.08 per cubic meter.

This is not a recommended alternative as the cost of providing the services and requirement for infrastructure replacement is continuously increasing. When rates remain unchanged it usually results in a significant increase in another fiscal year. Small, consistent increases in line with inflation ensure sustainability and minimize the impacts for residents.

This option can be viable under the premise that there will be work performed throughout the next fiscal year to determine the most appropriate rate structure to ensure successful operation and capital replacement of the infrastructure in the future. It will, however, result in a lower contribution to the sewer reserves utilized for the infrastructure.

ATTACHMENTS

NA

Prepared by:

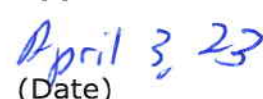
Angela Anderson, CPA, Manager of Finance/Treasurer

Approved by:



Doug Patterson
Interim Chief Administrative Officer

Approval Date:



(Date)



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: March 14, 2023
Prepared By: Carolyn Young, Municipal Clerk
Report Number: SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena (LEYA)
Subject: Letter of Awareness Lawrencetown Exhibition Youth Arena for their 2023-2024 Recreation Facility Development Grant application

RECOMMENDATION(S):

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

LEGISLATIVE AUTHORITY

AM-1.3.8 Letters of Support & Acknowledgement

BACKGROUND

In accordance with the policy, Lawrencetown Exhibition Youth Arena Chairperson Lynn Roscoe submitted their final funding request for a Recreation Facility Development (RFD) Grant to the Clerk for review and recommendation. Part of the requirements, as applicable, of the RFD grant process, is 'to provide a letter from the municipality acknowledging awareness or support to the applicants planned project and details of any municipal involvement related to funding and/or contribution assistance'.

DISCUSSION

The Lawrencetown Exhibition Youth Arena is applying for funding from the province to extend and insulate the north wall of the warm room to double the number of people who can use it with the insulation decreasing the amount of power required to heat the space.

This is a \$32,685 project. They are requesting 1/3 from the province \$10,895, they indicate 1/3 Cash on Hand Capital Funds of \$10,895, and they intend to request a capital grant from the municipality for 1/3 \$10,895 – but a request has not yet come before council.

They have indicated in the funding application that if they are not selected for the provincial grant, the Board will review priorities and likely hold off on the project until spring of 2024.

This is part of their long-term upgrade and replacement plan.

FINANCIAL IMPLICATIONS

No funding has been requested from the municipality.

POLICY IMPLICATIONS

N/A

ALTERNATIVES / OPTIONS

N/A

NEXT STEPS

Once approved at council, a letter would be provided under the Warden's signature.

ATTACHMENTS

AM-1.3.8 Letters of Support & Acknowledgement Policy

Prepared by:

Carolyn Young, Municipal Clerk

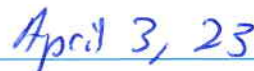
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Approved by:



Doug Patterson
Interim Chief Administrative Officer

Approval Date:



(Date)



BOARDS and COMMITTEES

Information Report

Joint, Regional or Community Organizations (AM-1.3.7)

Report To: Committee of the Whole
Submitted by: Bruce Prout
Submission Date: April 11, 2023
Subject: Trans County Transportation Society – 2023-03-15 Board Meeting Report

Background

TCTS is a Community Organization which has a MOCA Councillor who attends their meetings.

The meeting was called to order at 3:35 with regrets from Martha Armstrong.

The minutes of the February 23rd meeting were approved.

Under Business Arising, a letter was circulated and discussed.

There was no Correspondence.

The General Manager Report was accepted and approved. Highlights included the discussion regarding the upcoming request for \$60,000.00 from Annapolis County for the 2023-2024 fiscal year and the need for increased funding for the Medical Shuttle if drive fares could be reduced.

The Treasurers Report was accepted and approved.

Under New Business, a new Charter contract with AVRCE was adopted and the 2023/2024 Budget was approved.

The April Board Meeting was scheduled for April 19th at 3:30.

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

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

Carolyn Young

Subject: FW: Upcoming Meeting!

From: sandy sokolik <woollygrape@gmail.com>
Sent: Thursday, March 16, 2023 6:42 PM
To: Dane Berringer; Clyde Barteaux
Cc: Sandy Sokolik; Tyler Hayden
Subject: Upcoming Meeting!

Dane, Clyde, Annapolis County Council and the Community of Granville Ferry,

I am writing to you from afar in hopes that you will feel my presence today with concern, hope and a resolution to our on going speeding issue that has taken too many years to resolve and give the Ferry people a sense of safety as they walk out their doors, drive from their driveways.

Go back in history for the Granville Road, it was a walking road for the first immigrants who landed in our amazing country, small homes were built by this path, horses rode the roads. Then time evolved. More homes, driveways, people. BUT the road never changed its coarse.

In the time I have lived in this wonderful community I personally have experienced the speed issue with many. Whether it was a car, milk truck, logging truck, tour bus etc.. We are looking to YOU to make this road a safe zone for all. I have sent many ideas to Councilman Clyde and the distinguished Dane Berringer. We need YOU to make the right decision either a large low speed signs 30km., have speed bumps put through the village to make people slow down as the driveways and homes are too close to the road.

In the meantime, the RCMP have to make an appearance to show the people of speed we mean business and it is NOW.

To one and all let's hope this meeting brings all the Community of Granville Ferry the safest Village to live in, Regards,
Sandy Sokolik (LilyPad)

Carolyn Young

Subject: FW: Speeding in Granville Ferry

From: Dave Gartley <davegartley@gmail.com>
Sent: Friday, March 17, 2023 3:01 PM
To: Dane Berringer; Sandy; Clyde Barteaux
Cc: Michele Hall
Subject: Speeding in Granville Ferry

Hi Dane

I have received your last recent emails, thank you for the updates.

I have copied our Councillor Clyde Barteaux to request that my proposal stated below be considered before a final decision is reached by the County

My residence is at the entrance to Granville Rd from the 101; first house on the left beside the crosswalk approaching the village.

I can testify without a doubt that the single radar sign presently installed at the North Road facing traffic entering the village has made zero difference on speeding in my area or entering the village from Granville Beach.

Vehicles travelling West towards the village do not see the sign until well through the crosswalk area. Vehicles travelling East towards the highway are not currently confronted with an electronic sign at all.

The only real solution is one I have proposed previously but I have not received any feedback from anyone. I am worried that the County is going to recommend a solution that does not address the bigger picture and it will be money misappropriated towards an ineffective solution.

To reiterate the comprehensive solution:

- 1) two AC powered radar signs procured and installed on the existing standards at the crosswalk near the 101 entrance. One facing East and one facing West. Power is already available at those standards. This is to protect pedestrians, school kids and others, as well as residents east of the village proper.**
 - 2) The existing solar powered sign can then be relocated to the west entrance of the village to alert vehicles entering the village from Granville Beach areas.**
- This is to protect residents within the village proper from speeding vehicles entering from the West.**

Again, the County needs to get this right the first time or our residents will be coming back to the table a second time. This solution will theoretically also reduce RCMP intervention associated with radar trap setups and staff allocations..

From estimates I previously obtained, the cost for the two additional signs at the crosswalk would be approximately \$10K. I previously sent these estimates to Clyde but have not heard back so I am not sure if they made it to Council for review and consideration.
\$10K is a small cost to avoid a regrettable life safety incident.

So I leave this with our representative Clyde, to present to council; and yourself as a member of the RCMP Advisory Board to promote this comprehensive solution that addresses all concerns in an effective manner.

Thank you

Dave Gartley (President for GFCA)
I can be contacted directly at any time @
250-920-6697
davegartley@gmail.com

Disclaimer: This electronic transmission and any documents or other writings sent with it constitute confidential information that is intended for the named recipient(s) only and which may be legally privileged. If you have received this communication in error, do not read it. Please reply to the sender by return e-mail and delete this message immediately. Any disclosure, duplication, distribution, or the taking of any action as a result of this communication or any of its attachment(s) by anyone other than the named recipient(s) is strictly prohibited.

BASIN AQUATIC ASSOCIATION

(Non-profit Association registered in Nova Scotia)

Basin Centre, Cornwallis Park

County of Annapolis Royal, Nova Scotia

• **MEMBERS OF THE BOARD**

- o Burt McNEIL Chairperson, Presenter & Spokesperson
- o Len McNEIL Secretary Treasurer
- o Amanda HUSTON Director
- o Norma WAMBOLDT Director
- o Marlo CRAIG Director

- o Legal Counsel: Jordan Armstrong (Armstrong & Armstrong)

• **BASIN AQUATIC ASSOCIATION**

Basin Aquatic Association is registered with the Province of Nova Scotia as a non-profit Association by a group of community residents of the County of Annapolis.

The Chairperson of the Association is Burt McNeil who will make the presentation.

• **OUR MISSION**

The mission of *Basin Aquatic Association* (BAA) is to reclaim and reopen the community swimming pool facility at Basin Centre, Cornwallis that was shut down in July 2021. It was a vital recreational, health and fitness centre for the community for fifteen years when it opened in 2006 until its untimely and sudden closure in 2021.

• **ABOUT OUR FACILITY**

Currently the Basin Centre swimming pool facility is amongst the very best in Nova Scotia. It boasts a 4-lane Saltwater swimming pool, water slide, kids pool, hot tub, sauna, therapy pool and spacious changing rooms, equipped with wheelchair accessible showers. The pool is fully accessible for wheelchairs & crutches; there is an elevator to get downstairs to the facility.

There is also a 1/8km Indoor Walking Track, overlooking our beautiful Annapolis Basin.

• **MOVING FORWARD IN 2023**

Basin Aquatic Association hopes to reclaim and reopen the facility immediately for our residents between Weymouth & Lawrencetown and beyond.

It had been an important part of our community asset that had enormous wellbeing benefits for our community; learning to swim, therapy, & people of all ages keep fit and healthy. Just two and a half hours per week of aerobic physical activity, such as swimming, can decrease the risk of chronic illnesses. This can also lead to improved health for people with diabetes and heart disease. Swimmers have about half the risk of death compared with inactive people. Water-based exercise can benefit older adults by improving their quality of life and decreasing disability.

A draft pool schedule has been crafted; including WaterArt Aquacise classes for adults, after school programs for teens (will include volleyball net and/or basketball net), adult only lane swims, parent & tot swims, swimming lessons, family swims & open swims. There has also been space left for birthday parties & corporate events, etc.

Having a year-round indoor swimming pool for recreation & well being is beyond beneficial for the community. The association also plans to hold special events for competition among local swimming teams. (Lawrencetown, Bridgetown, Annapolis, Digby & Middleton)

• **WHERE WE ARE NOW**

All necessary repairs to facility are complete; the pool is not filled yet. BAA is not required to pay Basin Centre back for repairs done.

Annapolis County now collects taxes from the property, and also water and sewer charges.

Basin Aquatic Association is seeking a predetermined allocation from the recreational budget of the Counties/Towns. (Annapolis County, Digby County, Town of Annapolis Royal & Town of Digby)

The recreational grant requested is vital for BAA to start the process of opening and operating the aquatic facility as a non-profit Association for and on behalf of the community. (Financial ProFormas for 2023/2024 attached in your package)

• **MEMBERSHIP DETAILS**

Membership Details		
Adult Single (all prices plus tax)	Senior/Youth/Student (all prices plus tax)	Family (all prices plus tax)
Monthly \$39 Billed Monthly Yearly \$429 Billed Yearly	Monthly \$30 Billed Monthly Yearly \$330 Billed Yearly	Monthly \$58 Billed Monthly Yearly \$638 Billed Yearly
<ul style="list-style-type: none">• Unlimited Group Aquacise Classes• Unlimited Open Swims - Both Pools• Unlimited Lane Swims• Unlimited Leisure Swims - Kids Pool• Access to Sauna• Access to Therapy Pool• All are subject to Pool Schedule	<ul style="list-style-type: none">• Unlimited Group Aquacise Classes• Unlimited Open Swims - Both Pools• Unlimited Lane Swims• Unlimited Leisure Swims - Kids Pool• Access to Sauna• Access to Therapy Pool• All are subject to Pool Schedule	<ul style="list-style-type: none">• Max 2 adults, unlimited under 18• Unlimited Group Aquacise Classes• Unlimited Open Swims - Both Pools• Unlimited Lane Swims• Unlimited Leisure Swims - Kids Pool• Access to Sauna• Access to Therapy Pool• All are subject to Pool Schedule

WaterArt Aquacise Class Descriptions

WaterArt Deep Aquafit - A full body workout of strength conditioning and cardio using aqua belts in the deep water.

WaterArt Shallow Aquafit - A full body workout consisting of strength conditioning and cardio in the shallow end of the pool

WaterArt Pool Running - Both Deep and Shallow water classes. These classes consist of a cardiovascular workout for those that want a water workout as another means towards conditioning in their running regiment. Deep pool running is done with aqua belts on.

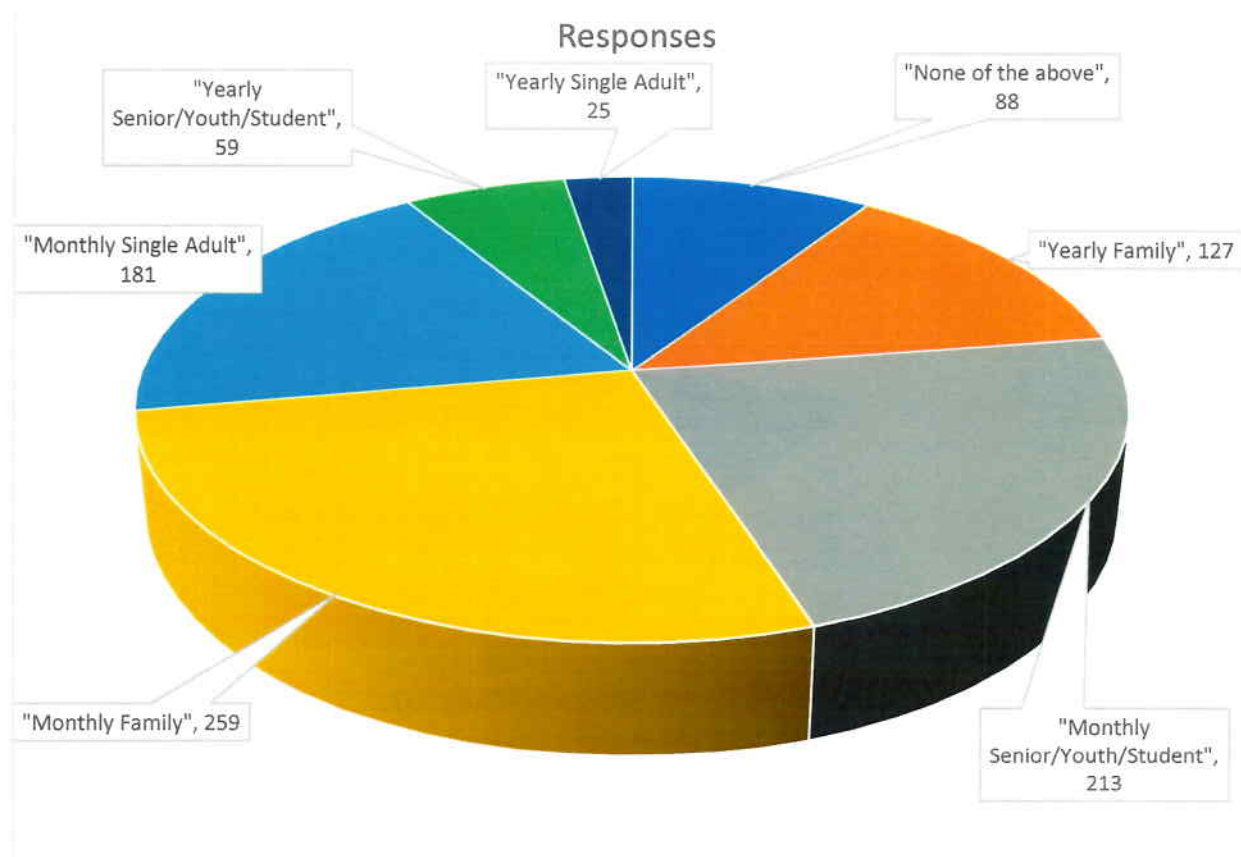
WaterArt Shallow and Deep-water Arthritis classes - These classes consist of a workout involving strength conditioning, cardiovascular, flexibility, balance focusing on the arthritic aspect to help those suffering with all types of arthritic or joint issues.

WaterArt Aqua Step - This is a shallow water cardio and muscle strength conditioning workout using the aqua steps.

• BASIN AQUATICS VS BASIN FITNESS

Basin Aquatics is separate from Basin Fitness. The Aquatic side is run as a non-profit whereas Basin Fitness will be a stand-alone business.

In January 2023 BAA launched an Aquatic Survey to determine which levels of membership would be of most interest to our communities. Based on Membership pricing, and inclusions, the communities responded with the following which is based on 952 respondents.



• EMPLOYMENT FOR THE FACILITY

Our needs assessment has us hiring for new positions at the facility; some positions will be Part Time initially; then transition into Full Time. Positions include but are not limited to:

- Pool Manager
- Mechanical Services Technician
- Lead Lifeguard
- 4 Part Time Lifeguards
- Biosecurity Tech Cleaner
- Certified WaterArt Aquacise Instructor

- **BASIN AQUATIC ASSOCIATION SEEKS A GRANT IN 2023**

After having conducted our due diligence for costs of reclaiming and reopening the Basin Centre aquatic facility, Basin Aquatic Association seeks a grant for the Fiscal Year 2023 (April 1, 2023 to March 31, 2024) of \$188,000. The membership raised of the association will pay the balance.

The Basin Aquatic Association is being very careful in it's cost calculations, and that is how BAA will operate to ensure long term security of tenure at the Basin Centre.

- **IN CONCLUSION**

- The community wants the Basin Aquatics Pool to reopen, it was built for the community and was part of the community for over 15 years.
- The benefits of the aquatic facility to the community cannot be overstated and a significant portion of our new community members have moved to this area with the understanding there was a facility still operating in the Cornwallis Park area. This will continue to be a part of the decision-making process of future residents of the area.
- We strive to bring these services back to our area to help our community get back into the water! We are ready, willing & able to open this pool; all that is needed is your support.



Basin Aquatics
Pro Forma Cash Flow Statement

12 Months

2023

Revenue Source	Rate	January	February	March	April	May	June
Adult Memberships(monthly)	\$ 39.00	\$ -	\$ -	\$ 7,059.00	\$ 7,410.00	\$ 7,605.00	\$ 7,605.00
Adult Memberships (Annual Pre-pay)	\$ 429.00	\$ -	\$ -	\$ 10,725.00	\$ 858.00	\$ 858.00	\$ 858.00
Family Memberships (monthly)	\$ 58.00	\$ -	\$ -	\$ 15,022.00	\$ 15,138.00	\$ 15,254.00	\$ 15,254.00
Family Memberships (Annual Pre-pay)	\$ 638.00	\$ -	\$ -	\$ 81,026.00	\$ 638.00	\$ 638.00	\$ 638.00
Senior, Youth, Student (monthly)	\$ 30.00	\$ -	\$ -	\$ 6,390.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
Senior, Youth, Student (Annual pre-pay)	\$ 330.00	\$ -	\$ -	\$ 19,470.00	\$ 330.00	\$ 330.00	\$ 330.00
Day Passes	\$ 5.00	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ 120.00	\$ 120.00
Family Day Passes	\$ 9.00	\$ -	\$ -	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00
Classes- Swimming, etc.	\$ 20.00	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Corporate Membership sales	\$ 30.00	\$ -	\$ -	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Sponsored Events	\$ 125.00	\$ -	\$ -	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00
Municipal Support (\$ values)		\$ -	\$ -	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00
		\$ -	\$ -	\$ 156,837.00	\$ 45,119.00	\$ 44,950.00	\$ 44,950.00
Disbursements							
Advertising and Promotion	\$	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Bank Service Charges	\$	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Cleaning supplies	\$	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Computer Support	\$	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Treatment costs(including start up, projection)	\$	\$ -	\$ -	\$ 9,800.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Insurance	\$	\$ -	\$ -	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00
Office and General	\$	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Repairs & Maintenance (including contingency)	\$	\$ -	\$ -	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
Lease	\$	\$ -	\$ -	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00
TMI	\$	\$ -	\$ -	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29

Telephone & Internet	\$	-	\$	-	\$	400.00	\$	400.00	\$	400.00	\$	400.00
Wages	\$	-	\$	-	\$	13,620.01	\$	13,620.01	\$	13,620.01	\$	13,620.01
Other Expenses	\$	-	\$	-	\$	1,200.00	\$	1,200.00	\$	1,200.00	\$	1,200.00
	\$	-	\$	-	\$	60,234.30	\$	51,934.30	\$	51,934.30	\$	51,934.30
NET Cash Flow	\$	-	\$	-	\$	96,602.70	-\$	6,815.30	-\$	6,984.30	-\$	6,984.30
Opening Cash Balance	\$	-	\$	-	\$	-	\$	96,602.70	\$	89,787.40	\$	82,803.10
Cash flow / Deficit	\$	-	\$	-	\$	96,602.70	-\$	6,815.30	-\$	6,984.30	-\$	6,984.30
Closing Cash Balance	\$	-	\$	-	\$	96,602.70	\$	89,787.40	\$	82,803.10	\$	75,818.80

	July	August	September	October	November	December	TOTALS
\$	7,605.00	\$ 7,605.00	\$ 7,605.00	\$ 7,605.00	\$ 7,605.00	\$ 5,616.00	\$ 67,743.00
\$	858.00	\$ 858.00	\$ 858.00	\$ 858.00	\$ 858.00	\$ 858.00	\$ 858.00
\$	15,254.00	\$ 15,254.00	\$ 15,254.00	\$ 15,254.00	\$ 15,254.00	\$ 12,296.00	\$ 15,254.00
\$	638.00	\$ 638.00	\$ 638.00	\$ 638.00	\$ 3,190.00	\$ 3,190.00	\$ 3,190.00
\$	3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 4,380.00	\$ 3,600.00
\$	330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 660.00	\$ 330.00
\$	120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 150.00	\$ 120.00
\$	270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00
\$	400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
\$	750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
\$	625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 5,750.00
\$	14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 130,500.00
\$	44,950.00	\$ 44,950.00	\$ 44,950.00	\$ 44,950.00	\$ 47,502.00	\$ 43,695.00	\$ 228,765.00

\$	1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 12,000.00
\$	500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 5,000.00
\$	1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 10,000.00
\$	200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,000.00
\$	1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 23,300.00
\$	1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 11,900.00
\$	200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,000.00
\$	3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 38,000.00
\$	7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 72,600.00
\$	19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 198,642.90

\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 4,000.00
\$ 13,620.01	\$ 13,620.01	\$ 13,620.01	\$ 13,620.01	\$ 13,620.01	\$ 13,620.01	\$ 13,620.01	136,200.10
\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	12,000.00
\$ 51,934.30	\$ 51,934.30	\$ 51,934.30	\$ 51,934.30	\$ 51,934.30	\$ 51,934.30	\$ 51,934.30	527,643.00
\$ 6,984.30	\$ 6,984.30	\$ 6,984.30	\$ 6,984.30	\$ 4,432.30	\$ 8,239.30	\$	35,210.00
\$ 75,818.80	\$ 68,834.50	\$ 61,850.20	\$ 54,865.90	\$ 47,881.60	\$ 43,449.30	\$	35,210.00
\$ 6,984.30	\$ 6,984.30	\$ 6,984.30	\$ 6,984.30	\$ 4,432.30	\$ 8,239.30	\$	35,210.00
\$ 68,834.50	\$ 61,850.20	\$ 54,865.90	\$ 47,881.60	\$ 43,449.30	\$ 35,210.00		

Basic Activities

Revenue

12 Months

Dec-24

Revenue (Units) - Revenue Generation	Rate	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Adult Memberships (Monthly)	\$ 39.00	196	196	196	196	196	196	196	196	196	196	196	196	2351
Adult Memberships (Annual Pre-pay)	\$ 429.00	1	1	23	1	1	1	1	1	1	1	1	1	45
Family Memberships (Monthly)	\$ 58.00	259	259	259	259	259	259	259	259	259	259	259	259	3160
Family Memberships (Annual Pre-pay)	\$ 638.00	1	1	127	1	1	1	1	1	1	1	1	1	176
Senior Youth Student (Monthly)	\$ 30.00	213	213	213	213	213	213	213	213	213	213	213	213	2535
Senior Youth Student (Annual Pre-pay)	\$ 370.00	1	1	59	1	1	1	1	1	1	1	1	1	64
Day Passes	\$ 5.00	120	120	120	120	120	120	120	120	120	120	120	120	1440
Family Day Passes	\$ 9.00	30	30	30	30	30	30	30	30	30	30	30	30	360
Classes - Swimming, etc.	\$ 10.00	20	20	20	20	20	20	20	20	20	20	20	20	240
Corporate Membership sales	\$ 25.00	25	25	25	25	25	25	25	25	25	25	25	25	300
Sponsored Events	\$ 125.00	5	5	5	5	5	5	5	5	5	5	5	5	60
Municipal Support/Exhibits	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 174,000.00
		467	467	1074	366	366	366	366	366	366	366	366	366	366
Wages calculation (Increases in March 2024)														
Pool Manager	\$ 44,000.00	\$ 2,916.67	\$ 2,916.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 3,666.67	\$ 40,866.70
Maintenance Services Technician	\$ 40,000.00	\$ 2,666.67	\$ 2,666.67	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 36,833.33
Pool Technician - HW & Safety	\$ 40,000.00	\$ 2,666.67	\$ 2,666.67	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 3,333.33	\$ 36,833.33
Life Guard - PT	\$ 14,000.00	\$ 933.33	\$ 933.33	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 12,800.00
Life Guard - FT	\$ 12,000.00	\$ 783.33	\$ 783.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 10,800.00
Life Guard - PT	\$ 14,000.00	\$ 933.33	\$ 933.33	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 12,800.00
Life Guard - FT	\$ 12,000.00	\$ 783.33	\$ 783.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 983.33	\$ 10,800.00
Municipality Tech cleaner	\$ 14,000.00	\$ 933.33	\$ 933.33	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 1,166.67	\$ 12,800.00
	\$ 222,000.00	\$ 13,620.01	\$ 13,620.01	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	\$ 182,000.00

NOTES: 28 % calculation for EL, CPP, etc.

Basin Aquatics

Pro Forma Cash Flow Statement

12 Months:

2024

Revenue Source	Rate	January	February	March	April	May	June
Adult Memberships(monthly)	\$ 39.00	\$ 5,616.00	\$ 5,616.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00
Adult Memberships (Annual Pre-pay)	\$ 429.00	\$ 858.00	\$ 858.00	\$ 10,725.00	\$ 429.00	\$ 429.00	\$ 429.00
Family Memberships (monthly)	\$ 58.00	\$ 12,296.00	\$ 12,296.00	\$ 15,022.00	\$ 15,022.00	\$ 15,022.00	\$ 15,022.00
Family Memberships (Annual Pre-pay)	\$ 638.00	\$ 3,190.00	\$ 3,190.00	\$ 81,026.00	\$ 638.00	\$ 638.00	\$ 638.00
Senior, Youth, Student (monthly)	\$ 30.00	\$ 4,380.00	\$ 4,380.00	\$ 6,390.00	\$ 6,390.00	\$ 6,390.00	\$ 6,390.00
Senior, Youth, Student (Annual pre-pay)	\$ 330.00	\$ 660.00	\$ 660.00	\$ 19,470.00	\$ 330.00	\$ 330.00	\$ 330.00
Day Passes	\$ 5.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 120.00	\$ 120.00
Family Day Passes	\$ 9.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00
Classes - Swimming, etc.	\$ 20.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Corporate Membership sales	\$ 30.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Sponsored Events	\$ 125.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00
Municipal Support (\$-values)		\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00
		\$ 44,145.00	\$ 44,145.00	\$ 157,422.00	\$ 47,598.00	\$ 47,118.00	\$ 47,118.00
Disbursements							
Advertising and Promotion		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Bank Service Charges		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Cleaning supplies		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Computer Support		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Treatment costs		\$ 1,500.00	\$ 1,500.00	\$ 8,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Insurance		\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00
Office and General		\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Repairs & Maintenance (including contingency)		\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
Lease		\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00
TMI		\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29
Telephone & Internet		\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Wages		\$ 13,620.01	\$ 13,620.01	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00

Other Expenses	\$	1,200.00	\$	1,200.00	\$	1,200.00	\$	1,200.00	\$	1,200.00	\$	1,200.00
	\$	51,934.30	\$	51,934.30	\$	64,314.29	\$	57,314.29	\$	57,314.29	\$	57,514.29
NET Cash Flow	-\$	7,789.30	-\$	7,789.30	\$	93,107.71	-\$	9,716.29	-\$	10,196.29	-\$	10,196.29
Opening Cash Balance	\$	35,210.00	\$	27,420.70	\$	19,631.40	\$	112,739.11	\$	103,022.82	\$	92,826.53
Cash flow / Deficit	-\$	7,789.30	-\$	7,789.30	\$	93,107.71	-\$	9,716.29	-\$	10,196.29	-\$	10,196.29
Closing Cash Balance	\$	27,420.70	\$	19,631.40	\$	112,739.11	\$	103,022.82	\$	92,826.53	\$	82,630.24

July	August	September	October	November	December	TOTALS
\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 7,644.00	\$ 5,616.00	\$ 80,067.00
\$ 429.00	\$ 429.00	\$ 429.00	\$ 429.00	\$ 429.00	\$ 858.00	\$ 429.00
\$ 15,022.00	\$ 15,022.00	\$ 15,022.00	\$ 15,022.00	\$ 15,022.00	\$ 12,396.00	\$ 15,022.00
\$ 638.00	\$ 638.00	\$ 638.00	\$ 638.00	\$ 638.00	\$ 3,190.00	\$ 638.00
\$ 6,390.00	\$ 6,390.00	\$ 6,390.00	\$ 6,390.00	\$ 6,390.00	\$ 4,380.00	\$ 6,390.00
\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 660.00	\$ 330.00
\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 150.00	\$ 120.00
\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00
\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 7,000.00
\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 159,500.00
\$ 47,118.00	\$ 47,118.00	\$ 47,118.00	\$ 47,118.00	\$ 47,118.00	\$ 43,695.00	\$ 270,916.00

\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 14,400.00
\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 6,000.00
\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00
\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00
\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 22,000.00
\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 1,190.00	\$ 14,280.00
\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00
\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 45,600.00
\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 7,260.00	\$ 87,120.00
\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 19,864.29	\$ 238,371.48
\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 4,800.00
\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 317,240.02

\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 14,400.00
\$ 57,314.29	\$ 57,314.29	\$ 57,314.29	\$ 57,314.29	\$ 57,314.29	\$ 57,314.29	\$ 57,314.29	\$ 681,011.50
-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 13,619.29	-\$ 17,180.50
\$ 82,630.24	\$ 72,433.95	\$ 62,237.66	\$ 52,041.37	\$ 41,845.08	\$ 31,648.79	\$ 18,029.50	
-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 10,196.29	-\$ 13,619.29	-\$ 17,180.50
\$ 72,433.95	\$ 62,237.66	\$ 52,041.37	\$ 41,845.08	\$ 31,648.79	\$ 18,029.50		

**INFORMATION PRESENTATION TO THE
MUNICIPALITY OF THE COUNTY OF ANNAPOLIS COUNCIL
APRIL 11TH, 2023
CHRISTINE IGOT, CHAIR
ANNAPOLIS ROYAL TWINNING COMMITTEE**

I. Annapolis Royal Twinning Committee

The Twinning Committee of the Town of Annapolis Royal began as a group of volunteers and a small committee in 1995. After a visit from delegates from Royan to Annapolis Royal in 1996, Town Council formed a Twinning Committee of the Town of Annapolis Royal.

The first group trip to Royan took place in 1997. In 1999, we welcomed 20 visitors from Royan. Reciprocal visits take place every four years. Our last visit to Royan was in October, 2019.

The twinning relationship between Annapolis Royal and Royan, France was formalized with the 2008 signing, in Royan, of an agreement to promote “our unique historical link between Pierre Dugua, sieur de Mons and the site of the first permanent European settlement in North America”.

The mission of the Annapolis Royal Twinning Committee is to work towards a better community knowledge of the contribution of Dugua de Mons here in our region and in France.

II. Twinning event 2023

The Town of Annapolis Royal and the Twinning Committee, in a desire to recognize the contribution of Pierre Dugua, sieur de Mons, to the history of this area, have designated June 18th as Pierre Dugua Day. The public inauguration of this day in 2023 will take place on Sunday, June 18th.

An 11 person delegation, including Mr. Patrick Marengo, Mayor of Royan, from our twinned city, will visit Annapolis Royal in June to celebrate this extraordinary, one-off, community event.

A new permanent, bilingual interpretive panel, financed by The Historical Association of Annapolis Royal, will be unveiled at the Oqwa'titek amphitheatre in Annapolis Royal in a community ceremony on the Sunday, June 18th.

This unveiling will be preceded by other events to which the general public is invited.
(please see the attached copy of the DRAFT schedule of events)

III. Who is Dugua de Mons?

It is Dugua de Mons who financed and organised his voyages to this area in 1604-1605, establishing the Habitation at Port-Royal, accompanied by his cartographer Samuel Champlain. The contribution of Dugua de Mons is often overlooked by that of Champlain, but it is Dugua de Mons who was in charge of the expedition to Acadie and who went on to finance Champlain's trip to establish the Habitation at Québec in 1608.

Dugua is responsible for the beginning of French language and culture in this area and for a long-lasting alliance and friendship with the Mi'kmaw people.

(please see attached time line of Dugua's life)

IV. Municipality of the County of Annapolis involvement 2023

The Twinning Committee of Annapolis Royal presented a request for funding to the Municipality of the County of Annapolis to help us market and promote this 2023 Twinning visit to our area.

Council awarded the Twinning Committee a marketing grant of \$2,850.

We are very grateful to the County for this financial help. With this money, and that of the Town of Annapolis Royal, we have already been able to have made:

- a bilingual sandwich board featuring the Dugua crest
- a bilingual pull up banner featuring the Dugua crest
- bilingual programmes for the showing at King's Theatre of the 2002 French documentary *In the Footsteps of Dugua de Mons*, newly sub-titled into English.

The Municipality of the County of Annapolis logo is present on all this material as well as in an end credit of the documentary film to acknowledge a special \$500 grant to the Twinning Committee to help get copies of this film into our schools and local libraries.

Further material to be made includes:

- a bilingual programme for June 18th
- advertising and posters for the event on June 18th
- a bilingual educational brochure to be made for the Visitor Information Centre

We cordially invite the Warden and councillors to attend the public events for this visit. Official invitations will be sent by Mayor Boyer to Warden Morrison.

V. Possible future involvement of the Municipality of the County of Annapolis

The legacy of Dugua de Mons to our region is important. He is responsible for the birthplace of Acadie right here in our County. This is not very well known.

In 2024, thousands of visitors of Acadian heritage will come to the Congrès mondial acadien to be held in Clare and Pubnico next summer. There are opportunities here to showcase, in our own county, points of interest. One of these is the historical site of Poutrincourt's Mill in Lequille on the Dugway Road. Where the Dugway Rd and the Highway One meet, it would be interesting to have signage encouraging people to visit the plaques and the old mill stone.

In 2028, we will celebrate the 400th anniversary of the death of Dugua de Mons (his actual birth date is unknown). The Twinning Committee would like to work towards organising an international event to acknowledge this legacy. Interest in this endeavor by the Municipality of the County of Annapolis would be much appreciated.

The Municipality of the County of Annapolis has been involved in several twinning events over the years, providing information and Good Cheer certificates to visitors as well as housing for interns, and we hope this co-operation will continue.

VI. Conclusion

As chair of the Annapolis Royal Twinning Committee and on behalf of all our members, I would like to thank Warden Morrison and the Municipal Council, especially Deb Ryan and Nancy Whitman, for the County's financial contribution to our 2023 events and for your interest in helping to promote Dugua de Mons and his legacy.

Submitted with respect,

Christine Igot
March 30th, 2023

Annapolis Royal - Royan Twinning delegation visit- June 15th to June 20th 2023
Draft schedule with suggestions and possibilities

Date	Morning	Lunch	Afternoon	Dinner	Evening
Thursday, June 15			Arrival of French from Royan		Quiet evening with host families.
Friday, June 16	9 am: official reception breakfast hosted by the Town with meet and greet (Garrison House) 11 am: Visit to Bear River First Nation for tea	<ul style="list-style-type: none"> • host families or picnic at the Historic Gardens 	<ul style="list-style-type: none"> • 4 pm: guided visit of Fort Anne and museum • Parks Canada panel unveiling 		<ul style="list-style-type: none"> • 6 pm-8pm music at the O with Madouesse. (PUBLIC) • dinner AFTER • pub? Or host families
Saturday, June 17	<ul style="list-style-type: none"> • breakfast with hosts • market morning/local shopping 10-11 am: Mayors meet and greet at market (PUBLIC) rain venue is the VIC	<ul style="list-style-type: none"> • on own at market 	<ul style="list-style-type: none"> • 4 pm: visit to the Habitation • Wayne Melanson remembrance • Good Cheer certificates 	5 pm: wine and cheese at the Habitation 7:30 pm: official dinner – Maritime Delights – hosted by the Town of Annapolis Royal with Mayor and guests (Garrison House Inn)	<ul style="list-style-type: none"> • exchange of Mayor/twinning gifts at dinner

Annapolis Royal - Royan Twinning delegation visit- June 15th to June 20th 2023
Draft schedule with suggestions and possibilities

Sunday, June 18th	<ul style="list-style-type: none"> • breakfast with hosts • 11 am: French Acadian tour visit of Town with Alan Melanson 	<ul style="list-style-type: none"> • host families 	2 pm: Pierre Dugua panel inauguration at the amphitheatre with guests and music (Baie en Joie dancers at 2 and again after the speeches) – rain venue: gym (PUBLIC)	<ul style="list-style-type: none"> • 6:30: Pot luck at Christine and Pierre's house 	
Monday, June 19th	<ul style="list-style-type: none"> • breakfast with hosts • 9 am departure: travel to Clare 	<ul style="list-style-type: none"> • Acadian lunch in Clare 	<ul style="list-style-type: none"> • visit of Sainte-Anne and sites in Clare 	<ul style="list-style-type: none"> • supper with SAC • leave Clare around 8 pm 	
Tuesday, June 20th	<ul style="list-style-type: none"> • breakfast with hosts 	Visit of Grand Pré Historic Site with Robert-Yves Mazerolle	Airport		

Other possibilities for visitors include:

1. Doing the English graveyard tour with Alan if it is offered
2. Visiting the Historic Gardens
3. Walking at Delap's Cove
4. Visiting millstone in Lequille and "Dugway Rd"
5. Night walk with Paul Lalonde
6. Royan shelves in the Library and visiting the Hub



The Life and Times of **PIERRE DUGUA** *SIEUR DE MONS*



- 1560** Pierre Dugua de Mons was born into a family of the gentry in Saintonge. They were Protestant and lived in a stately manor in Mons, in the village of St. Pierre near Royan, in France.
- 1588-1594** Dugua de Mons took part in the war between Catholics and Protestants in the troops of Henri de Navarre, a Protestant leader who turned to Catholicism and became King of France under the name of Henri IV.
- 1603** Henri IV made Dugua de Mons lieutenant general of the vast territories of Acadia, with a ten year fur-trading monopoly. He was also to found a permanent settlement for French people.
- 1604** Dugua de Mons set sail on board the ship “Le Don de Dieu” and took the lead of the expedition. Arriving in the spring, the French explored the Bay of Fundy and the coasts of New Brunswick before settling on an island in the river Sainte-Croix. During the winter, very cold weather, scurvy and isolation killed half of the settlers.
- 1605** In June, a ship from France brought forty men with fresh supplies. Dugua de Mons decided to leave the isle of Sainte-Croix and settle in Port-Royal, a name given by Champlain to this beautiful area near the Bay of Fundy in Nova Scotia. In Port-Royal, the French were on friendly terms with the Mi’kmaq and Grand Chief, Sagamo Membertou. Thanks to their friendship, the French survived and developed. Dugua de Mons went back to France after 16 months in Canada.
- 1606** In February, a French ship arrived in Port-Royal but without Dugua de Mons. He had stayed in France to champion his project of Nouvelle-France against many harsh critics.
The winter 1606-1607 was pleasantly spent in Port-Royal, thanks to agricultural improvements and entertainment organised by the leaders of the colony, and the friendship and alliance with the Mi’kmaq.
- 1607** Henri IV revoked Dugua’s monopoly on the fur trade and Dugua was compelled to call back to France the settlers of Port-Royal. The Habitation was entrusted to the care of Membertou.
- 1608** With the monopoly re-instated for just one year and despite difficulties, Dugua de Mons kept to his project of settlement and co-established Québec by financing and outfitting Samuel de Champlain’s expedition.
- 1628** Dugua de Mons died on February 22nd, 1628 after a life spent financing and encouraging exploration and settlement in North America.

Pierre Dugua, sieur de Mons, in establishing the Habitation at Port-Royal, is recognised as playing a major role in the first successful site of French presence in North America. Although the English, under Samuel Argall, burned the Habitation to the ground in 1613, French presence here in Acadie would continue to grow.