

Minutes of the special **Committee of the Whole** meeting held on Thursday, April 8, 2021, at 9:03 a.m. at the Royal Canadian Legion, 20 Jeffrey Street, Bridgetown, in accordance with the Direction of the Minister under a Declared State of Emergency [updated July 29, 2020 (*see attached*)]

Present: 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: A/CAO Louis Coutinho; New CAO David Dick (by zoom); Municipal Clerk Carolyn Young; other staff W. Atwell, L. Bent, D. Campbell, N Comeau, A. Dunphy, S Hudson (9:58 a.m.), C Mason, S. McInnis, H. Orde, G Price, D. Ryan, and J Young, and 1 member of the public (Mrs. Hubble).

Approval of Agenda

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

New Business

The Warden noted, that, again today, there will be no debate. Questions can be asked for clarity. The CAO added that tomorrow, specific discussions on line items can be asked. Today is to gain the understanding.

Re: Operating Budget Presentations

- *Municipal Services* – Director Steve McInnis presented on Responsibilities, Utilities, Serviced Areas, Waste Management, Buildings, Parks and Trails, Primary Relationships, Staff, Challenges, Risk, and Budget Highlights.

LUNCH

Upon motion of Councillors Connell and Longmire, the Warden declared a lunch break from 12:08 p.m. until 1:10 p.m., with all councillors and staff present as previously noted and 1 different member of the public (Mr. Hubble 1:29 p.m.)

- *Community Development* – Director Albert Dunphy presented on Land Use Planning, Development Control, Civic Addressing & GIS, Building Inspection, Fire Inspection, Recreation, Heritage Property Program, and Municipal Grants.

Recess

A brief recess was held from 2:41 p.m. – 2:54 p.m.

- *Legislative Services* – Director Dawn Campbell presented on Protective Services, Regional Emergency Management, Information Technology, Human Resources, Bylaws and Policies.

- *Administration*
 - *Clerk’s Office* – Municipal Clerk Carolyn Young provided an overview of the Clerk’s Office (Meeting Management, Records Management, Elections Management)

- *Finance* – Director Holly Orde provided an overview of the Staff, Role of the Director, Risks and Challenges.
 - *Accounts Receivable* – Manager of Revenue Shelly Hudson started an overview of Reception, Account Maintenance, Property Tax Billing, Sewer Invoicing, Water Invoicing, Collections, Tax Certificates, Tax Sale, and Audit Support.

Adjournment

Upon motion of Councillor Hudson, and Deputy Warden Gunn, the special meeting of Committee of the Whole adjourned at 4:32 p.m.

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