

Minutes of the regular Committee of the Whole meeting held on Tuesday, March 9, 2021, at 10:03 a.m., at the Royal Canadian Legion, 20 Jeffrey Street, Bridgetown, NS, 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: A/CAO Louis Coutinho; Municipal Clerk Carolyn Young; other staff (W. Atwell, D. Campbell, A. Dunphy, S. McInnis, H. Orde, and D. Ryan.

Amendments to Agenda

It was requested to add the following under Late Additions:

8A COTW Next Meeting Time Start

8B Letter to Minister of Municipal Affairs;

and to add under In-Camera:

22(2)(c) personnel.

Approval of the Agenda (Order of the Day)

It was moved by Councillor LeBlanc, seconded by Councillor Sheridan, to approve the Order of the Day as amended. Motion carried unanimously.

Minutes

Re: 2021-02-09 Regular

Councillor Hudson moved, seconded by Councillor Prout, to approve the minutes of the regular meeting of Committee of the Whole held on February 9, 2021 as circulated. Motion carried unanimously.

Re: 2021-02-24 Special

It was moved by Councillor Longmire, seconded by Deputy Warden Gunn, to approve the minutes of the special meeting of Committee of the Whole held on February 24, 2021 as circulated. Motion carried unanimously.

Business Arising from the Minutes

There was no business arising from the minutes.

New Business

Re: NS Nunavut Command RCL 17th Annual Veterans Service Recognition Book

Councillor Morrison moved, seconded by Councillor Longmire, to recommend that municipal council continue support for the NS Nunavut Command RCL 17th Annual Veterans Service Recognition Book by

purchasing 1 1/10 page, business card-sized ad at a cost of \$210, including HST. Motion carried unanimously.

Re: Bridgetown Regional Outdoor Sports Hub (BROSH) Rental Rates (Community Development)

• ***BROSH Required Documents for Renting***

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to recommend to municipal council that all groups renting the facility must provide proof of insurance and name the Municipality of the County of Annapolis as an additional insured and fill out the respective forms already established. i.e. - schools, minor soccer association, Valley United, Annapolis County Athletics.

Councillor Leblanc moved, seconded by Councillor Longmire, to amend the motion by adding 'and others'. Motion carried unanimously.

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

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to recommend to municipal council that all groups renting the facility must provide proof of insurance and name the Municipality of the County of Annapolis as an additional insured and fill out the respective forms already established. i.e. - schools, minor soccer association, Valley United, Annapolis County Athletics, and others. Motion carried unanimously.

• ***BROSH Facility Hours***

Deputy Warden Gunn moved, seconded by Councillor Hudson, to recommend that municipal council set three facility hours of operation as follows: Open to the public from 8 a.m. – 8 p.m. unless there are rentals in the evening up to and including 10:00 p.m. Rentals with lights beyond 8 p.m. will be charged at \$65.00/hour plus tax. Motion carried unanimously.

• ***BROSH Walking/Informal Play Fee***

It was moved by Deputy Warden Gunn, seconded by Councillor Connell, to recommend to municipal council to endorse that people walking and or informal play not be charged a fee as it serves to encourage health and wellness in the region. Motion carried unanimously.

• ***BROSH School Practices and Games Fee***

Deputy Warden Gunn moved, seconded by Councillor Sheridan, to recommend to municipal council that school practices and games be free of charge, however, scheduling of games is required and will be limited to certain hours. Motion carried unanimously.

• ***BROSH Minor Youth Soccer Rates 2021***

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend to municipal council that minor youth soccer rates for Annapolis County Teams be free for the 2021 season. This will be COVID times and a flat rate will be recommended in the future. Motion carried unanimously.

• ***BROSH Youth Track Practice Fee 2021***

Deputy Warden Gunn moved, seconded by Councillor LeBlanc, to recommend to municipal council that youth track practice be free in COVID times. A Flat rate will be recommended in future. Motion carried unanimously.

• ***BROSH Artificial Soccer Field Rates 2021***

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to recommend to municipal council that the artificial soccer field rates be set at \$50.00 an hour plus HST and 65.00 plus HST with lights. Subject to change in 2022-23. Motion carried unanimously.

• ***BROSH Artificial Track Rental***

Deputy Warden Gunn moved, seconded by Councillor Longmire, to recommend to municipal council that the artificial track rental rate be set at \$50.00 an hour plus HST (special events or commercial) Motion carried unanimously.

• ***BROSH Tournament Rates***

It was moved by Deputy Warden Gunn, seconded by Councillor Connell, to recommend to municipal council that tournament rates be set at \$400.00 plus HST for youth two-day tournament, and \$700.00 plus HST for adult two-day tournaments. Day rates are half that. Motion carried unanimously.

• ***BROSH Two-Day Track Meet Rate***

Deputy Warden Gunn moved, seconded by Councillor Prout, to recommend to municipal council that the two-day track meet rate be set at \$200.00 plus HST. Day rates are half that. Motion carried unanimously.

• ***BROSH Tennis Court Fee***

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, to recommend to municipal council that no rental fee be charged for the tennis court. Motion carried unanimously.

• ***Meet with BROSH Stakeholders***

Deputy Warden Gunn moved, seconded by Councillor Sheridan, to recommend that municipal council authorize the CAO to meet with stakeholders and user groups to clarify service level expectation, conditions of facility and field use, user group expectations, and future allocation/priority processes, code of conduct, safety consideration, future rental rates and categories that will lead to an overall report to council - this November report will further explore the potential of special events, fees and charges and service levels in Non COVID times. Motion carried unanimously.

Re: Bridgetown Regional Outdoor Sports Hub Electronic Sign (Community Development)

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend that municipal council authorize the establishment of the electronic sign to be placed on the Sport Hub property to be located on the north side of the property known as Memorial Park and for the County to be responsible for the ongoing electrical costs which is estimated at \$2,000 per year, and further that this matter be included for discussion in the 2021-2022 operating budget.

Councillor Morrison moved, seconded by Councillor LeBlanc, to amend the motion to add ‘and bring back a report to COTW in May with more information’. Motion carried unanimously.

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

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend that municipal council authorize the establishment of the electronic sign to be placed on the Sport Hub property to be located on the north side of the property known as Memorial Park and for the County to be responsible for the ongoing electrical costs which is estimated at \$2,000 per year, and further that this matter be included for discussion in the 2021-2022 operating budget, and that a report be brought back to COTW in May with more information. Motion carried unanimously.

• ***Invite BROSH Community Advisory Committee***

Councillor Morrison moved, seconded by Councillor LeBlanc, to recommend that municipal council extend in invitation to the Bridgetown Regional Outdoor Sport Hub Advisory Committee, to attend at a Committee of the Whole to give a presentation on the sign at a time deemed to be appropriate with COVID regulations. Motion carried unanimously.

Declaration of Interest

Councillor Hudson declared an interest in the following matter, as he is the Treasurer for the Bridgetown Community Recreation Association. He left the room at 11:18 a.m. and did not participate in ensuing discussion or subsequent motion.

Re: Bridgetown Community Recreation Association 2020-2021 Funding (Community Development)

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend that municipal council disperse the funding in the amount of \$8,659 to Bridgetown Community Recreation Association to assist with overall Bridgetown Community Recreation Association operations for the recreation facilities (arena and pool) from the 2020-2021 fiscal year as approved and budgeted. Motion carried unanimously.

Councillor Hudson returned to the meeting 11:27 a.m.

Re: NS Accessibility Act and Impacts on Municipality (Community Development)

• ***CAO - Advertise for Membership on Annapolis County Accessibility Advisory Committee***

Deputy Warden Gunn moved, seconded by Councillor Sheridan, to recommend that municipal council authorize the CAO to advertise for members for the Annapolis County Accessibility Advisory Committee. Motion carried unanimously.

• ***CAO - Create Budget for Annapolis County Municipal Accessibility Plan for 2021-22***

It was moved by Deputy Warden Gunn, seconded by Councillor Redden, to recommend that municipal council authorize the CAO to create a draft budget for the development of a Municipal Accessibility Plan for deliberations during the 2021-2022 operating budget. Motion carried unanimously.

• ***CAO - Develop Action Plan and Timeline for April 2022 Deadline***

Deputy Warden Gunn moved, seconded by Councillor Prout, to recommend that municipal council request the CAO to develop an action plan and timelines to achieve the April 2022 deadline for approval by municipal council. Motion carried unanimously.

Re: West Dalhousie Community Hall Request Funding Reallocation (Community Development)

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, to recommend that municipal council authorize the West Dalhousie Community Hall Association to re-allocate a portion of their grant funding received from the 2021-021 fiscal year to help support their continued kitchen upgrades. Motion carried unanimously.

Re: AM-1.5.1 Authority and Responsibilities of the CAO Policy Repeal (Legislative Services)

Deputy Warden Gunn moved, seconded by Councillor Redden, that seven-day notice be given for municipal council to repeal *AM-1.5.1 Authority and Responsibilities of the CAO Policy*. Motion carried unanimously.

Re: AM-1.4.12 Tax Exemption Policy Amend (Legislative Services)

It was moved by Deputy Warden Gunn, seconded by Councillor Connell, that seven-day notice be given for municipal council to amend *AM-1.4.12 Tax Exemption and Reduction Policy* by deleting the exemptions for four (4) properties which are no longer owned by the organizations to which the exemption was granted. Motion carried unanimously.

Declaration of Interest

Councillor Connell declared an interest in the following matter because he is the Chair of the Museum Society. He left the room at 11: 42 a.m. and did not participate in ensuing discussion or subsequent motion.

Deputy Warden Gunn moved, seconded by Councillor Prout, that seven-day notice be given for municipal council to amend *AM-1.4.12 Tax Exemption and Reduction Policy* by adding the following exemption in District 2:

Mount Hanley & District	Land and building	813655149RR001
Schoolhouse Museum Society	AAN 09812881	
2130 Mount Hanley Rd.,		
Mount Hanley		

Motion carried unanimously.

Councillor Connell returned to the meeting at 11:47 a.m.

Re: 2021-2022 Sewer Charge (Finance Services) – this is for all sewer systems except Bridgetown

It was moved by Deputy Warden Gunn, seconded by Councillor Morrison, to recommend that municipal council set a 2021-22 sewer charge of \$564.69. Motion carried unanimously.

Re: South Street Waterline Improvement (Municipal Services)

Deputy Warden Gunn moved, seconded by Councillor Hudson, to recommend that municipal council approve that \$210,000 for the South Street Water Line Improvement be carried forward into the 2021-22 Capital program, and further, that the funding be allocated from the Bridgetown Water Utility Reserve. Motion carried unanimously.

Re: Streetlight Installation- Stronach Mountain Road/Highway 1 Intersection (Municipal Services)

It was moved by Deputy Warden Gunn, seconded by Councillor Prout, to recommend that municipal council approve the installation of one 54W LED light fixture on the first existing wooden utility pole along the westerly side of Stronach Mountain Road where it intersects with Highway 1 as per their proposal #21U-054 dated February 18, 2021 for the price of \$1,673.00 plus HST to be funded from the street light reserve. Motion carried unanimously.

LUNCH

The Warden declared a lunch break from 12:15 p.m. until 1:25 p.m.

New Business (cont'd)

Re: Basinview Centre (CAO)

Deputy Warden Gunn moved, seconded by Councillor Morrison, to recommend to Council that immediate steps be taken to make repairs to the Basinview Centre; namely the Wall Repair Budget \$315,042.50 including HST; the Geotechnical work at \$27,025 including HST; and the Harness work at \$58,529.25 including HST; all three expenditures for next year's capital budget 2021-2022.

The Warden opened the floor for a general discussion on Basinview, and all were given an opportunity to share views, comments and concerns.

The Question was called on the motion:

• ***Basinview Centre Repairs***

Deputy Warden Gunn moved, seconded by Councillor Morrison, to recommend to Council that immediate steps be taken to make repairs to the Basinview Centre; namely the Wall Repair Budget \$315,042.50 including HST; the Geotechnical work at \$27,025 including HST; and the Harness work at \$58,529.25 including HST; all three expenditures for next year's capital budget 2021-2022. **Motion carried**, 6 in favour, 5 against.

• ***Basinview Centre Options***

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to recommend to municipal council, to direct the CAO to explore all options for alternate operators and / or private ownership of Basinview Centre. Motion carried unanimously.

• ***Funding for Study of All Annapolis County Assets***

Deputy Warden Gunn moved, seconded by Councillor Hudson, to that municipal council authorize funding be set aside for a study on all assets owned by the County of Annapolis; the study to identify the condition of the assets, those that we need to keep and fix, those that we need to dispose of and where consolidation of buildings for municipal purposes should be considered; and that the study will be tendered and will cost \$60,000 - \$100,000. Gas tax funds may be used for this study. **Motion carried**. 10 in favour, 1 against.

RECESS

A brief recess was held from 2:54 p.m. – 3:17 p.m.

Re: Committee Meetings and Public Hearings (Legislative Services) – This was an information report, no recommendations were made. The Warden summarized it as follows:

- COTW and Council can continue with status quo
- Council committees with 10 or fewer can resume meetings in council chambers, with a cap of 10 (or maybe at the Legion if more).
- PAC or Public Hearings, which require public participation. Could commence with registration of participants and or written submissions; could rearrange the Legion set up to make it work.

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to receive the report for information. Motion carried unanimously.

Re: Lawrencetown Education Centre Request Letter of Acknowledgement

Councillor Redden moved, seconded by Councillor LeBlanc, to recommend that municipal council provide a letter of acknowledgement to the Lawrencetown Education Centre for their application to the Province for a Recreation Facility Development Grant. Motion carried unanimously.

Departmental Reports

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

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

Re: Finance Services February – It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to receive for information. Motion carried unanimously.

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

Re: CAO Office February – It was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, to receive for information. Motion carried unanimously.

For next COTW – travel & expenses policy for review.

Council, Committee, & Organizational Reports

Re: Warden's Report (February) – Warden Parish provided a verbal report for February, highlighted as follows:

A busy month. The CAO Recruitment Committee was very busy and did a lot of work. Several meetings developing questions for seven candidates, with two days of initial interviews, and second interviews this week. Will report in-camera.

Change in meeting protocol in early February had councils meeting via zoom. He contacted Premier McNeil's office and an email was sent to Dr. Strang, requesting that municipal council meetings could come back in person. He received an email from Dr. Strang thanking for his communication and setting out particular sections on the protocol.

He attended the Kings Theatre funding announcement on Zoom, the received \$485,000 grant from federal government for improvements to their facility.

Met with CAO in Halifax with lawyers, a lengthy meeting.

Met with CAO, Mayor Muttart, our lawyer, Kings County lawyer and Valley Waste lawyer, along with the CAO from Kings Co. Will report in-camera. It was a very good meeting.

Met with Jason Haughn, Municipal Advisor

Met with Councillor Morrison and Dr. Bonnington regarding x-ray technician services at A

Re: Trans County Transportation Society 2021-02 – Councillor Prout moved, seconded by Deputy Warden Gunn, to receive for information. Motion carried unanimously.

Re: Kings Transit Authority 2021-02 – It was move by Councillor LeBlanc, seconded by Deputy Warden Gunn, to receive for information. Councillor LeBlanc added that service has not yet returned to normal due to COVID. The new bus that was supposed to be here in September is now expected in May or June. Motion carried unanimously.

Late Additions

Re: COTW Start Time – It was the consensus of those present that the Committee of the Whole meetings revert to the 9:00 a.m. start time in April.

Re: Minimum Provincial Planning Standards – Request Extension

Councillor Connell moved, seconded by Deputy Warden Gunn, to recommend that municipal council send a letter to the Minister of Municipal Affairs to request delay of the minimum provincial planning standards for a year to December 2023. Motion carried unanimously.

RECESS

A brief recess was held from 4:35 p.m. – 4:42 p.m.

In-Camera

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to meet in-camera from 4:44 p.m. until 6:48 p.m. in accordance with Section 22(2)(g) legal advice eligible for solicitor-client privilege, (c) personnel, and (e) contract negotiations of the *Municipal Government Act*. Motion carried unanimously.

Amend the Order of the Day

It was the consensus of those present to amend the Order of the Day by adding Taxation of Account.

Re: Taxation of Account

Deputy Warden Gunn moved, seconded by Councillor Longmire, to recommend that municipal council instruct legal counsel to proceed to a Taxation of the Account of Gilbert McGloan Gillis (GMG) Law on the Waste Management file. Motion carried unanimously.

Adjournment

In accordance with the motion of Deputy Warden Gunn and Councillor Barteaux, the meeting adjourned at 6:51 p.m.

Warden

Municipal Clerk

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

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

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

1. **Effective at 8am on July 29, 2020**, may hold meetings exclusively in person if all the following conditions are met:

i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;

ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:

i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and

ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

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

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

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

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

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing
