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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS
COMMITTEE OF THE WHOLE AGENDA

Tuesday, July 08, 2025
10:00 a.m.



PAGES	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL OF THE ORDER OF THE DAY
	4.	APPROVAL OF MINUTES
3-6	4.1	2025-06-10 Regular COTW
	5.	INFORMATION/STAFF REPORTS
7-29	5.1	SR2025-77 Ecological Forestry Initiative – Graywood Woodlot
30-33	5.2	SR2025-78 Traffic Authority Policy Appointment Update
34-39	5.3	SR2025-79 Approve <i>Bylaw 10 Livestock</i>
40-43	5.4	SR2025-80 Extended Bylaw Enforcement Agreement – Town of Middleton
44-49	5.5	SR2025-81 Approve <i>Policy 113 Public Participation</i>
	6.	NEW BUSINESS
	6.1	Road Conditions Discussion
	7.	IN-CAMERA
		In accordance with Section 22(2)(e) contract negotiations of the <i>Municipal Government Act</i>
	8.	ADJOURNMENT

Minutes of the regular Committee of the Whole meeting held on Tuesday, June 10, 2025, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

ROLL CALL

- District 1 – Karie-Ann Parsons-Saltzman, present
- District 2 – Jesse Hare, present
- District 3 – Dustin Enslow, Deputy Warden, present
- District 4 – Charles “Chuck” Cranton, present
- District 5 – Lynn Longmire, present
- District 6 – Jon Welch, present
- District 7 – Ted Agombar, present
- District 8 – Nile Harding, present
- District 9 – Gidget Oxner, present
- District 10 – Brian “Fuzzy” Connell, present
- District 11 – Diane Le Blanc, Warden, absent

Also Present: CAO Chris McNeill; Administrative Clerk - Municipal Clerk Office Kelly Kempton; Director of Finance Angela Anderson; Director of Planning and Inspection Services Linda Bent; Strategic Initiatives Coordinator Alyssa Blais; Manager of Protective Services Robert Bruce; Director of Corporate Services / Deputy CAO Dawn Campbell; Administrative Clerk – Corporate Services Tina Halliday; Communications Coordinator Nadine McCormick; Manger of Information Technology Ben Olsen; Director of Community Development Debra Ryan; Financial Emma Waterman; IT Intern Leon Wasiliew; Director of Municipal Operations Jim Young and 2 members of the public.

Disclosure of Interest

None

Order of the Day

To add Uranium Mining – Annapolis County as item 7.1 and a recommendation from the 2025-06-09 Fire Services Meeting as item 7.2 under New Business.

Moved: Councillor Connell

Seconded: Councillor Longmire

Motion carried

Minutes

Re: 2025-05-13 Committee of the Whole

Approved, no errors or omissions

Information/Staff Reports

Re: SR2025-62 Annapolis County Anti-Poverty and Inclusion Initiative

That Council of the Municipality of County of Annapolis support the proposed three commitments of the Anti-Poverty and Inclusion Initiative.

Moved: Councillor Cranton

Seconded: Councillor Harding

Motion carried

Re: SR2025-63 BRCS Trust Award Payments

That Municipal Council authorize payment from the Bridgetown School Trust to the Bridgetown Regional Community School in the amount of \$8,893

Moved: Councillor Agombar

Seconded: Councillor Cranton

Motion carried

Re: SR2025-63 BRCS Trust Award Payments

That Municipal Council authorize payment up to \$2,800 for scholarships recipients upon confirmation of attendance at a post-secondary institution.

Moved: Councillor Agombar

Seconded: Councillor Hare

Motion carried

Re: SR2025-64 Approve *Bylaw 7 Dogs*

To recommend that Municipal Council give first reading to approve *Bylaw 7 Dogs*.

Moved: Councillor Welch

Seconded: Councillor Longmire

Motion carried

Re: SR2025-65 Appointment of Development Officer

That Municipal Council appoint Ning Liang as Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw.

Moved: Councillor Longmire

Seconded: Councillor Oxner

Motion carried

Re: SR2025-66 Animal Control Agreements

That Municipal Council authorize an agreement for the County of Annapolis to provide dog control services to the Town of Middleton starting July 1, 2025, and ending March 31, 2030.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Cranton

Motion carried

Re: SR2025-66 Animal Control Agreements

That Municipal Council authorize an agreement for the County of Annapolis to provide dog control services to the Town of Annapolis Royal starting July 1, 2025, and ending March 31, 2030.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Longmire

Motion carried

Re: SR2025-67 Budget Approval – Cyber Security Insurance

That Municipal Council authorize funding from the Operating Reserve Fund, in the amount of \$10,130, to cover the costs of cyber security insurance with a liability limit of \$2,000,000.

Moved: Councillor Agombar

Seconded: Councillor Longmire

Motion carried

Re: IR2025-68 Dangerous and Unsightly Premises Report
Reviewed for information

Presentation

Erica Gillis from NS Power presented on the relicensing of the Lequille and Paradise Hydro Systems.

Re: SR2025-69 Approve Bylaw 8 Noise

To recommend that Municipal Council give first reading to approve *Bylaw 8 Noise*.

Moved: Councillor Welch

Seconded: Councillor Parsons-Saltzman

Motion carried

Re: SR2025-70 Approve Bylaw 9 Repeal of C3 Water Supply Program Bylaw and C4 Clean Energy Program Bylaw
To recommend that Municipal Council give first reading to *Bylaw 9 Repeal of C3 Water Supply Program Bylaw* and *C4 Clean Energy Program Bylaw*.

Moved: Councillor Longmire

Seconded: Councillor Welch

Motion carried (Councillor Harding absent during vote)

Re: IR2025-72 Tax Billing Due Dates

Reviewed for information

Re: SR2025-73 General Operating Line of Credit

That Municipal Council authorize a general borrowing resolution in the amount of \$2 million with Royal Bank of Canada to meet current expenditures for the Municipality of the County of Annapolis for the year ending March 31, 2026.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Cranton

Motion carried

Re: SR2025-74 Temporary Borrowing Resolution

That Municipal Council authorize the submission of a temporary borrowing resolution (TBR) to the Minister in the amount of \$1,570,000 for capital financing.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Welch

Motion carried

New Business

Re: Uranium Mining – Annapolis County

That a formal written request for the provincial government to pause before granting any leases for uranium exploration in our county, to allow time for Council and communities to become informed and give input about the potential impacts of uranium on the community be sent to David Bowlby, Chris D'Entremont, Tim Houston, and the Minister of Natural Resources.

Moved: Councillor Connell

Seconded: Councillor Oxner

Motion carried

Re: Recommendation from 2025-06-09 Fire Services meeting

In the aftermath of the province eliminating funding to the fire school, that Municipal Council approve a letter of support on behalf of fire services to Minister of Emergency Management, Kim Masland, and to Fire Marshall, Douglas MacKenzie, emphasizing the importance of dependable and consistent training for their membership.

Moved: Councillor Connell

Seconded: Councillor Longmire

Motion carried

In-Camera (12:45 p.m.)

To meet in-camera in accordance with Section 22(2)(e) contract negotiations and Section 22(2)(f) litigation or potential litigation of the *Municipal Government Act*.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Harding

Motion carried

The meeting resumed at 1:43 p.m. will all Councillors present as prior to the in-camera session.

Order of the Day

To add SR2025-71 Potential Addition of Lequille Water Customers to the agenda.

Moved: Councillor Cranton

Seconded: Councillor Welch

Motion carried

Re: SR2025-71 Potential Addition of Lequille Water Customers

That Municipal Council authorize staff to proceed with the process of transitioning 14 remaining Annapolis Royal water customers located in Lequille to the Annapolis County Water Utility.

Moved: Councillor Cranton

Seconded: Councillor Harding

Motion carried

Adjournment

The Deputy Warden declared the meeting adjourned at 1:45 p.m.

Warden

Recording Secretary, Administrative Clerk –
Municipal Clerk Office



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: July 08, 2025
Prepared By: Alyssa Blais, Strategic Initiatives Coordinator
Report Number: SR2025-77 Ecological Forestry Initiative – Graywood Woodlot
Subject: Ecological Forestry Initiative – Graywood Woodlot

RECOMMENDATION

That Municipal Council proceed with the proposed ecological harvest and associated access improvements.

LEGISLATIVE AUTHORITY

Not Applicable

BACKGROUND

On May 21, 2024, Council recommended further development of ecological forestry initiatives at the Graywood site and neighbouring County-owned lands (PIDs 05091152, 05091178, and 05091335). This initiative aligns with the County's commitment to sustainable land management and responsible forestry practices.

Pursuant to this recommendation, Council passed **Motion 240521.14**, approving the continuation of the ecological forestry initiative on the Graywood location (PID 05091152) and neighbouring lots owned by the County.

To support this effort, Western Woodlot Services Cooperative (WWSC) was hired to perform an initial analysis, review the 2013 Forest Management Plan, conduct an initial site visit in December 2024, and complete a detailed pre-harvest assessment in May 2025.

Past Forestry Activities at Graywood: Ecological thinning and selection management were conducted in late 2023 to early 2024 across 7.61 hectares. Revenue generated from past harvests totalled \$9,042, while costs expended were approximately \$3,815.

DISCUSSION

WWSC has completed an assessment of the Graywood woodlot. The assessment evaluated forest inventory (species composition, soils, basal area), identified sensitive ecological features (including a mapped vernal pool and wildlife sightings), and informed the development of an ecologically based harvest proposal. The recommended approach uses partial harvest treatments, with approximately 30% of the basal area selectively removed to improve long-term forest health and promote biodiversity.

The assessment identified 36 hectares (89 acres) for potential harvest in 2025.

The plan includes:

Recommended road/access improvements such as turnaround construction, brushing, culvert installation with an estimated cost of \$12,000 (pre-HST).

Estimated gross stumpage revenue of \$47,842.54, with net revenue projected at \$28,092.21 after subtracting operational and planning expenses.

FINANCIAL IMPLICATIONS

If Council decides to approve the next phase, operational costs - including road work (\$12,000) and planning/administration fees (\$7,750.33) - will be deducted from projected revenues. Based on current estimates, the net revenue from the harvest is expected to be \$28,092.21. No upfront municipal expenditure is required.

POLICY IMPLICATIONS

There are no policy implications.

NEXT STEPS

If approved, this will enable Western Woodlot Services Cooperative (WWSC) to coordinate biodiversity efforts with Mersey Tobeatic Research Institute (MTRI) and proceed with implementation.

ATTACHMENT(S)

WWSC MOCA Operations Proposal 2025

Prepared by: Alyssa Blais

Approved by:

Approval Date:



JUNE 26, 2025

Chris McNeill
Chief Administrative Officer

**Operational harvest proposal to direct ecologically-based forestry activities on
Municipality of the County of Annapolis Graywood woodlands**

(PIDs 05091152, 05091178, 05091335)



Prepared by Andrew Oliver, RPF
Staff Forester
Western Woodlot Services Cooperative Ltd.
June 1, 2025

1. Introduction and Proposal Overview

This operational harvest proposal has been prepared on behalf of the Municipality of the County of Annapolis (MOCA) by Western Woodlot Services Cooperative Ltd. (WWSC) to identify ecologically based forest management recommendations and operational activities for MOCA's Graywood woodland property located in Graywood, Annapolis County. The Parcel Identification Numbers (PID's) associated with this property are: 05091152, 05091178 and 05091335. Operational activities described in this document will be focused on areas identified for potential activity in a document prepared for MOCA by WWSC in December 2024 titled "Summary of initial analysis, management plan review and site visit for additional ecological forestry activity of County of Annapolis Graywood Property". A Forest Management Plan (WMP #1181) for the property was also prepared in 2013 through the Federation of Nova Scotia Woodlot Owners (FNSWO) by Tom Berry of Teaberry Forest Consulting and this document was also referenced to prioritize areas of focus for this harvest proposal.

In order to prepare this document, WWSC completed an on-the-ground pre-harvest assessment and operational cruise of the forest stands identified for potential activity in May 2025. Through this field inventory, operational forestry conditions such as operable areas, property lines, sensitive sites, wildlife and biodiversity considerations and access requirements were assessed. Forest inventory information such as species composition, vegetation and soil types, age, condition, tree heights and diameters, and basal area also were collected.

With this information, appropriate harvest prescriptions were recommended for the identified stands and estimates of merchantable wood products and associated volumes were derived. From this information, stumpage value estimates based on current product markets in western Nova Scotia were calculated and estimates of cost for associated access improvement work were determined.

This operational harvest proposal will summarize the information described above and can be utilized by MOCA to determine if they wish to proceed with the recommended forest management activities as described in this document.

Harvesting activities recommended will follow an ecologically based forestry approach that aims to create post-treatment conditions that are in line with local natural disturbances that occur in the area. Conserving biodiversity features and ecosystem health are also major considerations of ecological forestry and will be incorporated into the operational planning associated with this proposal. All harvesting treatments recommended involve a partial harvest removal, where approximately 30% of the basal area in a stand will be removed with the aim of improving growing conditions and promoting species and structural diversity.

Please see Appendix 1 for a property map displaying the PID's associated with the MOCA Graywood property.

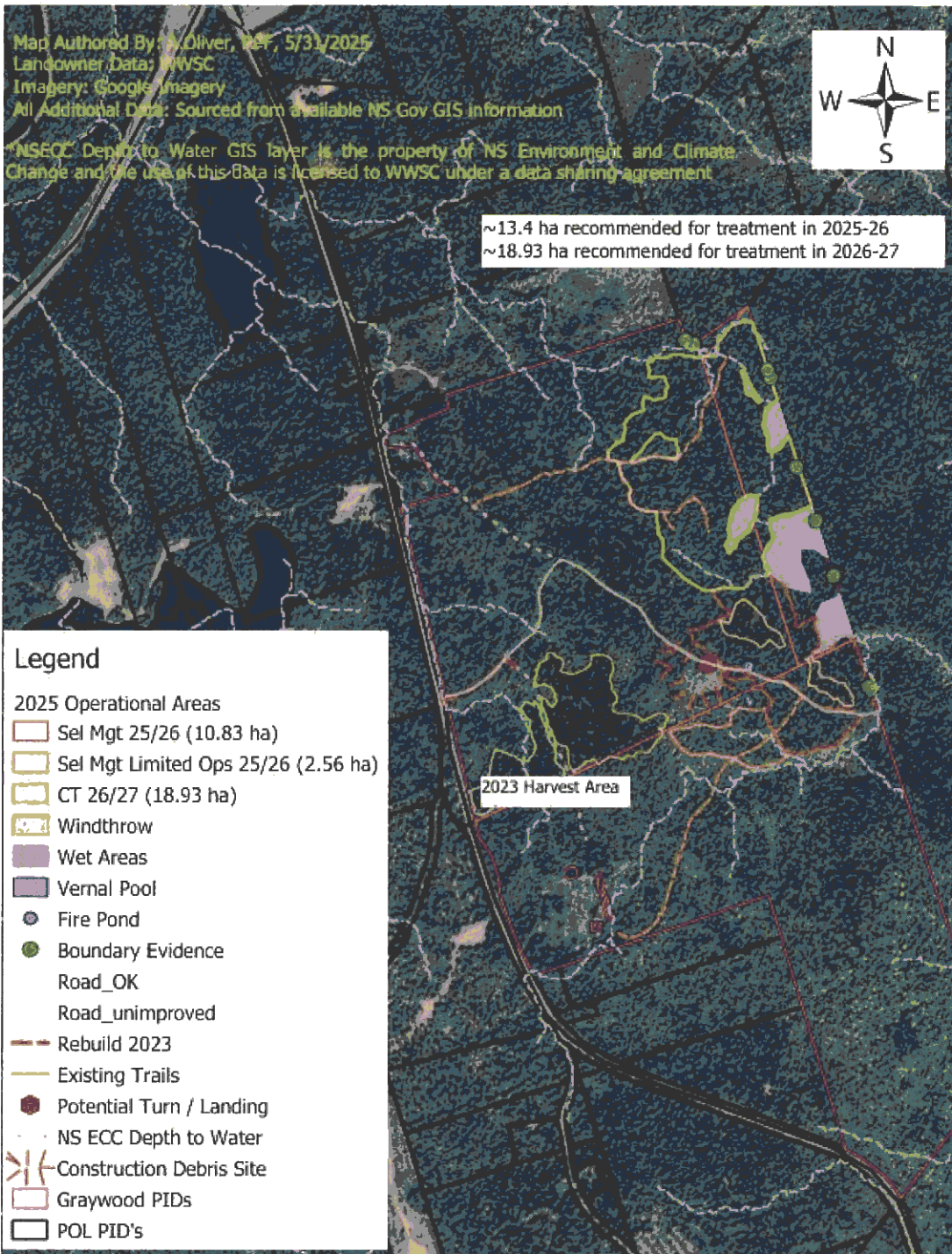
2. Operational Plan Map and Treatment Area Overview

The stands identified for proposed operational activity are referred to as Stands 4, 5 and 10. These stands are based on areas originally delineated in the 2013 management plan and then further refined following the initial analysis, management plan review and site visit completed by WWSC in December 2024. Please refer to the December 2024 analysis for further information on the methodology used to identify operational treatment areas discussed in this operations proposal. Please see Appendix 2 for the Initial Operations Planning Map that details the areas that were identified in the December 2024 analysis and were further assessed to prepare this proposal.

The operational areas assessed and identified for treatment in Stands 4, 5 and 10 comprise a total operable area of approximately 25 hectares (62 acres). This operable area considers operational area reductions applied to each stand that accounts for areas where harvesting may be limited such as wet areas, outcrops and steep terrain.

Please note that a portion of stand 10 is imperfectly drained and has more sensitive soils present than the majority of the stand so was delineated out the larger area of Stand 10 to recognize the site differences observed (Referred to Stand 10 Limited Ops in associated tables and maps). Stand 5 and the majority stand 10 were grouped together as a single treatment area as they were observed to have similar site characteristics and treatment requirements.

Please refer to Map 1, (2025 Operational Plan Map) on the following page of this report for an overview of operational areas identified in Stands 4, 5 and 10. Items of operational importance identified during the field inventory such as wet areas/watercourses, sensitive sites, access trails, roads, property lines and boundary evidence are also displayed on Map 1.



Municipality of the County of Annapolis
 2025 Operational Plan Map
 PID 05091152, 05091178, 05091335
 173.5 ha / 428.7 ac (GIS Area)
 Graywood, Annapolis Co.

0 100 200 300 m
 1:12000

Map 1. Operational Plan Map

3. Stand Inventory, Recommended Treatments and Merchantable Wood Product Summary

Tables 1 through 5 provide a summary of pre-harvest assessment information that was collected during May 2025 on the ground assessment completed by WWSC.

Data obtained and summarized within these tables includes forest inventory information including operable area, species composition, average height and diameter, stand age and basal area (Table 1); total estimated wood volumes with no reductions for area and removal % (Table 2); recommended treatments with removal % (Table 3); estimates of merchantable wood products by stand with recommended treatments (Table 4); and estimated product breakdown by % (Table 5).

Table 1 below provides forest inventory information for Stands 4, 5 and 10 of the Graywood woodlot.

Table 1. Stand Overview and Inventory Summary (Stands 4, 5 and 10)

Stand/ Block ID	Area		Operable Area %	Approx. Operable Area		Cover Type	Species Comp.	Avg. Dbh (cm)	Avg. Ht. (m)	Avg. Age	Avg. Basal Area m ² /ha	
	Ha	Ac		Ha	Ac						SWD	HWD
5,10 (Sel Mgt)	10.83	26.76	80%	8.66	21.41	Softwood	WP04RS04RM01YB01	30.0	18.0	90	33	7
10 (Limited Ops)	2.56	6.33	50%	1.28	3.16	Mixedwood	RM05RS04BF01	22.7	15.5	80	20	19
4 (Comm. Thin)	18.93	46.78	80%	15.14	37.42	Softwood	RS05WP03BF01RM01	21.3	15.7	50	38	6
	32.32	79.86		25.09	61.99							

Table 2 below summarizes Total Estimated Merchantable Wood Volume in Cords and Tonnes for Stands 4, 5 and 10. Please note that this table displays total estimated wood volumes with no operational reductions or recommended removal percentages applied.

Table 2. Total Estimated Wood Volumes (Stands 4, 5 and 10)

Block/ Stand ID	Total Area		Total Merch. Cords			Total Merch. Tonnes		
	(ac)	(ha)	Swd Products	Hwd Products	Total	Swd Products	Hwd Products	Total
5,10 (Sel Mgt)	26.76	10.83	936.2	180.4	1116.6	1825.7	376.4	2202.1
10 (Limited Ops)	6.33	2.56	73.9	70.5	144.4	144.1	147.2	291.3
4 (Comm. Thin)	46.78	18.93	1588.4	277.6	1866.0	3097.6	579.2	3676.7
Total	79.86	32.32			3127.08			6170.16

Table 3 below summarizes Recommended Treatments, Approximate Removal % and Priority Level for Stands 4, 5 and 10.

Table 3. Recommended Treatments with Removal % and Priority Level, Stands 4, 5 and 10

Stand/ Block ID	Approx. Operable Area		Recommended Treatment	Treatment Year	Removal %	Target Post Basal Area (m ² /ha)	Priority
	Ha	Ac					
5,10 (Sel Mgt)	8.66	21.41	High Ret. Cont. Cover Irregular Shelterwood	2025-26	30	25-30	High
10 (Limited Ops)	1.28	3.16	High Ret. Cont. Cover Irregular Shelterwood	2025-26	30	25-30	Low
4 (Comm. Thin)	15.14	37.42	Commercial Thinning	2026-27	35	25-30	High
	25.09	61.99					

Table 4 below summarizes expected wood product volumes with Recommended Treatments and Approximate Removal % for Stands 4, 5 and 10.

Table 4. Estimated Wood Products by Volume with Recommended Treatments, Stands 4, 5 and 10.

Block/Stand ID	Operable Area		Removal %	Estimated Harvest (Tonnes)										
	(ac)	(ha)		Swd Pulp	BF&Sp Stud	Pine Stud	Sp Logs	Wp Logs	Hwd Pulp	Hwd Logs	Po pulp	Po Logs	OH Non-Merch	TOTALS
5,10 (Sel Mgt)	21.41	8.66	30%	9	85	14	150	235	102	0	0	0	0	595
10 (Limited Ops)	3.16	1.28	30%	5	9	0	20	5	40	0	0	0	0	79
4 (Comm. Thin)	37.42	15.14	35%	128	398	38	145	267	148	0	35	0	0	1158
Total	62.0	25.1		142	492	52	315	506	289	0	35	0	0	1831

Table 5 below summarizes Estimated Product Breakdown by % for Stands 4, 5 and 10.

Table 5. Estimated Product Breakdown by %. Stands 4, 5 and 10.

Product	Volume (Tonnes)	% of Total
White Pine Logs	506	28%
SpF Stud	492	27%
Spruce Logs	315	17%
HW Pulp	289	16%
SW Pulp	142	8%
White Pine Stud	52	3%
Poplar Pulp	35	2%
HW Logs	0	0%
HW Firewood	0	0%
Poplar Logs	0	0%
TOTALS	1831	100%
SW TOTAL	1508	82%
HW TOTAL	324	18%

4. Detailed Stand Treatment Summary

This section of the report will provide additional stand level information and a description of recommended treatments for proposed operational areas. Detailed stand area maps taken from the Operational Plan Map are included at the end of this section of the report.

Stand 5/10 (Selection Management) – 10.83 ha / 26.8 acres

Stand Description: Softwood stand dominated by large white pine and red spruce in the overstory. White pine maintains a super canopy position through most of the stand but there are pockets where red spruce is dominant. White pine heights range between 18 to 24 metres and red spruce between 15 and 20 metres. The average age of the stand is 90 years, with a range of ages between 80 and 120 years sampled. Stand is transitioning from a mature, even aged condition to a multi-aged, later successional condition. Other tree species present include scattered intolerant hardwoods such as red maple and white birch and tolerant hardwoods such as yellow birch and beech. Natural regeneration is variable, with higher levels of natural regeneration present where canopy gaps (due to windthrow or natural mortality) allow increased light to reach the forest floor and low levels of regeneration where canopy crown closure is high.

Existing windthrown patches are located in the stand and these areas were mapped in the field and included on operational plan map. The basal area in these patches is significantly lower than the majority of the stand and window for salvaging windthrown trees in these areas may be limited as windthrow event appears to have occurred 3 to 5 years ago. Natural regeneration is abundant within windthrown areas.

Stand and Treatment Data Overview:

Stand Data		Treatment Data	
Veg Type:	SH4	*Treatment:	High Ret. Cont. Cover Irregular Shelterwood
Soil Type:	2/2-G	*Year:	2025/26
*Species:	WP04RS04RM01YB01	Priority:	High
Regen:	20% BF RS StrM	*Oper. %:	80%
Crown Closure (%):	70	*Removal %:	30%
Cover Type:	Softwood	Pre-treatment Basal Area (m2/ha):	40
Dev Stage:	Mature to Multi-aged	Post BA Target (m2/ha):	25 to 30
Exposure:	Moderate	Volume (cords/ac):	52

2013 Management Plan Rec'd Treatment: Selection Management 2014

2025 Rec'd Treatment and Timeline: High Retention Continuous Cover Irregular Shelterwood 2025-26

Treatment Description: In situations where the basal area of Long-lived Intermediate-Tolerant (LIT) trees is high, a High Retention Irregular Shelterwoods with retention levels of 2/3 (basal area or stand area) is prescribed. The objective is to maintain or to move a stand towards a multi-aged, multi-species condition for ecological and silvicultural purposes. The continuous cover version of the irregular shelterwood system is applied in situations where horizontal stand structure is

relatively uniform or windthrow hazard is lower. (Source: Silvicultural Guide for the Ecological Matrix, pages 39 to 48. NSDNR 2021).

<https://novascotia.ca/ecological-forestry/docs/silvicultural-guide.pdf>

Approximately 30% of the stand's basal area will be removed, focusing on harvesting shorter lived species such as balsam fir, red maple and white birch and lower vigor/quality spruce and white pine.

Irregular shelterwood is a multi-aged silvicultural system that is a hybrid between selection management and regular shelterwood systems. Shade is used to naturally regenerate stands and irregular shelterwoods typically produce an irregular canopy structure with at least 2 canopy layers and age classes present. Irregular shelterwood systems are often applied in situations where multiple species are present with varied life spans and are suited for managing at different rotation lengths. In all Irregular Shelterwoods, over time, gaps of young growing stock will occur in some areas while other areas within the stand will consist of mature trees. These gaps of young trees can be tended to enhance biodiversity and growth. Also, permanent reserve trees will be left for biodiversity in all irregular shelterwoods.

Eligible Silviculture Funding Category: Category 7c Selection Management

Access and Other Operational Considerations: The treatment area is divided by the existing access road that runs to the east of the incinerator site. Approximately 7.9 hectares of the treatment area is on the north side of the road and 2.9 hectares are on the south side of the road. Merchantable wood products harvested can be landed near the large turnaround location proposed to be built at the former incinerator site for pick up by log trucks.

Terrain in the stand is generally hummocky and uneven with some large surface granite throughout.

A vernal pool was located and mapped in the field. It is located to the west of the stand and south of the former incinerator site.

Boundary line evidence was found on the property line on the eastern stand boundary.

Stand 10 (Limited Operability)- 2.56 ha / 6.3 acres

Stand Description: Mixedwood stand located directly to the west of Stand 5/10 described above. This stand was delineated out of the larger Stand 10 area due to the presence of imperfect drainage and more sensitive soils that may limit operability in stand. Tree cover is primarily a mixture of red maple and red and black spruce in the overstory with some scattered balsam fir with an average age of 80 years. The average stand height is 16 metres but there are some larger spruce in the 18 to 20 m range in stand. Wet site vegetation indicators such as cinnamon fern and sphagnum moss were observed throughout. Stand is generally in a mature, even-aged condition but uneven-aged characteristics will likely start to develop as stand continues to develop. Natural regeneration levels are low at present time.

Stand and Treatment Data Overview:

Stand Data		Treatment Data	
Veg Type:	WM2 (WC5)	*Treatment:	High Ret. Cont. Cover Irregular Shelterwood
Soil Type:	4 (3, 14)	*Year:	2025/26
*Species:	RM05RS04BF01	Priority:	Low
Regen:	10% RS BS BF	*Oper. %:	50%
Crown Closure (%):	60	*Removal %:	30%
Cover Type:	Mixedwood	Pre-treatment Basal Area (m2/ha):	39
Dev Stage:	Mature	Post BA Target (m2/ha):	25 to 30
Exposure:	Moderate	Volume (cords/ac):	46

2013 Management Plan Rec'd Treatment: Selection Management 2014

2025 Rec'd Treatment and Timeline: High Retention Continuous Cover Irregular Shelterwood 2025-26.

Treatment Description: *See description in Stand 5/10 above.

Eligible Silviculture Funding Category: Category 7c Selection Management

Access and Other Operational Considerations: Terrain in the stand is flat and imperfect to poor drainage is present throughout. Operability in the stand is limited by the wetter ground conditions present and harvesting operations should only be pursued in dry summer or frozen winter conditions to prevent negative impacts on soil health and productivity.

Before pursuing any operations in this stand, the site will be assessed by Mersey Tobeatic Research Institute (MTRI) to identify any biodiversity or sensitive site issues and make any related recommendations. The site will also be reviewed with the harvest contractor to assess operability and harvest feasibility.

This stand was assigned a low priority level as if it is determined that there are ecological or biodiversity risks to operating in this area, it will be removed from the final harvest area.

It is recommended that any operations in this stand should be grouped with the adjacent harvest in Stand 5/10.

Stand 4 (Commercial Thinning)- 18.93 ha / 46.8 acres

Stand Description: Even-aged softwood stand dominated by red spruce with abundant white pine and scattered balsam fir and hardwoods such as red maple, white birch, yellow birch and poplar. The average age of the stand is 50 years old and likely originated from a stand replacing harvest in the mid 1960’s or early 1970’s. The stand is fairly uniform with similar tree size distribution throughout and field observations indicate that some areas of the stand may have been treated with a pre-commercial thinning treatment, likely in the 1980’s or early 1990’s (although no claimed silviculture record exists for the stand). The average stand height is 16 metres but some white pine are in the 18 to 20 metre range and red spruce in the 16 to 18 metre range. Canopy crown closure is high throughout and natural regeneration is generally low, as minimal light is reaching the forest floor to encourage new growth at present.

Stand and Treatment Data Overview:

Stand Data		Treatment Data	
Veg Type:	SH4 (SH5)	*Treatment:	Commercial Thinning
Soil Type:	2/2G	*Year:	2026/27
*Species:	RS05WP03BF01RM01	Priority:	High
Regen:	5% RS BF	*Oper. %:	80%
Crown Closure (%):	80	*Removal %:	35%
Cover Type:	Softwood	Pre-treatment Basal Area (m2/ha):	44
Dev Stage:	Mature	Post BA Target (m2/ha):	25 to 30
Exposure:	Moderate	Volume (cords/ac):	50

2013 Management Plan Rec’d Treatment: Commercial Thinning 2018

2025 Rec’d Treatment and Timeline: Commercial Thinning 2026-27

Treatment Description: Commercial thinning is a stand improvement treatment that aims to increase the growing space for desired trees, while removing lower-quality, less desirable trees in the stand. Commercial thinnings are undertaken in mature stands, which have reached a point where too many trees are competing for the same light and nutrients and are beginning to decline because of competition. Commercial Thinning would reduce the basal area of the stand by approximately 30 to 35% from current levels.

Eligible Silviculture Funding Category: Category 6 Commercial Thinning

Access and Other Operational Considerations: Existing extraction trails are located throughout the stand and were mapped during the field inventory. Existing trails are displayed on the Operational

Plan Map (Map 1). These trails would have been used during the last harvest entry in the stand and lead to the unimproved access road that runs to the northwest corner of the Graywood woodlot.

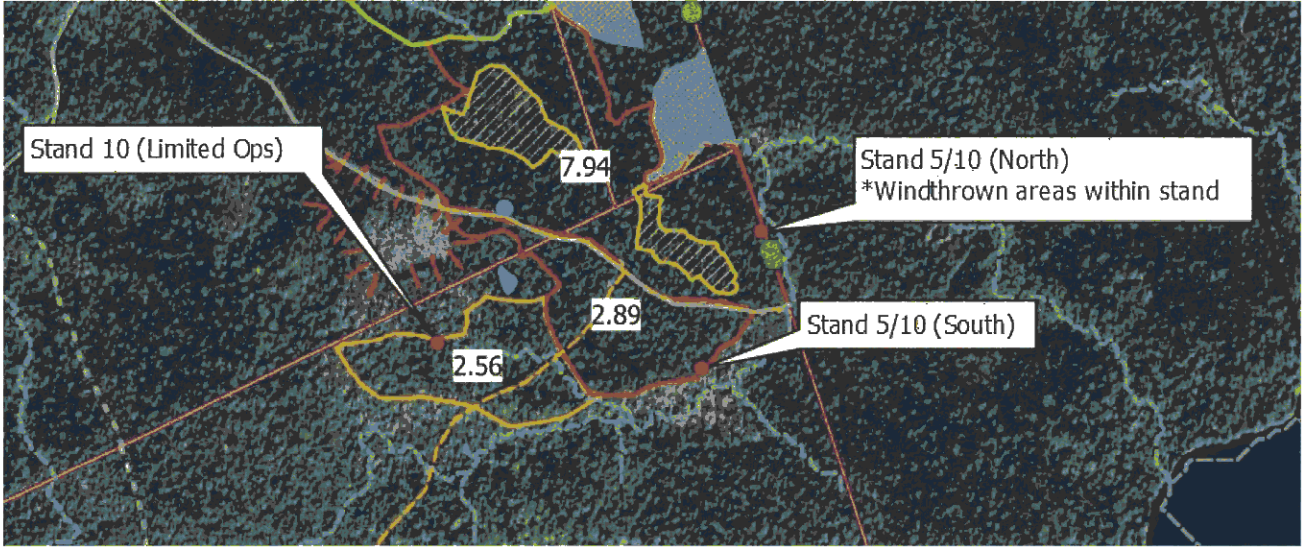
These trails may be utilized by a harvest contractor to access the stand, as this would limit the cost of re-building a large portion of the unimproved access road.

Some large wet areas were delineated out of the stand during May 2025 field planning. There are some small watercourses and seepages located in the stand but these are not expected to severely limit access to operable areas in the stand.

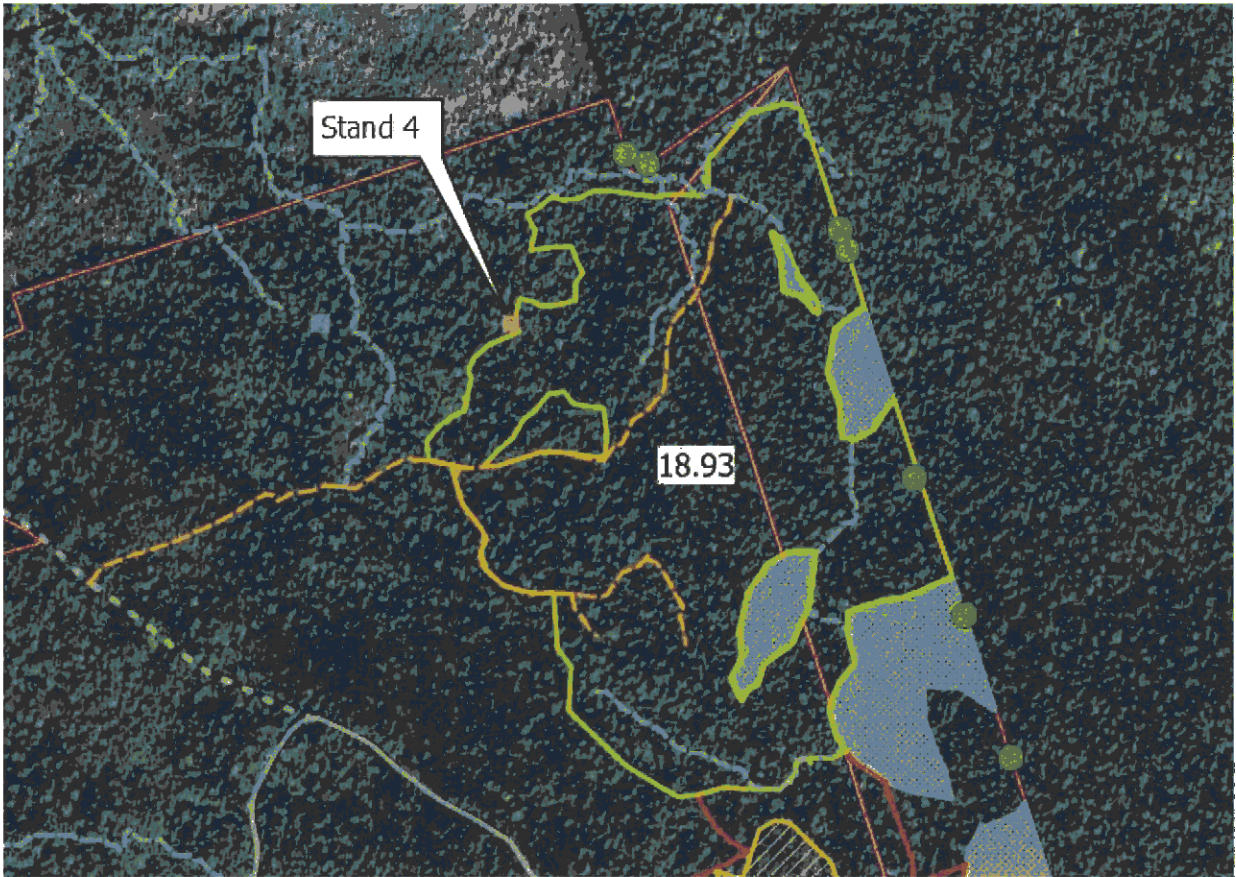
Boundary line evidence was found on the property line on the eastern stand boundary.

Stand Area Overview Maps

Stands 5 and 10



Stand 4



5. Access Recommendations and Estimated Road Work Costs

This section of the report will provide a summary of road work requirements recommended to support operational activities outlined in this proposal on the Graywood woodlot. Estimates of costs for the recommended road work activities will also be provided.

Please note that the costs provided are estimates based on typical values for various road building activities and materials and are not an official quote for the road work proposed. An estimate of cost from a road building contractor can be provided to MOCA prior to any road work being performed if the decision is made for proposed operations to proceed.

Current status of MOCA Graywood Road Access

A Class D forestry access road enters the Graywood property from a gated access point off of Highway 8. This main access road runs approximately 490 m to the northeast to a "T" intersection where an old unimproved road branches off to the northwest and the main access road continues to the southeast for approximately 915 m past the old incinerator site and ends near the eastern property boundary of the MOCA woodlot. Overall, the road surface of the main access road is in decent condition but would benefit from some minor surface improvements, ditching and brushing out of vegetation and of trees encroaching on the existing road surface. At present, there is not a suitable turnaround location for logging trucks or landing area to pile harvested wood products located in the general vicinity of the proposed operational areas.

The aforementioned unimproved access road to the northwest of the "T" intersection is not currently suitable for use by log trucks and would need to be rebuilt to a Class D standard if to be used for future management activities.

Proposed Activities and Priority Levels

1. **Rebuild of Turnaround and Landing at Old Incinerator Site (High Priority)**- A suitable location to construct a large landing/truck turnaround would be on the area identified as a decommissioned "Construction Debris Site" (Stand 18 in the 2012 management plan). This stand was previously cleared and is now starting to regenerate heavily to sapling stage white pine regeneration but could be cleared to make a forestry landing area/turnaround and is in close vicinity to treatment areas proposed in Stand 5 and 10. The proposed size of the landing is approximately 0.25 hectares in size. An excavator would be used to construct the turnaround.
2. **Brushing of Roadside Vegetation and Ditches along main access road (High Priority)**- The main road surface is generally clear of surface vegetation but it was noted that roadsides and ditches are starting to grow in with woody vegetation. To have clear access for log trucks to and from site it is recommended that this vegetation is brushed out. Some larger trees are also starting to encroach overtop of the main road surface and should be removed for clear passage of log trucks. Maintaining vegetation levels along the roadside can preserve the long term quality of the access road and keep it in good condition. Vegetation can be removed by a mulcher head on an excavator (or other equipment) or also by a manual operator with a chainsaw or brush saw but the mulching option would be preferred. Approximately 800 metres of brushing was identified.

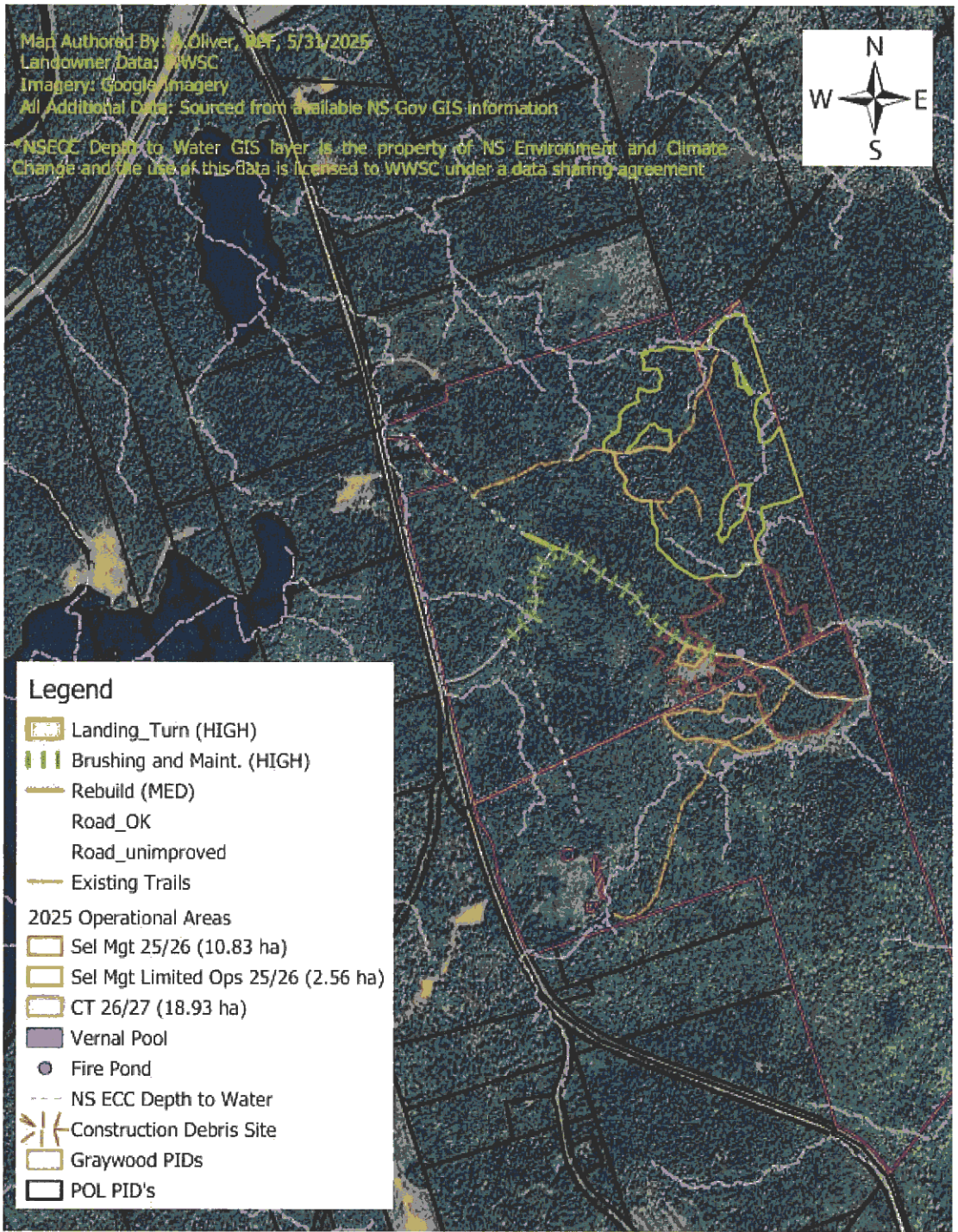
3. Isolated Surface Repairs of Main Road Surface (High priority)- Other minor surface repairs including ditching, re-surfacing and gravelling of existing road surface are also recommended. These activities will reinforce the existing road surface to allow for log trucks to transport wood products from the site safely and efficiently.
4. Rebuild of Access Road to North (Medium priority)- A small portion of the unimproved access road to the northwest could be rebuilt/upgraded to a Class D standard. This would improve road access and landing areas for wood products in the northern portion of the woodlot and provide another landing/turnaround area. The proposed length of rebuild is 80 to 100 metres. This is assigned a medium priority level as proposed operations would likely be feasible without this activity.
5. Cross culvert and installation (Medium Priority) – A cross culvert could be installed to improve road surface near the “T” intersection where the main access road moves to the southeast. This section of road appears to have some drainage issues and a softer road surface was noted here. This area likely could also be improved with some levelling with a load of gravel/rock so a medium priority level was assigned.

Table 6 below provides a summary of recommended road work activities and estimated costs. The total estimated cost of proposed road work is \$12,000 (pre-hst).

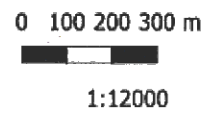
Table 6. Summary of Road Work Recommendations and Estimated Costs

Activity	Est. Cost (\$)	Priority
Float Excavator	\$ 800.00	High
Re-build of Turnaround / Landing	\$ 2,400.00	High
Brushing of Roadside Vegetation (~800 m)	\$ 4,000.00	High
Gravel for Surface Improvements	\$ 800.00	High
Isolated Ditching and Surface Improvement	\$ 800.00	High
Rebuild of Access Road to North	\$ 2,000.00	Medium
Cross Culvert and Install	\$ 1,200.00	Medium
	\$ 12,000.00	

Please refer to Map 2, (2025 Road Work Map) on the following page of this report for an overview of road work activities described above.



Municipality of the County of Annapolis
 2025 Road Work Map
 PID 05091152, 05091178, 05091335
 173.5 ha / 428.7 ac (GIS Area)
 Graywood, Annapolis Co.



Map 2. Road Work Map

6. Estimated Stumpage Revenues

In forestry terminology, stumpage price is based on current mill prices for harvested wood products minus harvesting, extraction and trucking costs to get the wood from the forest (stump) to the mill. Stumpage value is considered the amount a harvesting contractor is willing to pay to the landowner for the standing timber (based on mill prices and the contractor's associated expenses).

Estimates of merchantable wood product volumes resulting from the proposed harvesting activities summarized in Tables 4 and 5 of this report were applied to current stumpage rates for wood products in western Nova Scotia to determine an estimation of stumpage value. Current harvesting and trucking rates were also applied to determine these values.

Operational costs such as estimated road building expenses summarized in Table 6 and WWSC service fees are also included to determine estimated harvest revenues related to the proposed activities. WWSC service fees cover all aspects of planning, coordinating and supervising the proposed activities such as block layout, road building and harvest supervision, managing contractor relations, providing ongoing and transparent communication to the landowner and administration related to payments for all parties involved in the operation (landowner, contractors, etc.)

Table 7 provides a summary of estimated revenues resulting from the proposed operational activities.

Table 7. Estimated Revenues from MOCA Operational Proposal 2025

Estimated Stumpage from Proposed Treatments					
Product	Estimated Harvest		Stumpage Rate		Stumpage Value (\$)
	Tonnes	Cords	Tonnes	Cords	
Softwood pulp	141.9	72.8	\$ 2.20	\$ 4.29	\$ 312.16
Spruce and fir studwood	492.4	252.5	\$33.75	\$ 65.82	\$ 16,618.35
White pine studwood	52.0	26.7	\$19.35	\$ 37.73	\$ 1,006.50
Spruce logs	315.0	161.5	\$40.50	\$ 78.98	\$ 12,755.80
White pine logs	506.3	259.6	\$26.10	\$ 50.90	\$ 13,214.95
Hemlock logs	0.0	0.0	\$22.50	\$ 43.88	\$ -
Red pine logs	0.0	0.0	\$ -	\$ -	\$ -
Eastern Larch	0.0	0.0	\$ -	\$ -	\$ -
Hardwood pulp	288.9	138.5	\$13.62	\$ 28.41	\$ 3,934.79
Hardwood logs	0.0	0.0	\$ -	\$ -	\$ -
Poplar pulp	34.9	16.7	\$ -	\$ -	\$ -
Poplar logs	0.0	0.0	\$ -	\$ -	\$ -
Non-merchantables	0.0	0.0	\$ -	\$ -	\$ -
Total Tonnage:					1831.40
Total Cords:					928.28
Total Approx Stumpage Value:					\$ 47,842.54

Estimated Harvest Revenue	
Stumpage	+ \$ 47,842.54
WWSC Service Fees (pre-HST)	- \$ 7,750.33
Other Harvest Expenses (Road building and materials Pre-	- \$ 12,000.00
Resulting Harvest Revenue:	\$ 28,092.21

Other Expenses	
Float Excavator	\$ 800.00
Re-build of Turnaround / Landing	\$ 2,400.00
Brushing of Roadside Vegetation (~800 m)	\$ 4,000.00
Re-build of Access Road to NW	\$ 2,000.00
Gravel for Surface Improvements	\$ 800.00
Cross Culvert and Install	\$ 1,200.00
Isolated Ditching and Surface Improvement	\$ 800.00
~	\$ -
~	\$ -
~	\$ -
Total Estimated Expenses:	\$12,000.00

*Other predicted expenses from conducting harvesting activities

***Please note: This information is intended only for the use of the individual and/or entity to which it is addressed.** These are estimates only and are subject to change depending on market prices at the time of harvest, as well as harvesting and trucking costs, etc.

The total estimated harvest revenue from proposed operations is \$28,092.21. This value is based on current product markets and contractor/trucking rates in western Nova Scotia as of June 1, 2025 and is subject to change.

Estimated Stumpage Revenue by Stand

As proposed treatments were recommended to be carried out over a multi-year treatment window, a breakdown of expected stumpage by stand was also analyzed in Table 8 below. This was provided to give MOCA a relative estimate of stumpage revenues expected by year for the activities proposed in this report.

Please note that costs related to associated road work and WWSC service fees are not included in this table.

Table 8. Estimated Stumpage Revenues by Proposed Treatment Stands,

Stand	Treatment Year	Estimated Volume (Tonnes)	Estimated Stumpage (\$)	% of total stumpage
5, 10 (Sel'n Mgt)	2025-26	595	\$16,737.61	35%
10 (Limited Ops)	2025-26	79	\$1,789.95	4%
4 (CT)	2026-27	1158	\$29,314.98	61%
		1831	\$47,842.54	100%

7. Biodiversity Considerations

If direction is provided by MOCA to pursue the proposed activities in this report, WWSC will engage with the Mersey Tobeatic Research Institute (MTRI) to perform a full biodiversity assessment of the proposed treatment areas and determine if any sensitive habitat and/or species at risk habitat is present. Based on findings or recommendations from MTRI, WWSC would refine the operational plan to account for this information and inform MOCA of any changes made to the original proposal.

Sites of Ecological Significance and Wildlife Observations

A vernal pool was located and mapped near the northern boundary of Stand 10.

A black bear was observed on the main access road, just to the east of the "T" intersection.

Bird species such as broad-winged hawk, black-capped chickadee, yellow-rumped warbler, red-eyed vireo, blue-headed vireo and ovenbird were detected from audio recordings using the Merlin Bird ID phone app.

8. Conclusions

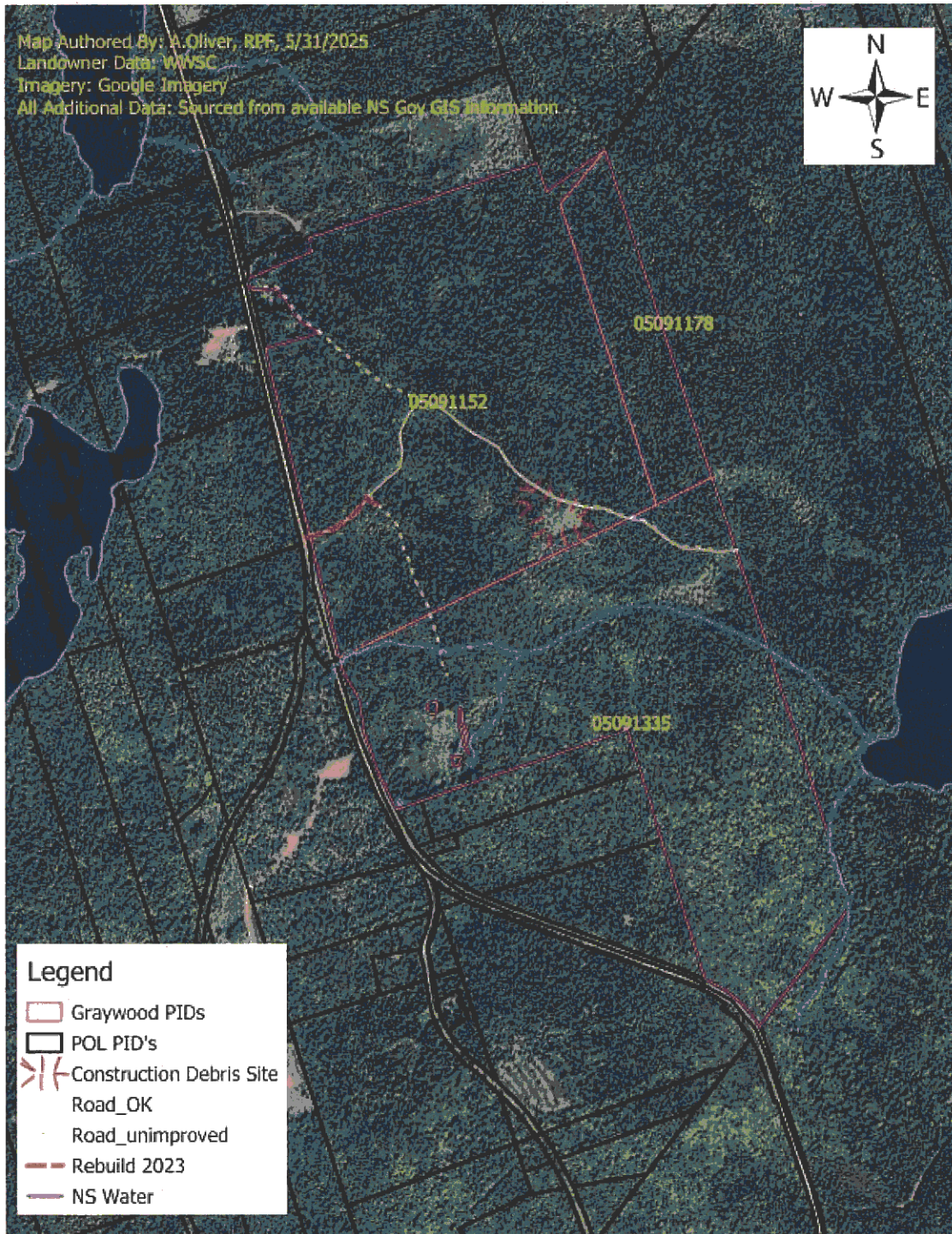
This concludes the operational harvest proposal for the Graywood woodlands.

Please review the information summarized in this proposal and get in touch with any questions that you may have. We hope that this information is helpful in allowing MOCA to make an informed decision regarding proceeding with the proposed activities as summarized in this report.

In closing, WWSC appreciates this opportunity to partner with the County of Annapolis to continue to showcase the benefits of ecologically-based forest management on the Graywood property.

APPENDICES

Map Authored By: A. Oliver, RPF, 5/31/2025
 Landowner Data: WWSC
 Imagery: Google Imagery
 All Additional Data: Sourced from available NS Gov GIS Information




Legend

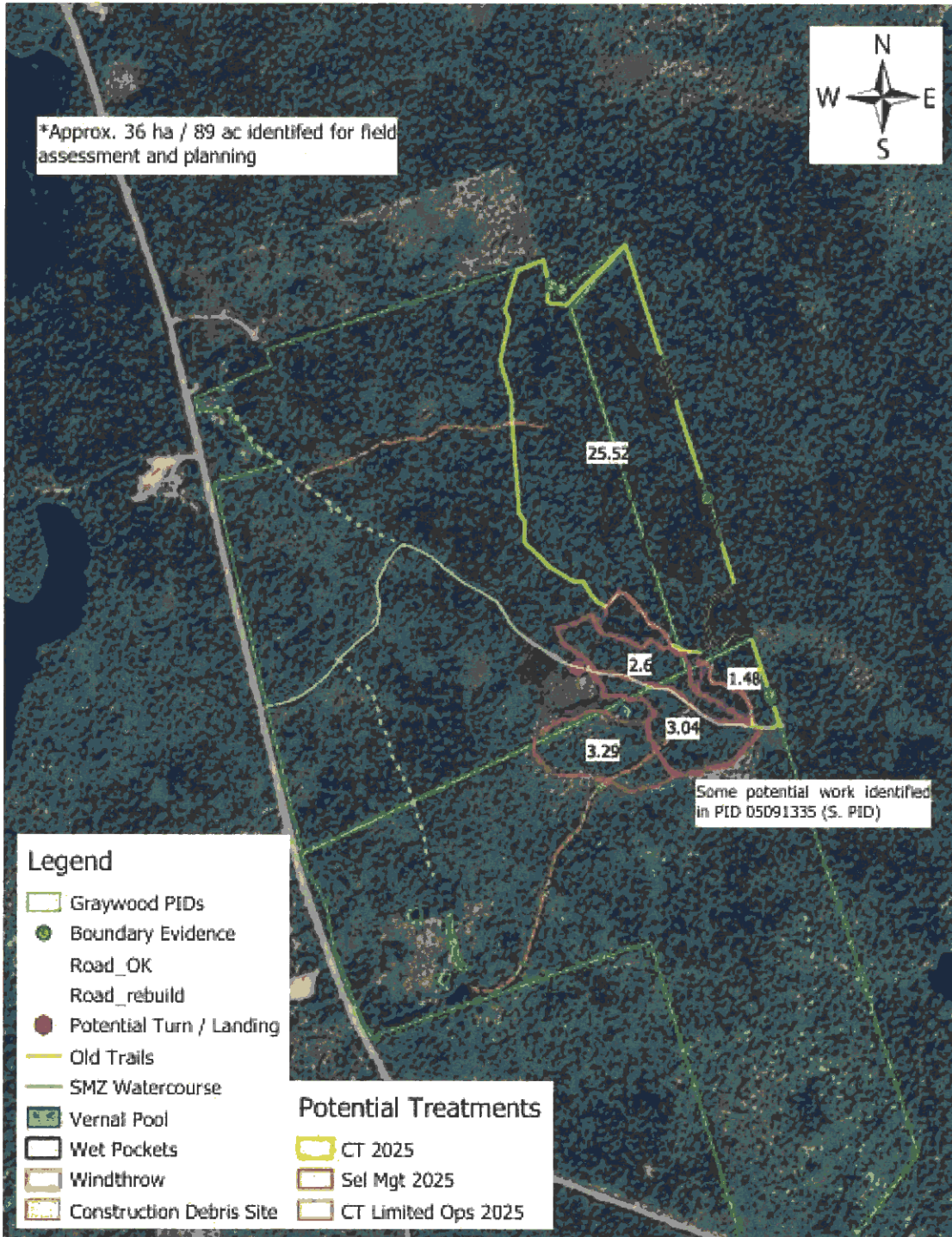
- Graywood PIDs
- POL PID's
- X Construction Debris Site
- Road_OK
- Road_unimproved
- Rebuild 2023
- NS Water



**Municipality of the County of Annapolis
 Property Map**
PID 05091152, 05091178, 05091335
173.5 ha / 428.7 ac (GIS Area)
Graywood, Annapolis Co.

0 100 200 300 m

 1:12000

Appendix 1. MOCA Graywood Property Map



Municipality of the County of Annapolis
 2025 Initial Operations Planning Map
 PID 05091152, 05091178, 05091335
 Graywood, Annapolis Co.

0 100 200 300 m
 Scale 1:10000

Appendix 2. Initial Operations Planning Map, MOCA Graywood property



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: July 8, 2025
Prepared By: Amy Barr, Policy and Development Coordinator
Report Number: SR2025-78 Traffic Authority Policy Appointment Update
Subject: Traffic Authority Policy Appointment Update

RECOMMENDATION:

That Municipal Council approve Policy 106 Municipal Traffic Authority as circulated [7-day notice].

LEGISLATIVE AUTHORITY

Section 86 of Motor Vehicle Act (Nova Scotia) requires each town or former town in Nova Scotia appoint a traffic authority to enforce certain portions of the Motor Vehicle Act.

Section 311 of the Municipal Government Act further states:

Traffic authority

311 (1) In this Section, "highway" and "Provincial Traffic Authority" have the same meaning as in the Motor Vehicle Act.

(2) The council may, by policy, appoint a traffic authority for all or part of the municipality.

(3) A traffic authority has, within the municipality, the powers of a traffic authority of a city or town pursuant to the Motor Vehicle Act.

(4) The clerk shall notify the Provincial Traffic Authority of the appointment of a traffic authority.

(5) Where there is no traffic authority appointed by a council, the Minister of Public Works may appoint a traffic authority to hold office until the council appoints a traffic authority.

BACKGROUND

Excluding the powers for which only the Provincial Traffic Authority has authority, the Municipal Traffic Authority has the powers conferred upon a traffic authority by or pursuant to the Motor Vehicle Act. This appointment for Bridgetown and other municipally-owned streets has usually been designated as the Director of Municipal Operations. Municipal Traffic Authority reviews requests each year for road closures, parades, emergency safety plans relating to transportation routes, planned detours, traffic signage, et cetera.

DISCUSSION

A new traffic authority policy was approved in December 2023 to formalize appointments and ensure clarity. This policy is reviewed periodically to update outdated references or personnel appointments and ensure legislative/legal requirements are satisfied. This update must appoint a new alternate traffic authority due to personnel changes.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the recommended update.

ALTERNATIVES / OPTIONS

None- Routine Updates

NEXT STEPS

Statutory Requirements:

- 7 Day Notice to approve policy
- Approval by Municipal Council 7 days or more after notice is provided
- Municipal Clerk must notify the Provincial Traffic Authority of the update

ATTACHMENTS

- Policy 106 *Municipal Traffic Authority (updates as marked)*

Prepared by: Amy Barr, Policy and Development Coordinator

Reviewed by: Jim Young, Director of Municipal Operations



Chris McNeill
Chief Administrative Officer

JUNE 26, 2025

(Date)

<p style="text-align: center;">MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</p>	<p style="text-align: center;">Policy 106</p>
<p>Section MUNICIPAL SERVICES</p>	<p>Subject Municipal Traffic Authority</p>

APPOINTMENT OF TRAFFIC AUTHORITY

BE IT ENACTED by the Council of Municipality of the County of Annapolis, under the authority of the *Municipal Government Act*, S.N.S. 1998, Chapter 18, and *Motor Vehicle Act* of Nova Scotia, as follows:

This policy shall be known as Policy Number 106 and may be cited as the "*Traffic Authority Policy*".

POLICY PURPOSE

Municipality of the County of Annapolis, in this policy, does hereby confirm its existing practice of appointing an individual to act as Traffic Authority for the Municipality of the County of Annapolis pursuant to the applicable provisions of the *Municipal Government Act* and the *Motor Vehicle Act*.

In furtherance of the purposes of this policy, the Municipality also hereby states its intention to appoint an alternate individual to act as Traffic Authority in the absence or inability of the Traffic Authority.

AUTHORITY

Section 311 of the *Municipal Government Act* provides that:

- 1) In this Section, "highway" and "Provincial Traffic Authority" have the same meaning as in the *Motor Vehicle Act*.
- 2) The council may, by policy, appoint a traffic authority for all or part of the municipality.
- 3) A traffic authority has, within the municipality, the powers of a traffic authority of a city or town pursuant to the *Motor Vehicle Act*.
- 4) The clerk shall notify the Provincial Traffic Authority of the appointment of a traffic authority.
- 5) Where there is no traffic authority appointed by a council, the Minister of Public Works may appoint a traffic authority to hold office until the council appoints a traffic authority.
- 6) Where it appears to the Minister of Public Works that a traffic authority appointed by the council is not performing the duties and functions of a traffic authority, the Minister of Public Works may cancel the appointment of the traffic authority.
- 7) The Provincial Traffic Authority has, with respect to (a) highways vested in Her Majesty in right of the Province; (b) highways in areas of a municipality for which there is no traffic authority; and (c) highways in a municipality that have been designated by the Minister of Public Works as main travelled or through highways, the powers conferred upon a traffic authority by or pursuant to the *Motor Vehicle Act*.



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: July 8, 2025
Prepared By: Dawn Campbell, Director of Corporate Services
Report Number: SR2025-79 Approve *Bylaw 10 Livestock*
Subject: Approve *Bylaw 10 Livestock*

RECOMMENDATION

To recommend that Municipal Council give first reading to approve *Bylaw 10 Livestock*.

BACKGROUND

The County of Annapolis has had a livestock bylaw since at least 2014. The bylaw has been amended once in 2015.

DISCUSSION

The bylaw requires review and updating to reflect current best practices and evolving case law. Changes proposed in the new bylaw include:

- remove definitions redundant with *Municipal Government Act*;
- add confidentiality practices (Section 5);
- add officer discretion for written warning before taking any other action (Section 6).

LEGISLATIVE AUTHORITY

The new bylaw adheres to requirements in the *Municipal Government Act* and specifically exercises the authority provided under Section 172(2)(b).

BUDGET IMPACTS

The new bylaw imposes no new financial or budget impacts.

STATUTORY REQUIREMENTS

Requirements for all bylaw approvals:

- Pass first reading;
- Notice of council's intent to consider 2nd reading published in a newspaper circulating in the municipality or posted on the municipality's website at least 14 days before read

for 2nd time. Notice must state the object of the bylaw, date and time it will be considered and how a copy of the proposed bylaw may be inspected;

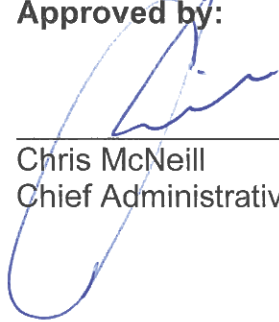
- Pass 2nd reading;
- Receive ministerial approval if required (not required for this bylaw);
- Notice published in a newspaper circulating in the municipality stating object of the bylaw and place where it may be read;
- Certified copy of the bylaw filed with Minister of Municipal Affairs.

ATTACHMENTS

Bylaw 10 Livestock (proposed new bylaw)

A2 Livestock at Large Bylaw (proposed for repeal)

Approved by:



Chris McNeill
Chief Administrative Officer

Approval Date:

JUNE 26, 2025
(Date)

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS
Bylaw 10 Livestock

Short Title

1. This Bylaw shall be known as the "*Livestock Bylaw*."

Legislative Authority and Intent

2. This Bylaw has been prepared in accordance with the provisions of the *Municipal Government Act*, S.N.S. 1998, c.18 and amendments thereto. Sub-section 172(2)(b) provides that Municipal Council may regulate any animal. This Bylaw shall apply within the boundaries of the Municipality of the County of Annapolis.

Definitions

3. Except as provided below, terms used in this policy shall have the same meaning as in the *Municipal Government Act*, or as their context applies according to a dictionary of the English language:
 - a. "at large" means found in any place other than the owner's property and not under the continuous restraint and control of some person;
 - b. "livestock" includes
 - (a) cattle, horses, sheep, swine and poultry,
 - (b) game farm animals including cervids (deer family), wild boar, bison, buffalo, ratites, llamas and alpacas,
 - (c) foxes, chinchilla and mink raised for fur production,
 - (d) rabbits raised for meat production,
 - (e) any animals designated as farm animals in the *Animal Protection Act*;
 - (3) "Municipality" means the Municipality of the County of Annapolis;
 - (4) "Municipal Staff" means:
 - (a) any peace officer having jurisdiction within the County; or
 - (b) any person employed by the Municipality and designated by the Chief Administrative Officer with responsibility for the enforcement of this bylaw.
 - (5) "owner" includes any person who has lawful custody of livestock.

Administration of Bylaw

4. Municipal Staff shall be responsible for the enforcement of this Bylaw.
5. Municipal Staff shall protect the confidentiality of all persons involved in an investigation to the greatest extent possible, except as may be required to be disclosed for court prosecution and in accordance with Part XX, *Municipal Government Act* (Freedom of Information and Protection of Privacy).

6. If Municipal Staff determine, upon reasonable grounds, that an owner has contravened this bylaw, they may give a written warning before taking any other action under this Bylaw as they deem appropriate.

Prohibitions and Interpretations

- 7. Every owner whose livestock is at large and fails to take all reasonable steps to immediately regain custody and control of their livestock is in contravention of this Bylaw.
- 8. Every owner who fails to take all necessary steps to prevent livestock from being at large, including but not limited to erecting and maintaining fences adequate for that purpose, is in contravention of this Bylaw.
- 9. Each of Section 7 and 8 is a separate and distinct offence.

Penalty

5. Any person who contravenes any provision of this Bylaw is punishable on summary conviction by a fine of not less than \$150.00 and not more than \$1,000 for a first offence, and not less than \$250.00 and not more than \$1,000 for a second or subsequent offence. For the purposes of this section, it is irrelevant whether the offences were prosecuted pursuant to the same section of this Bylaw.

Repeals

6. *A2 Livestock at Large Bylaw*, adopted by the Municipality of the County of Annapolis on the 21st day of April 2015, is hereby repealed.

<u>Annotation for Official Bylaw Book</u>	
Date of First Reading	PENDING July 15, 2025
Date of Notice of Intent to Consider	PENDING July 16, 2025
Date of Second Reading	PENDING
Date of advertisement of Adoption of Bylaw	PENDING*
I certify this Bylaw was adopted by Municipal Council and published as indicated above.	
	PENDING
Chief Administrative Officer	Date
<i>*Effective date of the Bylaw unless otherwise specified.</i>	

A2 Livestock at Large Bylaw

The Municipal Council of the Municipality of the County of Annapolis under the authority vested in it by Sections 172-174 of the *Municipal Government Act*, enacts as follows:

Title

1. This Bylaw may be cited as *A2 Livestock at Large Bylaw*, the “Livestock Bylaw.”

Definitions

2. In this Bylaw words and phrases have the same meaning as in the *Municipal Government Act* or as provided below:

- (1) “Animal Control Officer” means:
 - (a) any peace officer having jurisdiction within the County; or
 - (b) any person employed by the Municipality and designated by the Chief Administrative Officer with responsibility for the enforcement of this bylaw and whose duties may include those of the pound keeper or Dog Control Officer as described in Section 175 of the *Municipal Government Act*.
- (2) “at large” means to be found in any place other than the owner’s property and not under the control of any person;
- (3) “CAO” means the Chief Administrative Officer of the Municipality of the County of Annapolis;
- (4) “livestock” includes
 - (i) cattle, horses, sheep, swine and poultry,
 - (ii) game farm animals including cervids (deer family), wild boar, bison, buffalo, ratites, llamas and alpacas,
 - (iii) foxes, chinchilla and mink raised for fur production,
 - (iv) rabbits raised for meat production,
 - (v) any animals designated as farm animals in the *Animal Protection Act*;
- (5) “livestock farm” means a parcel of land that is used for grazing or pasturing livestock;
- (6) “Municipality” means the Municipality of the County of Annapolis;
- (7) “Municipal Staff” means the Municipality’s Animal Control / Bylaw Enforcement Officer or a person appointed by the Chief Administrative Officer (CAO) to act on the Municipality’s behalf for the purpose of this Bylaw, and shall include the Pound Keeper;
- (8) “owner” includes
 - (a) with respect to livestock, any person who has lawful custody of the livestock; and
 - (b) with respect to a livestock farm, the person occupying or operating the farm.

Livestock at Large

3. Any livestock which are found in any place other than the owner’s property and not under the continuous restraint and control of some person shall be deemed to be at large for the purposes of the Bylaw.
4. Any owner of livestock who becomes aware, or should reasonably be aware, that any of those livestock may be at large or are at large, must immediately take all reasonable steps to regain custody and control of that livestock.
5. Subject to Section 7 of this Bylaw, every owner of livestock
 - (1) whose livestock is at large; or
 - (2) who fails to comply with Section 4 of this Bylaw;is in contravention of this Bylaw.

6. Every owner shall take all necessary steps to prevent livestock from being at large, including but not limited to erecting and maintaining fences adequate for that purpose; and subject to Section 7, every owner who fails to take such steps is in contravention of this Bylaw.
7. Each of Subsection 5 (1), 5 (2), or Section 6 is a separate and distinct offence.
8. No owner shall be found to have contravened this Bylaw if it is established that the owner exercised due diligence with regard to the circumstances of the alleged violation.

Penalty

9. Any person who contravenes any provision of this Bylaw is punishable on summary conviction by a fine of not less than \$150.00 and not more than \$1,000 for a first offence, and not less than \$250.00 and not more than \$1,000 for a second or subsequent offence. For the purposes of this section it is irrelevant whether the offences were prosecuted pursuant to the same section of this Bylaw.

<u>Clerk 's Annotation For Official Bylaw Book</u>	
Date of First Reading	March 17, 2015
Date of Advertisement of Notice of Intent to Consider	April 2, 2015
Date of Second Reading	April 21, 2015
Date of advertisement of Adoption of Bylaw	April 30, 2015*
I certify that this Bylaw was adopted by Municipal Council and published as indicated above.	
Carolyn Young	April 30, 2015
Municipal Clerk	Date
<i>*Effective date of the Bylaw unless otherwise specified.</i>	



STAFF REPORT

Report To: **Committee of the Whole**
Meeting Date: **July 8, 2025**
Prepared By: **Robert Bruce, Manager of Protective Services**
Dawn Campbell, Director of Corporate Services
Report Number: **SR2025-80 Extended Bylaw Enforcement Agreement – Town of Middleton**
Subject: **Extended Bylaw Enforcement Agreement - Town of Middleton**

RECOMMENDATION(S):

That Municipal Council authorize an agreement for the County of Annapolis to provide extended bylaw enforcement services to the Town of Middleton starting no later than September 1, 2025, and ending March 31, 2030.

LEGISLATIVE AUTHORITY

Section 61 of the *Municipal Government Act* states:

- 61 (1)** *A municipality or a village may agree with any person for the provision of a service or a capital facility that the municipality or village is authorized to provide.*
- (2)** *An agreement made pursuant to subsection (1) may allow for the lease, operation or maintenance of the facility or provision of the service by a person, including the sale or disposition to that person of property of the municipality or village that continues to be required for the purposes of the municipality or village, as the case may be.*

BACKGROUND

The County of Annapolis has been providing animal control to the Towns of Annapolis Royal and Middleton for many years (decades). Recently the Town of Middleton requested the County additionally provide extended bylaw enforcement services and enforcement of Part XV of the *Municipal Government Act* (Unsanitary and Dangerous Premises). Their call volumes are relatively low and estimated to require approximately 1-2 days per month. It is likely the Town may modify and adopt several of the County's bylaw for their use. The agreement identifies the bylaws to be enforced starting in September and additional enforcement may be phased in as our staff collaborate with Town of Middleton staff for updating of other bylaws.

FINANCIAL IMPLICATIONS

The agreement provides an hourly rate reflecting average cost recovery estimates.

POLICY IMPLICATIONS

It has been the County's past practice for all agreements with other agencies of more than one year duration to be approved by Municipal Council.

ALTERNATIVES / OPTIONS

Option 1 – Agree to provide extended bylaw enforcement service

Option 2 – Do not agree to provide extended bylaw enforcement service

NEXT STEPS


Manager of Protective Services will advise the Town of Council's decision.

ATTACHMENTS:

Copy of Proposed Agreement – Town of Middleton

Approved by:

Approval Date:

per 
Chris McNeill
Chief Administrative Officer

(date)

This Agreement is made in duplicate and entered into this ____ day of _____, 2025.

BETWEEN:
Municipality of the County of Annapolis
hereafter called "the County"
OF THE FIRST PART

AND:
Town of Middleton
hereafter called "the Town"
OF THE SECOND PART

WHEREAS:

- The County employs Bylaw Enforcement Officers appointed as Special Constables in accordance with Section 88 of the *Police Act* who are responsible for enforcement of bylaws in the County of Annapolis; and
- The Town wishes to enter into an agreement with the County to provide enforcement of the Town's bylaws, and administration of Part XV of the *Municipal Government Act*.

NOW THEREFORE, the parties agree as follows:

1. Services

The County, through its Bylaw Enforcement Officers, agrees to respond to complaints and enforce the provisions of the following Town's bylaws (or subsequent revised or successor bylaws):

- Chapter 32 Farm Animals and Domestic Fowl Bylaw;
- Chapter 55 Noise Bylaw;
- Chapter 56 Civic Address Bylaw;
- Any other bylaws as mutually agreed by the Town and the County.

AND ALSO, to respond to complaints and enforce the provisions of Part XV of the *Municipal Government Act* (Dangerous or Unsightly Premises).

2. Fees

The Town agrees to compensate the County for services provided to receive, investigate, and resolve complaints under the Town's bylaws or Part XV of the *Municipal*

Government Act (Dangerous and Unsightly) at the rate of \$75 per hour charged, rounded to nearest 30 minutes.

3. Appointment and Compliance

The Town shall annually (or as required) appoint the County's Bylaw Enforcement Officers as its Bylaw Enforcement Officer(s). The County shall promptly notify the Town of any personnel changes necessitating changes to the appointment of Bylaw Enforcement Officer(s).

The Town shall provide the County with a current copy of all current bylaws and notify the County promptly of any amendments.

4. Term and Termination

This Agreement shall be effective as of the date of signing by both parties and shall remain in effect until March 31, 2030, unless terminated earlier. Either party may terminate this Agreement with thirty (30) days written notice by either party.

IN WITNESS WHEREOF

The parties hereto have executed this Agreement by their duly authorized officers as of the date first above written.

_____)	_____
Witness for the Town)	Town of Middleton
_____)	_____
Witness for the Town)	Town of Middleton
_____)	_____
Witness for the County)	Municipality of the County of Annapolis
_____)	_____
Witness for the County)	Municipality of the County of Annapolis



STAFF REPORT

Report To: **Committee of the Whole**
Meeting Date: **July 8, 2025**
Prepared By: **Linda Bent, Director of Planning & Inspection Services**
Report Number: **SR2025-81 Approve *Policy 113 Public Participation***
Subject: **Approve *Policy 113 Public Participation***

RECOMMENDATION

To recommend that Municipal Council approve *Policy 113 Public Participation*, seven-day notice.

BACKGROUND

Policy 113 Public Participation was adopted by Municipal Council of the County of Annapolis on April 16, 2024 and was established to create a transparent process for public participation related to planning documents.

DISCUSSION

The revised policy has been adapted to be clearer and more concise. It gives clarity to the advertising requirements as outlined in the Municipal Government Act (*MGA*) which states advertising for public participation meetings can be posted on the municipality's website or in the local paper. The new policy repeals the former *Policy 111 Public Participation Policy* adopted by Municipal Council April 16, 2024.

LEGISLATIVE AUTHORITY

Section 190(c) of the *Municipal Government Act* states that the purpose of this part of the *MGA* is to establish a consultative process to ensure the right of the public to have access to information and to participate in the formulation of planning strategies and by-laws, including the right to be notified and heard before decisions are made pursuant to this Part.

Section 204 of the *Municipal Government Act* states that

- (1) A council shall adopt, by policy, a public participation program concerning the preparation of planning documents.
- (2) A council may adopt different public participation programs for different types of planning documents.
- (3) The content of a public participation program is at the discretion of the council, but it

shall identify opportunities and establish ways and means of seeking the opinions of the public concerning the proposed planning documents.

Section 205 of the Municipal Government Act states that

- (1) A council shall adopt, by by-law, planning documents.
- (2) A by-law adopting planning documents shall be read twice.
- (3) Before planning documents are read for a second time the council shall hold a public hearing.
- (4) A council shall complete the public participation program before either placing the first notice for a public hearing in a newspaper circulating in the municipality **or posting notice of the public hearing on the municipality's website.**
- (4A) A notice published on the municipality's website under subsection (4) must include the date the notice is posted and remain posted until the public hearing has been completed.**
- (5) The notice for the public hearing is sufficient compliance with the requirement to advertise second reading of a by-law.**
- (6) Second reading shall not occur until the council has considered any submissions made or received at the public hearing.
- (7) Only those council members present at the public hearing may vote on second reading of the planning documents. 132 municipal government 1998, c. 18 APRIL 1, 2025.
- (8) A council shall adopt planning documents, at second reading, by majority vote of the maximum number of members that may be elected to council.

BUDGET IMPACTS

The new policy imposes no new financial or budget impacts

COMMUNICATIONS

This approval will be posted on our social media sites, as well as our website.

ATTACHMENTS

Policy 113 Public Participation (changes marked)

Approved by:



Chris McNeill
Chief Administrative Officer

Approval Date:

JUNE 26, 2025
(Date)

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		POLICY 113
PLANNING AND DEVELOPMENT	Public Participation Policy	

1. GENERAL

This policy is referred to as the “**Public Participation Policy**”.

2. AUTHORITY FOR POLICY

Section 190(c) of the *Municipal Government Act* states that the purpose of this part of the MGA is to establish a consultative process to ensure the right of the public to have access to information and to participate in the formulation of planning strategies and by-laws, including the right to be notified and heard before decisions are made pursuant to this Part.

Section 204 of the *Municipal Government Act* states that

(1) A council shall adopt, by policy, a public participation program concerning the preparation of planning documents.

(2) A council may adopt different public participation programs for different types of planning documents.

(3) The content of a public participation program is at the discretion of the council, but it shall identify opportunities and establish ways and means of seeking the opinions of the public concerning the proposed planning documents.

3. DEFINITIONS

Terms used in this policy shall have the same meaning as in the *Municipal Government Act*, or as their context applies according to a dictionary of the Canadian language, except as follows:

“public participation” means an opportunity afforded to members of the public who live or own property in Annapolis County to provide comments, feedback, input, suggestions, or recommendations, either in favour of or against, any proposed Municipal Planning Strategy or Land use Bylaw changes or amendments, including applications for a re-zoning or text amendment **or development agreement**, and does not include a Public Hearing.

4. PUBLIC PARTICIPATION PROCESS

a. Public Information Meetings

Prior to any review of final drafts of Municipal Planning Strategy (MPS) or Land Use Bylaw (LUB) amendments, re-zonings, development agreements or proposed new MPS or LUB full updates being reviewed by Planning Advisory Committee, the Municipality shall hold one or more public information meetings.

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~~All public information meetings shall be advertised by the Municipal Clerk, with such notice(s) being placed in a newspaper circulating in the municipality with the first of any such notices appearing at least seven (7) days before the beginning of the public information program.~~

All public information meetings shall be advertised by the Municipal Clerk, with such notice(s) being placed on the municipality's website and social media platforms with the first of any such notices appearing at least seven (7) days before the beginning of the public information program.

~~In addition to mandatory newspaper advertisements, the municipality may also publish notice of such public information meetings on its website, social media platforms, other locally available publications or sites, where the document relates to one specific area by unaddressed admail to that area, and where the planning documents relate to a county-wide document, on a local radio station.~~

In addition to mandatory website advertisements, the municipality may also publish notice of such public information meetings in a newspaper circulating in the municipality, other locally available publications or sites, where the document relates to one specific area by unaddressed admail to that area, and where the planning documents relate to a county-wide document, on a local radio station.

At public information meetings, members of the public who are residents of Annapolis County, or who own property in Annapolis County, as welcome to make respectful comments and seek clarification on the documents from municipal staff or municipal consultants.

During public information sessions, those eligible to make comments are welcome to speak more than once after each person who wishes to speak has been provided an opportunity to speak once.

Public information meetings may be held at one or more geographic locations considering the geographic impact of the documents under consideration, and supplemental information meetings may be held on-line.

b. Public Hearings

The Municipality shall hold formal public hearings in all cases when required by the *Municipal Government Act* or other legislation.

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All public hearings shall be chaired by the Warden, or their designate, and shall take place in the municipal office, or some other suitable location nearest to the municipal office that contains the required space for the meeting.

5. MEETING RECOGNITION

Written records of all meetings held as part of the public information process shall be kept by municipal staff.

Upon the completion of all public information meetings, staff or a municipal consultant shall provide a summary document to Planning Advisory Committee of the comments received that require a review for potential changes. This document shall include comments by municipal staff or the municipal consultant concerning whether the input is supported at least in part with any proposed changes noted, or if not supported, the reasons for.

Planning Advisory Committee shall consider the revised draft of the proposed document(s) at their first meeting afterwards and agree upon a final draft to take to a formal Public Hearing when required.

All approved meeting minutes, and records of the public information meetings shall be open to the public except as expressly prohibited by law, or not yet approved by the Planning Advisory Committee.

6. PURPOSE OF PUBLIC INFORMATION MEETINGS

The purpose of Public Information Sessions shall be to provide information to members of the public about proposed changes to municipal planning documents and to seek feedback on the proposed changes prior to the final draft documents being forwarded to Planning Advisory Committee for review and the start of formal Public Hearings. Specifically, the public information meetings may:

- a. Review applications for re-zonings, text and bylaw amendments, and other planning matters that are required by law, allowing opportunities for the applicant to comment and explain their reasons for the application or proposal.

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- b. Review draft Municipal Planning Strategies and Land Use Bylaws amendments being proposed by municipal staff or municipal consultants, while providing background information and context for the proposed changes.
- c. Review application and review processes, including required submission information and approval process going forward for planning changes.
- d. Document and record public feedback received during information meetings and forward the comments and staff responses to Planning Advisory Committee.

10. REPEAL

Policy 113 Public Participation, adopted by Municipal Council of the County of Annapolis on April 17, 2024, is hereby repealed.

Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
Seven (7) Day Notice	PENDING July 8, 2025
Council Approval	PENDING July 15, 2025
 _____ Chief Administrative Officer	 _____ Date
At Annapolis Royal Nova Scotia	
<u>PENDING</u>	