

2024-01-09 Committee of the Whole Agenda

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| 5.1 IR 2024-01-09 DUP 3rd Quarter Report | 6 |
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| 5.5 SR2024-04 2023-24 Community Grants Applications | 27 |
| 6.1 Warden's Update - January | 29 |
| 7.1 PRESENTATION Bridgetown Dog Park Association | 30 |

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

COMMITTEE OF THE WHOLE AGENDA

Tuesday, January 9, 2024

10:00 a.m. (*winter start time*)

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



PAGES

| | | |
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| | 1. | ROLL CALL |
| | 2. | DISCLOSURE OF INTEREST |
| | 3. | APPROVAL of the Order of the Day |
| | 4. | APPROVAL OF MINUTES |
| 3-5 | 4.1 | 2023-12-12 Regular COTW |
| | 5. | INFORMATION/STAFF REPORTS |
| 6-7 | 5.1 | IR Dangerous and Unsightly Premises 3 rd Quarter Report |
| 8-14 | 5.2 | SR2024-01 Policy 107 – Source Water Protection Advisory Committee NEW |
| 15-23 | 5.3 | SR2024-02 Tender to Demolish Dangerous Structure Nictaux Falls |
| 24-26 | 5.4 | SR2024-03 AM-13.8 Letters of Support and Acknowledgement Policy – Repeal |
| 27-28 | 5.5 | SR2024-04 2023-24 Community Grants Applications |
| | 6. | NEW BUSINESS |
| 29 | 6.1 | Warden' Update - January |
| | | 10:30 |
| | 7. | PRESENTATION |
| 30-37 | 7.1 | <i>Bridgetown Dog Park Association – Angela Prive</i> |
| | | 5:00 p.m. STATED ADJOURNMENT |

Minutes of the regular Committee of the Whole meeting held on Tuesday, December 12, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

Warden Morrison pointed out that this is the last December Committee of the Whole meeting for this council.

ROLL CALL

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

Also Present: CAO Chris McNeill; Municipal Clerk Carolyn Young; other staff, L. Bent, D. Campbell, C. Mason, N. McCormick, B. Olsen, D. Ryan, and Jim Young.

Disclosure of Interest

None.

Order of the Day

Approved as circulated.

LONG SERVICE / RETIREMENT RECOGNITIONS

Warden Morrison and Deputy Warden Redden recognized the following staff who retired this year:

- Wanda Atwell
- Russell Macintosh

They also recognized the following employees for long-service:

10 Years:

- Janice Young (2022)
- Amanda Lewis (2023)
- Nancy Whitman (2023)

20 Years:

- Brian Orde (2022)

25 Years:

- Nadine McCormick (2023)
- Danny Wright (2023)

35 Years:

- Shelly Hudson (2022)
- Cheryl Mason (2023)
- Russell Macintosh (2023)

40 Years:

- Debra Ryan (2022)

Minutes

2023-11-14 Regular Committee of the Whole – approved, no errors or omissions.

Correspondence

Re: 2023-11-09 NS Health and Wellness – Parking Fees at Hospitals

The CAO will draft a follow up letter.

Information/Staff Reports

Re: SR2023-85 Policy 105 Low Income Tax Exemption NEW

That Municipal Council approve *Policy 105 Low Income Tax Exemption*, seven-day notice.

Moved: Deputy Warden Redden

Seconded: Councillor Hudson

Motion carried.

Re: SR2023-86 Policy 106 Municipal Traffic Authority NEW

That Municipal Council approve *Policy 106 Appointment of a Traffic Authority*, seven-day notice.

Moved: Councillor Gunn

Seconded: Councillor Enslow

Motion carried.

Re: SR2023-87 Municipal Capital Growth Fund Submission Bear River

That Municipal Council support the submission of an application to the Municipal Capital Growth Fund in the amount of \$1,704,000 for 50% of the construction phase of the Bear River Water System Project.

Moved: Councillor Gunn

Seconded: Councillor Barteaux

Motion carried.

Re: SR2023-88 Occupational Health and Safety Policy – Re-Adopt

That Municipal Council re-adopt *AM-2.7.1 Occupational Health and Safety Policy*, seven-day notice.

Moved: Councillor Prout

Seconded: Councillor LeBlanc

Motion carried.

Re: SR2023-89 Extended Producer Responsibility (EPR)

That Municipal Council authorize that Valley Waste-Resource Management opts-in and registers for EPR for Packaging & Printed Paper by the December 31, 2023, deadline on behalf of Annapolis County, and

designate Valley Waste-Resource Management to consult with the PRO and Divert NS to negotiate the transition to full EPR for PPP on the behalf of Annapolis County.

Moved: Councillor Enslow

Seconded: Deputy Warden Redden

Motion carried.

Re: SR2023-90 CPI Wage Increase

That Municipal Council approve an increase to all non-union salaries in the amount of 3.2%, effective January 1, 2024.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried, 10 in favour, 1 against.

Recommendations and Reports from Boards and Committees

Re: Annapolis Valley Food Working Group Update

Re: Atlantic Mayors' Congress Report

Re: Valley Waste and Kings Transit IMSA Board Update

In-Camera

To meet in-camera from 10:49 a.m. to 11:50 a.m. in accordance with Section 22(2)(c) personnel, and (e) contract negotiation of the *Municipal Government Act*.

Moved: Deputy Warden

Seconded: Councillor Enslow

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 11:51 a.m.

Unapproved
Draft



INFORMATION REPORT

Report To: Committee of the Whole
Meeting Date: January 9, 2024
Prepared By: Cheryl Mason, Manager of Protective Services
Subject: Dangerous and Unsightly Premises 3rd Quarter Report

ORIGIN

Report to Committee of the Whole for 3rd quarter October 1st to December 31st, 2023 for information.

LEGISLATIVE AUTHORITY

Municipal Government Act PART XV 345(3)
 AM-1.4.15 Dangerous and Unsightly Premises Policy

DANGEROUS AND UNSIGHTLY PREMISES COMPLAINTS ONGOING

| File No. | DIST | Date of Complaint | Property Location | Dangerous | Unsightly | Diary | Comments /Status |
|----------------|------|-------------------|---|-----------|-----------|------------------------|--|
| 2023/24 | | | | | | | |
| 2023/24-017 | 10 | 30-May-23 | 4914 Highway #10, New Albany | | x | Diary Spring 2024 | Working on it; fall pickup missed |
| 2023/24-030 | 2 | 25-Jul-23 | 519 Seaman Street, Margaretsville | | x | Diary Spring 2024 | Registered letter sent; posted |
| 2023/24-031 | 11 | 25-Jul-23 | 15 Main Street, Meadowvale | | x | Diary January 8, 2024 | 2nd 30 day Order sent |
| 2023/24-033 | 9 | 1-Aug-23 | 8611 Highway 10, Nictaux South | | x | Diary Spring 2024 | Working on the property; keep going |
| 2023/24-036 | 11 | 17-Oct-23 | Alexander Campbell St., South Farmington | | x | Diary January 8, 2024 | 2nd 30 Day Order - Registered Letter |
| 2023/24-038 | 8 | 23-Oct-23 | West Dalhousie Road, Lequille | x | x | Diary January 12, 2024 | 2 nd 30 day Order – Registered & posted |
| 2023/24-039 | 3 | 23-Oct-23 | 267 Granville Street, Bridgetown | | x | Diary January 12, 2024 | 2 nd 30 day Order – Registered & posted |
| 2023/24-040 | 3 | 23-Oct-23 | 249 Granville Street, Bridgetown | | x | Diary January 8, 2024 | 2nd 30 day Order - Registered |
| 2023/24-041 | 7 | 23-Oct-23 | 292 Granville Street, Bridgetown | | x | Diary January 8, 2024 | Property in process of sale - to be demolished by new owner |
| 2023/24-042 | 3 | 23-Oct-23 | 1746 Arlington Road, Mount Rose | | x | Diary Spring 2024 | Owner working on removal; unable to complete over winter |
| 2023/24-043 | 5 | 30-Nov-23 | 163 Parker Mountain Road, Granville Ferry | x | x | Diary January 8, 2024 | 1st 30 day letter sent |
| 2022/23 | | | | | | | |
| 2022/23-007 | 10 | 11-May-22 | 641 Main Street Lawrencetown | | x | Diary Spring 2024 | new tenant working on the property; will continue to work on as weather permits |
| 2022/23-020 | 11 | 17-Aug-22 | 1918 Torbrook Rd., Meadowvale | x | x | Diary Spring 2024 | structure 70% complete; working on the property as weather permits |
| 2022/23-031 | 9 | 05-Dec-22 | Middle Road, Nictaux | | x | Diary Spring 2024 | 90% complete |
| 2022/23-037 | 3 | 04-Jan-23 | 295 Granville Street, Bridgetown | | x | Diary Spring 2024 | new owner doing repairs; will continue as weather permits |
| 2022/23-039 | 3 | 04-Jan-23 | 54 Church Street, Bridgetown | | x | Diary Spring 2024 | new owner doing repairs; will continue as weather permits |
| 2022/23-040 | 10 | 06-Jan-23 | 1429 Inglisville Road, Inglisville | | x | Diary Spring 2024 | monitoring property; building knocked down but not cleaned up; possible tax sale in 2025 |
| 2022/23-044 | 9 | 17-Feb-23 | 2 River Lane, Nictaux Falls | x | | Diary January 8, 2024 | Owner deceased; COTW Action required |

| | | | | | | | |
|----------------|----|-----------|-----------------------------|--|---|-----------------------|---|
| 2022/23-046 | 11 | 13-Mar-23 | Meadowvale Road, Meadowvale | | x | Diary Spring 2024 | tenant working on property as weather permits |
| 2022/23-048 | 11 | 20-Mar-23 | E. Torbrook | | | Diary January 8, 2024 | 2nd 30 Day Order sent to tenant and owner |
| 2019/20 | | | | | | | |
| 2019/20-015 | 9 | 28-May-19 | 9413 Hwy #10 | | x | Diary January 1, 2024 | demo permit issued; fire dept to do controlled burn this winter |

Report Prepared by: Cheryl Mason

Cheryl Mason, Manager of Protective Services/Administrator under Dangerous & Unsightly Premises

Report Approved by:  Chris McNeill, Chief Administrative Officer



COUNTY of ANNAPOLIS
NATURALLY ROOTED

STAFF REPORT

Report To: Committee of the Whole
Meeting Date: January 9, 2024
Prepared By: Carolyn Young, Municipal Clerk
Consultation Group: Jim Young, Director, Municipal Operations
Dawn Campbell, Director, Corporate Services
Report Number: **SR2024-01 Policy 107 Source Water Protection Advisory Committee New**
Subject: Approve *Policy 107 Source Water Protection Advisory Committee*

REQUEST FOR RECOMMENDATION TO COUNCIL

That Municipal Council approve *Policy XXX Source Water Protection Advisory Committee*, seven-day notice.

LEGISLATIVE AUTHORITY

The legislative authority for enacting this policy is Sub-section 23(1)(c) of the *Municipal Government Act*:

23 (1) The council may make policies

...
(c) providing for committees and conferring powers and duties upon them, except the power to expend funds;

Sub-section 47(1) of the *Municipal Government Act* states:

The council shall make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

The process to approve a policy is described in Sub-section 48(1) of the *Municipal Government Act*:

Before a policy is passed, amended or repealed the council shall give at least seven days' notice to all council members.

AM-1.2.0 Committees of Council and Council Meetings Policy provides in Sub-section 47 a) 1):

It shall be the duty of Committee of the Whole to take action on such matters as are lawfully delegated to it by the County's bylaws and policies, or by Council resolution, including but not restricted to:

- 1) ensuring regular, periodic and comprehensive review of all bylaws and policies of the County and such consideration shall be deemed as fulfilling the requirement for seven days' notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the Municipal Government Act;*

BACKGROUND

In 2007, the Province undertook a broad, multi-phase consultation with municipalities and the public for developing a water strategy. This led to the release of *Water for Life: Nova Scotia's Water Resource Management Strategy* in 2010. The Strategy called upon other levels of government and stakeholders to "protect, understand, and engage to manage water resources." For further information: <https://www.novascotia.ca/nse/water.strategy/>

As a response to this invitation for engagement, the County of Annapolis initiated source water protection advisory committees in February 2013.

DISCUSSION

The Director of Municipal Services consulted with provincial officials confirming that this mandate might be fulfilled by a joint, county-wide committee encompassing all water-serviced areas. *Current appointees to the individual committees would be asked to participate as the membership of this new committee until November 2024.*

The economic, social and environment considerations relating to source water protection are wide-ranging and across the entire county. Therefore, it would seem impractical to consider source water protection issues as relating solely to individual service areas or utilities.

As reported in the November 14, 2023 – *Information Report - Municipal Water System Assessment Reports*, outstanding items in the Corrective Action Plans for Bridgetown, Cornwallis, Margaretsville and Granville Ferry, are all similar in nature and could be addressed by this new committee.

The policy, as written in the attached draft, allows for ALL the councillors and citizens that are currently appointed to serve for the balance of the current term - until November 2024.

FINANCIAL IMPLICATIONS

Replacing several small committees with a larger committee makes sense financially and supports efficient use of "people" resources. However, the actual dollars saved in comparison to the past 5 years is likely to be less than \$500, particularly given that the number of meetings has been minimal due to COVID.

POLICY IMPLICATIONS

Approval of this new policy will simultaneously repeal the following:

- *AM-1.3.6.5 Bridgetown Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021;
- *AM-1.3.6.9 Granville Ferry Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021;
- *AM-1.3.6.11 Lake Cady Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021; and
- *AM-1.3.6.14 Margaretsville Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021.

ALTERNATIVES / OPTIONS

Council can approve the new policy to create one, county-wide committee.

Council could decide not to approve the new policy and continue with the previously approved policies unchanged.

Council could decide not to approve the new policy and review / update the previously approved policies.

NEXT STEPS

If approved, the Clerk, with the Municipal Operations Director, will call an initial orientation meeting of the members currently in place for the four repealed committees, in order that required regulatory actions can be discussed with the group.

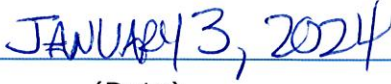
ATTACHMENT

Policy 107 Source Water Protection Advisory Committee Policy (draft as proposed)

Approved by:

Approval Date:


Chris McNeill
Chief Administrative Officer


(Date)

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| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | | 107 |
| Section Procedure & Organization of Council | Subject Source Water Protection Advisory Committee | |

GENERAL

1. This policy is entitled "***Source Water Protection Advisory Committee Policy.***"

AUTHORITY FOR POLICY

2. Sections 22, 23, 24, 25, 26, 44, 200 and 345 *Municipal Government Act*, as amended.

DEFINITIONS

3. Terms used in this policy shall have the same meaning as in the *Municipal Government Act*.

TERM OF APPOINTMENT

4. Except to the extent that the term of appointment is otherwise determined by statute, bylaw or policy, committee members shall be appointed for two (2) years with the term commencing in November following each municipal general election or bi-annual election anniversary.

PROVISIONS

5. Except as otherwise determined by statute, bylaw or policy, every person shall be qualified to be appointed as a citizen member who meets the qualifications in *AM-1.3.4 Citizen Appointments to Committees Policy*.
6. Municipal Council may replace at any time committee members who resign or who, in Council's opinion, are unable or unwilling to discharge their duties per *AM-1.3.4 Citizen Appointments to Committees Policy*.
7. Except to the extent that the chair is otherwise determined by statute, bylaw or policy, municipal council may appoint a person to serve as chair of the committee.
8. If municipal council does not appoint a chair, the committee shall elect a chair from one of its members.
9. The chair shall be entitled to speak and to vote on any motion. Subject to the other provisions of this policy, the chair shall have the same powers and responsibilities at committee meetings that are conferred upon the chair at municipal council meetings pursuant to *AM-1.2.0 Council Meetings and Proceedings Policy*, with any necessary modifications for context.
10. Except to the extent that the secretary is otherwise determined by bylaw or policy, the Chief Administrative Officer or their designate may appoint an employee of the county to serve as secretary.

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| Section Procedure & Organization of Council | Subject Source Water Protection Advisory Committee | |

11. If the Chief Administrative Officer or their designate does not appoint a secretary, the committee shall elect a secretary from one of its members, in which event the secretary shall be a full voting member of the committee.
12. The secretary shall keep minutes of the committee meetings and ensure that the Municipal Clerk is provided with a signed copy.
13. All meeting minutes shall be available upon request to the public.
14. The committee shall meet at such time and place:
 - (1) agreed upon at a preceding meeting; or
 - (2) municipal council may set a meeting by providing notice of meeting to all committee members at least 5 business days in advance; or
 - (3) the committee's secretary may set a meeting by providing notice of meeting to all committee members at least 5 business days in advance.
15. Notice shall be provided to the public by posting the time, date and place on the bulletin board at the Administration Office and on the county's website.
16. Subject to any resolution of municipal council, the resources which may be utilized by the committee include:
 - (1) the county's meeting spaces and supplies for meetings;
 - (2) such other resources as may reasonably be required by arrangement through the CAO.
17. In accordance with Section 22 (2) of the *Municipal Government Act*, the committee may meet in closed session (in camera) to discuss matters relating to:
 - acquisition, sale, lease and security of municipal property;
 - setting a minimum price to be accepted by the municipality at a tax sale;
 - personnel matters;
 - labour relations;
 - contract negotiations;
 - litigation or potential litigation;
 - legal advice eligible for solicitor-client privilege; and
 - public security.
18. No decision shall be made in closed session except a decision concerning procedural matters.

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| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | | 107 |
| Section Procedure & Organization of Council | Subject Source Water Protection Advisory Committee | |

19. A quorum of the committee shall be a majority (more than half) of the members currently appointed by municipal council.
20. A committee member who, without leave of the committee, is absent from three consecutive regular meetings, ceases to be qualified to serve as a member (Subsection 25(1), MGA).
21. The chair shall ensure that the Municipal Clerk is apprised immediately of any circumstances which create a vacancy on the committee.
22. A committee may make recommendations to municipal council regarding the allocation or expenditure of funds. (Sub-section 23 (c) MGA).
23. The rules of procedure, conduct and debate in AM-1.2.0 Council Meetings and Proceedings Policy apply at committee meetings with any necessary modifications for context.
24. In the event the committee fails to provide a report or recommendation within any set deadline established by the council, municipal council may proceed with a decision regarding a matter within the committee's mandate without awaiting the committee report or recommendation.

TERMS OF REFERENCE

25. The Source Water Protection Advisory Committee is established pursuant to the *Nova Scotia Drinking Water Strategy* and enables compliance with operating permits for all water supply areas.
26. The committee shall exist as an advisory committee of Municipal Council.
27. The committee shall exist for the purpose of developing and monitoring source water protection plans.
28. The specific objectives of the committee are to provide advice to Municipal Council and its' Water Utilities:
 - (a) to consult with appropriate stakeholder and governmental representatives to attempt to satisfy water quantity and quality concerns;
 - (b) about sources of contamination in the Water Supply Areas;
 - (c) about the management options available; and
 - (d) about the ongoing effectiveness of the Source Water Protection Plans.
29. The committee shall be comprised of council and citizen members as follows:
 - (a) Municipal Council shall appoint, in total, up to eight (8) citizen members to this Committee, subject to receiving applications for such.

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| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | | 107 |
| Section Procedure & Organization of Council | Subject Source Water Protection Advisory Committee | |

- (b) Two (2) citizen appointees shall be eligible to be designated from property owners within each water source protection area.
- (c) Every Council Member whose district includes all or part of any source water protection area shall automatically be a member of the Committee.
- (d) Notwithstanding Sections (b) and (c), any person who is currently a member of a source water protection committee established by the Municipality will automatically be appointed to this Committee until October 31, 2024, after which they will be eligible to re-apply for a further two-year term.

REPEALS

- 30. *AM-1.3.6.5 Bridgetown Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
- 31. *AM-1.3.6.9 Granville Ferry Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
- 32. *AM-1.3.6.11 Lake Cady Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.
- 33. *AM-1.3.6.14 Margaretville Source Water Protection Advisory Committee Policy*, adopted by Municipal Council of the County of Annapolis on April 20, 2021, is hereby repealed.

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| Municipal Clerk's Annotation for Official Policy Book I certify that this policy was adopted by Municipal Council as indicated below: Seven (7) Day Notice..... PENDING Council Approval PENDING <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="text-align: center;"> <hr style="width: 30%; border: 0.5px solid black;"/> Municipal Clerk At Annapolis Royal Nova Scotia </div> <div style="text-align: center;"> <u>PENDING</u> Date </div> </div> | |
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STAFF REPORT

Report To: Committee of the Whole
Meeting Date: January 9, 2024
Prepared By: Cheryl Mason, Administrator under Dangerous and Unsightly Premises
Report Number: **SR2024-02 Tender to Demolish Dangerous Structure**
Subject: Tender to Demolish Dangerous Structure – Nictaux Falls

RECOMMENDATION(S):

That Committee of the Whole authorize the Administrator under Dangerous and Unsightly Premises to call a tender for civic 2 River Lane, Nictaux Falls, Property Identification 05070248, Assessment Account Number 05065437 to demolish the dilapidated dwelling on the property, have the demolition debris removed to an approved C & D site, and in-fill the foundation to make it safe.

LEGISLATIVE AUTHORITY

Municipal Government Act, Chapter 18, PART XV, Section 346
County of Annapolis AM-1.4.15 Dangerous and Unsightly Premises Policy

BACKGROUND

The property is in the name of Frieda Marguerite Vidito (deceased) and occupied by her son, Mervin Vidito, located at 2 River Lane, Nictaux Falls, Annapolis County, Property Identification Number 05070248 / Assessment Account Number 05065437. The County of Annapolis received a complaint regarding a possible dangerous condition of the structure on February 17, 2023, and the Administrator under Dangerous and Unsightly Premises, visited the property with the Bylaw Enforcement Officer to inspect the structure and noted that the roof had a hole that needed to be repaired but was not dangerous at that time.

At the time of the complaint, Mr. Vidito was still living in the dwelling however he has since moved out. He had advised at that time that he was unable to repair the roof but did not want to entertain having the structure demolished as he was not the owner of the structure. Due to weather over the past several months, the structure has become more unsafe and accessible to anyone on or about the property.

A 14-day Order was sent on November 30, 2023, and on December 5, 2023, he advised the Administrator that he was financially unable to demolish the structure himself. He understood the process of the County of Annapolis proceeding with the tender and agreed it would be for the best.

DISCUSSION

Attached is a chronology of actions taken over the last 10 months.

FINANCIAL IMPLICATIONS

Any costs associated with the work are the responsibility of the property owner. Costs are applied to the property taxes associated with the property and collectible per the *Municipal Government Act* including the tax sale process if applicable.

POLICY IMPLICATIONS

No legal action can be taken against the Municipality of the County of Annapolis as per the Municipal Government PART XV 353.

ALTERNATIVES / OPTIONS

Due to the deteriorated condition, there is no other option than to proceed with the tender process to demolish the dilapidated structure, remove the demolition debris to an approved C & D site, and in-fill the foundation to make it safe.

NEXT STEPS

A tender by invitation is to be issued by contacting contractors who have requested to be on our list to provide this service and have met the necessary requirements for insurance and ability to complete the project.

The son of the deceased property owner has been advised of the proceeding of this request to the Committee of the Whole meeting to be held on January 9, 2024, and as per 7.2 of the Dangerous and Unsightly Premises Policy - *An order made by the Administrator may be appealed to the Committee of the Whole if such appeal is registered within seven (7) days after the order is delivered.*

ATTACHMENTS

- 1 (a) & (b) Chronology of Complaint and Process
- 2 (a) & (b) Pictures taken on February 21, 2023, and November 28, 2023
- 3 (a)(b)(c) Policy AM 1.4.15 Dangerous and Unsightly Premises Policy

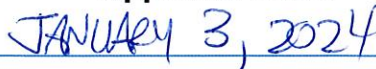
Reviewed by:

Dawn Campbell, Director of Corporation Services

Approved by:


Chris McNeill, Chief Administrative Officer

Approval Date:



Attachment 1(a) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls
Committee of the Whole, January 9, 2024

FILE CHRONOLOGY

Timeline of this file:

| | |
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| February 17, 2023 | Complaint received from the community of an unsafe dwelling that still has a tenant. |
| February 21, 2023 | C. Mason, Administrator and Z. Cromwell, Bylaw Enforcement Officer, inspected the property to confirm the conditions / pictures were taken at that time. (See attached). Staff knocked on the door, however no one answered. However, another community member called to advised of the situation as well and that the property is still in the name of the deceased mother. |
| February 22, 2023 | Administrator spoke with concerned residents regarding the son living in the structure and that there was still power on with water and snow getting into the structure. The Administrator was advised that RCMP have been checking on the tenant and provided a phone number of the tenant. The Administrator spoke with the tenant who did not want to move out of the structure and did not think he was in any danger. The Administrator continued to research the matter to see if there was any help from Community Services as it is the middle of winter. No help was found. |
| March 20, 2023 | The Administrator received confirmation that Mr. Vidito did move out of the dwelling and that he would have to contact a contractor to see if the roof could be repaired. The building is sealed currently making the structure inaccessible to anyone on or about the property. 1st 30-day Order sent. The Administrator agreed to give time for him to manage the situation. Diary to April 21, 2023. |
| April 21, 2023 | Mr. Vidito had not received any advice on the structure but now that he is out, it is less of a concern at this time. Staff would continue to monitor the property. Power has been disconnected. |
| July 25, 2023 | Inspection of property by staff and pictures taken – not much change in the structure. |
| August 22, 2023 | Staff revisited to ensure no change. Sent a 2nd 30-day Order requesting update on finding a solution to the situation. Diary September 20, 2023. |
| September 8, 2023 | Administrator contacted Transportation and Public Works regarding the matter to ensure they are aware of the situation should the structure deteriorate to the point of collapse as it sits very close to the corner of Torbrook Road and River Lane, Nictaux Falls. He advised he would have a staff person check but the Administrator did not hear back from the Area Manager, so it was apparent they were not concerned. |
| September 22, 2023 | Staff visited the property to update the condition as a tropical storm had just passed through. It did not affect the structure. |
| October 10, 2023 | Mr. Vidito contacted the Administrator not sure what he can do. |
| October 23, 2023 | Administrator requested staff to visit the property again. No change. |
| November 2, 2023 | Repaired a Final 30-Day Order . It was posted on the dwelling on November 3, 2023, for Mr. Vidito to contact the Administrator to advise whether it was his intention to repair or demolish the structure before a decision was made to proceed with presenting the matter to Committee of the Whole for a decision to proceed with calling a tender. |

Attachment 1(b) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls
Committee of the Whole, January 9, 2024

November 10, 2023 Mr. Vidito spoke with the Administrator. He advised that he could not afford to have it torn down at this time, but the structure was still inaccessible, and he could wait until Spring. The Administrator advised that as long as no one can enter the dwelling (he was willing to make it inaccessible) it could wait until Spring 2024 to then discuss final decision to have it demolished.

November 27, 2023 Administrator received a call from a community resident who advised that the back wall had just let go due to the strong winds and was now very much accessible and unsafe.

November 28, 2023 Administrator and Bylaw Enforcement Officer visited the property to confirm report and provide pictures (as attached to this report) to proceed with an Order to demolish. The Administrator contacted Mr. Vidito to inquire if he had been to the dwelling recently. He advised that he had not and had not even had a chance to board up the windows as had been requested. He was advised of the report of the collapse of the wall and that I would be attending the property to proceed with an Order for him to confirm his intentions and that could very well result in a request to Committee of the Whole to proceed with a tender to demolish the structure. He confirmed that would probably be the only thing to do.

November 30, 2023 A **14- Day Order** was posted on the structure along with signage was placed on the structure in several locations advising that the building was "Unsafe and trespassing was prohibited". Administrator to proceed with a report to Committee of the Whole for the January 9, 2024 meeting.

December 5, 2023 Administrator spoke with Mr. Vidito regarding the telephone line disconnected from the house. He advised that Bell would not do as he did not have the correct information about the account. Administrator called to request disconnection. Received work order ticket. He also confirmed he would not be taking the necessary action to demolish the structure as the property is not in his name. Advised we should proceed. The Administrator requested something in writing, but nothing has been received. Spoke with S. Hudson, Finance Manager, to alert her to this situation.

December 7, 2023 Administrator spoke to owner of River Lane (private right of way) to advise of the concern of the deterioration of the structure with caution that weather could cause a collapse on the parcel of land they own. They were going to have a look at the property for their own sake and the sake of the other residents that use that right of way.

Note: There have been no further discussions on this matter at the time of submission.

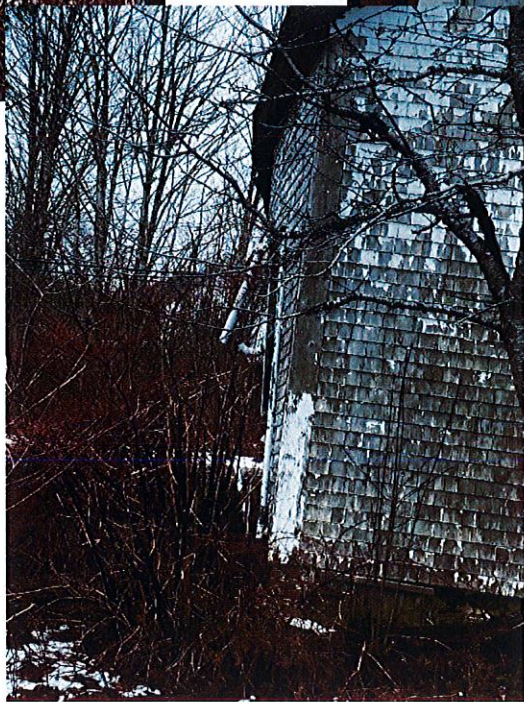
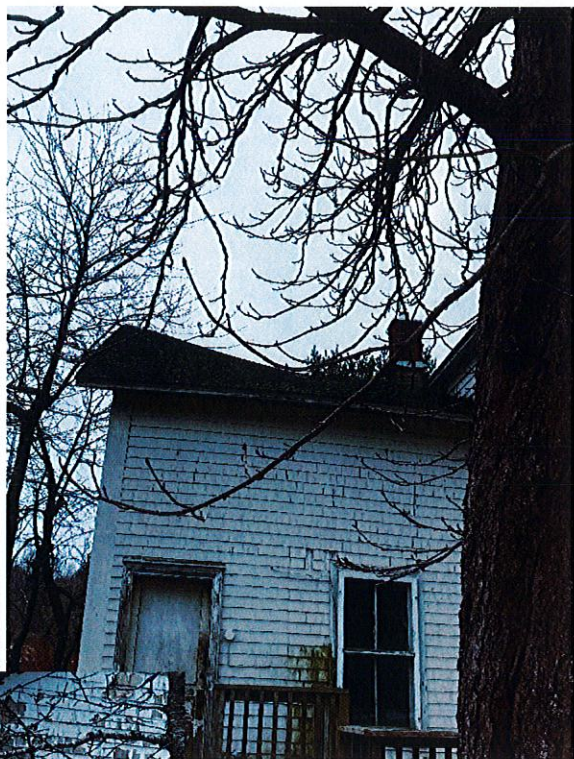
Attachment 2(a) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls
Committee of the Whole, January 9, 2024

Pictures taken February 21, 2023

View of back of house where roof has collapsed.



View from front of house.

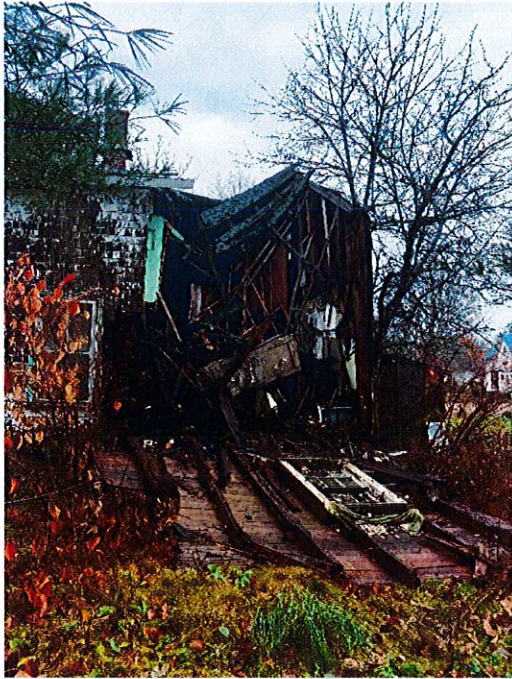


View of the back of the house. No damage to the structure below the roof.

Attachment 2(b) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls

Committee of the Whole, January 9, 2024

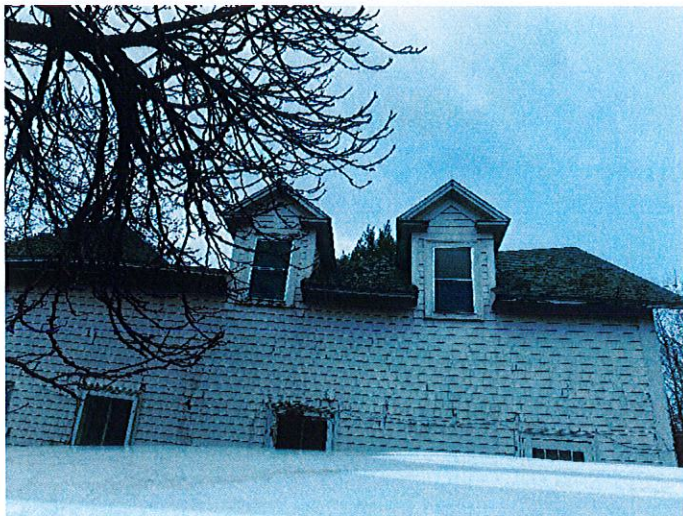
Pictures taken November 28, 2023



View of back of house where roof has totally collapsed, and the wall has also collapsed.



View of Roof - evident it is all starting to pull inwards.



View of building proximity to Torbrook Road and River Lane.



Attachment 3(a) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls

Committee of the Whole, January 9, 2024

| | |
|---|--|
| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | AM - 1.4.15 |
| Section MUNICIPAL SERVICES | Subject Dangerous and Unsightly Premises Policy |

1.0 Purpose

It is the desire of Municipal Council that every property in the Municipality be maintained such that the property is not dangerous or unsightly. This policy defines the practices to be followed in a circumstance whereby a property is alleged to be dangerous or unsightly.

2.0 Authority

This policy is enacted pursuant to Subsection 345 (1) of the Municipal Government Act, as amended.

3.0 Definitions

Unless otherwise defined herein, terms used in this policy shall have the same meanings as those defined in the *Municipal Government Act*.

4.0 Delegation

4.1 Municipal Council delegates its authority to act in regard to dangerous and unsightly premises to the Administrator, except the authority to order demolition.

4.2 Municipal Council delegates its authority to order demolition of a dangerous or unsightly premise to the Committee of the Whole.

4.3 Notwithstanding Subsection 4.2, in circumstances where public safety may be an issue, the Administrator may take immediate necessary action to prevent danger or to remove a dangerous structure or condition.

4.4 Municipal Council delegates its authority to hear appeals or orders made by the Administrator to the Committee of the Whole.

5.0 Report of Dangerous or Unsightly Condition

5.1 The reporting of a dangerous or unsightly property can be made by a resident or ratepayer of the Municipality. Each report of dangerous or unsightly property will be duly recorded on a form for this purpose, and within fourteen (14) days of receiving complete and required information, will be followed up by an initial site inspection and subsequent inspection report prepared by / under the supervision of the Administrator.

6.0 Report of Dangerous or Unsightly Condition

6.1 In preparation of the initial site inspection report, the Administrator will determine whether the property is dangerous or unsightly.

- (a) If the Administrator determines that the property is not dangerous or unsightly, no action will be taken.
- (b) If the Administrator determines that the property is unsafe, the Administrator may make an order to have the property vacated.
- (c) If the Administrator determines public safety requires immediate action, the Administrator may make take action to prevent damage or may remove the dangerous structure or condition.
- (d) If the Administrator determines that the property is dangerous or unsightly, the Administrator shall so advise the property owner by mail or personal service, of what is required to remedy the unsightly or dangerous condition within thirty (30) days of the date the letter was registered or served (*letter requesting condition be remedied*).
- (e) Where an alleged dangerous or unsightly property has been reported by a resident or ratepayer, the Administrator shall advise the reporting person of the action taken.

Amended Oct. 25, 2022

Page 1 of 3

Attachment 3(b) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls

Committee of the Whole, January 9, 2024

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|---|--|
| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | AM - 1.4.15 |
| Section MUNICIPAL SERVICES | Subject Dangerous and Unsightly Premises Policy |

(f) A monthly summary of all reports made, actions taken, current status with respect to the dangerous or unsightly premises will be submitted to the Committee of the Whole by the Administrator.

7.0 Order

7.1 In the event that the dangerous or unsightly condition has not been remedied in accordance with a notice given pursuant to Subsection 6.1, the Administrator may issue an order requiring the owner to remedy the unsightly or dangerous condition within thirty (30) days. The order shall be posted on the property and a copy shall be sent to the owner by registered or regular mail.

7.2 An order made by the Administrator may be appealed to the Committee of the Whole if such appeal is registered within seven (7) days after the order is delivered.

8.0 Demolition

8.1 In the event that the Administrator determines that the property is dangerous or unsightly and he / she is of the opinion that to remedy the condition demolition is necessary, the owner shall be given not less than seven (7) days' notice of the date, time and place of the Committee of the Whole Meeting at which the making of such an order will be considered.

9.0 Court Order

9.1 Notwithstanding any other provisions of this policy, the Municipality may also apply to a court of competent jurisdiction for a declaration that a property is dangerous or unsightly and for an order requiring the work to be done to remedy the condition.

10.0 Charges

10.1 Where the owner fails to comply with an order made pursuant to this policy and the Administrator determines that it is necessary for the Municipality to carry out the work specified in an order, such costs to carry out the work (plus interest) shall be recovered from the property owner as provided under Subsection 507 of the *Municipal Government Act*.

10.2 Where the owner fails to comply with an order made herein within the specified time, the owner may be charged a penalty pursuant to the powers granted under the *Municipal Government Act* and as may be amended from time to time; as such, any person who fails to comply with the terms of an order is liable, on summary conviction, to a penalty of not less than one hundred dollars and not more than five thousand dollars, and in default of payment to imprisonment for not more than three months.

11.0 Notification to Councillors

11.1 The Administrator shall notify the councillor of the area by phone or email (*as appropriate to the circumstance*) prior to issuing a letter requesting a condition be remedied or a thirty day notice to comply. A copy of all correspondence shall also be provided to the councillor.

| | |
|---|-------------------------|
| Municipal Clerk's Annotation for Official Policy Book | |
| I certify that this policy was adopted by Municipal Council as indicated below: | |
| Seven (7) Day Notice..... | October 18, 2022 |
| Council Approval | October 25, 2022 |
| <u>Carolyn Young</u> | <u>October 26, 2022</u> |
| Municipal Clerk | Date |
| At Annapolis Royal Nova Scotia | |

Attachment 3(c) to Staff Report - Tender to Demolish Dangerous Structure – Nictaux Falls

Committee of the Whole, January 9, 2024

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| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | AM - 1.4.15 |
| Section MUNICIPAL SERVICES | Subject Dangerous and Unsightly Premises Policy |

Amendments:

2016-07-19 Deleted the words "be referred to" in Sub-section 5.2

AND

ADDED 10.2 *Where the owner fails to comply with an order made herein within the specified time, the owner may be charged a penalty pursuant to the powers granted under the Municipal Government Act and as may be amended from time to time; as such, any person who fails to comply with the terms of an order is liable, on summary conviction, to a penalty of not less than one hundred dollars and not more than five thousand dollars, and in default of payment to imprisonment for not more than three months.*

2018-01-16 - added the words "or regular" in Sub-section 7.1

Amended 2022/10/25:

- deleted Sub-section 5.2: *As councillors may ultimately be required to serve as "jury" in a dangerous or unsightly premises appeal, all residents or ratepayers wishing to register a complaint in regard to an unsightly or dangerous premises matter should contact the Administrator.*

Amended Oct. 25, 2022

Page 3 of 3



COUNTY of ANNAPOLIS
NATURALLY ROOTED

STAFF REPORT

Report To: Committee of the Whole
Meeting Date: January 9, 2024
Prepared By: Dawn Campbell, Director of Corporate Services
Report Number: **SR2024-03 AM-1.3.8 Letters of Support and Acknowledgement Policy - Repeal**
Subject: Repeal AM-1.3.8 Letters of Support and Acknowledgement Policy

RECOMMENDATION

That Municipal Council repeal AM-1.3.8 Letters of Support and Acknowledgement Policy, seven day notice.

LEGISLATIVE AUTHORITY

Sub-section 47(1) of the *Municipal Government Act* states:

The council shall make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

The process to approve a policy is described in Sub-section 48(1) of the *Municipal Government Act*:

Before a policy is passed, amended or repealed the council shall give at least seven days' notice to all council members.

AM-1.2.0 Committees of Council and Council Meetings Policy provides in Sub-section 47 a) 1):

It shall be the duty of Committee of the Whole to take action on such matters as are lawfully delegated to it by the County's bylaws and policies, or by Council resolution, including but not restricted to:

- 1) ensuring regular, periodic and comprehensive review of all bylaws and policies of the County and such consideration shall be deemed as fulfilling the requirement for seven days' notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the Municipal Government Act; . . .*

BACKGROUND

AM-1.3.8 Letters of Support and Acknowledgement Policy was initially enacted in 2013 when the County encountered an issue – having provided a letter of support for a grant application without reviewing the organization's grant application. Unbeknownst to the County, the funding application included an "in kind" commitment of 40 hours of county staff time. The County was obligated to honor the commitment.

DISCUSSION

The CAO has directed that the policy should be repealed.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from this repeal.

POLICY IMPLICATIONS

There are no policy implications resulting from this repeal.

ALTERNATIVES / OPTIONS

- Repeal the policy
- Amend the policy
- Keep the policy in present format

COMMUNICATION

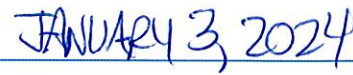
If repealed or amended, staff will be advised by email. Residents will be advised by posting on the County's website and social media.

ATTACHMENTS

AM-1.3.8 Letters of Support and Acknowledgement Policy (currently in effect)

Approved by:

Chris McNeill
Chief Administrative Officer

Approval Date:

(Date)

| | |
|--|---|
| MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL | AM-1.3.8 |
| Section Procedure & Organization of Council | Subject Letters of Support & Acknowledgement Policy |

10 Purpose

The purpose of this policy is to provide a clear process for Municipal Council to provide letters of support or acknowledgement for external project proposals or grant applications.

20 Authority

This policy is enacted pursuant to Section 65 of the *Municipal Government Act*, as amended.

30 General Provisions

3.1 Municipal Council may provide a letter of support or a letter of acknowledgement for external project proposals or grant applications so long as a copy of the final proposal or application has been submitted to the Office of the Clerk sufficient to allow staff to review the proposal or application and provide a report to council to ensure that the municipality does not assume an obligation or financial commitment it has not approved.

Municipal Clerk’s Annotation for Official Policy Book

I certify that this policy was adopted by Municipal Council as indicated below:

Seven (7) Day Notice **September 14, 2021**
Council Approval **September 21, 2021**

CAROLYN YOUNG

September 21, 2021

Municipal Clerk

Date

At Annapolis Royal Nova Scotia

Approved March 19, 2013

Amendments:

2021/09/21

Update 3.1 to read: Municipal Council may provide a letter of support or a letter of acknowledgement for external project proposals or grant applications so long as a copy of the final proposal or application has been submitted to the Office of the Clerk sufficient to allow staff to review the proposal or application and provide a report to council to ensure that the municipality does not assume an obligation or financial commitment it has not approved; and **Remove 3.2.**



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: January 9, 2024
Prepared By: Nancy Whitman, Recreation Manager
Report Number: SR2023-04 2023-24 Community Grants Applications
Subject: 2023-24 Community Grants

RECOMMENDATION(S):

That Municipal Council approve a grant to the Brickton Community Hall in the amount of \$1,200 to support Chimney repair and kitchen upgrades to the hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

That Municipal Council approve a grant to the Fundy Community Recreation Club in the amount of \$1,200 to support the installation of a heat pump and a generator for the community hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

LEGISLATIVE AUTHORITY

Section 65A, *Municipal Government Act* and *AM-1.4.9 Community Grants Policy*

BACKGROUND

AM-1.4.9 Community Grants Policy allows organizations to apply for funding to support their services, programs and initiatives. There are several categories under which they can apply, and each section outlines the criteria for the application.

Applications listed below follow policy requirements and are eligible for approval by Municipal Council.

DISCUSSION

Grant Applications listed by category.

Community Halls & Centres Assistance Program

(Maximum grants shall not normally exceed \$1,200. At the discretion of Municipal Council, a facility may be eligible for a grant of up to \$2,400 if it exceeds 2,000 square feet in size.)

| Group | Amount Requested | Total Project Cost | Recommended | Identified Project / Need |
|-------------------------|------------------|--------------------|-------------|---|
| Brickton Community Hall | \$1,200.00 | \$1,200.00 | \$1,200.00 | <ul style="list-style-type: none">Chimney repair.Range and Hood Installation.Pots and pans. |

| | | | | |
|---------------------------------|------------|-------------|------------|--|
| Fundy Community Recreation Club | \$1,200.00 | \$10,530.00 | \$1,200.00 | Purchase and installation of heat pump and generator. Assisting with becoming a warming/comfort centre. Club has applied to Efficiency NS for \$5,244 (pending approval) and will contribute the remaining funds required. |
|---------------------------------|------------|-------------|------------|--|

AM 1.4.9 Community Grants Policy - Summary

| | | | | |
|---|-------------------|-------------|-------------|--|
| <i>Total Requested/Recommended</i> | <u>\$2,400.00</u> | | \$2,400.00 | |
| <i>Total cost of projects/programs impacting Annapolis Co.</i> | | \$11,730.00 | | |
| <i>Remaining in Budgeted</i> | | | \$38,820.19 | |
| <i>Remaining funding for fiscal year based on recommendations above</i> | | | \$36,420.19 | |

FINANCIAL IMPLICATIONS

The 2023-24 General Operating Budget has \$38,820.19 remaining in the current fiscal year for *Community Grants Policy*. If the above recommendations are approved there will be \$36,420.19 remaining for this fiscal year.

POLICY IMPLICATIONS

Recommended funding is in accordance with current policy.

ALTERNATIVES / OPTIONS

Council can approve the recommendation(s).

Council could decide to approve (a) lesser or greater amount(s); or

Council could decide not to approve the applications.

NEXT STEPS

Issue grants as approved and inform applicants of Council's decisions regarding their applications.

ATTACHMENTS

None

Approved by: 

Chris McNeill
Chief Administrative Officer

Approval Date:

JANUARY 3, 2024

(Date)

I do hope we all had an opportunity recently to stop, take in a deep breath and exhale slowly. Then, you would have been relaxed and able to consider the events of 2023 and how we might continue with successes and devise new methods and ways to improve our individual and collective lives.

In October of this year, the municipality will be conducting elections for eleven Councillors. Keep tuned for more detailed information as the months pass. Being a representative of your district at County Council and being concerned with the health of the county as a whole is certainly an honour. Already two Councillors have indicated they will not be standing for re-election.

During my, to date, eleven years as a Council member, one of the more vexing challenges has been that of how to achieve effective communications with our citizens. Of course, the first path to walk is that of individual Councillors keeping in active touch with their own constituents and doing what they can to address concerns and carry forward suggestions that are conveyed. We have a good county web page, and it should be consulted on a regular and frequent basis. We have communicated through the Halifax Chronicle-Herald and the Annapolis Valley Register, both through articles and advertisements. Of course, The Reader has been a great instrument in circulating information; unfortunately, it is not available west of Annapolis Royal – perhaps someone has a suggestion. A relatively new publication is Valley Living. It is circulated throughout all of the county and contains many useful and interesting articles and advertisements. Canada Post has been used on many occasions to circulate notices. We continue to strive for the best results.

A few months ago, we commissioned a study of our fire service organizations. When the report is made public, I hope all citizens of the county will interest themselves in its contents and recommendations. Fire service is extremely important, and we ought to do all we can to enhance service and ensure our fire fighters have the required training, education, and equipment.

Over the past weekend, Elizabeth and I attended a winter bonfire at the Historic Gardens, sipped some hot chocolate, watched younger – and older, folks try to achieve the optimum shade on their roasted marshmallows. A local bagpiper was there but, unfortunately, he did not bring his pipes; perhaps next year! Trish Fry and all her staff and volunteers deserve continued praise for their excellent work at the gardens.

On New Year's Day, we were at the Clementsport branch of the Royal Canadian Legion for the annual *levee* – always an enjoyable occasion. Many new folks attended; that, I think, indicates that the Legion has been successful in attracting members of the surrounding communities to its activities.

That afternoon, we attended the first annual Polar Dip at the Tidal Park in Cornwallis Park. Well over 300 were there, and a goodly number experienced the temperature of the water firsthand. The sponsors and hosts were Karen and Brad Hewey, co-owners and operators of Frank and Dora's eating establishment in Deep Brook. County staff were consulted during the planning phase and Bear River Fire Department was well represented – thus ensuring any challenges could be met. The event raised more than \$900 for the Bear River Fire Department. We look forward to next year's Polar Dip and maybe I will dip a toe or two myself.

I wish you a Happy and Healthy 2024.

Off-Leash Dog Park/Area Project Proposal

Presentation to:
County of
Annapolis

JANUARY 2024

Bridgetown Dog Park Association



Annapolis County Off Leash Dog Park

Bridgetown Dog Park Association is a registered non-profit incorporated with the Registry of Joint Stock Companies, November 21, 2023.

Mission Statement:

To create a safe, secure, and fun dog park for our canine citizens. A place for likeminded people to gather with their dogs to socialize, exercise and develop friendships. A community project in partnership with the County, designed to satisfy the needs of dog owners and non-dog owners alike while following the rules and guidelines of the park to ensure a safe and fun environment.

Executive:

Angela Privé – President

Beth Bent – Secretary

Iona Fox – Treasurer

Rob Bright – Director

Laura Bright – Director

Mary Kelly - Director

- ✓ Since our first meeting we have completed the following:
 - registered a non-profit association
 - held two meetings with Nancy Whitman to discuss the project
 - identified unused land appropriate for a dog park
 - negotiated an agreement for donation of chain link fencing
 - drafted Rules for the proposed dog park
 - researched County bylaws, existing parks, and potential sites
 - solicited feedback and strong support from residents
 - solicited support from local businesses

Annapolis County Off Leash Dog Park

Objective

- **We are approaching Municipal Council to request that they consider and support the creation of an off-leash dog park/area.**
- **The location requested is in a central county area in the community of Bridgetown. PID# 05149505 (off Jeffery Street beyond the baseball field).**
- **This project is a partnership with the municipality to create and maintain an off-leash dog park.**

Need

Currently dog owners have no securely fenced area to allow their dogs to run freely and socialize with other dogs. A field beside the new Bridgetown Community school was used in the past, but recently this arrangement ended due to contention within the community. The gate to the field has been locked to prevent entry. As a result, some folks have resorted to using the running track to exercise their dogs.

Most dog owners are responsible and clean up behind their dogs, however, we realize not all individuals meet their responsibility 100% of the time. This is a reality we've considered in the context of a new dog park. So, a Rules Sign will instruct park users to pick up after their own dogs, and we will also ask park users to help clean up regardless of whether it is their dog's mess or not. Because we value a clean fresh space for our dogs, a member of the Association will check the park daily and ensure any poop is removed.

Many dog owners have been approached on the streets as they walk their dogs and we have received nothing but positive feedback for this project. People in the community are excited to have a place to let their dogs run off-leash. That being said, there will likely be some negative views and comments as well.

As per the 2021 population census conducted by Stats Can, there are almost 23,000 people living in Annapolis County, and more than 10,000 private dwellings (Stats Can). According to the Financial Post, approximately 58% of households in Canada have a pet (Feb 16, 2021). Given these stats and the many dog breeders, dog trainers, and dog groomers in the county, it is likely that 40 – 50% of households have a canine family member. Annapolis County is 3,189 km square, and yet other than the dog park in Annapolis Royal, no dog parks exist anywhere else in the county. A dog park in central Annapolis County (Bridgetown) would be accessible to many more citizens and provide a much-needed resource for the numerous households with dogs.

Did you know?

- Dog parks and off leash areas have been successfully created and maintained throughout Canada and increasingly so in the Maritimes. Often people have negative attitudes about them due to common misconceptions.
- A dog park is a facility set aside for dogs accompanied by their owners to exercise and play off-leash in a legal, safe, and controlled environment. Off-leash parks provide great benefits not only to the dogs, but also to the county at large.
- Parks may vary in size and design, however, usually a park perimeter has 4' to 6' fencing, separate, double gated entry and exit, benches for owners, shade for hot sunny days, waste receptacles and bags, and various play structures for dogs.
- For visitors and vacationers travelling with their dogs, off leash parks are a common search on google maps. Adding the new dog park area to google maps is an easy task that will benefit the local economy and boost tourism.
- Dog parks enhance communities by promoting walkability and providing a green space where community members can gather and socialize.

Pros:

- A safe, secure and easily accessible place to take your dog, thereby reducing stress, boredom, and reactive behaviors.
- Exercise for you and your dog, improving health.
- Mental health benefits like reducing anxiety—for dogs and people.
- A friendly place to form friendships with like-minded people.
- A stopping place for tourists, visitors, campers and vacationers.
- A designated place for dogs that will prevent conflict within the community by reducing contact with walkers, joggers, and children.
- Well-exercised dogs are also less likely to chase wildlife.
- Dogs are securely fenced and reduce anxiety for people afraid of dogs.
- People unable to keep a dog in their home can come to the park and enjoy the company of other people's dogs. This helps build community.
- Accessible community. Older adults, or those with accessibility concerns, have easy, safe access to exercise working dogs.
- Off street parking.
- The proposed location is already a designated park space.
- Little to no landscaping is required for preparation.
- The municipality would have an ideal community partner to assist in promoting responsible dog ownership.

Cons:

- Possible conflict between dogs.
- People not cleaning up behind their dogs.
- Barking dogs could bother residents (happy dogs playing generally don't bark).
- Possible overuse at peak times such as after work and early morning.

The Site

The proposed location is in a central area of the county in the community of Bridgetown. PID# 05149505 (off Jeffery Street beyond the baseball field. Approximate dimensions: 125' across X 200' long).

NOTE: There is an existing fence along one of the 200' lengths

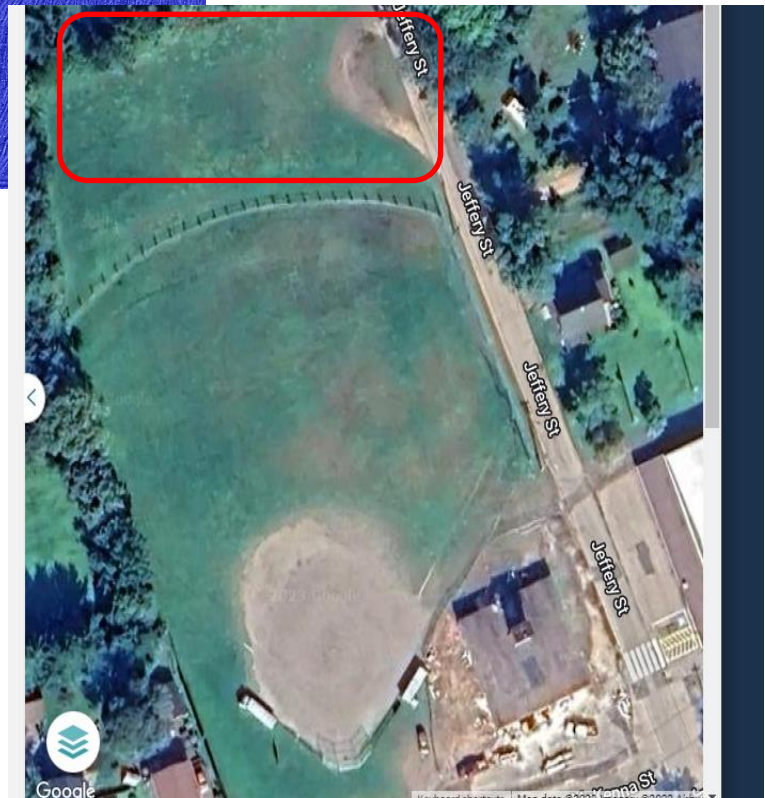


✓ **No environmental concerns.**

✓ **Already a “park space” in a quiet location.**

✓ **Would strengthen tourism.**

✓ **Reduce the presence of dogs in other local parks and trails.**



Local Support

Businesses in Bridgetown that have been approached and are willing to donate to the dog park:

- ✓ Meisner's Contracting
- ✓ Britespan
- ✓ Frasers Building Supply
- ✓ Wool'son the Corner
- ✓ Lunn's Mills
- ✓ Tallulah Freeloove
- ✓ Bridgetown and Area Chamber of Commerce
- ✓ Pharmasave

More soliciting for donations will be done but so far the response has been extremely positive and many people are willing to help in various ways.

Park Rules

1. Park users assume all risks for themselves and their dogs.
2. Please do not bring aggressive or unaltered male dogs into the park.
3. All dogs must be leashed while entering and exiting the park.
4. Clean up behind your dog and use the disposal bins provided.
5. Please park in the designated parking spots.
6. Gates must be kept closed at all times.
7. Excessive barking will not be permitted.
8. No unsupervised children allowed.
9. The park is closed at dusk.

Proposed Budget

We are working with the property manager of the old school site and the company has agreed to donate 200 feet of chain link fencing, including fence posts. Brian Murray has agreed to donate his time and expertise to install the fencing.

We are confident we can obtain wholesale prices for additional fencing from one of our sponsors. The labour to install fencing, paint benches, and plant trees will be done on a volunteer basis. Garbage will be picked up by the County; volunteers will empty bins and set them out next to the road for pickup.

Annual fundraising is planned to maintain and make improvements to the park. For example, a local dog groomer will trim nails on site for a small fee, proceeds donated to the dog park. A dog swim in the Bridgetown pool on the last day before draining for the season, admission by donation.

Expenses

| Item | Cost |
|---|-----------|
| Chain link fencing, materials and labour | 8,000.00 |
| Insurance – general/liability | 750.00 |
| Lawn mowing – 16 cuts a season @ \$40 each | 640.00 |
| Signage for Park Rules | 200.00 |
| Trees X 4 plus planting | 200.00 |
| Disposal bags with dispenser | 50.00 |
| Wooden garbage bin | 100.00 |
| Meeting room rental: 2 X \$15 | 30.00 |
| Social media/Logo design | 400.00 |
| Registration for Non-Profit with Joint Stocks | 40.00 |
| Total | 10,410.00 |

Revenues

| Item | Cost |
|---|--------------------------------|
| Chain link fencing – In Kind materials, 200ft | 2,000.00 |
| Chain link fencing - materials, Frasers 250ft | 4,000.00 |
| Fencing installation – In Kind | 2,000.00 |
| Lawn mowing – County | 640.00 |
| Signage for Park Rules – Recreation In Kind | 200.00 |
| Trees and planting – In Kind | 200.00 |
| Wooden garbage bin – In Kind | 100.00 |
| Fundraising events – X 2; spring and fall | 1,000.00 |
| Social Media/Logo design - In Kind | 400.00 |
| Total | \$10,540.00 (Surplus \$130.00) |