

# 2021-10-19 Council Agenda Package

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# MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

## **MUNICIPAL COUNCIL AGENDA**

10:00 AM – Tuesday, October 19, 2021  
Champlain Hall, 178 Haida St., Cornwallis Park

**This meeting will stop at 11:00 a.m. for Public Hearings (under separate agendas) and will resume following the Public Hearings.**

10:00  
a.m.

1. **ROLL CALL**
2. **APPROVAL of the AGENDA (Order of the Day)**
3. **DISCLOSURE OF INTEREST**
4. **ADOPTION OF MUNICIPAL COUNCIL MINUTES**
  - 4.1 THAT the minutes of the Regular Session of Council held September 21, 2021 be approved as circulated.
5. **BUSINESS ARISING FROM THE MINUTES**
  - 5.1 **AM-2.7.8 COVID-19 Proof of Vaccination Policy**  
THAT Municipal Council approve AM-2.7.8 COVID-19 Proof of Vaccination Policy in accordance with seven-day notice having been given on September 21, 2021.
  - 5.2 **AM-2.7.9 COVID-19 Response Policy Amend**  
THAT Municipal Council amend AM-2.7.9 COVID-19 Response Policy in accordance with seven-day notice having been given on September 21, 2021.
6. **COUNCILLOR COMMENTS**
7. **NEW BUSINESS**

None
8. **COMMITTEE & ORGANIZATIONAL REPORTS**
  - 8.1 **Committee of the Whole**
    - A. **AM-1.4.9.1 Medical Assistance Recruitment Program Policy (New)**  
THAT municipal council approve AM-1.4.9.1 Medical Assistance Recruitment Program Policy pursuant to seven-day notice having been given at Committee of the Whole.
    - B. **AM-7.3.1 Publication Policy Amend**  
THAT municipal council amend AM-7.3.1 Publication Policy by changing the name of the policy to AM-7.3.1 Publication / Signage Policy and adding provisions relating to signage on County properties pursuant to seven-day notice having been given at Committee of the Whole.



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**C. *Annapolis County Municipal Housing Corporation – Reappoint H Huntley and M Booth for Additional Two-Year Term***

THAT municipal council appoint Helen Huntley and Marilyn Booth to the Annapolis County Municipal Housing Corporation Board for an additional two-year term ending November 30, 2023 in accordance with the recommendation of Committee of the Whole.

**D. *Identify Possible Bylaw Infractions on County-Owned Forest Lands***

THAT municipal council authorize staff to annually monitor County-owned forest lands greater than 20 acres through regularly scheduled travel and based on time of year, to locate, visually inspect, and identify possible bylaw infractions to provide a report back to Committee of the Whole in accordance with the recommendation of Committee of the Whole.

**E. *NS Dept Public Works Construction Agreement 2021-008 Authorize Warden and Clerk Signatures***

THAT municipal council authorize the Warden and Clerk to sign NS Department of Public Works Construction Agreement 2021-008 for the repaving of Queen Street from Brickyard Road to Bridgetown Bridge pursuant to the recommendation of Committee of the Whole.

**F. *NS Transportation and Public Works May 6, 1999 Maintenance Agreement No. 34-Q Bridgetown Bridge Repair Cost Share Request***

THAT municipal council approve the cost of \$15,000.00 (50% cost share with the Province of Nova Scotia) to repair the Bridgetown Bridge, located on Queen Street, with funds to be allocated from Letter of Intent Reserve pursuant to the recommendation of Committee of the Whole.

**G. *County-Wide Municipal Planning Strategy and Land Use Bylaw Consultant Proposal Review Scoring Report***

THAT Municipal Council enter into a contract with Stantec Consulting Ltd. to conduct the review of the Annapolis County Municipal Planning Strategy and Land Use Bylaw in accordance with the recommendation of Committee of the Whole.

**H. *2021-10-04 Cornwallis Waste Water Treatment Plant UV Upgrade***

THAT municipal council approve additional capital funding of \$25,047.47 plus HST to be funded from the Sewer Reserve (SRES) to enable the installation of the Ultra Violet system at the Cornwallis Waste Water Treatment Facility in accordance with the recommendation of Committee of the Whole.

**I. *Inter-Municipal Service Agreement – Two Year Pilot Project (Valley Waste and Kings Transit)***

THAT the Municipality of the County of Annapolis join and partake in the two-year pilot project involving Valley Waste and Kings Transit but only if the Warden



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is able to vote on all matters which come before the new pilot project board, other than a vote which incurs long-term debt with respect to a particular project pursuant to the recommendation of Committee of the Whole.

***J. County Use of Glyphosate-Related Products***

THAT the Municipality of the County of Annapolis not use Glyphosate-related products on county-owned land/spaces pursuant to the recommendation of Committee of the Whole.

***K. Education Campaign - Glyphosate***

THAT municipal council direct staff to conduct an education campaign about household alternatives to Glyphosate usage in accordance with the recommendation of Committee of the Whole.

***L. Letter to Ministers to Cease Aerial Glyphosate-Related Spraying in Annapolis County***

THAT municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting a cessation of aerial Glyphosate-related spraying in Annapolis County in accordance with the recommendation of Committee of the Whole.

***M. Letter to Ministers to Post Areas Sprayed***

THAT municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting that neighbouring concession/access roads to recently sprayed (within a year) regions have Notice of Aerial Spraying signs posted to inform public using the roads/woods pursuant to the recommendation of Committee of the Whole.

***N. Contact NSFM for Report on Glyphosate Issue in NS Municipalities***

THAT municipal council contact the Nova Scotia Federation of Municipalities to find out how other municipalities are dealing with Glyphosate pursuant to the recommendation of Committee of the Whole.

***O. Change in Date - November Municipal Council***

THAT the regular session of Municipal Council in November be changed from Tuesday, November 16, 2021 to Wednesday, November 17, 2021 in accordance with the recommendation of Committee of the Whole.

**9.**

**IN-CAMERA**

THAT Municipal Council meet in-camera in accordance with Section 22(2)(f) litigation or potential litigation of the *Municipal Government Act*.



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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

***MUNICIPAL COUNCIL AGENDA***

*10:00 AM – Tuesday, October 19, 2021*

*Champlain Hall, 178 Haida St., Cornwallis Park*

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**10.**

**ADJOURNMENT**

THAT Municipal Council adjourn its session until the next regular meeting scheduled for **Wednesday, November 17, 2021.**

## 2021-09-21 Municipal Council Summary of Motions

<b>MOTION 2100921.01</b>	<b>Excuse Absence – Councillor Alex Morrison .....</b>	<b>1</b>
<b>MOTION 2100921.02</b>	<b>Excuse Absence – Councillor Brad Redden .....</b>	<b>1</b>
<b>MOTION 2100921.03</b>	<b>Minutes 2021-08-17 Regular .....</b>	<b>1</b>
<b>MOTION 2100921.04</b>	<b>Renewal of Temporary Borrowing Resolution 21/22-0 for Telecommunications Project \$13,000,000 Renewal of Temporary Borrowing Resolution 21/22-0 for Telecommunications Project \$13,000,000 .....</b>	<b>3</b>
<b>MOTION 2100921.05</b>	<b>Annapolis Administration Building Roof Repair .....</b>	<b>4</b>
<b>MOTION 2100921.06</b>	<b>Bridgetown Community Recreation Assoc. Funding Request .....</b>	<b>4</b>
<b>MOTION 2100921.07</b>	<b>Proposed Interim Inter-Municipal Service Agreement Pilot.....</b>	<b>4</b>
<b>MOTION 2100921.08</b>	<b>Begin Road Naming Process for Snow Lake Keep Homesteading Community Arlington West .....</b>	<b>4</b>
<b>MOTION 2100921.09</b>	<b>AM-1.3.8 Letters of Support &amp; Acknowledgement Policy Amend .....</b>	<b>4</b>
<b>MOTION 2100921.10</b>	<b>Annapolis County Ground Search and Rescue – Register as Emergency Services Provider .....</b>	<b>5</b>
<b>MOTION 2100921.11</b>	<b>Capital Projects Basinview .....</b>	<b>5</b>
<b>MOTION 2100921.12</b>	<b>West Paradise Community Hall Consider for Heritage Registration.....</b>	<b>5</b>
<b>MOTION 2100921.13</b>	<b>Easson House Consider for Heritage Registration .....</b>	<b>5</b>
<b>MOTION 2100921.14</b>	<b>West Paradise Community Hall Notice of Recommendation .....</b>	<b>5</b>
<b>MOTION 2100921.15</b>	<b>Easson House Notice of Recommendation.....</b>	<b>6</b>
<b>MOTION 2100921.16</b>	<b>AM-2.7.9 COVID-19 Proof of Vaccination Policy Amend.....</b>	<b>6</b>
<b>MOTION 2100921.17</b>	<b>AM-2.7.8 COVID-19 Response Policy Amend.....</b>	<b>6</b>
<b>MOTION 2100921.18</b>	<b>Bridgetown Land Use Bylaw (LUB) Zoning Map Amendment – First Reading .....</b>	<b>6</b>
<b>MOTION 2100921.19</b>	<b>Bridgetown Land Use Bylaw (LUB) Zoning Map Amendment – Public Hearing.....</b>	<b>7</b>
<b>MOTION 2100921.20</b>	<b>AM-2.1.3. Statutory and Paid Holidays Policy.....</b>	<b>7</b>

Minutes of the regular session of Municipal Council held on Tuesday, September 21, 2021, at 10:02 a.m., at Champlain Hall, 178 Haida Street, Cornwallis Park, NS, in accordance with the Direction of the Minister under a Declared State of Emergency (*see attached*).

### **Roll Call**

District 1 – Bruce Prout, present  
District 2 - Brian “Fuzzy” Connell, present  
District 3 – Alan Parish, present  
District 4 – Clyde Barteaux, present  
District 5 – Lynn Longmire, present  
District 6 – Alex Morrison, absent.

#### **MOTION 2100921.01 Excuse Absence – Councillor Alex Morrison**

It was moved by Councillor LeBlanc, seconded by Councillor Prout, that Alex Morrison be excused from MGA meeting attendance requirements. Motion carried unanimously.

District 7 – David Hudson, present  
District 8 – Michael Gunn, present  
District 9 – Wendy Sheridan, present  
District 10 – Brad Redden, absent.

#### **MOTION 2100921.02 Excuse Absence – Councillor Brad Redden**

Councillor Barteaux moved, seconded by Councillor Longmire, that Brad Redden be excused from MGA meeting attendance requirements. Motion carried unanimously.

District 11 – Diane LeBlanc, present

**Also Present:** CAO David Dick; Municipal Clerk Carolyn Young; other staff including D. Campbell, A. Dunphy, H. Orde; and 2 members of public.

### **Agenda Approval**

Staff requested to add Recommendation Report AM-2.7.9 COVID-19 Proof of Vaccination Policy Approve / AM-2.7.8 COVID-19 Response Policy Amend.

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

### **Minutes**

#### **MOTION 2100921.03 Minutes 2021-08-17 Regular**

Councillor Prout moved, seconded by Councillor Hudson, to approve the minutes of the regular session held on August 17, 2021 as circulated. Motion carried unanimously.

#### **2021-09-14 Committee of the Whole Recording**

Warden Parish announced that the audio of last week’s Committee of the Whole meeting was lost. This was not discovered until after the meeting.

### **Councillor Comments**

*District 1 – Councillor Prout (as submitted)*

I am pleased to be able to congratulate the schools in our area, as well as those throughout Nova Scotia, on the successful opening of the 2021-2022 school year. While the COVID 19 numbers have been on

the rise in Nova Scotia, schools have not experienced any major outbreaks so far. Let us hope that this continues to be the case.

I would like to congratulate Bob and Jennie Mann of Wilmot, who on August 28<sup>th</sup> were able to watch their granddaughter Sara Goodman and her Team Canada teammates play for the gold at the Junior Pan American Games held in Santiago, Chile. The team defeated Uruguay 1-0 to complete the tournament undefeated winning Canada's first ever Pan American Gold Medal in women's field hockey (see September 9<sup>th</sup> AV Register)

It has been a busy time in District 1. In addition to the regular calls and meetings with constituents there were a number of functions in which I took part.

On August 29<sup>th</sup>, along with the Warden and the CAO, I attended a meeting with the RCMP in Bridgetown to discuss issues of concern. On September 13<sup>th</sup> I met with members of the Wilmot and Area Neighbourhood Watch for their monthly meeting.

In addition, on September 15<sup>th</sup> I attended the T.C.T.S., (Trans County Transportation Society), monthly Board Meeting as well as their Annual General Meeting.

Finally, I would encourage County residents to continue to support our local farmers as the fall harvest season is in full swing.

*District 2* – Councillor Connell noted District 2 is fairly quiet. He delivered grant cheques and the Margaretsville Wharf, Forest Glade Hall and Mount Hanley Museum were all appreciative. He attended the Middleton Fire Department annual banquet, a small outside gathering. It was nice to see members being honoured for service recognition.

*District 3* – Warden Parish reported that last Sunday was the beginning of the Clarence Community Market, being held Sunday mornings 9-12.

*District 4* – Councillor Barteaux continues work of various committees. Apple season is here, please support local growers as this is a crucial activity in our county.

There is lots of activity at farmers markets, with lots of local produce. He hopes restrictions of Phase 4 are soon lifted and life's activities are easier. Council continues to work through many challenges working toward resolving issues. He wished all returning students a rewarding 2021-2022 year, and thanked his constituents for support and hopes to see more out in the community. Be safe.

*District 5* – Councillor Longmire noted that summer is finally in rear view mirror, and fall is upon us. Get out in your community and see the markets and changing leaves. Recipients of grants in her district have been extremely pleased. There continue to be more vaccine clinics and she encouraged all to continue to consider receiving the vaccine. She thanked District Five resident Kimberly Gregory for collecting school resources for families in need. Her district has passed along lots of concern regarding the former theme park; as well as internet. Moving forward please be mindful of buses and children. Happy fall.

*District 7* – Councillor Hudson noted a number of thefts and break-ins over past few weeks. Four golf carts, and outbuildings including Jubilee Park. Only 1 golf cart recovered. RCMP have one person of interest. He suggests everyone takes extra care to lock up and not leave goods outside. He has had inquiries as to when South Street will be paved. There is a safety issue with people driving on the wrong side of the road and speeding. He suggested the street could be one way or closed for local traffic only as there is no firm date regarding when the street will be repaved. The Department is waiting for the new provincial government to schedule the project. The Bridgetown Curling Club is holding its annual BBQ Chicken take out only this Saturday at a cost of \$18.00 per plate. West Dalhousie Hall is hosting a stuffed roast port dinner on Saturday, eat in or take out. There is a Bridgetown Community Clean UP scheduled for Sunday September 26<sup>th</sup>, volunteers will be meeting at the former elementary school to go around the community to pick up litter. Please wear gloves and good walking shoes.



*District 8 – Deputy Warden Gunn (as submitted)*

Happy Fall Equinox to all, and I hope you are able to enjoy bounty from your gardens.

The lack of water in Bear River continues to be a theme of the communications and meetings I had this past month. Like the previous month, a business had to close due to lack of water supply. As was reported last week, I met with the Warden Parish, CAO Dick, and Jonathan Welch of the Hillsborough Water Society, and we are optimistic that things are moving in a positive direction. I was also contacted by a realtor who needed to have a deeper understanding of the water issues before listing a property. As is evident: the situation remains critical to many.

I was approached by a citizen about the lack of affordable housing in our area, which is an issue that is rapidly increasing with the sudden rise in house prices. Her question was: why are the former barrack blocks in Cornwallis Park not retrofitted for this purpose? I explained that the committee responsible for development in Cornwallis Park had decided that the properties on the north side of Highway 1 should not be residential. When asked why that was the case, I'm afraid I did not have an answer, except to say: they decided. I suggested she approach the committee or Councilor Morrison for further information. This is certainly a timely topic.

I was happy to represent Warden Parish and the County at a recent event in Annapolis Royal commemorating the granting of land in New Scotland 400 years ago. The event – named “Beyond Oqwa'titek” – evolved into an example of reconciliation, and acknowledged the historical footsteps that brought us all together both here, and as a country. The three day event was expertly organized, was attended by the Lieutenant Governor and representatives from many local groups, was extremely thoughtful in tone, and well attended and enjoyed. I greatly appreciated the pipe band, the bannock-making lessons, the fusion of multicultural dance ... my hat goes off to the organizing committee, it was impressive.

*District 9 – Councillor Sheridan noted she will be attending the county Accessibility meeting taking place in Nictaux on Thursday at 6:30 p.m.*

*District 11 – Councillor LeBlanc wished all a happy last day of summer! It was a great summer, with residents being able to get around visiting. She noted we are entering into fall with COVID numbers going up and hopes we don't go backwards. Happy to have students back to school. Students have not been able to be social, so this is good for their mental health. She has not had many calls about bears this year, but there are lots of deer, be careful. Three Rivers Community Hall is holding a fund-raising turkey supper on Thursday. Call or text for a time for pick up. It is their second event this year, with proceeds for improvements for the hall.*

**Business Arising from the Minutes**

None.

**New Business**

Re: Recommendation Report Renewal of Temporary Borrowing Resolution 21/22-0 for Telecommunications Project \$13,000,000

**MOTION 2100921.04 Renewal of Temporary Borrowing Resolution 21/22-0 for Telecommunications Project \$13,000,000 Renewal of Temporary Borrowing Resolution 21/22-0 for Telecommunications Project \$13,000,000**

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, that municipal council authorize the Warden and Clerk to sign the Temporary Borrowing Resolution Renewal for the Telecommunications/Internet Project. Motion carried unanimously.

Re: Recommendation Report Annapolis Administration Building Roof Repair

**MOTION 2100921.05 Annapolis Administration Building Roof Repair**

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council approve the expenditure of \$89,398 plus HST from the General Operating Fund to repair the original section and replacement of the 1980's section of the Annapolis Administration Building roof. Motion carried unanimously.

**Declaration of Interest**

Councillor Hudson declared an interest in the following item and did not participate in any discussion or consequent motion. He is the Treasurer of the Association. He left the meeting at 10:29 a.m.

Re: Recommendation Report Bridgetown Community Recreation Assoc. Funding Request

**MOTION 2100921.06 Bridgetown Community Recreation Assoc. Funding Request**

Deputy Warden Gunn moved, seconded by Councillor Connell, to recommend that municipal council approve the expenditure of 2,758.70 HST included to be funded from the Max Young Reserve Fund to reimburse the Bridgetown community Recreation association the cost to replace the clock controller located at the Bridgetown & District Memorial Arena. Motion carried unanimously.

*Councillor Hudson returned to the meeting at 10:32 a.m.*

**Reports and Recommendations**

Re: Committee of the Whole (2021-09-14)

• ***Proposed Interim Inter-Municipal Service Agreement Pilot***

**MOTION 2100921.07 Proposed Interim Inter-Municipal Service Agreement Pilot**

In accordance with the recommendation of Committee of the Whole, Deputy Warden Gunn moved, seconded by Councillor Longmire, that municipal council authorize the CAO to work with the other CAOs and the IMSA Working Group Solicitor in the preparation of a draft Pilot IMSA with Annapolis County's participation in both the Valley Region Solid Waste-Resource Management Authority and the Kings Transit Authority components, as described in the September 14, 2021 Committee of the Whole agenda subject to the draft Agreement being ratified by municipal council at a future date. Motion carried unanimously.

• ***Road Naming Process for Snow Lake Keep Homesteading Community Arlington West***

**MOTION 2100921.08 Begin Road Naming Process for Snow Lake Keep Homesteading Community Arlington West**

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, in accordance with the recommendation of Committee of the Whole, that municipal council initiate the road-naming review process to name the road providing access to the Snow Lake Keep Homesteading Community in Arlington West. Motion carried unanimously.

• ***AM-1.3.8 Letters of Support & Acknowledgement Policy Amend***

**MOTION 2100921.09 AM-1.3.8 Letters of Support & Acknowledgement Policy Amend**

Pursuant to seven-day notice having been given at Committee of the Whole, Deputy Warden Gunn moved, seconded by Councillor Connell, that municipal council amend AM-1.3.8 Letters

of Support & Acknowledgement Policy by updating Section 3.1 and removing Section 3.2 (see attached). Motion carried unanimously.

- ***Annapolis County Ground Search and Rescue Request for Registration***

**MOTION 2100921.10 Annapolis County Ground Search and Rescue – Register as Emergency Services Provider**

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, pursuant to the recommendation of Committee of the Whole, that municipal council accept the request from Annapolis County Ground Search and Rescue to be registered as an Emergency Services Provider for the County of Annapolis. Motion carried unanimously.

- ***Capital Projects Basinview***

**MOTION 2100921.11 Capital Projects Basinview**

In accordance with the recommendation of Committee of the Whole, it was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council approve funding the following capital projects for work at the Basinview Centre from the Operating Reserve, totaling \$147,002.57:

- Pool and Building Assessment
- Geotech Investigation of Soils
- East Wall Investigation, and
- Roof and Harness Guarding

Motion carried unanimously.

- ***West Paradise Community Hall***

**MOTION 2100921.12 West Paradise Community Hall Consider for Heritage Registration**

Pursuant to the recommendation of Committee of the Whole, Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal Council consider for registration as a municipal heritage property the entire West Paradise Community Hall property (identified as the deed referenced as Book 85 at Page 39 – being approximately 18,190.61 sq. ft. in area) located in the community of West Paradise. Motion carried unanimously.

- ***Easson House***

**MOTION 2100921.13 Easson House Consider for Heritage Registration**

It was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, pursuant to the recommendation of Committee of the Whole, that municipal council recognize the automatic designation of the Easson property and that the entire Easson House property (identified as Document No. 84823344 – being approximately 2.53 acres in area) located in the community of Lequille be registered as a municipal heritage property. Motion carried unanimously.

## **NEW BUSINESS (cont'd)**

Re: Recommendation Report West Paradise Community Hall Application for Heritage Registration

**MOTION 2100921.14 West Paradise Community Hall Notice of Recommendation**

Upon receipt of a favourable recommendation from the Committee of the Whole, Deputy Warden Gunn moved, seconded by Councillor Hudson, that Municipal Council register the entire West Paradise Community Hall property (identified as deed reference Book 85 at Page 39 – being approximately 18,190.61 sq. ft. in area), located in the community of West Paradise, for inclusion in the Annapolis County Registry of Heritage Properties and that a Notice of

Recommendation be completed in accordance with the Heritage Property Act and Annapolis County C5 Heritage Property Bylaw requirements and Council hold a public hearing with the applicants on October 19, 2021, at 11:00 a.m. at Champlain Hall, 178 Haida Street, Cornwallis Park, NS. Motion carried unanimously.

Re: Recommendation Report Easson House Application for Heritage Registration

**MOTION 2100921.15 Easson House Notice of Recommendation**

Upon receipt of a favourable recommendation from the Committee of the Whole it was moved by Deputy Warden Gunn, seconded by Councillor LeBlanc, that Municipal Council register the entire Easson House property (identified as Document No. 84823344 – being approximately 2.53 acres in area), located in the community of Lequille, be considered for inclusion in the Annapolis County Registry of Heritage Properties and that a Notice of Recommendation be completed in accordance with the Heritage Property Act and Annapolis County C5 Heritage Property Bylaw requirements and Council hold a public hearing with the applicants on October 19, 2021, at 11:00 a.m. at Champlain Hall, 178 Haida Street, Cornwallis Park, NS. Motion carried unanimously.

**Recess**

The Warden declared a brief recess from 10:49 a.m. – 11:02 a.m.

**LATE ADDITIONS**

Re: Recommendation Report AM-2.7.9 COVID-19 Proof of Vaccination Policy Approve / AM-2.7.8 COVID-19 Response Policy Amend – this item was circulated to desks at the beginning of the meeting.

**MOTION 2100921.16 AM-2.7.9 COVID-19 Proof of Vaccination Policy Amend**

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, to give seven-day notice for municipal council to approve AM-2.7.9 COVID-19 Proof of Vaccination Policy as circulated. Motion carried, 8 in favour, 1 against (Gunn).

**MOTION 2100921.17 AM-2.7.8 COVID-19 Response Policy Amend**

Deputy Warden Gunn moved, seconded by Councillor Longmire, to give seven-day notice for municipal council to amend AM-2.7.8 COVID-19 Response Policy as circulated. Motion carried, 8 in favour, 1 against (Gunn).

**Amend the Order of the Day**

It was moved by Councillor Longmire, seconded by Councillor LeBlanc, to amend the order of the day to add Planning Advisory Committee 2021-09-14 Recommendation to Council. Motion carried unanimously.

Re: Planning Advisory Committee Recommendation to Council (2021-09-14)

**MOTION 2100921.18 Bridgetown Land Use Bylaw (LUB) Zoning Map Amendment – First Reading**

Following the full consideration of the related goals, objectives and policies of the Bridgetown Municipal Planning Strategy, and upon receiving a favourable recommendation from the Planning Advisory Committee, Deputy Warden Gunn moved, seconded by Councillor Hudson, to recommend that municipal council give of first reading to amend the Bridgetown Land Use Bylaw (LUB) Zoning Map to rezone a vacant lot know as 431 Granville Street in

the community of Bridgetown, from the Residential Light Density (R-1) Zone to the Highway Commercial (C2) Zone to permit the development of a construction equipment and trailer rental facility. Motion carried unanimously.

**MOTION 2100921.19 Bridgetown Land Use Bylaw (LUB) Zoning Map Amendment – Public Hearing**

It was moved by Deputy Warden Gunn. Seconded by Councillor Longmire, to set a public hearing on October 19, 2021, at 11:00at 187 Champlain Hall, 178 Haida Street, Cornwallis Park, NS. Motion carried unanimously.

**Correspondence**

None.

**Amend the Order of the Day**

Councillor LeBlanc moved, seconded by Councillor Barteaux, to amend the order of the day by adding AM-2.1.3 Statutory and Paid Holidays Policy to the agenda. Motion carried unanimously.

Re: AM-2.1.3 Statutory and Paid Holidays Policy

**MOTION 2100921.20 AM-2.1.3. Statutory and Paid Holidays Policy**

In accordance with seven-day notice having been given at August 18, 2021, Deputy Warden Gunn moved, seconded by Councillor Longmire, that municipal council amend AM-2.1.3 Statutory and Paid Holidays Policy by:

- Replacing “direct” with “non-union in Section 4.1; and’
- Adding “national Day for Truth and Reconciliation” to the list of paid holidays in Subsection 4.1

Motion carried, 8 in favour, 1 against (Gunn).

**In-Camera**

It was moved by Councillors Sheridan and Hudson, to meet in-camera from 11:43 a.m. until 1:31 p.m. in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property and (f) litigation or potential litigation of the *Municipal Government Act*. Motion carried unanimously.

**Adjournment**

Upon motion of Councillors LeBlanc and Sheridan, the meeting adjourned at 1:33 p.m.

**Warden**

**Municipal Clerk**

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

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

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

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

- i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;
- ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

- i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
- ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

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

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

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

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

Dated July 29, 2020.

**Original signed by**

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Hon. Chuck Porter  
Minister of Municipal Affairs and Housing



<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>		<b>AM - 2.7.8</b>
<b>Section</b> <b>Health and Safety</b>	<b>Subject</b> <b>COVID-19 Vaccination Policy</b>	

**1. APPLICATION**

**1.1** This policy governs the COVID-19 proof of vaccination procedure for all employees of the Municipality of the County of Annapolis (“the County”).

**2. AUTHORITY**

**2.1** *Municipal Government Act*, as it is amended.

**3. DEFINITIONS**

**3.1** **COVID-19** refers to the outbreak of the novel coronavirus known as COVID-19.

**4. PURPOSE**

**4.1** The County is committed to providing a work environment that keeps our employees and the community safe. This commitment means that we must maintain a workplace free of hazards to health such as COVID-19. It is critical therefore that, as an organization, we take reasonable precautions to protect against exposure to COVID-19.

**4.2** The purpose of this Policy is to set out the standards that employees must meet in the workplace so that each employee can do their part to keep each other and the public safe.

**5. PROCESS**

*Mandatory Vaccination*

**5.1** The County requires all employees to be fully vaccinated (have both injections of one of the recognized vaccines) against COVID-19.

**5.2** Employees must provide confirmation of their vaccination status by providing an acceptable copy of the Nova Scotia COVID-19 Vaccination Record or other acceptable record if the employee was vaccinated outside of Nova Scotia.

**5.3** If an employee is not vaccinated, the employee must disclose in writing to the Employer the reason for not being vaccinated. The Employer recognizes that it has a duty to accommodate employees who cannot receive the vaccine for any reason protected by human rights legislation, such as physical disability or religion. The Employer will review the information and, after consultation with the employee, take alternative actions such as requiring that the employee undergo testing at a regular interval to be determined by the Employer, restricting access to the workplace, placing the employee on an unpaid leave of absence, and / or taking some other step so that the employee does not pose a hazard to other employees or anyone else with whom they would have contact through their work.

**5.4** The Employer will provide employees with self-administered rapid test kits. Any employee who tests positive on a rapid test will be required to provide confirmation of a negative PCR test before being allowed to be in the workplace.

**5.5** Vaccinations will be only one part of the Employer’s steps to maintain a safe workplace. The County of Annapolis may continue to implement other measures,



such as wearing a mask and physical distancing even if the Province discontinues those steps.

**5.6** The County may, at its discretion, apply this Policy to contractors who are working on municipally-owned premises.

**6 COMPLIANCE**

**6.1** Regardless of their vaccination status, employees are required to follow all COVID-19 protocols that the County of Annapolis has in place.

**6.2** If an employee does not comply with this Policy and does not have a valid reason for that non-compliance (such as a reason protected by human rights legislation) the County of Annapolis can require that the employee follow alternative measures such as weekly testing or, where there is no other option that the County considers reasonable, place an employee on an unpaid leave of absence until the employee is in compliance with this Policy, this pandemic ends or the County ends the leave.

**7 CONFIDENTIALITY**

**7.1** Information relating to an employee’s proof of vaccination and/or the reason(s) for not receiving a COVID-19 vaccination will be kept confidential by the County. All medical information and vaccination records will be stored separately from employees’ personnel files, kept secure at all times and destroyed when no longer needed.

**8 REVIEW OF POLICY**

**8.1** The impact of the COVID-19 pandemic will undoubtedly continue to change. The County will, therefore, review this Policy on an ongoing basis, adjusting it if necessary and revoking it if warranted.

Municipal Clerk’s Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
<i>Seven (7) Day Notice</i> .....	<b><u>PENDING September 21, 2021</u></b>
<i>Council Approval</i> .....	<b><u>PENDING October 19, 2021</u></b>
-----	<b><u>PENDING October 19, 2021</u></b>
Municipal Clerk	Date
At <b><u>Annapolis Royal</u></b> Nova Scotia	

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>		<b>AM - 2.7.9</b>
<b>Section</b> <b>Health and Safety</b>	<b>Subject</b> <b>COVID-19 Response Policy</b>	

1. **APPLICATION**
  - 1.1 This policy governs the COVID-19 procedure for all employees of the Municipality of the County of Annapolis (“the Municipality”).
2. **AUTHORITY**
  - 2.1 The *Municipal Government Act*, as it is amended.
3. **DEFINITIONS**
  - 3.1 **COVID-19** refers to the outbreak of the novel coronavirus known as COVID-19.
  - 3.2 **Crisis** refers to a public health crisis or emergency as defined by public health and government authorities.
4. **COMMUNITY RESPONSE & POLICY COMPLIANCE**
  - 4.1 Provincial and federal health authorities have stressed that we all have a role in containing the outbreak of COVID-19.
  - 4.2 As an employer, the Municipality considers the following legal obligations in making decisions regarding COVID-19:
    - a. The obligation to provide a safe work environment for all employees and others in the workplace;
    - b. The obligation not to discriminate based on any protected grounds under human rights legislation and to address discrimination by others in the workplace; and
    - c. Other legal and contractual obligations, such as those obligations pursuant to applicable employment contracts and collective agreements.
  - 4.3 Employees are expected to review and comply with this Policy.
5. **RISK MANAGEMENT MEASURES**
  - 5.1 **Hygiene** – In light of the recent COVID-19 outbreak, the Municipality is prioritizing a high level of hygiene to keep the chance of transmission to an absolute minimum. Based on recommendations from federal and provincial health authorities, we are asking employees, councillors and visitors at municipal worksites to please ensure that:
    - a. You wash your hands frequently with soap and water or alcohol-based hand sanitizer (both of which will be provided by the Municipality);
    - b. Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze and throw the tissue away immediately;
    - c. Avoid touching your eye, nose and mouth; and
    - d. Keep at least two (2) metres (approximately six (6) feet) away from anyone coughing and sneezing where possible.
  - 5.2 **Travel** – The Canadian government has issued travel advisories to countries that are particularly affected by COVID-19. In light of the evolving nature of these travel advisories, the Municipality strongly urges employees and councillors to reconsider all non-essential travel.

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>		<b>AM - 2.7.9</b>
<b>Section</b> <b>Health and Safety</b>	<b>Subject</b> <b>COVID-19 Response Policy</b>	

In addition, during the COVID-19 outbreak, employees may be asked to:

- a. Avoid certain travel destinations in accordance with recommendations and restrictions set by federal and provincial health authorities;
- b. Advise the Employer of their travel plans and itineraries; and
- c. If it is reasonable based on the travel and/or development of Covid-19 outbreak, employees may be asked not to attend work for a period of 14 days and / or to monitor for symptoms.

- 5.3 Ongoing Occupational Health & Safety Monitoring** – The Municipality will continue to monitor the situation and may update these risk management procedures as needed.

The Municipality will endeavour to support employees who come into contact with or test positive for COVID-19 and encourages all employees to follow the advice of health care providers and public health authorities.

**6. ABSENCES & IMPACT ON PAY**

**6.1 Mandatory Absences** – In the event that an employee is unable to attend work due to following COVID-19 containment procedures set out by public health authorities, including voluntary self-isolation in appropriate circumstances, employees should contact the Chief Administrative Officer or designate right away. An employee may also be required to not attend at work if the Municipality is concerned that they may have been exposed to the virus, even if not displaying symptoms. Where possible, the Municipality will arrange for the employee to work from home. If working from home is not possible, and subject to subsection 6.2, employees will be permitted to use sick leave. For employees without sufficient banked sick leave, the Municipality will assist with applying for sick EI and any other applicable benefits announced by the federal government.

**6.2 Precautionary Absences Due to Personal Travel** – The Municipality strongly encourages all employees to minimize non-essential travel during the COVID-19 outbreak. Employees who choose to travel for personal reasons in light of the evolving situation may not be permitted to return to the workplace for an isolation period. Employees travel at their own personal and financial risk. The Municipality will consider requests for leave pay on a case-by-case basis.

**7. STANDARD OPERATING PROCEDURES / PROTOCOLS**

**7.1** During the COVID-19 pandemic, the Chief Administrative Officer shall ensure that adequate and appropriate Standard Operating Procedures (SOP's) are developed and implemented. The process for development of SOP's shall include:

- a. conducting hazard assessments at the workplace (in consultation with the with the Occupational Health and Safety Committee) to ensure appropriate physical distancing, hygiene and other needs are adequately met;

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>		<b>AM - 2.7.9</b>
<b>Section</b> <b>Health and Safety</b>	<b>Subject</b> <b>COVID-19 Response Policy</b>	

- b. discussing special needs with employees to assess challenges such as those with underlying conditions, childcare difficulties, family challenges to assess who best can return to work sites, and who may need to continue to work off-site for the time being (all such information regarding personal or health circumstances of any employee or they family shall be kept strictly confidential);
- c. considering / supporting the ability for employees to work from home as practical to assist with physical distance planning;
- d. evaluating other considerations that provide a consistent and efficient level of service across departments while allowing for some site /department / service group specific needs; and
- e. any other necessary steps in compliance with the requirements set by the provincial Chief Medical Officer of Health and any other relevant federal or provincial government bodies and / or health authorities



**7.2** During the COVID-19 pandemic, the Chief Administrative Officer shall ensure that adequate and appropriate guidelines and protocols are developed, communicated and adhered to in regard to access to municipal sites. Guidelines / protocols shall take into account:

- a. Working from home and return to work procedures;
- b. Personal Protective Equipment (PPE's) for employees and visitors that is appropriate and in accordance with Nova Scotia Public Health orders and directives;
- c. Spacing requirements for work stations, common areas, washrooms and meeting rooms to ensure sufficient space to meet physical distancing requirements for employees, councillors and the public;
- d. Visual and digital reminders for visitors, councillors and staff to follow social distancing guidelines and proper hand hygiene techniques;
- e. Routes of entry and exit which maximize distancing and minimize points of touch or contact with others (e.g., those entering and exiting do not pass or intersect);
- f. Maintenance of sanitation and hygiene supplies in sufficient quantities at all times at all worksites and in all vehicles;
- g. Precautions necessary for higher risk activities and which require special precautions or protective equipment such as sewage treatment and solid waste handling;
- h. Ensuring mandatory training requirements are met in a safe and adequate manner which is also in keeping with both Nova Scotia Public Health and Occupational Health and Safety guidelines;
- i. Cleaning of all work areas and vehicles in accordance with Nova Scotia Public Health orders and directives;
- j. Ventilation of all work areas and vehicles that is in accordance with recommendations Nova Scotia Public Health guidelines; and

<b>MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL</b>		<b>AM - 2.7.9</b>
<b>Section</b> <b>Health and Safety</b>	<b>Subject</b> <b>COVID-19 Response Policy</b>	

- k. Any other necessary steps to maintain compliance with the requirements set by the provincial Chief Medical Officer of Health and any other relevant federal or provincial government bodies and / or health authorities

Municipal Clerk’s Annotation for Official Policy Book  
I certify that this policy was adopted by Municipal Council as indicated below:  
*Seven (7) Day Notice* ..... **PENDING September 21, 2021**  
*Council Approval* ..... **PENDING October 19, 2021**

***Carolyn Young***                      **PENDING October 19, 2021**  
Municipal Clerk      Date  
At **Annapolis Royal** Nova Scotia

N,

**Recommendations  
from 2021-10-12 Committee of the Whole  
to 2021-10-19 Municipal Council**

**A. *AM-1.4.9.1 Medical Assistance Recruitment Program Policy (New)***

THAT municipal council approve AM-1.4.9.1 Medical Assistance Recruitment Program Policy pursuant to seven-day notice having been given at Committee of the Whole.

**B. *AM-7.3.1 Publication Policy Amend***

THAT municipal council amend AM-7.3.1 Publication Policy by changing the name of the policy to AM-7.3.1 Publication / Signage Policy and adding provisions relating to signage on County properties pursuant to seven-day notice having been given at Committee of the Whole,

**C. *Annapolis County Municipal Housing Corporation – Reappoint H Huntley and M Booth for Additional Two-Year Term***

THAT municipal council appoint Helen Huntley and Marilyn Booth to the Annapolis County Municipal Housing Corporation Board for an additional two-year term ending November 30, 2023 in accordance with the recommendation of Committee of the Whole.

**D. *Identify Possible Bylaw Infractions on County-Owned Forest Lands***

THAT municipal council authorize staff to annually monitor County-owned forest lands greater than 20 acres through regularly scheduled travel and based on time of year, to locate, visually inspect, and identify possible bylaw infractions to provide a report back to Committee of the Whole in accordance with the recommendation of Committee of the Whole.

**E. *NS Dept Public Works Construction Agreement 2021-008 Authorize Warden and Clerk Signatures***

THAT municipal council authorize the Warden and Clerk to sign NS Department of Public Works Construction Agreement 2021-008 for the repaving of Queen Street from Brickyard Road to Bridgetown Bridge pursuant to the recommendation of Committee of the Whole.

**F. *NS Transportation and Public Works May 6, 1999 Maintenance Agreement No. 34-Q Bridgetown Bridge Repair Cost Share Request***

THAT municipal council approve the cost of \$15,000.00 (50% cost share with the Province of Nova Scotia) to repair the Bridgetown Bridge, located on Queen Street, with funds to be allocated from Letter of Intent Reserve pursuant to the recommendation of Committee of the Whole.

**G. *County-Wide Municipal Planning Strategy and Land Use Bylaw Consultant Proposal Review Scoring Report***

THAT Municipal Council enter into a contract with Stantec Consulting Ltd. to conduct the review of the Annapolis County Municipal Planning Strategy and Land Use Bylaw in accordance with the recommendation of Committee of the Whole.

**H. *2021-10-04 Cornwallis Waste Water Treatment Plant UV Upgrade***

THAT municipal council approve additional capital funding of \$25,047.47 plus HST to be funded from the Sewer Reserve (SRES) to enable the installation of the Ultra Violet system at the Cornwallis Waste Water Treatment Facility in accordance with the recommendation of Committee of the Whole.

**Recommendations  
from 2021-10-12 Committee of the Whole  
to 2021-10-19 Municipal Council**

- I. *Inter-Municipal Service Agreement – Two Year Pilot Project (Valley Waste and Kings Transit)***  
THAT the Municipality of the County of Annapolis join and partake in the two-year pilot project involving Valley Waste and Kings Transit but only if the Warden is able to vote on all matters which come before the new pilot project board, other than a vote which incurs long-term debt with respect to a particular project pursuant to the recommendation of Committee of the Whole.
- J. *County Use of Glyphosate-Related Products***  
THAT the Municipality of the County of Annapolis not use Glyphosate-related products on county-owned land/spaces pursuant to the recommendation of Committee of the Whole.
- K. *Education Campaign - Glyphosate***  
THAT municipal council direct staff to conduct an education campaign about household alternatives to Glyphosate usage in accordance with the recommendation of Committee of the Whole.
- L. *Letter to Ministers to Cease Aerial Glyphosate-Related Spraying in Annapolis County***  
THAT municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting a cessation of aerial Glyphosate-related spraying in Annapolis County in accordance with the recommendation of Committee of the Whole.
- M. *Letter to Ministers to Post Areas Sprayed***  
THAT municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting that neighbouring concession/access roads to recently sprayed (within a year) regions have Notice of Aerial Spraying signs posted to inform public using the roads/woods pursuant to the recommendation of Committee of the Whole.
- N. *Contact NSFM for Report on Glyphosate Issue in NS Municipalities***  
THAT municipal council contact the Nova Scotia Federation of Municipalities to find out how other municipalities are dealing with Glyphosate pursuant to the recommendation of Committee of the Whole.
- O. *Change in Date - November Municipal Council***  
THAT the regular session of Municipal Council in November be changed from Tuesday, November 16, 2021 to Wednesday, November 17, 2021 in accordance with the recommendation of Committee of the Whole.