

# Table of Contents

2.1 175th Anniversary of the Pony Express .....	3
5.1 2024-09-17 Regular Council Minutes .....	4
5.2 2024-01-18 Public Hearing Minutes .....	17
5.3 2024-09-17 Public Hearing #1 Minutes .....	24
5.4 2024-09-17 Public Hearing #2 Minutes .....	28
5.5 2024-09-17 Public Hearing #3 Minutes .....	33
6. 2024-10-08 COTW Recommendations .....	44
7.1 175th Anniversary of the Pony Express Proclamation .....	45
7.2 SR2024-66 Joint Police Board .....	46
7.3 SR2024-67 IDEA Strategy .....	50
7.4 SR2024-68 Annapolis County Anti-Poverty and Inclusion Initiative .....	68
7.5 SR2024-69 J-Class Roads .....	74
8. Council Motion Tracking List (July, August, September) .....	79

# MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

## **MUNICIPAL COUNCIL AGENDA**

10:00 a.m. – Tuesday, October 15, 2024

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

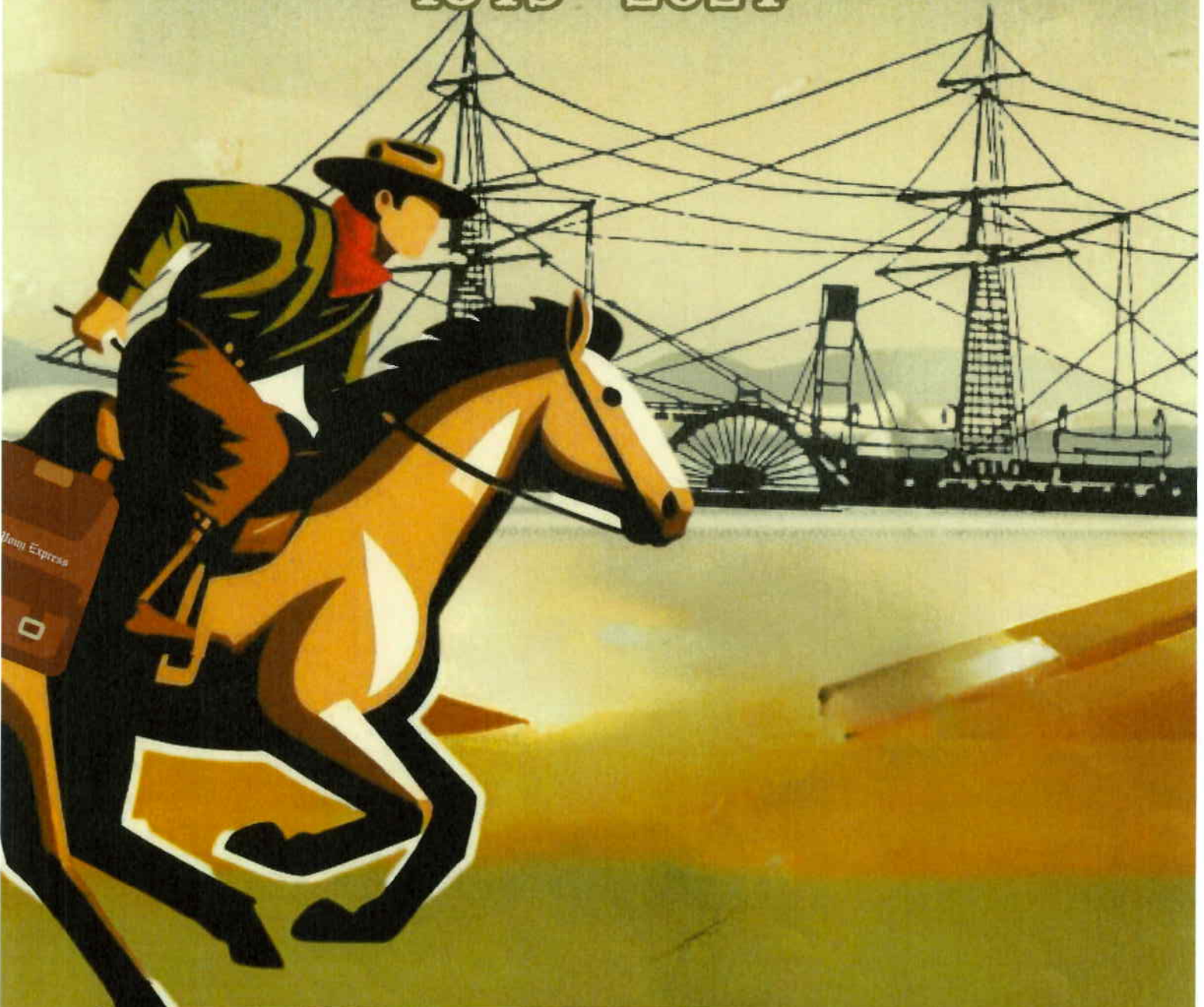


<b>PAGE:</b>	<b>1.</b>	<b>ROLL CALL</b>
	<b>2.</b>	<b>PRESENTATION</b>
<b>3</b>	<b>2.1</b>	175 <sup>th</sup> Anniversary of the Pony Express at <b>11:00 a.m.</b>
	<b>3.</b>	<b>DISCLOSURE OF INTEREST</b>
	<b>4.</b>	<b>APPROVAL OF THE ORDER OF THE DAY</b>
	<b>5.</b>	<b>APPROVAL of MUNICIPAL COUNCIL MINUTES</b>
<b>4-16</b>	<b>5.1</b>	2024-09-17 Regular Council
<b>17-23</b>	<b>5.2</b>	2024-01-18 Public Hearing
<b>24-27</b>	<b>5.3</b>	2024-09-17 Public Hearing #1
<b>28-32</b>	<b>5.4</b>	2024-09-17 Public Hearing #2
<b>33-43</b>	<b>5.5</b>	2024-09-17 Public Hearing #3
	<b>6.</b>	<b>COTW RECOMMENDATIONS</b>
		• <b>October 8, 2024</b>
<b>44</b>	<b>6.1</b>	SR2024-63 Emergency Grant Funding RCL Lawrencetown
<b>44</b>	<b>6.2</b>	2024-10-01 Email re: Signage for Lake Cade
	<b>7.</b>	<b>NEW BUSINESS</b>
<b>45</b>	<b>7.1</b>	175 <sup>th</sup> Anniversary of the Pony Express Proclamation (requires a motion to approve)
<b>46-49</b>	<b>7.2</b>	SR2024-66 Joint Police Board
<b>50-67</b>	<b>7.3</b>	SR2024-67 IDEA Strategy
<b>68-73</b>	<b>7.4</b>	SR2024-68 Annapolis County Anti-Poverty and Inclusion Initiative
<b>74-78</b>	<b>7.5</b>	SR2024-69 J-Class Roads
	<b>7.6</b>	Warden Update – October <b>(to be circulated separately)</b>
<b>79-87</b>	<b>8.</b>	<b>COUNCIL MOTION TRACKING LIST</b> <i>(July, August, September)</i>
	<b>9.</b>	<b>COUNCILLOR COMMENTS</b>
	<b>10.</b>	<b>IN CAMERA</b>
	<b>10.1</b>	In accordance with Section 22(2)(e) contract negotiations of the <i>Municipal Government Act</i>
	<b>10.2</b>	In accordance with Section 22(2)(e) contract negotiations of the <i>Municipal Government Act</i>
	<b>11.</b>	<b>ADJOURNMENT</b>

175TH ANNIVERSARY CELEBRATION

# PONY EXPRESS

1849 - 2024



Join Us in Commemorating a Historic Milestone

## October 2024 | Annapolis County

COUNTY of ANNAPOLIS

NATURALLY ROOTED

**2024-09-17 Municipal Council  
Summary of Motions**

Motion 240917.01 Community Facilities Grant Clarence United Baptist Church ..... 2

Motion 240917.02 Community Facilities Grant Habitation New Horizons Club ..... 2

Motion 240917.03 Community Projects Grant Thaila Barn Cat Rescue..... 2

Motion 240917.04 Policy 116 Committees of Council and Council Meetings – Procedures Amend..... 2

Motion 240917.05 Policy 128 Travel and Expenses ..... 2

Motion 240917.06 Policy 129 Appointments to External Organizations ..... 3

Motion 240917.07 Road Naming Process for Shared Access Road in Meadowvale ..... 3

Motion 240917.08 Deregistration of Municipal Heritage Property – Capt. James Anthony House ..... 3

Motion 270917.09 ACOSS Request to Establish a Pavilion at the Sport Hub..... 3

Motion 240917.10 Repeal AM-1.6.1 Employment Equity Policy ..... 3

Motion 240917.11 CPAAC Recommendations ..... 4

Motion 240917.12 Proposal to the Town of Annapolis and the County of Annapolis..... 4

Motion 240917.13 Physician Recruitment & Retention Committee Recommendations Dr. Nima Shekar Riz  
Fomani ..... 5

MOTION 240917.14 Develop Terms of Reference for Glyphosate Ad Hoc Committee ..... 5

MOTION 240917.15 Set dates for Special Council Meetings and Public Hearing in October ..... 5

MOTION 240917.16 Schedule a Public Hear regarding the Cornwallis Park Secondary Planning Strategy / Land  
Use Bylaw ..... 5

MOTION 240917.17 Schedule a Special Council Meeting to Consider Final Reading for the Cornwallis Park  
Secondary Planning Strategy and Land Use Bylaw ..... 6

MOTION 240917.18 Request for Emergency Funding from Maitland Bridge Community Hall Society..... 6

MOTION 240917.19 Easement Agreement with Debra Isles ..... 10

MOTION 240917.20 Add Whitman Cemetery to Heritage Registry ..... 11

MOTION 240917.21 Final Reading to Adopt Upper Clements Area SPS / LUB ..... 11

MOTION 240917.22 Final Reading to Adopt Habitation Community SPS / LUB ..... 12

MOTION 240917.23 Appoint Barbara Boateng as Development Officer ..... 12

Minutes of the regular session of Municipal Council held on Tuesday, September 17, 2024, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

## **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; Director of Corporate Services Dawn Campbell; Director of Planning & Inspection Services Linda Bent; Manager of IT Ben Olsen; Administrative Clerk for Corporate Services Tina Halliday; Strategic Initiatives Coordinator Alyssa Blais; Communications Coordinator Nadine McCormack; Manager of Recreation Nancy Whitman

## **Disclosure of Interest**

None

## **Order of the Day**

There was a request to add the following items:

- In-Camera in accordance with sub-section 22(2)(e) contract negotiations of the *Municipal Government Act*;
- **New Business 6.4 Set Dates for Special Council Meetings and Public Hearing in October and 6.5 Emergency Grant-Maitland Bridge Community Hall**

To approve the Order of the Day as amended

Moved: Councillor Gunn

Seconded: Councillor Longmire

Motion carried

## **Minutes**

Re: 2024-07-09 Special Minutes

Approved, no errors or omissions

Re: 20247-07-16 Regular Minutes

Approved as amended

Moved: Councillor Hudson

Seconded: Councillor Gunn

Motion carried

**COMMITTEE OF THE WHOLE RECOMMENDATIONS**

Re: SR2024-43(4) Community Facilities Grant Clarence United Baptist Church

**Motion 240917.01 Community Facilities Grant Clarence United Baptist Church**

That Municipal Council approve a grant to the Clarence United Baptist Church in the amount of \$5,000, to assist with the cost of rewiring and painting their church in accordance with *Policy 101 Community Grants*, pursuant to the recommendation of Committee of the Whole.

Moved: Councillor Enslow

Seconded: Councillor LeBlanc

Motion carried

Re: SR2024-43(4) Community Facilities Grant Habitation New Horizons Club

**Motion 240917.02 Community Facilities Grant Habitation New Horizons Club**

That Municipal Council approve a grant to the Habitation New Horizons Club in the amount of \$4,217.49, to assist with the cost of roof repairs and window replacement in accordance with *Policy 101 Community Grants*, in accordance with the recommendation of Committee of the Whole.

Moved: Councillor Longmire

Seconded: Councillor Hudson

Motion carried

Re: SR2024-43(4) Community Projects Grant Thalia Barn Cat Rescue

**Motion 240917.03 Community Projects Grant Thalia Barn Cat Rescue**

That Municipal Council approve a grant to The Thalia Barn Cat Rescue in the amount of \$5,000, to assist with their spay and neuter costs in accordance with *Policy 101 Community Grants*, pursuant to the recommendation of Committee of the Whole.

Moved: Councillor Prout

Seconded: Councillor LeBlanc

Motion carried

Re: SR2024-38(2) Policy 116 Committees of Council and Council Meetings – Procedures Amend

**Motion 240917.04 Policy 116 Committees of Council and Council Meetings – Procedures Amend**

That Municipal Council amend *Policy 116 Committees of Council and Council Meetings - Procedures* as circulated and in accordance with seven-day notice given on September 10<sup>th</sup>.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried

Re: SR2024-58 Policy 128 Travel and Expenses

**Motion 240917.05 Policy 128 Travel and Expenses**

That Municipal Council approve *Policy 128 Travel and Expenses* as circulated at and with seven -day notice given on September 10<sup>th</sup>.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried

Re: SR2024-59 Policy 129 Appointments to External Organizations

**Motion 240917.06 Policy 129 Appointments to External Organizations**

That Municipal Council approve *Policy 129 Appointments to External Organizations* as circulated at and with seven-day notice given on September 10<sup>th</sup>.

Moved: Councillor Sheridan

Seconded: Deputy Warden Redden

Motion carried

Re: SR2024-57 Road Naming Process for Shared Access Road in Meadowvale

**Motion 240917.07 Road Naming Process for Shared Access Road in Meadowvale**

That Municipal Council approve the road name "Pointer Lane" for the shared access road in Meadowvale, on PID 05026372, in accordance with the recommendation of Committee of the Whole.

Moved: Councillor LeBlanc

Seconded: Councillor Prout

Motion carried

Re: SR2024-60 Deregistration of Municipal Heritage Property – Capt. James Anthony House

**Motion 240917.08 Deregistration of Municipal Heritage Property – Capt. James Anthony House**

That Municipal Council hold a public hearing at 11:00 a.m. on November 19, 2024, to consider the deregistration of the Captain James Anthony House, a municipally-registered heritage property located at 1625 Granville Road, Port Wade, pursuant to the recommendations of Committee of the Whole.

Moved: Councillor LeBlanc

Seconded: Councillor Enslow

Motion carried

Re: SR2024-61 ACOSS Request to Establish a Pavilion at the Sport Hub

**Motion 270917.09 ACOSS Request to Establish a Pavilion at the Sport Hub**

That Municipal Council approve the establishment of a new pavilion structure up to 30' x 50' and no greater than the height of 15' at the Annapolis County Regional Outdoor Sports Hub that will be purchased and funded by the Annapolis County Outdoor Sports Hub Society on lands located north of the artificial track provided they meet all the regulations associated with building permits and development permits that are required and subject to the approval of the Director of Municipal Operations as to the exact location and installation requirements, in accordance with the recommendation of Committee of the Whole.

Moved: Councillor Hudson

Seconded: Councillor Enslow

Motion carried

Re: SR2024-62 Repeal AM-1.6.1 Employment Equity Policy

**Motion 240917.10 Repeal AM-1.6.1 Employment Equity Policy**

That Municipal Council repeal *AM-1.6.1 Employment Equity Policy*, with seven-day notice given on September 10<sup>th</sup>.

Moved: Councillor Barteaux

Seconded: Councillor Longmire

Motion carried

Re: 2024-08-26 CPAAC Recommendations

**Motion 240917.11 CPAAC Recommendations**

That Municipal Council call a Planning Advisory Committee (PAC) meeting on September 25, 2024, at 6:00 p.m. at Felker Hall, Cornwallis Park, for consideration of the proposed Cornwallis Park planning documents, pursuant to the recommendation of Committee of the Whole.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried

Re: Proposal to the Town of Annapolis Royal and the County of Annapolis

**Motion 240917.12 Proposal to the Town of Annapolis and the County of Annapolis**

That Municipal Council request staff to collaborate with Annapolis Royal to develop a plan for moving forward with the engagement of the international Acadian community for the development of an Acadian research / tourist / cultural center, in accordance with the recommendation of Committee of the Whole.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried

**New Business**

Re: Warden's Update (as circulated)

The last few weeks of July, the whole of August and now into September have featured the actualization of an ambitious program, orchestrated by our Communications Coordinator Nadine McCormick, of visiting community groups that have received county grants. It was good to see how much community representatives appreciated the short visits, the picture taking and discussions about individual plans and the long-range ideas each group has to improve its services to its own area and to the county as a whole. The Warden thanked citizens, encouraged them to continue seeking county support and asked that they keep us abreast of their plans. As you will have noticed, Nadine and Ben Olsen of our Information Technology staff have cooperated, and we have pictures of the various events presented to us before COW and council meetings. In addition, Certificates of Appreciation have been given to various County organizations at COT W and Council to recognize their various achievements. These certificates are well received and cement organization-County positive relationships.

The Provincial government has declared August as Acadian commemoration month. Various gatherings were organized and conducted at Fort Anne, Hebb's Landing, and Jubilee Park that attracted hundreds of Acadian descendants and interested citizens. Warden Morrison spoke at each get-together and emphasized county support. In addition, there was, at Fort Anne, a gathering to remember the landing of Scots settlers here in 1629. He expressed hope that that occasion be marked each year.

Various meetings concerning county zoning plans, whether primary or secondary, have been held throughout the summer and will continue until well into October.

It is now election season, and he hopes that voting numbers will be steady and perhaps even increase.

The 125th anniversary of the Pony Express ride in our province will be celebrated the week of October 15<sup>th</sup> with a special event during the Council meeting. More details to follow in due course.



Warden Morrison is Chair of the Nova Scotia Federation of Municipalities committee dealing with municipal autonomy. He reported discussions have been going well, but in large part depend on council contributions. The next meeting is in Halifax on the 18<sup>th</sup> of September. Following that, he will outline at October Committee of the Whole how we, as a council, can make our views known to that committee.

Councillor Gunn asked if there was further information relating to the municipality autonomy committee regarding how councils will be able to submit items for exchanges of opinion. The Warden indicated there should be further information in the coming month. He is unsure whether a process may be adopted for municipalities to consider and vote on submissions prior to being considered by the committee. There are likely to be discussions about how municipalities can submit and stay aware of progress.

Appreciation was expressed to Warden Morrison for his participation at recent Acadian events.

Re: 2024-09-10 Physician Recruitment & Retention Committee Recommendation

**Motion 240917.13 Physician Recruitment & Retention Committee Recommendations Dr. Nima Shekar Riz Fomani**

That Municipal Council approve a grant in the amount of \$10,000 to Dr. Nima Shekar Riz Fomani in accordance with *Policy 108 Medical Recruitment Financial Assistance Program*.

Moved: Councillor Longmire

Seconded: Councillor LeBlanc

Motion carried

Re: Develop Terms of Reference for Glyphosate Ad Hoc Committee

**MOTION 240917.14 Develop Terms of Reference for Glyphosate Ad Hoc Committee**

That staff prepare a new terms of reference for council's review to establish a Glyphosate Ad Hoc Committee.

Moved: Councillor Longmire

Seconded: Councillor Gunn

7 in favour / 4 against

Motion carried

Re: Set dates for Special Council Meetings and Public Hearing in October

**MOTION 240917.15 Set dates for Special Council Meetings and Public Hearing in October**

In anticipation that the Planning Advisory Committee may recommend the Cornwallis Park SPS and LUB for first reading, that Municipal Council schedule a Special Council Meeting on October 1, 2024, at 10:00 a.m. to consider first reading.

Moved: Councillor Gunn

Seconded: Councillor Sheridan

Motion carried

**MOTION 240917.16 Schedule a Public Hear regarding the Cornwallis Park Secondary Planning Strategy / Land Use Bylaw**

That Municipal Council schedule a Public Hear regarding the Cornwallis Park SPS and LUB on October 17, 2024, at 11:00 a.m.

Moved: Councillor Enslow

Seconded: Councillor Gunn  
Motion carried

**MOTION 240917.17 Schedule a Special Council Meeting to Consider Final Reading for the Cornwallis Park Secondary Planning Strategy and Land Use Bylaw**

That Municipal Council schedule a Special Council Meeting to consider second and final reading for the Cornwallis Park SPS and LUB on October 17, 2024, immediately following the Public Hearing.

Moved: Councillor Gunn

Seconded: Deputy Warden Redden

10 in favour, 1 against

Motion carried

Re: Request for Emergency Funding from Maitland Bridge Community Hall Society

**MOTION 240917.18 Request for Emergency Funding from Maitland Bridge Community Hall Society**

That Municipal Council approve a grant of \$4,300 to Maitland Bridge Community Hall Society to assist with emergency repairs to their well;

AND THAT this funding be approved as an over expenditure in the Community Grants budget in 2024-2025.

Moved: Councillor Gunn

Seconded: Deputy Warden Redden

Motion carried

Re: Council Motion Tracking List (May, June, July)

As circulated for information in agenda package

**Councillor Comments**

District 1 – Councillor Prout brought greetings on behalf of District 1. Since the last meeting he attended the training session for Police Advisory Boards, as well as a Police Advisory Board Meeting on July 25<sup>th</sup> (in Council Chambers). During the month he gave a presentation to the Wilmot and Area Neighbourhood Watch meeting and attended the East Wend Community Area Advisory Meeting on September 16<sup>th</sup>. In addition, he spoke with a number of residents on a variety of topics.

Summer is quickly drawing to a close, as evidenced by the cooler nights and the changing colors of the foliage. Fall means an abundance of local produce, especially a large variety of apples to be found at the many farm markets and fruit stands throughout the County. He encouraged everyone to support our local farmers and to enjoy their many products.

Finally, with the start of the new school year, he urged all to keep an eye out for students as well as school buses as all adjust to the time-tables and bus routes. Councillor Prout wished all students and staff a wonderful upcoming school year.

District 2 – Councillor Connell gave greetings on behalf of District 2. He noted that there are lots of fall activities taking place. The Spurr Bros pavilion is very active. They are putting together their Halloween and fall hay bales. They have a big turkey there for the kids to play with and an owl. They are actually

fairly busy and they usually have music there on Saturday nights. They have food trucks come in so they have created quite a business. Hats off to the Spurr family.

Breakfasts are being held on the 1<sup>st</sup> Saturday each month in Margaretsville and on the 1<sup>st</sup> Sunday each month in Port George. Also this month finally, after a year, got the Generac generator up and running at the comfort center in Port George. It was a very slow process dealing with getting a Generac, finally getting a Generac and blowing up the motherboard in the unit as they hooked it up and then finally getting reps to come back down and fix it. It was a painful operation to try to coordinate – Irving Oil, Generac and the electrician had to all be there at the same time to make sure everything ran properly but they never could get altogether so it's been a year. It is finally up and running. We are hoping to have a grand opening sometime this month to invite some people and show them what we have achieved at the hall. Also, the grant we gave the Lighthouse Society in Port George, they have their lighthouse all re-done. It looks phenomenal and I saw the carpenters over there working pretty steadily at it. Thanks very much, have a good fall!

District 3 – Councillor Enslow expressed welcome to fall, almost. It has been a busy August with many events. He spent a lot of time in the community. He had the pleasure of attending the Acadian ceremonies at Hebbs' Landing and it was phenomenal. It was nice to see all these plaques. He is a big historian buff so its nice to see these things. As well he attended the Ciderfest events and it was great to see that tradition continuing to happen even though we do not make cider in Bridgetown anymore. We still have a lot of apple trees. He even had the pleasure of eating his own apples from his own property. This was the first year they actually had apples and he is not sure what he did differently. The Lion breakfasts are starting again after its summer break. The first one will be the first Saturday in October at 8:00 a.m. He also attended the Bridgetown Volunteer Fire Department breakfast for Ciderfest. It was nice to see that not only do they keep our houses from burning to the ground, but they also make some good pancakes and sausages and eggs without burning them. He also wanted to mention the amount of events that are coming through the fall within his district and various other districts. There are way too many to list so he pointed out that citizens should look at the *Annapolis County Events Guide* and *The Bridgetown Reader* that have lists of everything you could ever imagine from yoga to support groups to any type of event. He looks forward to next month.

District 4 – Greetings from District 4 were brought by Councillor Barteaux. August was a very busy. The time flew by and he attended all the events he could. He had trouble walking which meant that he missed some. It was great to see the participation by the community members and the support for all the events. He thanked constituents for having faith in him to serve them for the council for the last four years. It has been an interesting four-year run and now it has come time to move on with the next phase of his life. He wished the best to the new candidates running for a position on council for the next four years. Having said that, he got back to the community again and their various activities, pancake breakfasts and other fundraising endeavors to ensure these organizations continue to exist. Please get and support their efforts. Please support the local farms. The County is a strong supporter of community halls and venues to bring our people together to make stronger communities. Next month brings elections and it is with a degree of sadness that he will pass the torch. He will

He attended all could take in but could not go to all. There is great community participation for these events. He thanked constituents for their support and interest during his 4-year term and wished the best to new candidates. Various activities, breakfasts and fund-raisers are being held to continue to support

local volunteers and farmers. The County is a big supporter for local . He expressed a degree of sadness in passing the torch. He will be working hard for constituents until that time. He thanked residents so much.

District 5 – Councillor Longmire brought greetings from District 5. Summer got away from us. She did not know where it disappeared to, but it seems that she missed a tremendous amount of it. She has yet to have her first barbeque so she is hopeful she will fit that in in the fall a few days away. The summer was great. The weather was beautiful and communities were bustling with tourists and families home to visit. There were loads of festivals and celebrations, as we know, throughout the county and she was so fortunate to be able to fit a tremendous amount of them in. A huge shout-out to Transportation Infrastructure Renewal group for cleaning up the sides of the roads. You are going to be able to see something before it hits the yellow line. Yesterday they were over in District 5 and I stopped to chat with them and to thank them for their work. It does make a significant difference and gives us a little more time and space to avoid a near collision or collision with wildlife. I was met with smiles as one gentleman piped up and said that often when someone stops they are there to complain. She told him she was not doing that and was ever so grateful.

School has begun as Councillor Prout spoke about and we are to be reminded of the safety on our roads, sidewalks and other, watching for children walking to and from school and, of course, playing and going off to activities. She wanted to conclude by sharing a few events. This weekend does bring about the Expo and such on Saturday, but there is a coffee house at Youngs Cove Community Recreation Hall. They often have their little coffee houses in the morning around 9:00 a.m. for about an hour or an hour and a half. These are great times to come together with citizens in your own districts throughout our halls, but as well for others to travel around to meet and see people in other communities. There will be a roast beef dinner on September 20<sup>th</sup> at 5:00 p.m. at the Hillsburn Baptist Church. It is first come, first served and will go on until exhausted. As well, there is an event happening at the Lower Granville Hall and that is joining in with the Queen of Hearts and Alice in her wonderful book – one of her favorites. She has every version ever written of Alice in Wonderland because she needs a different cover. That is scheduled for 2:00 to 4:00 p.m. on Saturday, September 21<sup>st</sup> and it is a tea party. Wear your fancy fare to come and enjoy little sandwiches and sweet treats. There will be activities for the children as well.

District 6 – Warden Morrison is no change in the level of activity from one end of District 6 to another. He wanted to talk about the pride that people have with regard to the appearance of the areas in which they live. There is a piece of land in Cornwallis Park that has been permitted, allowed, dare he say encouraged, to go fallow and the resulting upheaval from the ground to the length now of at least a meter has not been dealt with. In twelve years, this piece of unmown, untended grass has elicited the attention or been brought to the attention of the staff member responsible for unsightly and dangerous properties. He is really pleased that when citizens want something done, if they view something is not in order, they are making a noise and we hope that noise will result in this area of ground being returned to its normal attractive stature.

District 7 – Councillor Hudson brought greetings from District 7. He attended several events over the month of August, most of which have already been mentioned. He did wish to mention again a couple of coming events in District 7 and one in District 3. The first one, for those that are enthusiasts, is an ATV rally in Dalhousie this Saturday, September 21<sup>st</sup>. Registration for the rally will be between 9:00 and 10:00 a.m. and the cost is \$20 per vehicle – whether a 4x4 or a side-by-side. Departure will be from the West

Dalhousie Community Hall and the route will cover approximately kilometers. There will be a cash barbeque at the halfway point of the rally and there will be a 50/50 draw. As well, the Bridgetown Curling Club is having a chicken barbeque take-out dinner on September 21<sup>st</sup>. It is a take-out and will run between 4:00 and 6:00 p.m. The cost is \$20 per plate for a half chicken, a baked potato, coleslaw, a roll and dessert. Tickets can be reserved by calling Brenda Ernest at 665-2935.

District 8 – Councillor Gunn noted to Councillor Enslow that they are looking for another person to set up a cider press in Bridgetown. He thanked other councillors for their support to get the Bear River water up and running. Without their support, the project would just be another pipe dream. He wanted to thank all while they are still all together. He hoped that everyone had a wonderful July and August, being able to re-charge their batteries in the sunshine and in the garden. He wanted to touch on the many community events he attended across the district. He began with a report on the Cherry Carnival in Bear River. The celebration was expanded with a number of events throughout the week preceding the big day and he was happy to participate. It included a kayak paddle the length of Bear River with around 20 participants. They parked at Highway 101 and went under the bridge at the mouth of the river, put their boats in and paddled with the tide. They enjoyed a lunch and the gathering and then paddled back with the tide to where they had parked. A good time was had by all.

The actual Bear River Cherry Carnival Day featured a parade, markets and the famed grease pole. They had a flag on the end of the pole and no one was getting that flag but they tried! There was also music, meals, fireworks and a lot of laughs. From what he could tell there were more events than before and more people than he has seen in a long time. The fire department and the legion were fantastic hosts and so many volunteers were involved in making the events happen that he would not know where to begin to recognize all of them. Thanks to each and every one. He also attended the night markets in Bear River which is a showcase of local vendors, with booths and musicians. The fire department breakfast are great where you can get a spectacular meal and see a lot of familiar faces and meet a lot of new ones along the way. The Acadian Congress seemed to be enormously well attended across the county and included many historic and genealogy features of interest to both locals and visitors. He was pleased to be able to participate in a number of these events and certainly appreciated the many people who made the celebrations happen. He is hoping that people with gardens were as blessed as the many roadside stands he stopped at in Clementsvale. This leads to the seasonal celebrations that are upcoming. The Fall Fest in the Vale is on October 5<sup>th</sup>. It will be a day of market vendors, cakewalk, face painting and music. That is at the Forresters' Hall in Clementsvale. Harvest Fest at Milford Hall promises to be a fabulous supper to raise funds for the hall and it is on October 26<sup>th</sup>. The sitting is between 4:00 and 6:00 p.m. Councillor Gunn will be washing the dishes. Plan ahead for the Lantern Festival in Bear River this fall on November 1<sup>st</sup>. This is a creative, luminated costume parade. People are building big, illuminated creatures. There will be a parade through the community with them. It should be a lot of fun. They want to be able to close the road down for the event. It is heartening for him to see the community growth through all of these celebrations. He thanked all the people that make them happen.

District 9 – Regarding the upcoming election, Councillor Sheridan extended congratulations to the two acclaimed candidates – Diane LeBlanc and in District 9, Gidget Oxner. She wanted to thank both candidates for stepping up. She wanted to let the people know in her district that there will be no election. In other districts residents may vote online or by phone commencing on October 7<sup>th</sup>. She wished all the candidates all the best.

District 10 – Deputy Warden Redden noted Family Matters is having a crock pot night for children 4+ and male-identifying caregivers. Attendees get a crock pot and all the necessary items for four recipes. This is being held on October 7<sup>th</sup>, from 6:00 to 8:00 p.m. at the Lawrencetown Education Centre, 10 Middle Road, Lawrencetown. Registration is required by calling or texting 902-679-9350. Family Matters also runs a host of other programs primarily offering support to early families. They operate, a book club, baby groups, and a community pantry; their events are mostly supported with child-care.

He attended a school bus riding orientation with the start of school. There was a great deal of excitement about getting on the school bus and getting to ride the school bus from these very young children. One of the questions asked by a parent was how often a motor vehicle runs the stop sign and red lights on the bus. We were told it exceeds once a week per bus. That is a huge amount.

District 11 – Councillor LeBlanc started by noting that the young people are back in school. She wished them all a fantastic year of learning and adventure. Secondly, she wanted to also make citizens aware they should check out the Three Rivers Community Centre’s Facebook page because the activities will be starting again in full form so there might be something of interest. Third, she went to all these activities during the summertime but she is not going to list any because everyone has listed them one way or another but she did wish to say that yes, there will be no election in District 11 as she is acclaimed. She wishes all the candidates a great campaign and a safe one. Lastly, it was with sadness she acknowledged that in her district there was a serious situation of a missing person and her family have been going through a lot of anguish in the last two weeks. I am hoping that everything comes to a great ending for them in the way they wish to see it.

The Warden informed Council would adjourn to in-camera, then re-convene to recess until public hearings at 2:00 p.m.

**In-Camera**

To meet in-camera at 11:06 a.m. in accordance with Sub-sections 22(2)(a) acquisition, sale, lease and security of municipal property and 22(2)(e) contract negotiations of the *Municipal Government Act*.

Moved: Councillor Gunn

Seconded: Councillor LeBlanc

Motion carried

Council re-convened at 11:35 a.m. and added to the agenda by consensus **New Business - 6.6 Authorize Easement Agreement with Debra Isles**

Re: Authorize Easement Agreement with Debra Isles

**MOTION 240917.19 Easement Agreement with Debra Isles**

That Municipal Council authorize the Warden and Municipal Clerk to sign an easement agreement with Debra Isles on behalf of the municipality for the Bear River water project.

Moved: Councillor Longmire

Seconded: Councillor Gunn

Motion carried

**Recess**

The Warden declared the meeting in recess at 11:38 a.m. until Public Hearing commencing at 2 p.m.

**Re-convened**

The meeting was re-convened at 3:12 .m. (following public hearings)

By consensus, the following items were added to the agenda:

**New Business - 6.7 Add Whitman Cemetery to Heritage Registry; 6.8 Final Reading to Adopt Upper Clements Area SPS / LUB; 6.9 Final Reading to Adopt Habitation Community SPS / LUB.**

**Re: Add Whitman Cemetery to Heritage Registry**

**MOTION 240917.20 Add Whitman Cemetery to Heritage Registry**

That municipal council include the Whitman Cemetery Company Property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds providing that it not to be demolished or the exterior altered without Municipal approval as part of that review, the Heritage Advisory Committee is required to be consulted, and Council may grant/refuse or attach conditions to the demolition or substantial alteration.

Moved: Deputy Warden Redden

Seconded: Councillor Prout

Motion carried (Councillor Enslow did not vote as he was not present for the Public Hearing)

**Re: Final Reading to Adopt Upper Clements Area SPS / LUB**

**MOTION 240917.21 Final Reading to Adopt Upper Clements Area SPS / LUB**

That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that second and final reading be given to adopt the proposed Upper Clements Area SPS / LUB.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried (Councillor Enslow did not vote as he was not present for the Public Hearing)

Re: Final Reading to Adopt Habitation Community SPS / LUB

**MOTION 240917.22 Final Reading to Adopt Habitation Community SPS / LUB**

That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that second and final reading be given to adopt the proposed Habitation Community Secondary Planning Strategy and Land Use Bylaw as a secondary planning area and to incorporate it into the Annapolis County Municipal Planning Strategy and Land Use Bylaw.

Moved: Councillor Longmire

Seconded: Councillor Gunn

Motion carried

Upon motion of Deputy Warden Redden, seconded by Councillor Gunn, a new item was added to the agenda: **New Business - 6.10 Appoint Barbara Boateng as Development Officer.** Motion carried

Re: Appoint Barbara Boateng as Development Officer

**MOTION 240917.23 Appoint Barbara Boateng as Development Officer**

That Municipal Council appoint Barbara Boateng as Development Officer for the Municipality of the County of Annapolis to administer the Municipality’s Land Use Bylaws and Subdivision Bylaw.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried

**Adjournment**

The Warden declared the meeting adjourned at 3:16 p.m.

\_\_\_\_\_  
Warden

\_\_\_\_\_  
Municipal Clerk



Minutes of a Public Hearing held on Thursday, January 18, 2024, at 10:00 a.m., at the Municipal Administration Building, Annapolis Royal, NS.

**Present:** District 1 – Bruce Prout, present  
District 2 - Brian “Fuzzy” Connell, absent  
District 3 – Dustin Enslow, present via Zoom  
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 via Zoom  
District 10 – Brad Redden, Deputy Warden, present  
District 11 – Diane Le Blanc, present

**Also Present:** CAO Chris McNeill, Municipal Clerk Carolyn Young, Director of Planning & Inspection Services Linda Bent, Debra Ryan, Nadine McCormack, and 40 members of the public.

**Welcoming Remarks** – Warden Alex Morrison

The purpose of a Public Hearing is to permit members of the public to make their views known to Council, via oral or written submissions, concerning, solely, and only, the application before Council at this time. This Public Hearing concerns the Annapolis County Municipal Planning Strategy and Land Use Bylaw. That is the subject of the meeting and upon which folks can speak. Glad to see so many here today. All the people who participated in the more than 36 public meetings continue to be interested.

After receiving a number of calls, and because of the manner in which people spoke, the Warden asked that all share their opinions in a respectful manner. We welcome your input. Any rude or disrespectful actions or comments will not be permitted.

All questions and comments, reasonable, rational, or relevant, throughout the public hearing are required to be addressed to the Chair. The Chair will provide an opportunity for public input and will ask that persons speaking identify themselves so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application.

Minutes provided are not verbatim. They relate the sense of comments and may include direct quotes but are not verbatim minutes. After you identify yourself and your community, please identify if you are speaking for or against the application.

Written presentations are acknowledged first, followed by registered speakers, followed by public oral presentations. Questions and comments from Council members are asked to be held until all public comment is heard.

## New Business

Re: Annapolis County Municipal Planning Strategy & Land Use Bylaw Review

- **Information Report** - Director of Planning & Inspection Services provided an overview of the planning process to date.

- **Acknowledgement of Written Submissions** (Municipal Clerk)

The Clerk advised five submissions had been received and read them aloud for the record:

- Sue Skipton, West Dalhousie
- Rebekah Wheadon & Kerstin Wilson, Lawrencetown
- Deiter Sabeau, no community stated
- Calvin Piggott, Centrelea
- Matthew Piggott, Bridgetown

- **Registered Speaker**

*Emily Clarke-Haughn, Granville Beach* – noted a few issues with the plan:

- - human habitation in general
- Limiting livestock
- Low density rural res – too many restrictions, 4.22
- Wind turbines water supply – would be nice to see professional documentation on that
- Has more issues
- Rushed by province.
- Process in the plan 7.42 council has the right to extend the process
- Go ahead and get more information in advertisements
- Next steps – 2 successive weeks of advertising for this meeting – first saw on Jan 10<sup>th</sup>. Jan 11 on FB, Jan 12 Rader. Not two weeks.
- Quotes from last meeting – requested minutes on Jan 2<sup>nd</sup> for Dec 14<sup>th</sup>. Still don't have the minutes. Not enough time to review any of the submissions. Were any of the concerns addressed?
- What changes have been made?
- Changes will be made at our own expense
- Living document, let's not kill it
- Article to shrink council recently ...
- After last meeting, invited to state what she really thinks!
- Elected by people not the process. Failing us. Aware since 2018. They failed. If you pass it fails us. Is it progress? Decide wisely, because we are coming for your jobs in October.

- **Call for Oral Presentations** (open discussion from the floor – public)

1<sup>st</sup> call for comments against the application

*Leigh Baker, Granville Beach* – has been keeping up with planning.

- Now concerned of this council protecting tax-paying property owners. Not democratic to give only 5 minutes to speak – not enough time to address issues or changes.
- Minutes from previous meeting – not released properly, not transparent enough, released last minute. Should be able to review and demand a transparent process. This council should make a motion to halt the proceedings in order to review the changes.

- Disappointed that council is moving ahead in light of housing crisis because the plan opposes the encouragement of more affordable housing on lots and backyards or to convert out buildings into affordable housing.
- In a crisis of Inflation and manufactured foods.
- Need a plan that is not limiting livestock and restricting greenhouses.
- The plan restricts home occupations – why would we restrict that in any residential zone? One of many concerns.
- Zoning - less issue in rural areas but housing issues right now, too many restrictions on development.
- Free markets and demand should regulate this.
- More public need to participate. No particular percentage will appease those that can attend.
- Work on behalf of those who do attend and participate.
- Not the job of the public to recruit attendance. Your job to raise volunteers and have people attend.
- Red flag – behind on the implementation despite that we can go back and fix things. But at public expense. Do it right the first time.

### **Recess**

The Warden called a brief recess at 10:35 a.m.

2<sup>nd</sup> call for comments against the application

*Kevin Emry, Anywhere, Annapolis County* – this side of Bear River.

- Single accessory building on 1 or 100 acres – ridiculous
- Food production – 25 is not enough. Spoke at last meeting. If preparing documents should be a subject matter expert. If not a subject matter expert, you should not be defending the document, you should be learning. 25 is a random number. Some very good things in the document. Not the fault of those today that it is behind us. But the past lag is your problem.
- To push through without fixing it will create anxiety and cost of changing in the future.

*George Bruce, Tupperville* – not for or against.

- Nothing personal, just frustrated.
- Following a timeline that a greater government is mandating. That is not truly what we need.
- We need to have encouragement from public participation.
- Has attended all meetings. What he sees is not harmony. People are frustrated. Not the fault of any person in this room. Being forced to meet by the provincial government.
- We are not the kind of people that take direction from an outside source and make it work.
- Participation by the public has been terribly disappointing. That doesn't mean they are satisfied.
- This process needs to cool. If there is a financial burden from province, that is not our concern. What we face is that the concern in the room is we are not ready for this change.

3<sup>rd</sup> call for comments against the application

*Micheal Wescott, Granville Ferry* – against proceeding with second reading.

- If we follow mainstream or social media, sources of information, we are in an era of worsening housing crisis. Radical moves are being made from all levels of government

purchasing units not recognized in this document. Modular, container housing. All have technologies associated that are not recognized in the documents. Particularly sewage waste. New technology for off grid, small housing, that does not have to tie into existing infrastructure – composting toilets, incineration. Building laws on technology that is now becoming difficult to implement.

- We are stretching limits of the current infrastructure, alternatives that are available are not recognized or addressed in the document. There is further learning to look into to answer questions such as – do we plan for what we had 50 years ago versus what is available today or coming in the near future, without having to re write documents.

*Derick Wiles, Bear River East* – not for or against the document.

- Haven't read it. Only found out about it yesterday.
- Landowners in other provinces that own land here have no idea about this.
- Would like time to review it further in order to make a decision.
- Every landowner should have been contacted and given all the information before this process is finalized.

The Warden issued a call for comments in support of the application, followed by a second call and finally a third call for comments in support of the application. There were none.

#### **Comments or Questions from Council**

*Councillor Gunn* – thanked Stantec and planning staff for the job done for planning in the county. Attended all but 2 of the public meetings. Concerns heard by the consultant and staff have been compiled. It is the citizens of Annapolis County's words that they had to work with. That created the document. Citizens words that were worked with citizens that attended all the public meetings. All were well posted. People did show up.

After interruptions, Councillor Gunn added that we have to move on this and he is pleased with the document.

*Councillor Connell* – have had secondary plans for many years.

- Didn't believe in planning when first on council. After participating on the secondary plans, where citizens give their views on how they want to change the document.
- If in a SD people move there because that area is protected against that. Other areas allow it. Chooses to live in a rural area, not in a subdivision. People live in subdivisions for certain things. Have the plans been perfect? No. people have come forward with issues that were all dealt with and reviewed, to ensure it is what the people wanted.
- Secondary planned areas are more than pleased on how the LUB and MPS work.
- This plan was put on us by the province. We knew it would not be easy. We are asked by the province to zone all the lands in our county. Will we all agree? No. there will always be something that needs changing. It will not be perfect. The next generation will change things.
- Are we doing the best we can? We advertise the best we can. We held night meetings, where not a third or quarter of the people that are here today.

*Lester Bartson, Carleton Corner* – taught history.

- Towns had walls, a clearly defined urban area.
- Bridgetown was a town and Carleton Corner was part of the country.
- People are upset because nobody wants to see Carleton Corner concern itself with things that belong inside the walls of the town.
- Not against the process, but troubled by it.
- Wants agricultural land to stay agricultural.
- All you have to do is follow 201 up to Aylesford – a line of old folks one-bedroom places. Wants more public housing. A matter of great concern.
- Underlying issue is taking rural character of a good chunk of the county, and do something to the agricultural lands. Can't follow the agenda.

*Debra Poole – Bridgetown – why this planning has come about?*

- Concern is that she grew up here, lived next to grandparents. It was not subdivided, there were gardens - why is that being taken away? Why can't grow food like grandparents did.
- Why can't they put a house on their land for their son?
- This is my concern, 28 acres, but can't retire there and put a unit for their son?
- Generational. Shouldn't have happened in rural areas.
- If you want to live in a town, you don't want chickens, but outside these centres it is unnecessary. Doesn't understand why being implemented.

*Michael Wescott, Granville Ferry - laws reflect a point in time.*

- Things happen before and after.
- Changes occurred that require modification of laws.
- From a process perspective. Should you go forward with second reading? The people in this room say it is premature.
- If the process started 3 years ago, things are embedded from three years ago.
- Housing needs have changed. Things have changed.
- The concern that some things have happened since the initial mandate and where it stands now.
- Some things are happening during the process that need to be reviewed and considered for where the document sits today as opposed to where it was two years ago.

*Councillor Prout – there are other existing zones in the county.*

- Lives in the east end. Was a citizen member on that committee before becoming a Councillor. It is not perfect and changes constantly.
- Has met with many people inside and outside of the public meetings who shared their concerns, and there were comments regarding chickens!
- We choose where we live. No one rule is going to solve everyone's problems.
- This is where we are now, and we are doing the very best that we can.

*Councillor Enslow – important for him to be able to attend via zoom.*

- Thanked people for showing up.
- Agrees with a lot of Councillor Connell's comments.
- Heard a lot of concerns during this process. A lot of heated discussions – for example the last PAC meeting around chickens and horses.

- The plan today is a county-wide plan. The majority is not R1 or R2, it is mostly farmland or mixed use – those areas don't have many of the restrictions on livestock.
- Hears concerns around feeding family and looking to have chickens. Fortunately he will be in mixed use area. R1 or R2 are mostly subdivision areas. Is there more work that can be done? Yes.
- Farming areas and protection of them. This plan helps protect these lands from being changed and to keep farming the way that it is. Driving up the 201 you can tell when you leave Annapolis County that things change. This plan protects our farming communities.
- We will never have a perfect plan. At least we are heading in the right direction. Appreciates all the concerns voiced.

*Councillor Longmire* – recognized hardworking county employees who have helped us along with coming up with a plan.

- Quite an exercise. Sensitive people sitting at the council table. Not one of us have left meetings not torn in many directions. Thanked staff for guiding her.
- Has read and met with people who have expertise.
- Stantec replied to an RFP, and they were the expert, but they included our people and councillors.
- Many meetings held didn't have the great numbers. But they were attended.
- This is a framework to begin. Amendments and changes come at a cost.
- Employers are not as forgiving to let people take time from work.
- It cannot be perfect. We all have desires and wishes and see the future.
- Housing is a priority. We feel that desperation. Food security. Understands that. She doesn't want restrictions but she will also be affected.
- This is to create a plan to begin with and adjust as we work together. We can't work apart from each other. We feel that. We won't all agree. We have to agree with others to be able to have something for ourselves.
- We have done our very best. Be as patient with us as we are with you, as we were at public meetings. Not an easy task. Very difficult.

*Deputy Warden Redden* – privilege sitting on council to have many hours spent at meetings and in parking lots.

- Privileged to have spent time across the country before moving here.
- This is a complex document, and he has learned a lot from residents and staff. It refers to other documents, like building codes. You can do it if it is in the building code – we can't restrict that. We don't supersede those.
- Residential allows 3 dwellings – there are setbacks to be applied.
- Least restrictive area is Mixed Use – you can put up 4 units, but not an apartment building.
- They are complex documents. Takes a lot of time to cross reference them.
- Livestock – rural and agricultural area. At last PAC meeting discussion was extensive and not all were in agreement. He thinks we should permit more livestock and stated that in opposition to the majority. 25 is way too small a number. In October, at planning meetings he said he wasn't in any hurry to pass things in January. Then in November the province passed legislation that gave them authority to pass things without any public input in HRM. Still content to delay, but less content after that provincial move.

Mr. Baker made additional comments but had not been recognized by the Chair.

- **Planning Process Next Steps (Director)**

- a. MGA 205 (3): Council shall hold a public hearing prior to second reading.
- d. MGA 205 (7): Voting is by the majority of Council present at the Public Hearing.
- d. MGA 208: After motion to adopt four certified copies of the documents are sent to the Minister.
- e. MGA 208 (9): Upon ministerial approval, an advertisement is placed in the local paper. The date of the advertisement is the effective date of the documents.

**Adjournment of Public Hearing**

The Warden noted he has been a Councillor since 2012 and Warden for 2 years. He has learned a lot and learned more here today. He thanked those who spoke to the subject. Thanked those who gave reasoned opinions and suggestions, all of which will be considered by Council. He added a suggestion that you do all you can to find some way to read, listen, watch, what Council does and give us your viewpoints. We do consider them. Has seen many at the meetings held over the past two years, and received a few phone calls that were disjointed and jagged. Thank you. Doesn't say anything he doesn't mean. We value your participation, please keep it up.

The Warden declared the public hearing adjourned at 11:25 a.m.

---

**Warden**

---

**Municipal Clerk**

unapproved draft

# Unapproved Draft

Minutes of a **Public Hearing** held on Tuesday, September 17, 2024, at 2:00 p.m., at the Municipal Administration Building, Annapolis Royal, N.S.

**Present:** District 1 – Bruce Prout, present  
District 2 - Brian “Fuzzy” Connell, present  
District 3 – Dustin Enslow, absent  
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; Director of Corporate Services Dawn Campbell; Director of Planning & Inspection Services Linda Bent; Manager of IT Ben Olsen; Manager of Planning Barbara Boateng; Administrative Clerk for Corporate Services Tina Halliday; Strategic Initiatives Coordinator Alyssa Blais; Communications Coordinator Nadine McCormack and 10 members of the public

**Welcoming Remarks** – Warden Alex Morrison

The purpose of a Public Hearing is to permit members of the public to make their views known to Council via oral submissions concerning, solely, the application before Council.

This Public Hearing was called in accordance with Section 15 of the *Heritage Property Act*. At the end of the public hearing, Municipal Council will re-convene to Public Hearing #2.

Before Municipal Council agrees to include a property in the Annapolis County Municipal Registry of Heritage Properties, a public hearing is held where the registered property owner is given the opportunity to ask questions regarding the heritage registration.

The sole purpose of the public hearing was to discuss heritage registration of the Whitman Cemetery Company, which has requesting municipal heritage property registration for 6878 Highway 201 in the community of South Williamston (PID No 05123609), more commonly known as Whitman Cemetery.

The Warden explained that Municipal Council also uses this time to explain what heritage registration means and to ensure that the property owner is aware of, and in complete agreement with, the registration of their property as a municipal heritage property.

The Warden requested all questions and comments throughout the hearing be addressed to him as the Chair.



**New Business****Re: Whitman Cemetery Company, Property Registration Application****Presentation by Staff**

Director of Planning and Inspection Services Linda Bent provided an overview of the application request and specifics as follows:

- An application received from the Whitman Cemetery Company for the County of Annapolis to consider including the property known as the Whitman Cemetery, located at 6878 Highway 201, South Williamston, in the Registry of Municipal Heritage Properties;
- The evaluation scored the property at 82 points out of 100. It was considered to have historical significance to the community of South Williamston and to surrounding communities as well. The Whitman Cemetery was established in 1783.
- The property has historically been known as the “Church Lot” since 1783 and once housed the Valley West Meeting House. The meeting house sat on the flat ground near the road and was an imposing 40x60 building that served the communities of South Williamston, parts of Nictaux, Lawrencetown and Inglisville. The area at this time was known as Pleasant Valley and references to the name can be found in deeds to this day.
- When other Baptist churches were established in Inglisville, Nictaux and Lawrencetown, the Valley West building was no longer required and the building was removed. A portion of the building was moved to a private property.
- The cemetery sits in a beautiful location surrounded by well kept lots and many mature trees. According to local history, there was evidence of old willow trees near the site of the former Valley West Meeting House which some feel were planted by the Acadians.
- Whitman Cemetery is more than just a burial ground; it is a historic repository that offers insights into the lives and legacies of the area’s early settlers. Its preservation is crucial for maintaining the cultural heritage of South Williamston and ensuring that future generations can connect with their local history. It should be noted that the Whitman cemetery recognizes several families: Whitmans, Cunninghams, Barteaux’s, Banks, Beals, and others. It also includes graves of local veterans from various conflicts, including the 1<sup>st</sup> and 2<sup>nd</sup> World Wars. There is a memorial on site dedicated to these heroes.
- The Provincial Heritage Coordinator indicated it is not uncommon for municipalities to register cemeteries as heritage properties. The Whitman Cemetery is a key historic landmark in South Williamston, reflecting the area’s past through its gravestones and monuments.

**Acknowledgement of Property Owner by the Warden with Representatives of the Whitman Cemetery Company**

The Warden announced that he would now have acknowledgement of the property owner with the representatives of the Whitman Cemetery Company. Heritage registration is a legal process enabled through the provincial *Heritage Property Act*. The Whitman Cemetery Company property is deemed to be significant to Annapolis County by being identified for its historical and cultural value.

The identification process is called registration, which in itself is a legal device that offers protection against substantial alterations or demolition of a registered heritage property. An encumbrance, by way of the Notice of Registration, is placed on the property and registered in the Registry of Deeds. Thus, any substantial change to the exterior of the property (such as removal of headstones over 100 years old) requires the approval of Annapolis County Municipal Council before any work is begun. The Warden asked the property representatives: *“Do you acknowledge, understand and accept these conditions of municipal heritage registration?”*

Board member and secretary for the Whitman Cemetery Company, Sheena Charlton, responded: *“Yes I do.”* The Warden asked if there were any other comments she wished to make.

Ms. Charlton stated she was pleased to be at the public hearing. She advised she serves on the board of the Whitman Cemetery Company and also as the secretary. She was accompanied by Sharon Leonard, President of the Whitman Cemetery Company. They are looking forward to being able to apply for government grants to restore as many of the older headstones as they can. Some are in great need of repair. Appreciation was expressed to L. Bent for being so helpful during the application process

**Call for Oral Presentations (open discussion from the floor – public)**

The Warden called for representation from the floor regarding the application. No presentations were offered by members of the public.

**Call for Questions or Comments from Council Members**

The Warden called for questions or comments from councillors and recognized Councillor Gunn.

- Councillor Gunn thanked the Whitman Cemetery Company for their work in maintaining a significant heritage site for the County.

The Warden recognized Councillor Longmire to speak, followed by Councillor Connell.

- Councillor Longmire also expressed appreciation for them caring so deeply for this special property. Without their efforts the county would not continue to know where these bodies lie, their resting place. It is so important for families and the legacy of our county.

- Councillor Connell expressed appreciation for bringing the application for registration forward. Many community names and community ancestors are located there. The cemetery has been taken care of very well He was there and did some work a couple of years ago. It is nice to see that it was not let go to the point of having to really look and see what could or could not be fixed. It was taken care of at the best time and preserved. He stated some of his family from the Inglisville area are there. It was nice that the community has a group such as theirs.

The Warden recognized Councillor LeBlanc to speak.

- Councillor LeBlanc also expressed appreciation to the group. There are quite a few generations of their family in the cemetery. It takes a whole organization to be able to care for such a nice place. Hopefully what was being done would give them the chance to get the government grants that they needed to continue such great work. Merci.

The Warden recognized Councillor Sheridan to speak.

- Councillor Sheridan expressed thanks and wished good luck with obtaining grants. She stated the cemetery is outstanding.

The Warden recognized Deputy Warden Redden to speak.

- Deputy Warden Redden stated the cemetery is located two doors down and is a lovely place to have adjacent to them. He thanked them for all they do.

### Next Steps

Director of Planning and Inspection Services L. Bent stated that when the public hearing is complete, council would add an item to the agenda. If affirmative, they would make a motion to include the Whitman Cemetery Company property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds. The Notice of Registration describes that the property is not to be demolished, or the exterior altered, without Municipal approval. The Heritage Advisory Committee is required to be consulted and Municipal Council may grant, refuse or attach conditions to the demolition or substantial alteration. Substantial penalties may be sought, and the municipality has the right to apply to the court to ask for a fine and a reinstatement order.

### Closing Comments

Warden Morrison thanked attendees. This concluded business for the public hearing and it was declared adjourned at 2:10p.m.

---

Warden

---

Municipal Clerk

# Unapproved Draft

Minutes of a Public Hearing held on Tuesday, September 17, 2024, at 2:10 p.m., at the Municipal Administration Building, Annapolis Royal, NS.

**Present:** District 1 – Bruce Prout, present  
District 2 - Brian “Fuzzy” Connell, present  
District 3 – Dustin Enslow, absent  
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, absent  
District 9 – Wendy Sheridan, present  
District 10 – Brad Redden, Deputy Warden, present  
District 11 – Diane Le Blanc, present

**Also Present:** CAO Chris McNeill; Director of Corporate Services Dawn Campbell; Director of Planning & Inspection Services Linda Bent; Manager of IT Ben Olsen; Manager of Planning Barbara Boateng; Administrative Clerk for Corporate Services Tina Halliday; Strategic Initiatives Coordinator Alyssa Blais; Communications Coordinator Nadine McCormack and 10 members of the public

## **Welcoming Remarks**

Warden Alex Morrison explained the purpose of the public hearing was to permit members of the public to make their views known to Council concerning, solely, the application before Council. The Public Hearing (#2) concerns the Upper Clements Secondary Planning Strategy and Land Use Bylaw. All questions and comments throughout the public hearing were required to be addressed to the Chair. The Warden explained he would provide an opportunity for public input and would ask that persons speaking identify themselves, and their organization, and their location so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application. He further explained questions and comments for council members would be held until all public comments were heard. He reiterated all public comments must be addressed to the Chair.

## **New Business**

Re: Upper Clements Secondary Planning Strategy (SPS) and Land Use Bylaw (LUB)

## **Information Report**

The Director of Planning and Inspection Services, Linda Bent, provided highlights and background regarding the process for development and adoption of the Upper Clements Secondary Municipal Planning Strategy and Land Use Bylaw:

# Unapproved Draft

- Effective date of the current Upper Clements Secondary Planning Strategy and Land Use Bylaw report is dated 1998;
- According to the *Municipal Government Act*, the minimum planning requirement regulations state that any Municipal Planning Strategy, or Land Use Bylaw, that is older than 10 years must go through a review process;
- This will be the 3<sup>rd</sup> revision to the plan - previous plans in 1993 and the current one in 1998;
- The Upper Clements Area Advisory Committee commenced the plan review in late 2021 with final draft documents being prepared in May 2024;
- A public information meeting was held on May 15, 2024, at the Clementsport Legion to review the changes to the planning documents and respond to public questions. There were 40 members of the public in attendance and several members of the public reached out to staff via phone and e-mails;
- Leading up to this stage, in May 2024, the Upper Clements Area Advisory Committee recommended to the Planning Advisory Committee (PAC) that the draft documents be approved and a PAC meeting was held on July 10, 2024, in the Upper Clements Community Hall.
- The Upper Clements Area Advisory Committee reviewed all comments and concerns with staff which resulted in amendments outlined and highlighted in the SPS and the LUB;
- The documents were sent to the Province for their pre-review and they recommended some changes to the agricultural lands;
- The R1 zone was updated to permit two-unit residential dwellings to facilitate density;
- The R4 zone was eliminated as was never utilized;
- Creation of mobile homes parks by development agreement / development permit has been eliminated and updated language has been added to include mobile home parks as land leased communities;
- An open space zone was added to accommodate parks, trails and open space areas;
- The agricultural zone was added to protect agricultural lands;
- A limited variety of permitted uses were allowed in the AG zone (similar to the county-wide plan);

# Unapproved Draft

- Development by development agreement restricted to the Comprehensive Development District (UCDD) - designed for the former theme park property;
- New documents speak to wind power in identified areas subject to the Land Use Bylaw Regulations ( mini scale with large scale in the county-wide plan);
- The water course setback was increased to 30 meters from 15 meters;
- The existing land-use bylaw does not allow accessory buildings prior to a main use – the new documents will allow that;
- The Upper Clements R1 Zone permits only one main building and does allow for a secondary suite;
- All other zones allow for more than one main use;
- Sign provisions have been simplified;
- Provisions for homes for special care, small option homes and group care facilities have been added in all residential zones;
- LUB has been updated to prevent RV parking sites;
- 1 recreational cabin permitted per lot in the R1 and R2 zones;
- Upon reviewing all of the minutes, staff discovered it was the intention of the Area Advisory Committee to include mobile homes and recreational vehicle parking sites. They had been omitted from the list of permitted uses and have since been added.

## **Oral Presentations (open discussion from the floor – public)**

The Warden called for representation from the floor against the application.

- Emily Clarke-Haughn, Granville Beach – She wished to comment regarding one recreational cabin per lot. She did not reside in the Upper Clements area but in their district, for the Habitation zone, that was . . .

The Warden stated that the public hearing was to consider the Upper Clements Plan.

- Ms. Clarke-Haughn resumed that she believed that you property owners should be allowed to have more than one recreational cabin, especially where the definitions are described as a bunkie or a camp. It doesn't decipher the size of the property, so you should be able to have more than one.

# Unapproved Draft

The Warden called a second time for representation from the floor against the application.

The Warden called a third time for representation from the floor against the application.

The Warden called for representation from the floor in support of the application.

The Warden called a second time for representation from the floor in support of the application.

The Warden called a third time for representation from the floor in support of the application.

- Craig Fancy, Upper Clements (had registered to speak) – Mr. Fancy indicated he lived in Upper Clements and also had a woodlot in Upper Clements. He asked if in the present zoning there were no shooting ranges? He wanted to somehow make an application to have a change so he could have a shooting range on his woodlot. He indicated he could not move forward until the county states he could have one or could not have one. He does sport shooting and the closest place for him to go is Halifax. There used to be one at the bottom of Parker Mountain Road but they had to close. He enjoys it but the trip to Halifax to practice is costly. If he could practice in his back woodlot, not looking for anything public. He just wants to do it himself and maybe his kids and spouse. He cannot do anything until there is zoning for it.

## **The Warden called for questions or comments from Council Members.**

- Councillor Connell asked if not open to the public, does a person have to have a permit to have something like that on their property?

L. Bent responded that she believed it was a provincial requirement for a letter of zoning confirmation in order to get his license through the provincial government.

- Councillor Connell wondered because it would likely be in any zone. He had thought if it was just used personally and public was not permitted, what would stop a property owner from doing it.
- Councillor Gunn stated shooting ranges was one of the issues he had and did not realize that it was illegal in Upper Clements to shoot a gun. Several residents besides Mr. Fancy have interest in shooting guns on their property. For years residents used to go up in the gravel pit and set up targets and never thought anything of it. He found it quite shocking to realize that there is zoned that does not permit it, that a person cannot go out to the back end of their land a couple of miles and shoot into a bank of dirt. He asked if it was because of noise? An excavator would make more noise than what a gun does a lot of the time. So, he really had to question that one.
- Councillor Hudson asked for clarification if it was shooting with long guns or pistols.

# Unapproved Draft

- Mr. Fancy clarified he would like both. He likes target practicing, and also hunts. He does not really like for people to know he does that type of stuff because it's frowned upon in some places. If there is an opportunity to do both, he would like to do both.

**Next Steps** – Director of Planning and Inspection Services L. Bent explained that after the public hearing, if adopted, Municipal Council is required to hold second and final reading of their intention to adopt the documents after which four certified copies of the documents would be forwarded to the Department of Municipal Affairs and Housing for their approval. Once notification is received from the Province, an advertisement would be placed in the local paper notifying the public of the adoption of the documents. They will be in effect on the date of the advertisement on the Municipality's website.

**Warden Closing Comments** – The Warden assured those present that all comments would be duly weighed.

The Warden declared the public hearing adjourned and a short recess at 2:25 p.m.

---

Warden

---

Municipal Clerk



# Unapproved Draft

Minutes of a Public Hearing held on Tuesday, September 17, 2024, at 2:25 p.m., at the Municipal Administration Building, Annapolis Royal, NS.

**Present:** 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; Director of Corporate Services Dawn Campbell; Director of Planning & Inspection Services Linda Bent; Manager of IT Ben Olsen; Manager of Planning Barbara Boateng; Administrative Clerk for Corporate Services Tina Halliday; Strategic Initiatives Coordinator Alyssa Blais; Communications Coordinator Nadine McCormack and 11 members of the public

## **Welcoming Remarks** – Warden Alex Morrison

The Warden noted the purpose of the Public Hearing was to permit members of the public to make their views known regarding, solely, the application before Council. This third and final Public Hearing concerned the Habitation Community Secondary Planning Strategy and Land Use Bylaw. He stated all questions and comments throughout the public hearing must be addressed to the Chair in a respectful manner. The Chair provides an opportunity for public input and asks that persons speaking identify themselves so that their comments may be recorded in the minutes of the proceedings. The person speaking should also identify if they are speaking in favour or against the application. Questions and comments for council members were asked to be held until all public comment is heard.

## **New Business**

**Re: Habitation Community Secondary Planning Strategy (SPS) and Land Use Bylaw (LUB)**

## **Information Report**

The Director of Planning and Inspection Services, Linda Bent, provided highlights and background regarding the process for development and adoption of the Habitation Community Secondary Municipal Planning Strategy and Land Use Bylaw:

- In May 2019, Municipal Council established the Habitation Community Area Advisory Committee (HCAAC) and members were appointed.

- Due to COVID, there were a few delays but staff were able to put together a draft land use bylaw, vision statement and goals. In July 2022, goals were released on the Counties website and a public engagement workshop was held.
- In June 2023, an open house was hosted by the HCAAC and planning staff to present the draft documents and receive additional community feedback through oral presentations and written submissions. Following the feedback, the Habitation Community Area Advisory Committee passed a motion that the draft plan go to Municipal Council to move forward with the adoption process.
- On October 5, 2023, a Planning Advisory Committee (PAC) sponsored public meeting was held at the Lower Granville Hall After hearing from members of the public, the PAC voted to send documents back to the Habitation Community Area Advisory Committee for further review.
- On November 6, 2023, Habitation Community Area Advisory Committee met again and changes to the documents were discussed and made.
- On November 30, 2023, a second PAC meeting was held at the Lower Granville Hall. Members of the community again provided oral presentations and written submissions stating their support or opposition for the planning documents. Again, after hearing from members of the public, the Planning Advisory Committee voted unanimously to send the documents back to the Habitation Community Area Advisory Committee for further review.
- In May 2024, the Habitation Community Area Advisory Committee met at the county office where staff reviewed the concerns and comments from the two previous Planning Advisory Committee meetings. The HCAAC discussed and suggested changes to the documents. The meeting ended with a motion to send the proposed plan, with amendments, to Municipal Council to move ahead with the adoption process.
- A third PAC meeting was held on July 3, 2024, at the Lower Granville Hall. After hearing from members of the public, the Planning Advisory Committee voted to recommend that Municipal Council give first reading of their intention to adopt the Habitation Community Secondary Planning Strategy and Land Use Bylaw.
- Having reviewed and considered concerns expressed by the public during the process above, changes were made to the planning documents which included:
  - Home occupation requirements changed to allow more than five clients at a time and permit a residential accessory building;
  - Lot size requirements reduced in the HR2 and HR3 zones to 2.5 acres instead of 5 acres;
  - Multi-unit dwellings were added as permitted in the HR4 zone;
  - Mini and mobile homes added to be permitted in the HR2 and HR3 zones;
  - One recreational cabin allowed for every 2.5 acres of land up to a total of 3;
  - 30,000 square foot limitation for agricultural buildings removed the in the HR3 zone;

Unapproved Draft

- Commercial zoning enabled by policy in the secondary planning strategy in the future if application received for an amendment for a compatible commercial operation.

**Oral Presentations (open discussion from the floor – public)**

# Unapproved Draft

- Emily Clarke-Haughn, Granville Beach – Ms. Clarke-Haughn stated she wanted to start by reading Section 3.1 in the SPS. The visioning statement states that the plan will promote sustainability and self-reliance through homebased business. Also, under Section 32 under goals, goal number 3 is to promote self-reliance by encouraging homebased business.

She read Section 424 under re-zoning to habitation, noting it stated Council shall ensure that no non-conforming uses are created as a result of re-zoning. She stated she had been communicating with the planners since 2020 to let them know her intentions to continue to do business and grow her business at the property of 62 McKenzie Mountain Road. In July she met with L. Bent when she realized that no notes had been passed on from one planner to the next. There was no record of any conversations the planners had with the public, including notes from public consultation meetings which were also not recorded. Ms. Clarke-Haughn stated Ms. Bent said that, because they do not have a business under their own names and / or do business under their own names and not as a registered business, all the work they had put into their business did not count as an existing use. Therefore, it would not be considered when re-zoning, including a 1500 square foot permit in 2017 to build a workshop with residential occupancy; and permits in 2024 to build two tiny homes for the purpose of growing their retreat center / rentals which clearly showed development and intent to do business and grow business on their property.

She stated they have a tenant who has rented from them for six years. L. Bent had said because his apartment was currently under renovation and he temporarily shares a kitchen, that also does not count as an existing use even though the unit is wired for a kitchen and previous to them living there the former owners were renting it to a family of four. She suggested that due to the current housing shortage, amendments be made to Section 4.2.5 and 4.2.8 which are the habitation rural residential and the habitation rural agricultural zones. Her suggestion was to add “and double unit dwellings” after the words “limited to single unit dwellings” to allow for an apartment rental within the main unit. Ms. Clarke-Haughn stated that, otherwise, this is another instance that the council would be ignoring the statement in 4.24 “*Council shall ensure that no non-conforming uses are created as a result of zoning*” and also 4.2.12 “*Council feels the existing uses should not be penalized by limitations set about in the MGA for non-conforming use. Council will set out policies that will allow these uses to continue to operate and grow as long as they stay within the original boundaries.*”

Ms. Clarke-Haughn stated their property is used commercially by herself and Leigh Baker. They operate business under their names and do not currently have a business name registered, although a business name has been reserved for joint stocks. She stated this is still a legal way to conduct business in Nova Scotia. She went on to say this should not mean they are penalized and not allowed to grow their business. They had reached out to Chris McNeill, Linda Bent, Brad Redden and Lynn Longmire looking for help as to how to proceed so that

they are not limited when it comes to growing their business on their property. She said the conclusion they came to was for them to apply to be a non-conforming lot after the plan is put through. For them to apply to be non-conforming after the plan is put through would allow for what they have currently; they could not expand as they had planned to when their lot was zoned as mixed when they moved here. By going forward with this plan as it is, she feels they are being penalized for doing business under their own names which is a legal form of business. She suggested council apply the same as they speak of in 4.2.12 - to allow business to continue to operate and grow. She said that 4.2.13 states *“it is the policy of Council to recognize all existing non-residential related uses that were legally in existence as of the effective date of the plan and bylaw. It is also the policy of Council that the expansion or replacement of existing conforming uses be permitted provided that expansion or replacement does not extend past the original lot lines.”*

Ms. Clarke-Haughn stated Brian Redden had told them to come to the meeting not only with a problem, but also a solution as to how the plan could accommodate them. She had asked for guidance from both him and L. Bent for a step-by-step process they could follow or suggestions as to what a viable solution would be, but got no response other than being told to wait until the plan passed and apply for non-conforming. She said the best she could do is ask that council apply the policies that they state they have in place - 4.2.12, to account for existing uses on the property when it comes to 62 McKenzie Mountain Road and treat their retreat center as a permitted use, not a non-conforming property. She also suggested the removal of . . . then said she was going to stop there. She would like it to be a permitted use and not non-conforming. As a permitted use it would give them the ability to grow and expand to their lot size. A non-conforming use is limited to just what they have right now. She asked if she had time left and the Warden responded she did not. She replied that was okay and she would give it to someone else.

The Warden thanked her and called upon Leigh Baker as the next speaker.

- Leigh Baker, 62 McKenzie Mountain Road – Mr. Baker introduced himself and indicated he resides at 62 McKenzie Mountain Road. He stated he was going to pick up where Ms. Clarke-Haughn had left off. He asked to remove in Section 4.16: *“if the owner of the short-term rental lives on or about the property contained the rental unit”* to allow people who may live close by or own multiple properties to still operate as a short-term rental.

He went on to ask Section 4.20 be removed – *“No outdoor storage or display within the front yard.”* He further asked for the following changes:

- Remove 5.42 - *“Up to a max of three on a parcel of land”* considering the definition of recreational cabins includes camps or buggies;
- Remove in Section 5.1 *“when subdividing land a developer is required to provide a 5% dedication of their land to the county for parks and open space purposes or in the levy of land cash equivalent and new addition.”* He stated he did not know why he would have to give any of his land to this county. He did not know that was a thing.

- Remove in Section 5.11 *“open space dedication cash in lieu of land dedication;”*
- 
- Remove in Section 5.2.1.2 *“if the owner of a short term rental lives on the property or on the property abutting the property;”*
- 
- Remove in Section 5.2.1.5 *“the human habitation of an automobile or other motor vehicle with or without wheels.”* It is common for people to re-purpose a bus or trailer for the purpose of inhabiting. In a housing crisis we should not limit the housing.

**Unapproved Draft**

*[Councillor Enslow re-joined the meeting at this time.]*

Mr. Baker went on to state he had his own issues he wished to discuss. He felt it was silly that Ms. Clarke-Haughn could not read her whole presentation as it was very “factful and informful.” He felt he should have his full five minutes. He wanted to address the fact that he feels this council has failed them on their property. They had been told all along that if they participated in the process, which Ms. Clarke-Haughn has since 2000, that their property would be grandfathered in and they would be permitted to . . .

Mr. Baker said *“Keep shaking your head Linda but this is what your planning strategy, people in those meetings . . .”*

The Warden asked, *“Pardon me?”*

Mr. Baker responded that if the Warden was objecting please tell him what the objection was.

The Warden asked Mr. Baker to direct his comments to the Chair.

Mr. Baker responded that he was allowed to address the procedure and that it stated this in the County’s bylaws. He stated he was going to start throwing some people *“under the bus.”* He stated L. Bent works for the municipality and has told them that they should continue to disregard the bylaws and operate their business in disregard of the bylaws. He feels this is ridiculous – for a member of the municipality who is a staff person and paid by taxpayers. She should not be advising citizens to disregard bylaws.

He said he should be more prepared but he just wanted to speak from his heart. He was disappointed in Brad Redden. He has been working on this for the last three months and when he brought this to Deputy Warden Redden’s attention, was told in a week he would have something back. He waited three weeks to message Deputy Warden Redden and nothing, more meetings with false promises, nothing. He said it was the same with Councillor Longmire. They have done nothing but stall them instead of making sure that their property was protected. Then he said *“Laugh it up Linda . . .”*

Councillor Longmire interjected *“Excuse me!”*

Then Leigh Baker said *“Laugh it up Lynn ‘cause this is true, you have not stood up for our property even though . . .”*

The Warden interjected and asked that Mr. Baker please stop addressing members of staff and councillors directly.

Unapproved Draft

Mr. Baker responded that it was the councillor running for his district.

The Warden insisted that Mr. Baker would address his remarks to him.

Mr. Baker stated *“this whole thing is just a show that you guys actually represent, standing up for peoples’ properties and stuff. Emily and I have respectfully participated in this process for four years only to be led to where we are now. Our property is in jeopardy of, like, our dream.”*

He stated he had wanted to oppose the removal of mixed zones but after he looked through and saw what the restrictions were he had second heart. He stated he did not wish to live next to a junkyard or an auto body shop that has 50 vehicles parked outside, or somebody who is hoarding. Then he had pulled back and asked himself *“why should I be preventing another person’s goals and dreams.”*

Mr. Baker noted *“at some point we all buy properties and we all have to take a gamble knowing that someone is going to come along and build something we might not necessarily agree with.”* He thought it would be appropriate, and has told the Deputy Warden, he will stop objecting if someone protects their property. They would be satisfied with the plan if their property was zoned as something that allows them to follow through with their dreams. Otherwise, he believed that the municipality is opening itself up to lawsuits that he does not believe in. He did not want to burden the county but he felt he was being backed into a corner with no choice but to either file a judicial review or hold the municipality accountable via lawsuit. He asked that before the plan was put forward, Ms. Clarke-Haughn’s proposition be considered – that their property is dealt with prior to the habitation zone being voted in.

The Warden recognized Gregory Heming to speak.

- Gregory Hemming, 3852 Granville Road – Mr. Heming introduced himself, gave his address and indicated it was *“kind of odd to be on this side of the circle.”* He spoke in favour of the plan. He stated he was in favor of the plan as currently drafted. He indicated he was so proud of staff and council that have brought the plan to this point. No issue is more difficult than land use planning. No one ever gets everything that they want. He pointed out this is why there is a procedure to amend the plan down the road - because communities change, people change, the environment changes, the landscape changes. That is worked into the process. He confirmed he was pleased with the plan, was pleased when he was a councillor and now as a private citizen living in a community that wanted to do this years ago. He stated he was not too concerned about how long it the process takes but was happy that it is here. He suggested council support the plan. He did not think it gets any better than this.

The Warden recognized Mike Waine to speak but Mr. Waine waived the opportunity.

Next, the Warden recognized Stephen Lewis to speak.

- Stephen Lewis, 4940 Granville Road, Granville Beach - Mr. Lewis introduced himself and provided his address. He advised that it was 2019 when the current Habitation Community Area Advisory Committee was enabled. However, he stated the beginning of the process was actually in 2017 with a previous area advisory committee. The previous committee found so much diversity of opinion that it recommended going to a smaller planning area which is why the Habitation Community Area came about. Three of the original members were no longer with us. Unfortunately this is what time does. He related that not only did the committee meet, but they also had tried to speak with virtually all residents, door-to-door as need be.

Mr. Leigh Baker stated no one came to his door.

Mr. Lewis responded that he had gone to his door.

The Warden admonished that comments must be addressed to the Chair.

Mr. Lewis apologized and pointed out that he had been participating in the process for the plan over seven years. Mr. Lewis repeated that he had gone to Mr. Baker's door. Two people came out, and then a third person came out. Two of the persons had signed a petition. Mr. Lewis went on to say that he is not used to that kind of behavior in council. He reminded this is not the United States, this is Canada, that we have decorum and rules to follow. He thanked Councillor Longmire for all her help and all the members of the committee. If a few people want changes, he felt changes can be done subsequently and there is a process. He felt the vast majority of people in his community wanted this plan. He thanked Council for giving first reading to approve it by such a large number.

The Warden recognized Kevin Emery to speak but he did not respond.

The Warden called for representation from the floor against the application.

The Warden called a second time for representation from the floor against the application.

The Warden called a third time for representation from the floor against the application. Mr. Baker asked if it was a call for oral presentations or a show of hands against the plan. The Warden confirmed it was for oral presentations.

The Warden called for representation from the floor in support of the application.

The Warden called a second time for representation from the floor in support of the application.

The Warden called a third time for representation from the floor in support of the application.

**The Warden called for questions or comments from Council Members.**

- Councillor Connell – He indicated he had a question about some of the changes to the document. It stated that there is allowance for one recreational cabin for every 2.5 acres up to a total of three. He wondered if this meant 7.5 acres was required for the three cabins? Or can there be three cabins on 2.5 acres?

L. Bent clarified that in the HR2 and HR3 zones one recreational cabin is permitted for every 2.5 acres to a maximum of three cabins on a parcel of land. For example, if the property owner has 10 acres, they can have a maximum of three cabins. Regardless of the property size, for every 2.5 acres you can have one recreational cabin.

Councillor Connell expressed that one of the biggest concerns he had was that recreational cabins are not a lot different than recreational RV parks. We have two recreational RV parks, one in the east end and one in the county-wide plan. If someone went to look at them they have approval from Dept. of Environment to put in a central septic system. So if the County only allows one recreational, cottage or bunkie or whatever on 2.5 acres, the county is going to have a hard time requiring a septic system that could accommodate three bunkies. It would be so stretched out to have 7.5 acres that you are allowed to put bunkies on. To put a big enough septic system in which is allowable, it would be hard to place those three bunkies close enough to get use out of that size septic. His concern was that if he was building some bunkies, he would want to go the extra mile instead of putting in one septic system for each bunkie. He would wish to spend the money and put in one big septic system that would accommodate all three bunkies. That was his concern, that it would be costly compared to RV parks. The RV park in the east end holds 30 to 50 RV's, and they have a septic system that is approved by the Dept. of Environment. Den Haans, outside of Middleton, has just put in a brand new septic system to house RV's and it will be more than three. It would be costly to try to do it piece by piece whereas you could do a multiple unit septic system.

L. Bent responded that the RV parks in the east end, or any RV park, is a commercial campground type facility. The recreational cabins, for the Habitation area for example, are more for private use. For example, if she had a large parcel and her sister from the city wants to have a spot where she can hunker down on the week-ends. This would be not be in her house but on her property. The idea was for that kind of concept, not for a commercial RV recreational tourist accommodation. It was more for private use.

Councillor Connell asked how anyone trying to do a rental business would achieve that. Could the property owner apply for re-zoning and explaining why they want it for future years? He bought a 60-acres parcel and they have considered doing some housing bunkies or small rentals. This would not happen overnight, but in order for them to do it they would have to be like an RV park. They would have to consider how much they are going to spend and how close they could put the bunkies. Zoning is a very scary thing and he did not agree with it when he first became a councillor. He understands the process and that there are amendments that can be allowed at any time someone requests them. He had encouraged his son that if they were allowed to build three bunkies, the best job you can because in three,



five or ten years they may come back to build three more. If done well and community-minded, the community will back them. If not, the wrong people staying in your bunkies and causing commotion, the community will not support that. He stated he still had an issue with how the property owner had to achieve a septic system for a bunkie in comparison to an RV park. They can put in a larger system to accommodate all the units. This would not be the same cost as if the property owner had to put in individual septic systems.

C. McNeill responded that Councillor Connell was making an assumption that if there were multiple lots, the cabins would need to be put in different locations. In reality, the property owner could cluster them all in a cube together. They could still get 9, 12, 15 or whatever number of units with one central sewer system or one central septic system and not put them at the outskirts of each of the 2.5 acre lots. However, in the Habitation area it is very rural and the residential area has very long, narrow lots. Once you get above, for instance, three recreational cabins on a lot, it is a commercial business the same as a campground. Once you typically get more than three campers, it becomes a campground which is a commercial business. He noted the plan does include a provision to allow for future commercial development after public consultation. If someone wanted to put in multiple recreational cabins, they could apply to re-zone as commercial which would enable them to do the number that they wish to do. This allows for a public consultation process which is what was being discussed and suggested. If public consultation is not done, it becomes “as of right.” People could put them in on a small lot that might be very close to other residential homes. It may cause friction in the neighborhood. The plan provides lots of opportunity to make amendments, but it would have to be a commercial zone and would have to go through a public consultation process to make sure the community is satisfied and comfortable that commercial use is compatible with the nature of the Habitation area.

Leigh Baker – Mr. Baker expressed that *“none of this will be avoidable . . .”*

Warden asked Mr. Baker to be quiet please.

Leigh Baker (*Speaking over Warden*) *“He was just going to say this, it is why we all have . . .”*

One of the residents said *“Just sit down . . .”*

Leigh Baker – Responded *“Just mind your own business. This is the reason we are in this mess . . .”*

Warden – *“Hold it!”*

(Several people talking, then quieted)

The Warden thanked Councillor Connell and called upon Councillor Gunn to speak.

Councillor Gunn – Councillor Gunn thanked the Warden for the opportunity to speak. He stated he is not a big fan of secondary plans, everyone know that, but he understands the necessity of them in populated areas. One of the things he did not understand, he liked the

changes and they are looking more sensible, but he has a one-acre lot in the Habitation area and it is a nice little building lot. If the plan goes through, does this mean he cannot build on the one little acre lot he has owned for years? It is already created and he would not be able to build on it?

Unapproved Draft

L. Bent responded that it is an existing lot and he would be able to build.

Councillor Gunn asked that if it is an existing lot he could build on it?

L. Bent confirmed that he could as long as it meets the permitted use in the zone it is in.

Councillor Gunn stated that it is in the HR2 zone. It is a one-acre lot that had been created. So that is alright?

L. Bent confirmed it is all right, but going forward he would have to have two lots created.

Councillor Gunn asked if he had fallow farmland and then wanted to create lots, he would have to go to 2.5 acre lots?

L. Bent confirmed that was correct in order to meet the 2.5 acre lot size.

Councillor Gunn thanked L. Bent for this clarification. The other thing he had noticed in the plan is that there is nothing about fallow farm land. This is an area where there are a lot of people and a lot of farm land but there is nothing about fallow farmland in the document.

The Warden called upon Councillor Enslow to speak.

Councillor Enslow responded that the CAO had answered his question.

The Warden asked if there were further comments or questions from members of council. He called upon Councillor Longmire.

Councillor Longmire thanked the Warden. She stated the group that came together a number of years ago to put together a well thought out plan worked tirelessly at that. This could be seen on the insert to the package, the timelines and how many times the county went back to the group to study hard again, look at it with a critical eye and respond back to the community -those in attendance at the meetings, whether they lived in the area or not. The committee answered their questions and they intentionally wanted to work with the area. She stated she was proud of the committee and the work they had done prior to her, and proud of them for the work that they helped her learn along the way. As she had said before, she knew very little about zoning. She has come to appreciate and respect all of those people around her having greater knowledge. She pointed out L. Bent and the team of planners and all the staff that helped navigate what was sometimes considered to be very tumultuous waters. She was so grateful they had arrived here. She stated it seemed as though it did not sit well with everyone perfectly but it does give time and space for amendments to consider

for growth in the future. She did love the words that G. Heming used - that communities change, people come and go and they change the properties as they take on new ownership. She stated the county would be responsible to that and do wish growth and thriving communities. She stated that she felt positive about this plan.

Unapproved Draft

**Next Steps** – Director of Planning and Inspection Services L. Bent explained that after the public hearing, Municipal Council is required to hold second and final reading of their intention to adopt the documents after which four copies of the documents would be forwarded to the Department of Municipal Affairs and Housing for their approval. Once notification is received from the Province, an advertisement would be placed in the local paper notifying the public of the adoption of the documents. They will be in effect on the date of the advertisement on the Municipality’s website.

**Warden Closing Comments** – The Warden stated that if he were writing this in another life, he would use these words and he would use them today: *“participants have engaged in a frank and candid exchange of views, all aimed to arrive at a consensus and to the satisfaction of as many as possible.”* He thanked everyone.

The Warden declared the public hearing adjourned and a short recess at 3:02 p.m.

---

Warden

---

Municipal Clerk



COUNTY of ANNAPOLIS  
NATURALLY ROOTED

# BOARDS and COMMITTEES Recommendations

AdHoc, Standing, and Advisory Committees

---

**To:** Municipal Council  
**Meeting Date:** October 15, 2024  
**Prepared By:** Kelly Kempton  
**Subject:** **2024-10-08 Committee of the Whole Recommendations**

---

## RECOMMENDATIONS:

### **6.1 SR2024-63 Emergency Grant Funding RCL Lawrencetown**

That Municipal Council approve a grant of \$14,237.00 to Royal Canadian Legion Branch 112, Lawrencetown to assist with emergency roof replacement for the hall; and that this funding be approved as an over expenditure in the Community Grants budget in 2024-2025, pursuant to the recommendation of Committee of the Whole.

### **6.2 2024-10-01 Email re: Signage for Lake Cady**

That Municipal Council refer the matter of the watershed posting to staff for a recommendation report, in accordance with the recommendation of Committee of the Whole.

**Proclamation**  
**175<sup>th</sup> Anniversary of the Pony Express 1849-2024**

Whereas, the year 2024 represents 175<sup>th</sup> Anniversary of the Nova Scotia Pony Express;

Whereas, the Nova Scotia Pony Express was the beginning of a communication race to get the latest European and London Stock Exchange news to New York City. During nine months in 1849, fast Royal Mail steamers brought dispatches from Great Britain to Halifax, Nova Scotia;

Whereas, two riders and 12 fast horses rode the dispatches the 144 miles across Nova Scotia from Halifax to Victoria Beach, Annapolis County;

Whereas, when a rider arrived in Granville Ferry to change horses for the final time, a hunting horn was sounded in advance so that the stable boy at the Entertainment House would be ready with a fresh horse. That same hunting horn was also used to notified soldiers across the river at Fort Anne to fire a cannon;

Whereas, the Fort would fire a cannon that could be heard 18 miles downriver at Victoria Beach which notified the fast chartered steamship to power up. The rider would then arrive at the wharf to pass along the dispatch which then carried the news across the Bay of Fundy to Saint John, New Brunswick, where it was telegraphed to New York;

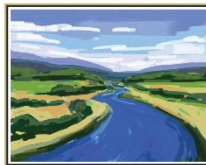
Whereas, this effort undertaken by six New York Newspapers lead to the Associated Press. In today's instant worldwide news communication, it is important to showcase how communication was shared in 1849;

Therefore be it resolved, that Municipal Council proclaim October 2024 as Pony Express Commemoration month to celebrate this historic milestone in Annapolis County.

Dated this 15<sup>th</sup> day of October, 2024

---

*Alex Morrison, Warden*



COUNTY of ANNAPOLIS  
NATURALLY ROOTED



# STAFF REPORT

---

**Report To:** Municipal Council  
**Meeting Date:** October 15, 2024  
**Prepared By:** Chris McNeill, Chief Administrative Officer  
**Report Number:** **SR2024-66 JOINT POLICE BOARD**  
**Subject:** Proposed Inter-Municipal Police Advisory Board

---

## BACKGROUND

Section 57 of the *Police Act* provides that each municipality with an RCMP policing service shall establish a police advisory board with representatives from the public, council, and a provincial appointee. Individual municipalities with police advisory boards can establish committees with five members or seven members. The current Municipality of the County of Annapolis police advisory board has five members.

The legislation allows for a potential future joint advisory board to consist of up to nine members from the two councils and community members.

Currently, our Police Advisory Board meets four to six times per year and has two community representatives with interest in community safety matters, two members of council, and one member of the public appointed by the province. The provincial representative has not been appointed in many years.

## DISCUSSION

On October 2, 2024, the Municipality received a letter from the Town of Middleton requesting that the Municipality consider joining the two police advisory boards (Municipality of the County of Annapolis and Town of Middleton) to form one Annapolis County Police Advisory Board.

Town of Middleton feels that combining the two advisory boards could streamline communication and decision-making with the RCMP because the force serves both communities with two offices that share officers. Further, a single advisory committee could lead to more cohesive planning and resource allocation for RCMP across the region and might also enhance collaboration between the County and Town.

To this end, it is being recommended that the Municipality and Town consider creating one joint police advisory board, often referred to as a PAB.

If there is interest, staff will work through the fall to develop some draft terms of reference for review and consideration by both councils.

### **LEGISLATIVE AUTHORITY**

Section 54(1) of the *Municipal Government Act* states that the council may provide police services in the municipality by a combination of methods authorized pursuant to the Police Act and the board of police commissioners of a municipality has jurisdiction over the provision of the police services, notwithstanding that they are provided by a combination of methods.

Section 57 of the *Police Act* states that

(1) A municipality receiving policing services in whole or in part from the Royal Canadian Mounted Police or the Provincial Police shall establish a police advisory board.

(2) An advisory board consists of five or seven members.

(3) A five-member advisory board consists of

- (a) two members of council appointed by resolution of the council;
- (b) two members appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
- (c) one member appointed by the Minister.

(4) A seven-member advisory board consists of

- (a) three members of council appointed by resolution of the council;
- (b) three members appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
- (c) one member appointed by the Minister.

(5) Where two or more municipalities have entered into an agreement pursuant to Section 84 to be policed by the Royal Canadian Mounted Police or the Provincial Police, unless provided otherwise in the agreement, the advisory board consists of

- (a) two members from each municipal council appointed by resolution of that council;
- (b) two members from each municipality appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
- (c) one member appointed by the Minister.

(5A) Notwithstanding subsection (1), where two or more municipalities have common issues respecting policing in their municipalities and are policed by the Royal Canadian Mounted Police, they may, with the Minister's approval, establish a joint advisory board by entering into an agreement to do so.

(5B) A joint advisory board established pursuant to subsection (5A) consists of

- (a) two members from each council appointed by resolution of that council;
- (b) two members from each municipality appointed by resolution of the council, who are neither members of council nor employees of the municipality; and
- (c) one member appointed by the Minister.

(6) The chief officer and the chief administrative officer of the municipality must receive notice of the meetings of an advisory board and are entitled to attend such meetings but not to vote.

(7) A member of an advisory board may be dismissed by

(a) the Minister, if the Minister appointed the member; or

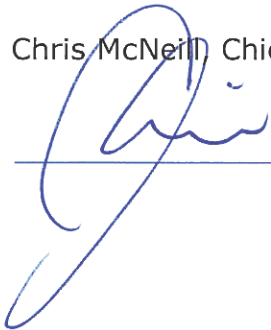
(b) resolution of municipal council, if the council appointed the member.

**RECOMMENDATION**

**THAT** Municipal Council endorse the concept of a joint police advisory board structure with Town of Middleton and that a proposed committee terms of reference be brought forward to council for final review and potential adoption.

**Prepared by:**

Chris McNeill, Chief Administrative Officer

A handwritten signature in blue ink, appearing to read 'Chris McNeill', is written over a horizontal blue line.





Office of the  
**Chief Administrative Officer**  
**Ashley Crocker**  
Ph: (902)825-4841 | Fax: (902)825-6460  
Email: [acrocker@town.middleton.ns.ca](mailto:acrocker@town.middleton.ns.ca)  
[www.discovermiddleton.ca](http://www.discovermiddleton.ca)

October 2, 2024

Chris McNeill  
752 St. George Street  
PO Box 100  
Annapolis Royal, NS B0S 1A0

**Re: Police Advisory Boards**

Dear Mr. McNeill:

During our last Police Advisory Board (PAB) meeting, the idea was brought forward regarding combining the Annapolis County PAB with the Town of Middleton PAB, rather than maintaining two separate boards. Middleton's PAB meets quarterly; it would be worthwhile exploring the benefits of a unified PAB that includes both the County and the Town.

A combined PAB could streamline communication and decision-making with the RCMP, given that the Annapolis District RCMP serves both the County and the Town. A single board could lead to more cohesive planning and resource allocation for RCMP across the region. It might also enhance collaboration between the County and the Town, ensuring that both entities are aligned in their goals and strategies.

There could be challenges in addressing the unique needs and priorities of each area within a single board. It is essential to consider how we can effectively represent and balance the interests of both the County and the Town in a merged PAB.

Please consider discussing this with your PAB, and let me know if this is something we should explore further.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ashley Crocker".

Ashley Crocker, MBA, CPA  
Chief Administrative Officer  
Town of Middleton



# STAFF REPORT

---

**Report To:** Municipal Council  
**Meeting Date:** October 15, 2024  
**Prepared By:** Chris McNeill, Chief Administrative Officer  
**Report Number:** **SR2024-67 IDEA STRATEGY**  
**Subject:** Proposed Inter-Municipal Inclusion, Diversity, Equity and Accessibility (IDEA) Strategy and Committee Terms of Reference

---

## BACKGROUND

In September 2017, Province of Nova Scotia enacted legislation that required all municipalities in Nova Scotia to create an accessibility plan and establish an accessibility committee with community representatives by April 1, 2022. The goal of this legislation is to increase accessibility by preventing and removing barriers that disable people with respect to the delivery and receipt of goods and services, information and communication, public transportation and transportation infrastructure, employment, the built environment, education, and other prescribed activities or undertakings through the development of accessibility standards which will lead to the timely implementation of accessibility standards with a goal of achieving an accessible Nova Scotia by 2030.

In June of 2021, Municipality of the County of Annapolis appointed eight persons to its accessibility advisory committee after the creation of its Accessibility Advisory Committee Policy. At the time, the Municipality's Community Outreach and Tourism Manager, Debra Ryan, facilitated the public consultation process and presented a draft plan to Council in January of 2022. On February 15, 2022, Council approved the Annapolis County Accessibility Plan. The current appointments to the Accessibility Advisory Committee expire in November 2024. The Plan is available on the Municipality's website.

To date, the Accessibility Advisory Committee has met about eight times per year and has representatives with lived experiences related to persons with a disability from both a personal and professional standpoint.

## DISCUSSION

In September of 2022, Province of Nova Scotia proclaimed the *Dismantling Racism and Hate Act*. Under this Act were also regulations that prescribed municipalities

and villages as public sector bodies under the Act which requires all municipalities and villages in Nova Scotia to have plans to address systemic hate, inequity, and racism by April 1, 2025.

The purpose of this new Act requires that the provincial government raise awareness of the importance of equity and antiracism and the elements that contribute to equity and anti-racism, create the conditions necessary for equity and antiracism, including regulation, programs and initiatives to encourage actions and innovation by local governments, businesses, nongovernment organizations and Nova Scotians for the purpose of making progress in achieving equity and anti-racism, and adopt, support and enable initiatives that are aligned with the principles and focus areas established under this Act and the regulations.

For Annapolis County, this means that there will potentially be the need for public consultation and plan development and writing for three different municipalities as well as the Village of Lawrencetown. Currently, all four of these groups have separate accessibility committees and plans. None of these groups have dedicated staffing resources to develop or implement the accessibility plans and this new Act will add more requirements to the at-risk population throughout Annapolis County.

Staff of the three municipalities and village have met to discuss potential options and opportunities moving forward recognizing the requirements of this new *Dismantling Racism and Hate Act*, as well as the requirement for all accessibility plans to be updated as of April 1, 2025. We cannot continue to add more work in this area on one staff person whose main job function is in community development which has many other significant responsibilities that are in need of attention.

It was recommended to the four local governments, and Municipality of the County of Annapolis agreed on July 16, 2024, to consider creating one county-wide joint inclusion, diversity, equity, and accessibility committee, to be referred to as IDEA. The next step in this process was to develop a proposed strategy and committee terms of reference. This work has now been completed and reviewed by staff of the four governments and is being recommended to all four local governments in October and November for approval.

There has been concern expressed that having a larger joint committee will lessen the focus on accessibility. There are however; many more opportunities for cooperative planning, education, and community development work that can be carried out together rather than individually by each local government, or by specific subject areas. Therefore, the recommendation is for one joint committee to reflect the diversity of Annapolis County as a whole. This does not prevent or lessen the ability of each local government to carry out their own initiatives or projects separately.

**LEGISLATIVE AUTHORITY**

Section 39 of the *Accessibility Act* states that every public sector body shall prepare and make publicly available an accessibility plan within one year of the coming into force of this Act, and that a municipality, university or organization shall prepare and make publicly available an accessibility plan within one year of being prescribed as a public sector body.

Section 40 of the *Accessibility Act* states that an accessibility plan must include a report on measures the public sector body has taken and intends to take to identify, remove and prevent barriers, information on procedures the public sector body has in place to assess the following for their effect on accessibility for persons with disabilities including any of its proposed policies, programs, practices and services, any proposed enactments or by-laws it will be administering, and any other prescribed information.

Sections 43 and 44 of the *Accessibility Act* says that two or more public sector bodies may agree to have a joint accessibility plan and every public sector body shall establish an accessibility advisory committee or continue any such committee that was established before the coming into force of this Act with at least one half of the members of an accessibility advisory committee being persons with disabilities or representatives from organizations representing persons with disabilities.

Section 9 of the *Dismantling Racism and Hate Act* states that all prescribed public bodies shall create a plan to address systemic hate, inequity and racism with the form and content and by the date prescribed.

**RECOMMENDATION**

**THAT** Municipal Council approve the October 2024 Inter-municipal joint Inclusion, Diversity, Equity and Accessibility Strategy.

**Prepared by:**

Chris McNeill, Chief Administrative Officer





COUNTY of ANNAPOLIS  
NATURALLY GOOD



# INCLUSION, DIVERSITY, EQUITY AND ANTI-RACISM (IDEA) STRATEGY (DRAFT)

October 2024

## **Inclusion, Diversity, Equity, and Anti-Racism (IDEA) Strategy**

### **Background**

Annapolis County is home to more than 20,000 residents who individually have different backgrounds, education, experiences, languages, cultures, ethnicities, races, abilities, and beliefs.

It is imperative that all local governments and the communities that make up all of Annapolis County provide the required leadership to ensure our entire community is supportive of ALL residents each day. This support requires a wide breadth of strategies, policies, processes, programs, services, and infrastructure that recognizes while equality is desirable, equity is what is needed.

To achieve equity for all, the four local governments in Annapolis County; Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis, have chosen to develop one joint strategy to support the positive growth and change required to create an inclusive, diverse, equitable, and county free of racism.

### **Definitions**

As part of this strategy, it is important that all persons reading this strategy understand and use the same terminology. To that goal, definitions from the provincial educational supports are being adopted and attached to this strategy as Appendix "A".

### **General Commitment**

Each of the four local governments individually, and collectively, commit to never intentionally creating any policies, processes, programs, infrastructure, or offer any services, which would, or could be seen or perceived to be discriminatory, exclusive, inequitable, racist, oppressive, or intentionally exclude any person or group that follows these practices as well.

### **Commitment to Principles of IDEA**

As part of each local governments ongoing and daily plan to ensure that its programs, services, and infrastructure are inclusive, diverse, equitable and accessible, we commit to uphold and adhere to the following principles:

- a. to articulate and show regularly, our commitment to ensuring that any mission, values, and strategic objectives related to how we are focused on equity, inclusion, and anti-racism, are well documented and communicated publicly.

- b. to ensure that the senior leadership of each local government is educated on, and demonstrates a commitment to, equity and anti-racism principles through their policies and practices.
- c. to undertake a review of all local government policies beginning in 2025 and every five years thereafter, to confirm that the policies and practices of each local government promote inclusion, diversity, and anti-racism.
- d. to reviewing and providing effective oversight of public works and infrastructure operations to ensure equitable placement of future infrastructure and replacement of current infrastructure, scrutinizing for systemic biases and accessibility, while promoting and educating all staff on inclusive and anti-racism training, policies, and initiatives.
- e. to provide ongoing and effective training, awareness, and development opportunities for staff, council and commissioners on inclusion, diversity, equity, and accessibility to ensure this knowledge becomes part of the daily culture and practices.
- f. to develop a reporting and evaluation system, and work in collaboration with the Advisory Committee, to regularly report on relevant data and initiatives related to improving, advocating for, and completing activities related to inclusion, diversity, equity and accessibility across Annapolis County.
- g. to regularly and sincerely engage each year with underrepresented and underserved groups and communities in a meaningful way, including developing joint programs, services, and infrastructure where possible and feasible, vocally speaking in favour of IDEA concepts and plans and denouncing publicly and unequivocally any attempts to orally or in writing, spread hate or fear respecting any person, group, or community within Annapolis County or beyond that respects the principles of IDEA.
- h. to carry out all local government functions and decision making with equity, anti-racism, and accessible lenses to show community leadership through transparency of actions, accountability of decisions, and with open and honest discussions regarding racial biases and the basic human rights of fairness and accessibility.
- i. to always consider the physical, geographical, communications methods for local government operations, meetings, and events, by providing the widest range of opportunities and access to public services where financially reasonable and technologically possible.
- j. to publicly commit to fairness and a desire to ensure underrepresented and underserved communities are aware and encouraged to apply for employment opportunities at all organizational levels, with preference given to persons who meet the job requirements but may otherwise not have been chosen because of a non-recognition of IDEA.

- k. to consider the establishment of and support for, an employee resource group for underrepresented and underserved staff to provide opportunities for learning, education, advocacy, support, and training.

### **IDEA Strategy**

It is the intention of this strategy to clearly and unequivocally publicly state each local governments' commitment to IDEA in its organization and to actively promote it to citizens, community groups, businesses, and visitors.

### **Establishment of Advisory Committee**

There shall be an IDEA Advisory Committee established with individual representatives from underrepresented and underserved communities from across Annapolis County who shall meet regularly to provide meaningful and impactful advice and recommendations to all four local governments individually or jointly from time to time, and shall also be tasked with carrying out its own communications and community advocacy role through community events, educational workshops, training, direct advocacy for groups, and consider requests forwarded to them from local governments and the community for advice and recommendations respecting IDEA.

### **Names and Naming of Public Infrastructure**

Each local government, where practical and efficient, shall forward all requests submitted to a municipality or village for naming of roads, streets, buildings, parks and greenspaces, and other municipal-owned or operated properties, or for which the local government wishes to name or re-name at its own discretion, to the IDEA Advisory Committee for review under a diversity and inclusion lens. Such review by the IDEA Advisory Committee shall take place within 30 days of receiving such a request and prepare and submit a written report back to the requesting local government with its assessment of the naming request and any concerns or recommendations it may have. IDEA Advisory Committee is not tasked with making recommendations for new names.

### **Acknowledgement of Five Governments**

All IDEA documents, reports, and other communications issued by the local governments and their staff shall note the fact that there are five governments within Nova Scotia and recognition of each must be noted when applicable in various situations and always use inclusive language. These governments are federal, provincial, municipal, village, and first nation.



## **Flags**

Where flags are to be flown on properties of one of the noted local governments, recognition shall be extended in order or precedence to the Canadian flag, Grand Council flag, Nova Scotian flag, followed by the local government flag.

## **Accessibility**

Accessibility and access to all local government services is a right that will be protected and advanced. To ensure this advancement takes place, the local governments jointly commit to developing over the next three years, a great practices guidebook, including developing schematics, illustrations, standardized layouts, designs, and dimensions, for various local government infrastructure and services, that meet or exceed national building code or industry / association standards for accessibility. These standards will provide the minimum design criteria for further local government developments and will be shared with community groups and businesses and be recommended for their adoption and implementation as well.

## **New Construction Input**

All four local governments commit to establishing a sub-committee of the IDEA Advisory Committee that will be tasked with reviewing future infrastructure projects, new and major renovations, to provide a review and feedback on accessibility design features both regulated by codes and those not covered by codes but will be appropriate for ease of access by employees, users and guests considering flow, safety, sightlines, physical and visual access and use, along with accessibility considerations to and from the location year round.

## **Education and Training**

All employees and elected officials of the four local governments shall be provided with education and training at least once every four years related to IDEA concepts, practices, and terminology, with such training involving at a minimum, a person or persons from the underrepresented group that the training is related to. At least once per year for employees, and within three months of the swearing in of a new council or commission, such training shall be provided to all councillors and commissioners including previously elected councillors and commissioners, and all new employees hired within the previous one year.

## **Public Meetings**

Public meetings of the local governments shall be fully open to the general public, except where expressly authorized by law for issues which can be, and are decided by the local government to be, held in closed session. All such meetings where technical equipment is available and used, be video recorded with closed captioning as a minimum. All public meetings where advance notice is provided to the local government at least seven days prior to the meeting by a person who wishes to attend and requires sign language interpretation, shall endeavour to have an American Sign Language (ASL) interpreter present to sign the meeting, to be paid for by the local government, where such services are available within the Annapolis Valley and can be booked prior to the meeting.

## **Transportation**

It is recognized that access to, and the cost of transportation, can be a barrier to members of our community accessing programs, services, and facilities. To support all community members where possible, each local government will consider in its planning and promotion for meetings and events, the provision of free or low-cost transportation options for persons wishing to attend who otherwise would not be able to attend because of transportation difficulties.

## **Information**

Each local government communicates in various way with residents, businesses and visitors, including websites, social media, newspapers, radio advertisements, community media outlets, newsletters, local government brochures, videos, and in numerous other ways. Each local government will commit to reviewing their current communications uses and mediums within the next 12 months, and thereafter develop a plan for updating current resources to meet at least the minimum accessibility requirements, and to begin implementing all new fully accessible communication uses and tools for existing and new communication products within 24 months of the adoption of this strategy.

## **Events**

Once established, the IDEA Advisory Committee shall recommend to the Governance Advisory Committee in December of each year, an amount that they feel should be budgeted by the four local governments to provide the required funding to support important and meaningful IDEA events in various communities during the following year through the direct provision of events, or the nominal funding of community events where IDEA is a main focus.

## Appendix “A”

**Anti-Racism** is defined as the work of actively opposing racism by advocating for changes to political, economic, and social life. This is achieved through the identification and elimination of racism by changing oppressive systems, structures, policies, practices, and attitudes so that historic, current, and future harm can be eliminated and so that power is redistributed and shared equitably.

**Discrimination** is the act of denying equal treatment and opportunities to individuals and groups. It operates through policies or practices that exclude or limit an individual or groups from accessing services, employment, housing and enjoying all the benefits of society.

**Diversity** means having a variety of people from a range of different social, economic and ethnic backgrounds, gender identities, sexual orientations, life experiences, competencies and faiths represented on teams, in workplaces in general and particularly in processes like engagement.

**Equality** is one of the central principles of democracy and is based on the belief that all people should have the same opportunities to be successful and have a productive, enjoyable life. The idea of equality is key to the notion that everyone will be able to achieve based on their efforts and contributions to society instead of their status or position.

**Equity** recognizes that everyone doesn't begin in the same place in society. Some people face adverse conditions and circumstances making it more challenging with the same effort to achieve the same goals. Equity advocates for those who may have been historically disadvantaged, making it difficult for them to be successful. What is “fair” as it relates to equity isn't a question of what is the same but rather the point from which a person begins. Equity considers historical and other factors in determining that is fair.

**Hate** means provocation, hostility, or intolerance by means of threats, harassment, abuse, incitement or intimidation motivated by the actual or perceived race, religion, national origin, ethnicity, gender, gender identity, gender expression, disability or sexual orientation of any person.

**Implicit Bias** refers to the unconscious, subtle, involuntary assumptions or judgements we make every day based on our prior experiences and culture. This happens “below the surface”, deep in the subconscious, where there is no awareness or intention of bias. Implicit bias can be positive or negative.

**Inclusion** encompasses norms, practices, and intentional actions to promote participation, engagement, empowerment, and a sense of belonging for

members of historically underrepresented and underserved groups in all aspects of life. It is about celebrating, valuing, and amplifying perspectives, voices, styles, and identities that have been marginalized by promoting an institutional culture and practices to ensure all can experience a welcoming space of fairness, dignity, and human flourishing.

**Inclusive language** is language that acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities.

**Inequity** by contrast, refers to a state of unfairness or lack of justice in which biases are being perpetuated and individuals or groups are treated differently and unequally, often resulting in systemic and patterned disparities in opportunities, resources, rights, or outcomes. Inequity can stem from past and current decisions, systems of power and privilege, policies and the implementation of those policies made on social, economic, racial, or gender-based distinctions, and it can manifest in various areas of life, including education, healthcare, employment, and access to basic services.

**Intersectionality** is defined as the complex, cumulative way in which the effects of multiple forms of discrimination like racism, sexism, and classism, combine, overlap, or intersect, especially in the experiences of marginalized individuals or groups.

**Microaggressions** are subtle verbal or nonverbal insults or denigrating messages communicated toward a marginalized person, often by someone who may be well-intentioned but unaware of the impact their words or actions have on the target.

**Oppression** occurs when individuals are mistreated and excluded from society due to their identity. Oppression is the combination of prejudice and institutional power which creates a system that maintains advantage and disadvantage based on social group memberships. Oppression discriminates against some groups and benefits other groups.

**Power** is the capability to influence the behaviour, thoughts, and decisions of others, oneself, and/or the course of events. It can be derived from the economy, government, or community. Economic power involves managing money and resources, while political power entails implementing changes in government decision-making processes. Social power involves using cultural values, beliefs, and norms to alter people's actions, thoughts, and emotions.

**Privilege** refers to unearned access to resources that enhance one's chances of getting what one needs in order to lead a comfortable, productive and safe life. It is only readily available to some people as a result of their advantaged social group membership and is often visible to those who have it.

**Racism** means the discrimination or antagonism by, or the prejudice of, an individual, community or institution against a person or people based on the person's or people's membership or perceived membership in a racial or ethnic group, and having the power to carry out that discrimination, antagonism or prejudice through institutional policies and practices that shape cultural beliefs and values of a society.

**Representative diversity** is an outcome of proactive measures to correct systemic disadvantage, and to create equitable opportunity structures and pathways for a critical mass of those who are historically underserved and underrepresented.

**Social Identity** is a category of differences that describes a set of common physical traits, characteristics, or attributes. It is influenced by social categories such as class, gender, ethnicity, sexual orientation, and by the social groups we belong to. A social group is a group of people who share a range of physical, cultural, or social characteristics within one of the social identity categories such as sexual identity and romantic orientation, persons with disabilities, race, indigenous identity, religious identity, age, gender identity, and ethnicity.

**Stereotypes** refer to the widely held, oversimplified ideas we hold about a person or person based on their identities, real or perceived. Usually, stereotypes are based on assumptions, popular opinion, or misinformation, are generally negative, are sweeping and simple, and are often characterized by words such as "always" and "never".

**Systems of Oppression** helps us better identify inequity by calling attention to the historical and organized patterns of mistreatment like racism, sexism, heterosexism, ableism, classism, and ageism. These systems enable dominant groups to exert control over target groups by limiting their rights, freedom, and access to basic resources such as health care, education, employment, and housing.

**Underrepresented or Underserved Communities** include Mi'kmaw and person of Indigenous descent, African Nova Scotians and persons of African descent, persons of colour, newcomers including immigrants and refugees, 2SLGBTQIA+ specifically 2 Spirit, lesbian, gay, bisexual/biromantic, transgender, queer and/or questioning, intersex, asexual/aromatic and others whose identities are not reflected, persons with disabilities including physical and mental, persons who are neurodivergent, and in some contexts women.

## Appendix “B”

### Terms of Reference - Annapolis County Inclusion, Diversity, Equity and Accessibility (IDEA) Advisory Committee

#### Purpose

The purpose of the Annapolis County IDEA Advisory Committee is to:

- a. provide meaningful and impactful advice to Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis related to inclusion, diversity, equity and accessibility, and
- b. to research, consult, engage, and consider opportunities to educate and inform local residents, businesses, local governments, and visitors on the importance of diversity and inclusion, the value and benefits of equity and accessibility, and ways in which all persons can work together to support a more welcoming and inclusive community. and
- c. act as the voice and advocate for all residents and businesses in Annapolis County, promoting inclusion and accessibility for all, speaking out against and educating those in need when hate, racism, or discriminatory words or actions are promulgated in our community, and being the community voice with the media for such comments and public education, and
- d. recommend to the four local governments individually or jointly, new policies, bylaws, practices, programs, services, or infrastructure changes needed to improve inclusion, diversity, equity, and accessibility for all.

#### Authority

Annapolis County IDEA Advisory Committee has been granted its legal authority to assist the four local governments by providing meaningful and impactful advice regarding inclusion, diversity, equity and accessibility programs, services, and infrastructure throughout Annapolis County by virtue of being delegated this responsibility through permission from their respective Councils and Village Commission with the signing of this Terms of Reference to participate in this Inter-Municipal Group on November 22, 2024. Each Council and Commission gains its responsibility and authority for inter-municipal agreements through various parts of the *Municipal Government Act* including Sections 60 and 61.

#### Scope

The scope of the Annapolis County IDEA Advisory Committee shall be to review, assess, and make recommendations to Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis' current operations specifically, and the overall community more

generally, looking for opportunities for each municipality and the community to become more inclusive, diverse, equitable, and accessible. including, but not limited to:

1. a review of the current policies, bylaws, and practices of each municipality with an IDEA lens; and
2. a review of the current properties and facilities of each local government with an IDEA lens; and
3. review all materials provided to Advisory Committee members by the Chief Administrative Officers / Clerk/Treasurer or their designates, along with their own independent research, to prepare for each Advisory Committee meeting; and
4. being open and objective to all ideas, suggestions, and opportunities, while understanding the importance of community awareness and education throughout Annapolis County, focusing on long-term community appreciation of the value and contribution of each citizen and their background, culture, knowledge, and skills; and
5. receive presentations, letters, emails, phone calls, and materials from community members and community experts, or community resources where applicable, related to IDEA, and seek to incorporate the relevant information and ideas into current and future workplans; and
6. carry out a review of provincial and federal legislation to ensure all Advisory Committee members are aware of its legal opportunities and constraints and make recommendations for changes to the four local governments where the Advisory Committee feels changes to legislation are needed to support IDEA within Annapolis County and Nova Scotia; and
7. where financial resources allow, create, promote, and recommend to the Chief Administrative Officer / Clerk/Treasurer small grants to community organizations that create, develop, plan, host, or offer programs, services, events, or functions that directly support the goals of IDEA throughout Annapolis County with public awareness and education; and
8. act as the media liaison and public information source for all activities and actions of the IDEA Working Group.

### **Role of Chairperson**

The Chairperson is ultimately responsible for organizing, chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given by the Advisory Committee to staff, including the

provision for adoption of work plans, policy directions, development of strategies, performing IDEA reviews of individual local governments or jointly, and discussing opportunities for enhancing inclusion, diversity, equity and accessibility in each of the local governments, as well as all other items incidental to the effective inter-municipal operations of the four local governments respecting IDEA.

### **Role of Vice Chairperson**

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

### **Role of Chief Administrative Officers and Clerk / Treasurer**

Chief Administrative Officers and Clerk/Treasurer shall carry out the functions and roles as requested by the Annapolis County IDEA Advisory Committee from time to time and shall act as staff resources to the Advisory Committee. These persons, or their designates, shall lead the research and report writing aspect of the Advisory Committee's efforts to ensure the Advisory Committee has the best available information upon which to make a decision or recommendations to their own Council or Commission.

### **Membership**

Membership on the Annapolis County IDEA Advisory Committee shall include up to ten (10) persons from across Annapolis County, duly appointed by the IDEA Governance Committee pursuant to the *Municipal Government Act*. Members appointed to the IDEA Advisory Committee should have first hand lived experiences as a person from an underrepresented or underserved community, or work directly in an employment role with such community members, have strong community knowledge, a solid understanding of inclusion, diversity, equity and accessibility policies, practices, and terminology, as well as knowledge and ability to understand and respond to overt discriminatory and racist actions in the community and be comfortable having difficult conversations about such. Each local government's Chief Administrative Officer and Clerk/Treasurer, or designate, shall act as a staff resource to the Advisory Committee.

### **Reporting Relationship**

Annapolis County IDEA Advisory Committee and its members shall report directly to a sub-committee of the four local governments consisting of the Mayors and Deputy Mayors, Warden and Deputy Warden, and Commission Chairperson and Vice Chairperson of each of their respective local government, or Council and Commission designates for operational support, and indirectly to the four



Councils and Commissions of the local governments for budgetary issues. This sub-committee shall be known as the IDEA Governance Committee.

### **Duration of Appointments**

Persons appointed to the Annapolis County IDEA Advisory Committee are to prepare and implement its own workplan in three-year cycles and therefore all members shall be appointed for 3-year terms, beginning on December 1, 2024.

### **Frequency of Meetings**

Meetings of the Annapolis County IDEA Advisory Committee shall be held on such day as the Advisory Committee decides at the first meeting of the Advisory Committee, with such meetings taking place at the time agreed to by the Advisory Committee. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Advisory Committee and prior notification is provided to Advisory Committee members.

### **Quorum Requirements**

No decisions may be made at any Annapolis County IDEA Advisory Committee meeting unless a majority of the members of the Advisory Committee duly appointed are present.

### **Agenda, Minutes and Resolutions**

Minutes and recommendations of the Annapolis County IDEA Advisory Committee shall be provided to each member of the Advisory Committee within a reasonable time after the conclusion of such meeting. Chief Administrative Officers and Clerk/Treasurer or designates, will endeavour to provide each member of the Advisory Group with the agenda and required supporting documentation at least seven (7) days prior to each meeting.

### **Conflict of Interest**

It is expected that all members of the Annapolis County IDEA Advisory Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Advisory Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any breach of this guideline will require the Chairperson to ask the IDEA Governance Committee to remove that member and appoint another member in their stead. If the breach is by the Chairperson, this shall be reported to the IDEA Governance Committee by the Vice Chairperson.

## **Resources**

Annapolis County IDEA Advisory Committee shall have access to the resources of the three Chief Administrative Officers and Clerk/Treasurer and other appropriate municipal and village staff as authorized by the Chief Administrative Officers and Clerk/Treasurer; to undertake the required research it needs in order to make the most appropriate decisions and recommendations in a timely manner. Requests for resources above the annual budgeted amount for this Advisory Committee shall be made by the Advisory Committee to the IDEA Governance Committee, on an as-needed basis. The Advisory Committee may apply for and accept funding for studies or staff support from external sources through one of the participating municipalities that is within the current municipal budgets or otherwise approved by the IDEA Governance Committee.

## **Decision Making Process**

All decisions of the Annapolis County IDEA Advisory Committee shall be made by consensus vote of Advisory Committee members. Where a consensus is not forthcoming, the decision shall be determined in the negative. The Advisory Committee has authority to oversee and facilitate the research and data collection process by requesting such information from the Chief Administrative Officers and Clerk/Treasurer, and their staff, Advisory Committee members, or other private sector or government sources.

## **Confidentiality**

All meetings of the Annapolis County IDEA Advisory Committee are considered public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the Municipal Government Act. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon approval by the Advisory Committee. Information and reports of the Advisory Committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

## **Communications**

All communications and messaging from the Annapolis County IDEA Advisory Committee's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Advisory Committee will be supported by all members of the Advisory Committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual Advisory Committee member should be clear that it is their personal opinion and not that of the Annapolis County IDEA Advisory Committee.

**Reporting**

At least bi-annually, the Chairperson shall provide a written report to the IDEA Governance Committee concerning the Advisory Committee's work plan progress to date, focus, strategies, and priorities. Should any Council or the Commission request an oral presentation directly, this request must be made to the Chairperson who will seek the Advisory Committee's permission to do so or provide more information via alternate means.

**Responsibilities**

Annapolis County IDEA Advisory Committee shall be responsible for providing advice, feedback and input into the creation of an inclusion, diversity, equity and accessibility workplan for Annapolis County. Thereafter, IDEA Advisory Committee shall review, assess, evaluate and monitor its effectiveness and act as the advocate and voice for residents, businesses, and communities through public engagement, public meetings, and public information, discussing options and opportunities for collaboration, and making timely decisions and recommendations in the best interests of all residents of Annapolis County.

**Approved:**

\_\_\_\_\_  
Mayor  
Town of Annapolis Royal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman Brian Reid  
Village of Lawrencetown

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Gail Smith  
Town of Middleton

\_\_\_\_\_  
Date

\_\_\_\_\_  
Warden  
Municipality of the County of Annapolis

\_\_\_\_\_  
Date



# STAFF REPORT

---

**Report To:** Municipal Council  
**Meeting Date:** October 15, 2024  
**Prepared By:** Alyssa Blais, Strategic Initiatives Coordinator  
**Report Number:** **SR2024-68 Annapolis County Anti-Poverty and Inclusion Initiative**  
**Subject:** Concept Paper Annapolis County Anti-Poverty and Inclusion Initiative

---

## Background

Annapolis County has approximately 21,252 residents as of the 2021 Census (including the Towns of Annapolis Royal and Middleton). The population faces unique challenges due to its aging demographic and rural nature. Nearly 30% of residents are over the age of 65, and the largest age group is between 60 and 69 years, leading to increased demand for health services, social support, and age-appropriate housing.<sup>1</sup> Additionally, the county's remote areas often lack access to essential services and infrastructure, which worsens social and economic disparities.

Annapolis County has a higher-than-average unemployment rate of 12.3%, which is significantly above the provincial average. Many residents struggle to secure stable, long-term employment. The local economy relies on seasonal industries such as fishing, tourism, and agriculture, which leads to precarious employment conditions. Additionally, Annapolis County has a median after-tax income of \$28,800, which is well below the provincial average, showing a widespread struggle to achieve financial security.<sup>2</sup>

The living wage for Annapolis County, as calculated for 2023, is approximately \$25.40 per hour (\$49,530 annually). This amount is significantly higher than the provincial minimum wage of \$15.20.<sup>3</sup> The difference emphasizes how current wages are insufficient to cover basic living expenses, especially for families and low-income households. Many working individuals still struggle to earn enough to pay for housing, childcare, and food.

The housing market in Annapolis County is a critical factor contributing to poverty and inequality. Approximately 13% of households are in core housing need, which means they spend more than 30% of their income on housing.<sup>4</sup> This, combined with increasing rental costs and a shortage of affordable homes, creates a significant burden for low-income families, single-parent households, seniors, and people with disabilities. Additionally, there is a limited availability of rental units in the region, particularly accessible and affordable housing for seniors and persons with disabilities.

The social determinants of health, which include the conditions in which people are born, grow, live, work, and age, are significantly impacted by the socioeconomic challenges in Annapolis

---

<sup>1</sup> [Census Profile, 2021](#)

<sup>2</sup> [Census Profile, 2021](#)

<sup>3</sup> [Atlantic Low Wage Workers](#)

<sup>4</sup> [Municipal Housing Needs Report Annapolis County](#)

County. Residents in rural areas often struggle to access healthcare, educational opportunities, and community support services. The level of educational attainment is relatively low, with 21.5% of the population aged 25-64 having no certificate, diploma, or degree.<sup>5</sup> This educational gap hampers residents' ability to secure higher-paying jobs and contributes to long-term cycles of poverty.

Annapolis County's rural and remote location limits access to healthcare facilities, requiring many residents to travel long distances for essential medical services. This lack of accessibility leads to poorer health outcomes for vulnerable groups, including low-income families, the elderly, and individuals with chronic conditions or disabilities. Inadequate access to healthcare and economic insecurity are critical factors that contribute to poorer health outcomes, emphasizing the need for improved social and healthcare support in such underserved areas.<sup>6</sup>

### **Current Situation**

Annapolis County Community Food Conversation took place on May 31, 2023, at the Bridgetown Fire Hall. The event brought together over 40 participants from various sectors, including farming, non-profits, municipalities, food advocacy groups, and healthcare professionals. It was organized by SchoolsPlus Annapolis County, the Annapolis and Kingston-Greenwood Community Health Boards, and Public Health professionals to deepen understanding of community food security and explore actionable solutions.

During the consultation, concerns were raised about increasing gaps in affordable housing, sustainable employment, and access to essential services among Annapolis County residents. Partners stressed the need for a coordinated, multi-sector approach to address these pressing issues and emphasized the importance of developing inclusive, long-term strategies that prioritize equity and access for all residents, particularly those who are most vulnerable.

Annapolis County has several initiatives to help reduce poverty, including local food banks, and social programs for community members (refer to Appendix A). However, these initiatives often operate independently, resulting in gaps in service provision. This lack of coordination means that many residents are not receiving the support needed to achieve long-term stability. For instance, while the Annapolis Community Health Board (CHB) has undertaken projects focusing on community health and wellness, there remains a pressing need for a unified strategy to tackle the root causes of poverty and inequality in the region.

On a broader scale, there is increasing acknowledgment at both provincial and federal levels that effective poverty reduction demands a collaborative, multi-sector approach. Initiatives such as the Atlantic Canadians Need a Raise campaign<sup>7</sup> and the federal government's National Housing Strategy<sup>8</sup> align with the objectives of this strategic priority. Annapolis County is positioned to benefit from these resources by establishing a group that would ensure that local needs are addressed while also leveraging provincial and national support. It also signifies a proactive approach to promoting collaboration, utilizing resources, and ensuring that all residents can access the support and opportunities needed for an improved quality of life.

---

<sup>5</sup> [Census Profile, 2021](#)

<sup>6</sup> [Social Determinants of Health - The CDN Facts](#)

<sup>7</sup> [Atlantic Canadians need a raise: One-third of Workers Earn Less than \\$20 an hour | Canadian Centre for Policy Alternatives](#)

<sup>8</sup> [Canada's National Housing Strategy | CMHC \(cmhc-schl.gc.ca\)](#)

## Discussion

The challenges facing Annapolis County - high poverty rates, economic instability, inadequate housing, food insecurity, and limited access to essential services - highlight the urgent need for a comprehensive and multi-sector response. Building upon this, the County will establish an Anti-Poverty and Inclusion Working Group (APIWG) to respond to the specific challenges. The APIWG will take a holistic approach, addressing poverty, equity, and the social determinants of health by bringing together key partners from various sectors, as well as representatives from marginalized populations, including Indigenous communities, low-income families, persons with disabilities, and those with lived experience of mental illness. The APIWG will serve as a platform to develop cross-sector solutions addressing poverty, promoting equity, and supporting resident well-being.

The main goal of the APIWG is to create actionable solutions, through a community action plan, that promotes equity and prosperity for all. Once formed, the group will outline key objectives, which may include advocating for affordable housing, better wages, and improved social services. Additionally, the APIWG will engage the community through workshops aimed at building residents' skills and capacities. To maximize its impact, the group will also foster collaboration with local businesses, community organizations, and provincial and national agencies.

By establishing the Anti-Poverty and Inclusion Working Group, Annapolis County is taking a critical step toward breaking the cycle of poverty and building a more inclusive, equitable community where all residents have the opportunity to thrive.

## Legislation

### *Municipal Government Act* – **Purposes of a municipality**

9(A) The purpose of a municipality are to

- (a) provide good government;
- (b) provide services, facilities and other things that, in the opinion of the council, are necessary or desirable for all or part of the municipality; and
- (c) develop and maintain safe and viable communities. 2019, c. 19, s.2.

As part of the County of Annapolis' 2023-2027 Strategic Plan, Strategic Priority 4 – Investing in Our People, the development of an Anti-Poverty and Inclusion Working Group, in keeping with Section 9(A), Subsections b and c, will help build a more inclusive and equitable community where all residents have the opportunity to thrive.

## Opportunity

Creating a vibrant, inclusive community in Annapolis County is essential as poverty affects every aspect of life - health, education, employment, housing -and disproportionately impacts the most vulnerable groups.<sup>9</sup> Addressing poverty in Annapolis County requires addressing immediate needs and implementing a long-term strategy to tackle root causes. To foster lasting change, a

---

<sup>9</sup> [Poverty in Canada](#)

coordinated and inclusive approach is essential. In response, the Municipality is establishing the **Anti-Poverty and Inclusion Working Group** (APIWG), which will bring together leaders from various sectors, including education, health, employment, housing, social services, and community organizations. The group's primary goal is to develop a comprehensive **Community Action Plan** that addresses the root causes of poverty, coordinates active solutions across sectors, and ensures that all residents have access to the necessary resources and opportunities to thrive.

### Next Steps

1. Develop the terms of reference for the APIWG for the County of Annapolis.
2. Form the APIWG and identify key partners.
3. Develop a community action plan that collaboratively drafts a comprehensive plan including short-term and long-term goals, and outlines key initiatives aimed at lifting residents out of poverty and fostering equity.
4. Engage with residents of Annapolis County to gather input on short- and long-term goals, ensuring ongoing community involvement and feedback throughout the process.

### Recommendation

That Municipal Council endorses the concept paper for the development of an Anti-Poverty and Inclusion Working Group as part of the County of Annapolis' 2023-2027 Strategic Plan. This initiative falls under Strategic Priority 4 – Investing in Our People, Priority No. 4.

© Municipality of the County of Annapolis, October 2024

**Approved by:**

**Approval Date:**



Chris McNeill  
Chief Administrative Officer

(Date)

## Appendix A

(More organizations to be added as research continues)

Organization	Contact/Dept
Annapolis Valley Regional Centre for Education	Cathy Rafuse
Nova Scotia Works Centre	Julie Bibby-MacNabb
Nova Scotia Non-Profit Housing Association	Trish McCourt
Nova Scotia Western Region District	Child Welfare Services, ESIA & General Inquiries
Nova Scotia Western Region District	Income Assistance & Employment Support, Housing
Nova Scotia Legal Aid	
Nictaux Baptist Church	Community Housing Insecurity
The Woman's Place Resource Centre	
Bear River First Nation	Carol Dee Potter
Schools Plus Annapolis County	Patricia Cornwall, MSW, RSW
Annapolis Valley Frugal Moms Society	Monica Williams
Twelve Baskets Food Bank	Volunteer-led
Bridgetown & Area Food Bank	David Graves
Humble Harvest Food Bank	Volunteer-led
Annapolis Community Health Board	Anjeanette LeMay
RCMP	Adam Burns
Salvation Army	Rosalie Byers
Annapolis County Family Resource Center	Denise Naugler
Big Brothers Big Sisters of the Annapolis Valley	Jessica Atwell
NSCC Middleton	
Centre of Rural Aging and Health (CORAH)	Jennifer Wesman
Annapolis County Special Olympics	
Carleton Road Industries Association	
Annapolis Royal Pride Association	
Canadian Mental Health Association Southwest	Ann Jones
Annapolis Valley Food Hub	Sarah McDonald
Public Health Nutritionist Healthy Communities Team, Western Zone	Becca Green-LaPierre MSc, RD
West Dalhousie Community Centre	
Kings Transits	Dwight Whynot
Tri-County Transportation Society	



Kings County Community Food Council	Sarah McDonald
Sunrise Village	Harry McKenzie
Family Matters (Lawrencetown Education Center)	
Kentville Housing and Community Partnerships Coordinator	Alisha Christie



## STAFF REPORT

---

**Report To:** Municipal Council  
**Meeting Date:** October 15, 2024  
**Prepared By:** Chris McNeill, Chief Administrative Officer  
**Report Number:** **SR2024-69 J-CLASS ROADS**  
**Subject:** COST-SHARING AGREEMENT FOR J-CLASS ROADS

---

### RECOMMENDATION

That Council of Municipality of the County of Annapolis notify Nova Scotia Public Works that it does not wish to participate in the J-Class Road re-paving of subdivision streets program in 2024-2025.

### BACKGROUND

Each year, Nova Scotia Public Works (NSPW) asks rural municipalities across the province if they wish to cost-share in capital upgrades to any roads within their municipal jurisdiction that are owned and maintained by the Province that are included on the municipally cost-shared J-class road list. Each road re-paving projects costs the Municipality 50% of the re-pave cost, with the province paying the remaining 50%. Ironworks like lifting manhole covers, catch basins, et cetera where they exist, or new ones that are required by the Municipality are required to be fully paid by the Municipality at 100% of its cost.

We have received a request from NS Public Works to determine our interest in cost-sharing on J-Class roads in Annapolis County in 2025-2026. A copy of eligible roads is attached. The annual provincial budget in the past has only been \$1 million to be matched by the eligible rural and regional municipalities so funding available for Annapolis County will be minimal in light of the current cost of re-paving a local road in excess of \$350,000 per kilometre.

It must be emphasized that J-Class Roads are owned and maintained by the province. While the Municipality pays an annual J-Class Road fee to the province, it is not directly tied to ownership of any road by the Municipality.

## **DISCUSSION**

Currently within Annapolis County when residents wish to have their subdivision street paved or re-paved, the Municipality has established a local improvement charge or area rate for only those property owners. Presently, there are area rates established for Chipman Drive / Baxter Avenue, Cameron Drive, Brookside / Pine Grove, Bradley Street, and Ward Avenue.

The above noted capital charges are for the paving only and not general maintenance. Municipal roads are maintained through the general tax rate or in some cases through the Bridgetown area rate.

If Council was to select a road or roads to propose cost-sharing in, the previously estimated costs by NS Public Works in 2024-2025 were approximately \$350,000 per kilometer which includes ditching, pipes, and asphalt. Our cost would be 50% of the final cost, excluding ironworks which would be 100% municipal cost. It is expected that paving costs in 2025-2026 will be higher than \$350,000 per kilometre based on current pricing. The exact cost to the Municipality will not be known until sometime in 2025, after budgets are approved, when tender prices are received.

The deadline for submission is October 31, 2024.

Attached to this report are a list of J-Class Roads that the Municipality has in its records as potentially being eligible for cost-sharing should council wish to submit a request in 2025-2026.

Staff have reviewed the list of eligible roads and do not feel that the Municipality should use its available financial resources on provincial roads noted on this list, but rather focus on spending its money on its own roads at this time. Granville Street in Bridgetown would be the most appropriate place to spend money on paving, but with planned water and sewer upgrades required, it would not be prudent to re-pave now only to be torn up for construction in a few years.

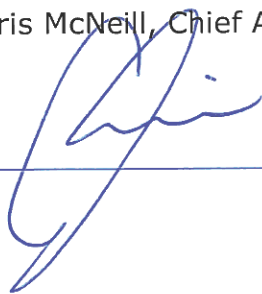
**LEGISLATIVE AUTHORITY**

Section 65(aa) of the *Municipal Government Act* (MGA) authorizes a council to expend money required by the municipality for streets, culverts, retaining walls, sidewalks, curbs and gutters.

Section 65(av) of the *Municipal Government Act* (MGA) authorizes a council to expend money on all other expenditures authorized by this Act or another Act of the Legislature, that are required to be made under a contract lawfully made by, or on behalf of, the municipality, or incurred in the due execution of the duties, powers and responsibilities by law vested in, or imposed upon, the municipality, its mayor or warden, council or officers.

**Prepared by:**

Chris McNeill, Chief Administrative Officer



---

## Annapolis County J-class Road List

<b>FID</b>	<b>Name</b>	<b>Community</b>	<b>Surface</b>	<b>Length_Meters</b>
0	Cross Street	Bear River	Paved	100
1	Pecks Loop	Bear River	Paved	408
2	Pecks Hill	Bear River	Paved	1006
3	Session Street	Bear River	Paved	598
4	Tupper Street	Bear River	Paved	174
5	Upper River Road	Bear River	Paved	1249
6	Wharf Street	Bear River	Paved	57
7	Jeffery Street	Bridgetown	Gravel	231
65	Taylor Drive	Clementsport	Gravel	151
66	West Clementsport Road	Clementsport	Paved	293
67	Silver Street	Clementsport	Paved	153
68	Duke Street	Clementsport	Paved	275
8	Garden Street	Granville Ferry	Paved	170
9	Lettney Lane	Granville Ferry	Paved	769
10	Mills Mountain Road	Granville Ferry	Paved	373
11	North Street	Granville Ferry	Paved	851
12	Troop Lane	Granville Ferry	Paved	104
15	Sunvalley Street	Lawrencetown	Paved	233
16	Hillside Drive	Lequille	Paved	353
17	Beech Street	Meadowvale	Paved	382
18	Birch Drive	Meadowvale	Paved	406
19	Bluenose Avenue	Meadowvale	Gravel	590
20	Easy Street	Meadowvale	Gravel	687
21	Elm Street	Meadowvale	Paved	210
22	Hemlock Drive	Meadowvale	Paved	293
23	Huron Court	Meadowvale	Gravel	111
24	Kyle Avenue	Meadowvale	Paved	283
25	Main Street	Meadowvale	Paved	465
27	Oak Drive	Meadowvale	Paved	165
28	Michael Avenue	Meadowvale	Paved	296
29	Pine Drive	Meadowvale	Paved	343
30	Poplar Drive	Meadowvale	Paved	378
31	Welton's Lane	Meadowvale	Gravel	703
32	Willow Avenue	Meadowvale	Paved	728
33	Yukon Court	Meadowvale	Gravel	155
26	Maple Avenue	Meadowvale	Paved	862
70	Cameron Drive	Melvorn Square	Gravel	412
34	Balcom Crescent	Nictaux	Gravel	203
35	Colonial Drive	Nictaux	Gravel	123
36	Baxter Avenue	Nictaux	Gravel	177
37	Chipman Avenue	Nictaux	Gravel	192
38	Bonavista Drive	Nictaux	Sand Seal	185
39	Hillcrest Avenue	Nictaux	Paved	179

40	Hillcrest Avenue Extension	Nictaux	Paved	69
41	Lorcon Street	Nictaux	Sand Seal	264
42	Martyn Crescent	Nictaux	Gravel	273
43	Pond Drive	Nictaux	Paved	460
44	Rogers Road	Nictaux	Gravel	208
45	Old Runway Drive	Nictaux	Sand Seal	528
46	Penny Lane	Nictaux	Sand Seal	99
47	Orchard Drive	Nictaux	Paved	288
48	Sunset Lane	Nictaux	Paved	179
49	Vendora Drive	Nictaux	Gravel	497
50	Wanda Lynn Drive	Nictaux	Gravel	366
13	Brookside Drive	Wilmot	Chip Seal	925
14	Pine Grove Crescent	Wilmot	Gravel	398
51	Cook Avenue	Wilmot	Paved	700
52	Dodd Street	Wilmot	Gravel	56
53	Empire Street	Wilmot	Paved	531
54	Krista Drive	Wilmot	Paved	530
55	Pleasant Street	Wilmot	Paved	627
56	Pine Court	Wilmot	Paved	420
57	Second Avenue	Wilmot	Gravel	114
58	Second Avenue	Wilmot	Paved	122
59	Tasha Drive	Wilmot	Paved	51
60	Valley Road	Wilmot	Gravel	429
61	Village Road	Wilmot	Paved	637
62	First Avenue	Wilmot	Gravel	124
63	Aldred Road	Wilmot	Paved	736
64	Geiger Drive	Wilmot	Gravel	721
69	Senator Street (East Side Only)	Wilmot	Gravel	311

**TOTAL**

**26739**

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

<b>OUTSTANDING ITEMS</b>				
<b>Month Requested</b>	<b>Staff Report Number</b>	<b>Description</b>	<b>Council Approval</b>	<b>Follow-up Expected</b>
December 2023	SR2023-87	<b>Municipal Capital Growth Fund Submission Bear River</b> 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, pursuant to the recommendation of Committee of the Whole.	Motion 231219.03	In progress
May 2024		<b>MTRI Woodlands for Wildlife Program PID05101480 Hollow Mountain Road</b> That Municipal Council enter into an agreement with Mersey Tobetic Research Institute for part of PID05101480, Hollow Mountain Rad, for their Woodland for Wildlife program, provided the protection does not impact the future development of the remaining lands, pursuant to the recommendation of Committee of the Whole.	Motion 240521.12	In progress
May 2024		<b>Ecological Forestry - Graywood</b> That Municipal Council recommend further develop the ecological forestry initiative on the Graywood location and neighbouring lots owned by the County, pursuant to the recommendation of Committee of the Whole.	Motion 240521.14	In progress
May 2024		<b>Bear River Water Project Grant of Easement PID#30140537</b> To authorize the Warden and Clerk to sign the Grant of Easement on PID 30140537 between the Grantor and the Municipality of the County of Annapolis for the Bear River Water Project.	Motion 240521.15	In progress
June 2024	SR2024-47	<b>Bridgetown School Trust BRCS Award Payouts Bridgetown School Trust Payout for Scholarships/Awards</b> That Municipal Council authorize payment up to \$2,800 for scholarships/awards recipients upon attendance of post-secondary education, pursuant to the recommendation of Committee of the Whole.	Motion 240618.16	Pending Applications in September
July 2024	SR2024-49	<b>Repayment of Temporary Borrowing</b> That Municipal Council direct staff to utilize \$3,088,608 from the operating reserve to repay the RBC line of credit, in accordance with the recommendation of Committee of the Whole.	Moton 240716.01	In progress

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

July 2024	SR2024-56	<p><b>Intermunicipal Inclusion, Diversity, Equity and Accessibility Plan (IDEA)</b> That Municipal Council endorse the concept of a joint county-wide Inclusion, Diversity, Equity and Accessibility structure with a proposed committee terms of reference and specific details of the workplan to be brought forward to council in the fall for final review and potential adoption.</p>	Motion 240716.16	In progress
September 2024	SR2024-60	<p><b>Deregistration of Municipal Heritage Property – Capt. James Anthony House</b> That Municipal Council hold a public hearing at 11:00 a.m. on November 19, 2024, to consider the deregistration of the Captain James Anthony House, a municipally-registered heritage property located at 1625 Granville Road, Port Wade, pursuant to the recommendations of Committee of the Whole.</p>	Motion 240917.08	In progress
September 2024	SR2024-61	<p><b>ACOSS Request to Establish a Pavilion at the Sport Hub</b> That Municipal Council approve the establishment of a new pavilion structure up to 30' x 50' and no greater than the height of 15' at the Annapolis County Regional Outdoor Sports Hub that will be purchased and funded by the Annapolis County Outdoor Sports Hub Society on lands located north of the artificial track provided they meet all the regulations associated with building permits and development permits that are required and subject to the approval of the Director of Municipal Operations as to the exact location and installation requirements, in accordance with the recommendation of Committee of the Whole.</p>	Motion 240917.09	In progress
September 2024		<p><b>Proposal to the Town of Annapolis Royal and the County of Annapolis</b> That Municipal Council request staff to collaborate with Annapolis Royal to develop a plan for moving forward with the engagement of the international Acadian community for the development of an Acadian research / tourist / cultural center, in accordance with the recommendation of Committee of the Whole.</p>	Motion 240917.12	In progress
September 2024		<p><b>Develop Terms of Reference for Glyphosate Ad Hoc Committee</b> That staff prepare a new terms of reference for council's review to establish a Glyphosate Ad Hoc Committee.</p>	Motion 240917.14	In progress
September 2024		<p><b>Re: Authorize Easement Agreement with Debra Isles</b> That Municipal Council authorize the Warden and Municipal Clerk to sign an easement agreement with Debra Isles on behalf of the municipality for the Bear River water project.</p>	Motion 240917.19	In progress



COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

<b>COMPLETED ITEMS</b>				
<b>Month Requested</b>	<b>Staff Report #</b>	<b>Description</b>		<b>Date Complete</b>
July 2024	<b>SR2024-50</b>	<b>AM-1.3.6.3 Heritage Advisory Committee Policy</b> To recommend that Municipal Council repeal AM-1.3.6.3.3 Heritage Advisory Committee Policy, pursuant to seven-day notice given on July 9th.	Motion 240716.02	Complete
July 2024	<b>SR2024-51</b>	<b>Policy 123 Police Advisory Board New</b> To recommend that Municipal Council approve Policy 123 Police Advisory Board, in accordance with seven-day notice given on July 9th.	Motion 240716.03	Complete
July 2024	<b>SR2024-52</b>	<b>Policy 118 Fire and Emergency Services Registration</b> To recommend that Municipal Council approve Policy 118 Fire and Emergency Services Registration, pursuant to seven-day notice given on July 9th.	Motion 240716.04	Complete
July 2024	<b>SR2024-53</b>	<b>Policy 124 Accessibility Advisory Committee</b> That Municipal Council amend Policy 124 Accessibility Advisory Committee as circulated, in accordance with seven-day notice given on July 9th.	Motion 240716.05	Complete
July 2024	<b>SR2024-53</b>	<b>Policy 125 Climate Change Action Plan Review Committee</b> That Municipal Council amend Policy 125 Climate Change Action Plan Review Committee, pursuant to seven-day notice given on July 9th.	Motion 240716.06	Complete
July 2024	<b>SR2024-43(3)</b>	<b>Community Facilities Annapolis Valley Trails Coalition</b> That Municipal Council approve a grant to the Annapolis Valley Trails Coalition in the amount of \$10,000 to assist with trail maintenance and repair in Annapolis County in accordance with Policy 101 Community Grants, pursuant to the recommendation of Committee of the Whole.	Motion 240716.08	Complete
July 2024	<b>SR2024-43(2)</b>	<b>Community Facilities Port George District Lighthouse Society</b> That Municipal Council approve a grant to the Port George District Lighthouse Society in the amount of \$15,333 to help with the cost of replacing the siding on the lighthouse in accordance with Policy 101 Community Grants, in accordance with the recommendation of Committee of the Whole.	Motion 240716.09	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

July 2024	<b>SR2024-43(2)</b>	<b>Community Facilities Royal Canadian Legion Branch 33 Bridgetown</b> That Municipal Council approve a grant to the Royal Canadian Legion, Branch 33 Bridgetown in the amount of \$10,268.42 to help support accessibility ramp upgrades and installation in accordance with Policy 101 Community Grants, pursuant to the recommendations of Committee of the Whole.	Motion 240716.10	Complete
July 2024	<b>SR2024-43(2)</b>	<b>Community Facilities Bridgetown Lawn Bowling and Quoits Club</b> That Municipal Council approve a grant to the Bridgetown Lawn Bowling and Quoits Club in the amount of \$3,467.40 to help support roof repairs to the building in accordance with Policy 101 Community Grants, in accordance with the recommendation of Committee of the Whole.	Motion 240716.11	Complete
July 2024	<b>SR2024-43(2)</b>	<b>Community Projects Cats for Keeps Rescue Society</b> That Municipal Council approve a grant to the Cats for Keeps Rescue Society in the amount of \$5,000 to help support fostering equipment and supplies in accordance with Policy 101 Community Grants, pursuant to the recommendation of Committee of the Whole.	Motion 240716.12	Complete
July 2024		<b>2022-2023 Audited Financial Statements</b> That Municipal Council adopt the audited financial statements for the year ended March 31, 2023, in accordance with the recommendation of Committee of the Whole.	Motion 240716.13	Complete
July 2024		<b>Audit Strategy</b> That Municipal Council accept the Audit Strategy as presented and confirm Grant Thornton to carry out the 2023-2024 audit, pursuant to the recommendation of Committee of the Whole.	Motion 240716.14	Complete
July 2024		<b>Physician Recruitment &amp; Retention Committee Recommendations Village of Lawrencetown</b> That Municipal Council approve a grant in the amount of \$7,865 to the Village of Lawrencetown for the purpose of purchasing of equipment for the Lawrencetown Community Health Centre in accordance with Policy 108 Medical Recruitment Financial Assistance Program.	Motion 240716.17	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

July 2024		<p><b>Physician Recruitment &amp; Retention Committee Recommendations Nurse Practitioner Sona Thankachan</b></p> <p>That Municipal Council approve a grant in the amount of \$10,000 to Nurse Practitioner Sona Thankachan in accordance with Policy 108 Medical Recruitment Financial Assistance Program (updated service agreement provided).</p>	Motion 240716.18	Complete
July 2024		<p><b>Physician Recruitment &amp; Retention Committee Recommendations Nurse Practitioner Michael Kiefl</b></p> <p>That Municipal Council approve a grant in the amount of \$10,000 to Nurse Practitioner Michael Kiefl in accordance with Policy 108 Medical Recruitment Financial Assistance Program (updated service agreement provided).</p>	Motion 240716.19	Complete
July 2024		<p><b>Physician Recruitment &amp; Retention Committee Recommendations Dr. Robert (Chris) Picken</b></p> <p>That Municipal Council approve a grant in the amount of \$10,000 to Dr. Robert (Chris) Picken in accordance with Policy 108 Medical Recruitment Financial Assistance Program.</p>	Motion240716 .20	Complete
July 2024	<b>SR2024-54</b>	<p><b>Road Naming Process Shared Access Road, Meadowvale</b></p> <p>That Municipal Council initiate the road naming review process to name a new shared access road in Meadowvale, in accordance with the recommendation of Committee of the Whole.</p>	Motion 240716.07	Complete
September 2024	<b>SR2024-43(4)</b>	<p><b>Community Facilities Grant Clarence United Baptist Church</b></p> <p>That Municipal Council approve a grant to the Clarence United Baptist Church in the amount of \$5,000, to assist with the cost of rewiring and painting their church in accordance with <i>Policy 101 Community Grants</i>, pursuant to the recommendation of Committee of the Whole.</p>	Motion 240917.01	Complete
September 2024	<b>SR2024-43(4)</b>	<p><b>Community Facilities Grant Habitation New Horizons</b></p> <p>That Municipal Council approve a grant to the Habitation New Horizons Club in the amount of \$4,217.49, to assist with the cost of roof repairs and window replacement in accordance with <i>Policy 101 Community Grants</i>, in accordance with the recommendation of Committee of the Whole.</p>	Motion 240917.02	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

September 2024	<b>SR2024-43(4)</b>	<b>Community Projects Grant Thalia Barn Cat Rescue</b> That Municipal Council approve a grant to The Thalia Barn Cat Rescue in the amount of \$5,000, to assist with their spay and neuter costs in accordance with <i>Policy 101 Community Grants</i> , pursuant to the recommendation of Committee of the Whole.	Motion 240917.03	Complete
September 2024	<b>SR2024-38(2)</b>	<b>Policy 116 Committees of Council and Council Meetings – Procedures Amend</b> That Municipal Council amend <i>Policy 116 Committees of Council and Council Meetings - Procedures</i> as circulated and in accordance with seven-day notice given on September 10 <sup>th</sup> .	Motion 240917.04	Complete
September 2024	<b>SR2024-58</b>	<b>Policy 128 Travel and Expenses</b> That Municipal Council approve <i>Policy 128 Travel and Expenses</i> as circulated at and with seven -day notice given on September 10 <sup>th</sup> .	Motion 240717.05	Complete
September 2024	<b>SR2024-59</b>	<b>Policy 129 Appointments to External Organizations</b> That Municipal Council approve <i>Policy 129 Appointments to External Organizations</i> as circulated at and with seven-day notice given on September 10 <sup>th</sup> .	Motion 240917.06	Complete
September 2024	<b>SR2024-57</b>	<b>Road Naming Process for Shared Access Road in Meadowvale</b> That Municipal Council approve the road name “Pointer Lane” for the shared access road in Meadowvale, on PID 05026372, in accordance with the recommendation of Committee of the Whole.	Motion 240917.07	Complete
September 2024	<b>SR2024-62</b>	<b>Repeal AM-1.6.1 Employment Equity Policy</b> That Municipal Council repeal <i>AM-1.6.1 Employment Equity Policy</i> , with seven-day notice given on September 10 <sup>th</sup> .	Motion 240917.10	Complete
September 2024		<b>CPAAC Recommendations</b> That Municipal Council call a Planning Advisory Committee (PAC) meeting on September 25, 2024, at 6:00 p.m. at Felker Hall, Cornwallis Park, for consideration of the proposed Cornwallis Park planning documents, pursuant to the recommendation of Committee of the Whole.	Motion 240917.11	Complete
September 2024		<b>Physician Recruitment &amp; Retention Committee Recommendation</b>	Motion 240917.13	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		That Municipal Council approve a grant in the amount of \$10,000 to Dr. Nima Shekar Riz Fomani in accordance with <i>Policy 108 Medical Recruitment Financial Assistance Program</i> .		
September 2024		<b>Set Dates for Special Council Meetings and Public Hearing in October</b> In anticipation that the Planning Advisory Committee may recommend the Cornwallis Park SPS and LUB for first reading, that Municipal Council schedule a Special Council Meeting on October 1, 2024, at 10:00 a.m. to consider first reading.	Motion 240917.15	Complete
September 2024		<b>Set Dates for Special Council Meetings and Public Hearing in October</b> That Municipal Council schedule a Public Hear regarding the Cornwallis Park SPS and LUB on October 17, 2024, at 11:00 a.m.	Motion 240917.16	Complete
September 2024		<b>Set Dates for Special Council Meetings and Public Hearing in October</b> That Municipal Council schedule a Special Council Meeting to consider second and final reading for the Cornwallis Park SPS and LUB on October 17, 2024, immediately following the Public Hearing.	Motion 240917.17	Complete
September 2024		<b>Request for Emergency Funding from Maitland Bridge Community Hall Society</b> That Municipal Council approve a grant of \$4,300 to Maitland Bridge Community Hall Society to assist with emergency repairs to their well; AND THAT this funding be approved as an over expenditure in the Community Grants budget in 2024-2025.	Motion 240917.18	Complete
September 2024		<b>Final Reading to Adopt Upper Clements Area SPS / LUB</b> That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that second and final reading be given to adopt the proposed Upper Clements Area SPS / LUB.	Motion 240917.21	Complete
September 2024		<b>Final Reading to Adopt Habitation Community SPS / LUB</b> That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that	Motion 240917.22	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		second and final reading be given to adopt the proposed Habitation Community Secondary Planning Strategy and Land Use Bylaw as a secondary planning area and to incorporate it into the Annapolis County Municipal Planning Strategy and Land Use Bylaw.		
September 2024		<b>Appoint Barbara Boateng as Development Officer</b> That Municipal Council appoint Barbara Boateng as Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw.	Motion 240917.23	Complete
June 2024	SR2024-40	<b>Application for Municipal Heritage Registration Whitman Cemetery</b> To recommend that Municipal Council refer the Whitman Cemetery Heritage Property Application to the Heritage Advisory Committee (HAC) for review and consideration for recommendation to include in the Annapolis County Registry of Heritage Properties.	Motion 240618.02	Complete
July 2024		<b>Registration as Municipal Heritage Property Whitman Cemetery Company Notice of Recommendation</b> That Municipal Council consider the entire Whitman Cemetery Company property (identified as PID #05123609 being 1.47 acres) located in South Williamston for registration as a municipal heritage property and begin the process by filing Notice of Recommendation at the Registry of Deeds and holding a public hearing on Tuesday, September 17, 2024 at 2:00 p.m., in accordance with the recommendation of Committee of the Whole	Motion 240716.15	Complete
July 2024		<b>Planning Advisory Committee Recommendation - Habitation</b> That Municipal Council give first reading of its intent to adopt the Habitation Community Secondary Planning Strategy and Land Use Bylaw dated July 2024, as well as making the necessary amendments to the Annapolis County Municipal Planning Strategy, Future Land Use Map (FLUM), and Zoning Maps, and set a Public Hearing date of Tuesday, September 17, 2024, at 2:00 p.m. at the Municipal Administration Building.	Motion 240716.21	Complete

COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

July 2024		<p><b>Planning Advisory Committee Recommendation – Upper Clements</b></p> <p>That Municipal Council give first reading of its intent to adopt the Upper Clements Community Secondary Planning Strategy and Land Use Bylaw dated July 2024, as well as making the necessary amendments to the Annapolis County Municipal Planning Strategy, Future Land Use Map (FLUM), and Zoning Maps, and set a Public Hearing date of Tuesday, September 17, 2024, at 2:00 p.m. at the Municipal Administration Building.</p>	Motion 240716.24	Complete
September 2024		<p><b>Add Whitman Cemetery to Heritage Registry</b></p> <p>That municipal council include the Whitman Cemetery Company Property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds providing that it not to be demolished or the exterior altered without Municipal approval as part of that review, the Heritage Advisory Committee is required to be consulted, and Council may grant/refuse or attach conditions to the demolition or substantial alteration.</p>	Motion 240917.20	Complete
July 2024	SR2024-43(3)	<p><b>Policy 101 Community Grant Application</b></p> <p>That Municipal Council approve a grant to the Mount Hanley and District Schoolhouse Museum Society in an amount of up to \$6,000, not exceeding two-thirds of the final cost, to assist with re-shingling the museum roof in accordance with Policy 101 Community Grants, pending receipt of a new application showing the final costs.</p>	Motion 240716.22	Complete
September 2023	SR2023-71	<p><b>East End Servicing Study</b></p> <p>That Municipal Council authorize an additional \$97,218 in funding from county water and sewer reserves for the expanded scope of the East End Servicing Study, in accordance with the recommendation of Committee of the Whole.</p>	Motion 230919.09	Complete
July 2024	SR2024-55	<p><b>Agreement with Valley Region Solid Waste-Resource Management Authority</b></p> <p>That Municipal Council agree to re-enter the Valley Region Solid Waste-Resource Management Authority as a full member and equity partner effective April 1, 2025.</p>	Motion 240716.23	Complete