

Minutes of the regular Committee of the Whole meeting held on Tuesday, May 11, 2021, at 9:39 a.m., via Zoom Videoconference, in accordance with the Direction of the Minister under a Declared State of Emergency (*see attached*)

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

**Also Present:** CAO David Dick; Municipal Clerk Carolyn Young; other staff (W. Atwell, D. Campbell, A. Dunphy, C. Mason, S. McInnis, H. Orde, D. Ryan, and J. Young) and two members of the public (Mrs. Hubble, Mr. Garner).

### **Amendments to Agenda**

There were no amendments to the agenda.

### **Approval of the Agenda (Order of the Day)**

It was moved by Councillor LeBlanc, seconded by Councillor Longmire, to approve the agenda as circulated. Motion carried unanimously.

### **Minutes**

#### **Re: April 7, 2021 Special**

Councillor LeBlanc moved, seconded by Councillor Longmire, to approve the minutes of the special Committee of the Whole held on April 7, 2021, as circulated. Motion carried unanimously.

#### **Re: April 8, 2021 Special**

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, to approve the minutes of the special Committee of the Whole held on April 8, 2021, as circulated. Motion carried unanimously.

#### **Re: April 9, 2021 Special**

Councillor Longmire moved, seconded by Councillor Connell, to approve the minutes of the special Committee of the Whole held on April 9, 2021, as circulated. Motion carried unanimously.

#### **Re: April 13, 2021 Regular**

It was moved by Councillor Prout, seconded by Deputy Warden Gunn, to approve the minutes of the regular Committee of the Whole held on April 13, 2021, as circulated. Motion carried unanimously.

#### **Re: April 16, 2021 Special**

Deputy Warden Gunn moved, seconded by Councillor Longmire, to approve the minutes of the special Committee of the Whole held on April 16, 2021, as circulated. Motion carried unanimously.

**Business Arising from the Minutes**

There was no business arising from the minutes.

**PRESENTATION**

Re: BROSH Community Advisory Group (Electronic Sign Committee) – at the request of council, Nancy Price, Mike Parker and John Ray Lawrence provided information circulated in the agenda package. Mrs. Price and Mr. Lawrence presented.

Mrs. Price provided the background on how we got to where we are today and addressed concerns raised by council, and Mr. Lawrence provided additional information on the sign and fundraising.

Manager of Recreation D. Ryan noted that a policy will be drafted for council to consider, regarding usage of the sign. Warden Parish would like the CAO to be involved in that process, and that the policy be considered by council long before the sign is established.

Warden Parish thanked Mrs. Price and Mr. Lawrence for their very informative presentation.

**New Business**

Re: Police Association of Nova Scotia 51<sup>st</sup> Annual Crime Prevention Guide - Requesting support for their 51<sup>st</sup> Annual Crime Prevention Guide by purchasing an advertisement.

It was moved by Councillor Connell, seconded by Deputy Warden Gunn, to recommend that municipal council not purchase an ad in the PANS 51<sup>st</sup> Annual Crime Prevention Guide. Motion carried unanimously.

Re: River Guardians – Update Report

Thanking for financial support received for the Annapolis River Guardians Program and providing background on CARP. Deputy Warden Gunn moved, seconded by Councillor Longmire, to receive for information. Motion carried unanimously.

Re: Agenda Packages on Website - Warden Parish requested this item be on the agenda for discussion.

It was moved by Councillor Longmire, seconded by Deputy Warden Gunn, to refer to staff for a report back to June COTW. Motion carried unanimously.

Re: Recommendation Report – RFP Legal Services

• *Cox and Palmer Continue Open Files*

After discussion, Deputy Warden Gunn moved, seconded by Councillor Redden to recommend to municipal council that Cox and Palmer continue to handle all litigation files that they have opened until managed to its conclusion or otherwise requested by the CAO and or Council.

Councillor Prout moved, seconded by Councillor Redden, to amend the motion by removing the word “or” from the phrase ‘by the CAO and or Council’. Motion carried unanimously.

The question was called on the motion as amended:

Deputy Warden Gunn moved, seconded by Councillor Redden, to recommend to municipal council that Cox and Palmer continue to handle all litigation files that they have opened until managed to its conclusion or otherwise requested by the CAO and Council. Motion carried unanimously.

- *Ability to Retain Other Counsel for Litigation*

It was moved by Councillor Longmire, seconded by Councillor Hudson, to recommend to municipal council that the municipality be at liberty to retain other counsel for litigation if it desires. Motion carried unanimously.

- *Liberty to Retain Local Counsel*

Deputy Warden Gunn moved, seconded by Councillor Longmire, to recommend to municipal council that the municipality be at liberty to retain local counsel for bylaw infraction prosecutions.

It was moved by Councillor Redden, seconded by Councillor Barteaux, to amend the motion to remove 'bylaw infraction' and replace with 'local prosecutions'. Motion carried unanimously.

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

Deputy Warden Gunn moved, seconded by Councillor Longmire, to recommend to municipal council that the municipality be at liberty to retain local counsel for local prosecutions. Motion carried unanimously.

- *Enter Negotiations to Retain Wickwire Holm to Provide Legal Services to the Municipality*

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend to municipal council, that staff enter into negotiations to retain Wickwire Holm Barristers and Solicitors to provide legal services to the Municipality of the County of Annapolis. Motion carried unanimously.

## **Recess**

A brief recess was held from 11:09 a.m. -11:18 a.m.

### **Re: Recommendation Report – AM-1.2.1.1 Internet Reimbursement Policy – New**

Deputy Warden Gunn moved, seconded by Councillor Hudson, that seven-day notice be given for municipal council to approve AM-1.2.1.1 Internet Reimbursement Policy as circulated. Motion carried unanimously.

### **Re: Information Report – Bridgetown Elementary School**

As requested at February Committee of the Whole, information was circulated about the former Bridgetown elementary school.

After discussion, it was moved by Councillor Connell, seconded by Councillor Longmire, to recommend to municipal council to list the former Bridgetown Elementary School lot PID 05144787 for sale with a real estate agent.

**The mover and seconder withdrew the motion.**

Councillor Connell moved, seconded by Councillor Longmire, to recommend that municipal council commence the process to rezone all four former Bridgetown Elementary School properties from institutional or 01 to residential - PID 05144787, PID05144795, PID 05114293, and PID 05005475.

**The mover and seconder withdrew the motion.**

It was moved by Councillor Prout, seconded by Councillor Leblanc, to request a Staff report with recommendations to move forward to report to June COTW. Motion carried unanimously.

**Lunch**

The Warden declared a lunch break from 12:10 p.m. – 1:09 p.m. with all returning as previously noted.

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

Deputy Warden Gunn moved, seconded by Councillor Sheridan, that seven-day notice be given for municipal council to amend AM-6.6.6 Signing Authorities Policy by:

- Deleting in Sub-section 5(2)(d) “during a period that the CAO is absent, otherwise incapacitated or in a circumstance that would be perceived as a conflict for the CAO to sign”;
- Deleting in Sub-section 5(2)(e) “Municipal Clerk” and replacing with “Treasurer”; and
- Deleting Sub-section 5(2)(f) “the Deputy Municipal Clerk during a period that the Municipal Clerk is absent, otherwise incapacitated or in a circumstance that would be perceived as a conflict for the Municipal Clerk to sign”.

Motion carried unanimously.

**Departmental Reports**

**Re: Community Development April** – it was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

**Re: Legislative Services April** – Deputy Warden Gunn moved, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

**Re: Finance Services April** – it was moved by Deputy Warden Gunn, seconded by Councillor Prout, to receive for information. Motion carried unanimously.

**Re: Municipal Services April** – Deputy Warden Gunn moved, seconded by Councillor Sheridan, to receive for information. Motion carried unanimously.

**Re: CAO Office April** – including the Acting CAO Louis Coutinho April report and the Summary of Motions from April. It was moved by Deputy Warden Gunn, seconded by Councillor Barteaux, to receive for information. Motion carried unanimously.

**Council, Committee, & Organizational Reports**

**Re: Warden’s Report** – Warden Parish provided a verbal report for April, highlighting the following:

- Has not attended public events because of the pandemic
- Spends his time dealing with lawyers (daily), signing cheques, monitoring the affairs of the government.
- Spent time with Mr. Dick to assist with his onboarding and introduction to the county.

Councillor Connell moved, seconded by Councillor Prout, to receive for information. Motion carried unanimously.

**Re: Trans County Transportation Society (April 21<sup>st</sup> meeting)** – submitted by Councillor Prout. It was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

Re: Soldiers Memorial Hospital Foundation – submitted by Councillor Sheridan. Deputy Warden Gunn moved, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

Re: Physician Recruitment and Retention Committee

After discussion, in accordance with the recommendation of the Physician Recruitment & Retention Committee, it was moved by Councillor LeBlanc, seconded by Deputy Warden Gunn, to recommend that municipal council request staff to contact Dr. Leslie Ribeiro, Middleton Collaborative Practice, to request, for council, a virtual tour of the new Middleton facility, and to describe their model of care. Motion carried unanimously.

Re: Kings Transit Authority – submitted by Councillor LeBlanc.

Deputy Warden Gunn moved, seconded by Councillor Barteaux, to recommend that municipal council direct staff to provide a report on Kings Transit transportation service in Annapolis County. Motion carried unanimously.

In-Camera

It was moved by Deputy Warden Gunn, seconded by Councillor Redden, to meet in-camera from 2:21 p.m. until 4:10 p.m. in accordance with Sections 22(2) (f) litigation or potential litigation of the *Municipal Government Act*. Motion carried unanimously.

Warden Parish recognized that this is the last meeting for Director of Municipal Services Steve McInnis, who is looking forward to starting retirement. Mr. McInnis thanked council and staff for the great 10 years. He wished council success and encouraged everyone to continue to be kind.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor LeBlanc, the meeting adjourned at 4:12 p.m.

**Warden**

**Municipal Clerk**

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

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

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

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

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

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

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

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

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

Dated July 29, 2020.

**Original signed by**

Hon. Chuck Porter  
Minister of Municipal Affairs and Housing

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