

2022-09-27 Council Agenda Package

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PAGE	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL of the AGENDA (Order of the Day) That municipal council approve the Order of the Day as circulated.
4-12	4.	APPROVAL OF MUNICIPAL COUNCIL MINUTES
	4.1	2022-07-19 Regular That the minutes of the Regular Session of Council held July 19, 2022, be approved as circulated.
13-15	4.2	2022-07-25 Special That the minutes of the Special Session of Council held July 25, 2022, be approved as circulated.
16	4.3	2022-08-26 Special That the minutes of the Special Session of Council held August 26, 2022, be approved as circulated.
17-19	4.4	2022-08-29 Special That the minutes of the Special Session of Council held August 29, 2022, be approved as circulated.
20-22	4.5	2022-09-13 Special That the minutes of the Special Session of Council held September 13, 2022, be approved as circulated.
23	5.	COTW CONSENT AGENDA
	5.1	That the following items from 2022-09-13 Committee of the Whole be passed by Consent Agenda: SR2022-01 Repeal Former Town of Bridgetown Policies; SR-2022-02 2022/23 Community Grants; SR2022-03 Cornwallis Tidal Beach Park; SR2022-04 Upper Clements Land – South Side; SR2022-05 Release of Funds Margaretsville & District Fire Department; SR2022-06 Release of Funds Nictaux & District Volunteer Fire Department; CR2022-07-22 Nominating Committee - Citizen Appointments to:



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, September 27, 2022

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

- Bridgetown Area Advisory Committee,
- Cornwallis Park Area Advisory Committee,
- East End Area Advisory Committee, and
- Habitation Community Area Advisory Committee;

CR2022-09-01 Heritage Advisory Committee Recommendation – Old Town Hall Property Municipal Heritage Registration; and

CR2022-09-06 Nominating Committee - AM-1.3.4 Citizen Appointments to Committees Policy - Amend

6. NEW BUSINESS

24-28

6.1

SR2022-07 Capital Borrowing Options

THAT Municipal Council authorize staff to withdraw an amount equal to the actual expenditures associated with Upper Clements Park Demolition of approximately \$578,000 from the existing line of credit related to that property.

THAT Municipal Council authorize staff to apply the proceeds from the sale of Bridgetown Town Hall to offset the cost of the administration building renovations.

THAT Municipal Council authorize staff to setup an internal loan from the Operating Reserve (ORES) to fund the difference of \$465,000 for the administration building renovations and the vehicle replacement program payable over the next five years bearing 2.95% per annum.

6.2

Kings Transit Green Energy Proposal (Verbal)

6.3

Hillside Drive Water Service Update (Verbal)

7. COUNCILLOR COMMENTS

8.

IN-CAMERA

That municipal council meet in-camera in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property, (c) personnel matters, and (g) legal advice eligible for solicitor-client privilege of the *MGA*.

29-33

Council Tracking List – For Information

9.

ADJOURNMENT

That Municipal Council adjourn its session until the next regular meeting scheduled for **Tuesday, October 25, 2022.**

**2022-07-19 Municipal Council
Summary of Motions**

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Minutes of the regular session of Municipal Council held on Tuesday, July 19, 2022 at 10:00 a.m., at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

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, present
- District 7 – David Hudson, present
- District 8 – Michael Gunn, present
- District 9 – Wendy Sheridan, present
- District 10 – Brad Redden, present
- District 11 – Diane LeBlanc, present

Also Present: CAO David Dick (Zoom); Municipal Clerk Carolyn Young; other staff including N. Barteaux, D. Campbell, N. Chisholm, D. Hopkins, B. Lamb, and Jim Young; and 2 members of the public.

Disclosure of Interest

None.

Agenda Approval

That municipal council approve the Order of the Day as circulated.

Moved: Deputy Warden Gunn

Seconded: Councillor LeBlanc

Motion carried unanimously.

Minutes

MOTION 220719.01 Minutes 2022-06-21 Regular Session Council

That the minutes of the regular session of Municipal Council held on June 21, 2022, be approved as circulated.

Moved: Deputy Warden Gunn

Seconded: Councillor Prout

Motion carried unanimously.

Business Arising from the Minutes

None.

Councillor Comments

District 1 – Councillor Prout (as submitted)

July has been moving along very quickly. Canada Day celebrations were held at the Melvern Square Community Hall on July 1st for the first time in three years. Activities included a Children’s Parade, a flag-raising ceremony, a bounce castle, a huge soap slide (thank you Kingston Fire Department), cold drinks, freezies, and hot dogs. A crowd of over two hundred people turned out for the festivities.

On Sunday July 10th, after the morning service, members and guests of the Melvern Square United Baptist Church enjoyed a Strawberry Shortcake Social on the front lawn.

Spurr Brothers Farm Market has opened on Bridge Street in Melvern Square until their new location is ready to open on Highway 1 in Wilmot.

While a number of Councillors have mentioned Flea Markets which are held in their Districts, I would like to remind everyone that one of the largest weekend Flea Markets in Annapolis County can be found on Highway 1 in Wilmot just east of Frenchys.

Finally, I have received some great feedback from a number of residents concerning the County's June 2022 Newsletter. One citizen suggested that perhaps we could consider putting the actual monetary amounts in our pie graphs as opposed to only showing the percentages.

District 2 – Councillor Connell – lots going on in district 2 this month: Heart of the Valley festival, and reunion at MRHS July 22-24; Fire Department ½ chicken dinner on 23rd, go to their website to order ahead; July 30-Aug 1 Margaretsville Days with monthly breakfast in Margaretsville; Port George monthly breakfasts started up last month. 1st Sunday every month, 8-10. Lots of participation in car shows, 650 last weekend in Yarmouth. Went to jail as a fundraiser for Macdonald Museum, raising \$1,300.

District 3 – Warden Parish – noted the new Mexican restaurant in Bridgetown, recommends it! Next door will be a clothing store, opening soon. Attended Hampton lobster dinner last weekend, sold out. Recommends to all in future years. A lovely evening in Hampton. Lighthouse is open, and a grant is pending for assistance.

District 4 – Councillor Barteaux – time of year farms are producing fresh fruits and vegetables, local produce and home gardens. Visit a local farm. Lots of access to Annapolis River, great to see the boat activity and the launch sites are well used. This is an untapped resource. Community halls are very important, any support for their events is always appreciated – suppers, games nights, etc. support your local community hall.

District 5 – Councillor Longmire – welcomes today's rain. School is out, kids are excited and enjoying camps and summer fun. Have a safe summer. Teachers are walking halls for a final time, tremendous commitment, including her sister, Susan Robinson-Burnie who did a final walk in June and welcomes retirement. Lots of events: Canada Day, Pride 2022. Saw amazing participation at Cherry Carnival. She noted a lack of police presence in the community, there is a lot of running stop signs; with kids and motorcycles please pay close attention. New travelers enjoying stays at Mountain Top Cottages, The Cove, and Fundy Cottages, and at the Domes Port Wade. From Victoria Beach to Granville and over to Delaps and Hampton – please stop at roadside markets. Crow's Nest is a wonderful seafood opportunity. Attended many meetings July 17 Clarence Heritage unveiling, lots of attendees and stories. Hats off to Avery Jackson, an eager, young supporter of heritage. Deputy Warden Gunn brought message from the county and as well as other councillors in attendance. Annapolis Royal Bandfest was likely amazing – didn't get to participate.

District 6 – Councillor Morrison (*as submitted*)

Latest issue of Cornwallis Park and Area newsletter is out. To receive email rcfirefighter32@gmail.com

Cornwallis Park and area Saturday breakfasts resume 13 August

Next meeting of Cornwallis Park Community Association Board of Directors everyone in dist 6 welcome.

7pm Fri Aug5. Did I mention all in district 6 are welcome?

Our friends from Germany will be here for a stay starting on 6 August. This is their fourth visit to Annapolis County. They are always very impressed by the area and the people. One of the group is a beekeeper and hopes to meet some of those folks in our area.

District 7 – Councillor Hudson has had calls about the county-wide plan, Queen Street, sale of old school and town hall. A large tank with oil was dug up during work on Queen Street, wonders if it maybe held fuel for street lamps years ago? Enjoying summer weather and visits from away. July fruit and vegetable stands are open, enjoy fresh veggies. An auction fundraiser on July 24 at the Station to assist a Ukrainian family - a women and 2 young children, husband still in Ukraine, fighting. Attended several meetings – Forestry Advisory, Fire Services, Visioning workshop, and with Bridgetown Tennis Club.

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

June was a very busy month across District 8, including a fundraiser for the Bear River Eats community food program, and a Clementsvale rummage sale at the Forrester’s Hall. Raven Haven has been busy with the boat borrowing program: anyone interested in borrowing a stand-up paddleboard, kayak or canoe can call Nancy Chisholm our recreation director and reserve a boat. What a great way to beat the heat!

On the 18th of June I was honoured to represent the County at the Easson House plaque unveiling in Lequille. There was a very informative presentation by Avery Jackson from the Heritage Advisory Committee, and a special thank you goes to the homeowners, the Francis family, for hosting the presenters, staff and community members in attendance.

I was happy to join members of the County staff and council in training for Emergency Management situations, and the public visioning exercise for the community of Bridgetown. It is very important that the public take part in these community-centered meetings as it gives residents an opportunity to speak up about what the zoning priorities are for their area. They are well run by our planners, Victoria Hamilton and Brendan Lamb, who are gathering a lot of important information that will help steer our zoning plans for the County.

And finally, my communications from constituents this month have been in opposition to the vaccination policy and complaints about cottage garbage bins.

District 9 – Councillor Sheridan noted the Heart of the Valley and high school reunion in Middleton, and the upcoming Lions giant flea market on July 30th.

District 10 – Councillor Redden reminded all for the upcoming RCMP Musical Ride on Saturday, July 26, at 2pm and 7pm, tickets are available on line. The Annapolis Valley Exhibition is busy with preparations for the events in August including the Red Neck Rodeo.

District 11 – Councillor LeBlanc reported that the Three Rivers Community Hall has returned entertainment at the hall. Lots of plans for weddings with no restrictions. Enjoy, and be safe this summer while we are open.

Committee and Organizational Reports

Re: Special Committee of the Whole (June 27, 2022)

• AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy NEW

That municipal council repeal AM-1.2.0 Council Meetings and Procedures Policy and AM-1.3.5 Committees of Council Policy, and approve AM-1.2.0 Committees of council and Council Meetings – Procedures Policy as amended, in accordance with seven-day notice given on June 27, 2022.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Deputy Warden Gunn took the Chair at this time.

Article 25

To amend Article 25 of the policy by adding ‘A councillor may request that their vote is recorded’.

Moved: Warden Parish

Seconded: Councillor Redden

Motion carried unanimously.

The Warden resumed the Chair at 10:36 a.m.

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

MOTION 220719.02 AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy NEW

That municipal council repeal *AM-1.2.0 Council Meetings and Procedures Policy* and *AM-1.3.5 Committees of Council Policy*, and approve *AM-1.2.0 Committees of council and Council Meetings – Procedures Policy* as amended to include the change in Article 25, in accordance with seven-day notice given on June 27, 2022.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

• Meetings in August

That municipal council state that there be no scheduled meetings in August including committees and Council.

Moved: Deputy Warden Gunn

Seconded: Councillor Morrison

To amend the motion by adding ‘2022’ after ‘August.’

Moved: Councillor Redden

Seconded: Councillor LeBlanc

Motion carried unanimously.

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

MOTION 220719.03 No Meetings in August, 2022

That municipal council state that there be no scheduled meetings in August, 2022, including Committees and Council.

Moved: Deputy Warden Gunn

Seconded: Councillor Morrison

Motion carried unanimously.

Re: Committee of the Whole (July 12, 2022)

• Approve Road Name Raven Sky Lane

MOTION 220719.04 Approve Road Name ‘Raven Sky Lane’

That Municipal Council approve the road name “Raven Sky Lane” for the private access road on PID 05141981 in Bridgetown North.

Moved: Deputy Warden Gunn

Seconded: Councillor Hudson

Motion carried unanimously.

• **Annapolis County Municipal Housing Corporation – Instrument of Incorporation Amend**
MOTION 220719.05 ACMHC Instrument of Incorporation Amend

That Municipal Council amend the instrument of incorporation by which the Annapolis County Municipal Housing Corporation was established and approved by Instrument of Incorporation dated October 3, 1984 (the “Instrument of Incorporation”), and amended from time to time, is hereby amended by:

1. Deleting in full the third paragraph of the Instrument of Incorporation of the Annapolis County Municipal Housing Corporation replacing it with the following:
The corporation shall consist of a minimum of six (6) Members and a maximum of eight (8) Members, appointed by Municipal Council of the Municipality of the County of Annapolis at its first regular meeting held in November, as follows:
 - a. None of the members shall be a Councillor of the Municipality of the County of Annapolis;
 - b. No Member shall be in a family relationship with or associated as a partner or business associate with any other member of the Board;
 - c. The regular term of appointment as a Member is two (2) years;
 - d. A Member may be reappointed for an additional two (2) year appointment;
 - e. A Member may be reappointed, after serving four (4) consecutive years, for not more than two (2) additional two (2) year terms to fill vacancies or to provide for staggering of Member term. A Member shall not serve on the Board for more than eight (8) consecutive years;
 - f. A Member who has served on the Board for the maximum eight (8) consecutive years shall be eligible for membership again after an absence from the membership for at least one (1) year.
 - g. Notwithstanding the eight (8) year term limit described in section (e), two members, Nancy McGrath and Gail Grover, whose current terms end in November 2023, shall be permitted to remain on the Board until November 2027, which term extension was recommended by the Department of Seniors and Long Term Care.

Moved: Deputy Warden Gunn
Seconded: Councillor Longmire
Motion carried unanimously.

• **AM-1.3.2 Public Participation Policy NEW**
MOTION 220719.06 AM-1.3.2 Public Participation Policy NEW

That Municipal Council adopt *AM-1.3.2 Public Participation Policy*, in accordance with seven day notice given on June 12, 2022.

Moved: Deputy Warden Gunn
Seconded: Councillor Redden
Motion carried unanimously.

MOTION 220719.07 Refer AM-1.3.2 Public Participation Policy to Accessibility Advisory Committee for Report

That municipal council refer *AM-1.3.2 Public Participation Policy* to the Accessibility Advisory Committee for a report back.

Moved: Councillor Redden
Seconded: Councillor LeBlanc
Motion carried unanimously.

• **Water Supply Municipal Planning Strategies & Land Use Bylaws**

MOTION 220719.08 Include Water Supply MPS and LUB in County-Wide Plan Review

That Municipal Council include the following water supply municipal planning strategies and land use bylaws in the County-Wide Plan review:

- 1) Lake Cady Water Supply - serving Cornwallis Park;
- 2) Lawrencetown Water Supply – serving the Village of Lawrencetown; and
- 3) Margaretsville Water Supply - serving Margaretsville

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

Recess

10:55 a.m. – 11:03 a.m.

Adjourn to Public Hearing

To adjourn the council session at 11:04 a.m. in order to convene the Public Hearing on the Bridgetown CMH Land Use Bylaw Amendment Application, held under separate agenda.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

The regular session of council resumed at 11:19 a.m. with all present as previously noted.

Amend Order of the Day

To add *Bridgetown 2022 LUB-003 - CMH Text & Map Amendment Application Final Reading*

Moved: Councillor Redden

Seconded: Councillor LeBlanc

Motion carried unanimously.

Re: Bridgetown 2022 LUB-003 - CMH Text & Map Amendment Application Final Reading

MOTION 220719.09 ~~Bridgetown 2022 LUB-003 - CMH Text & Map Amendment~~ Application - Final Reading

Pursuant to favourable recommendations from the Annapolis County Planning Advisory Committee and the Bridgetown Area Advisory Committee, and in full consideration of the related goals, objectives and policies of the Bridgetown Municipal Planning Strategy, I move that Municipal Council give second and final reading of its intention to adopt an amendment to the Bridgetown Land Use Bylaw (LUB) removing Part 9.3.2 (d) regarding the location of multi-unit buildings on local streets, and to amend the Bridgetown Zoning Map to rezone the land identified as parcels PID No. 05144787, 05144795, 05114293 and 05005475 in the community of Bridgetown from the Institutional (I1) and Open Space (O1) Zones to the Residential Multiple (R2) Zone; these text and map amendments will permit the redevelopment of the property from a former school to a multi-unit residential development consisting of sixteen two-bedroom apartments and the potential future development of the remaining empty lots.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

• ***Bridgetown LUB Zoning Map Amendment Application Riku Raisanen***

MOTION 220719.10 Bridgetown LUB Zoning Map Amendment Application – Riku Raisanen

That Municipal Council consider the application submitted by Riku Raisanen to amend the Bridgetown Land Use Bylaw (LUB) Map, to include rezoning the land identified as parcel PID 05149976 at 271 Granville Street in the community of Bridgetown from the Institutional (I1) zone to the Downtown Commercial (C1) Zone; to permit the redevelopment of the property from the former Town Hall to a mixed-use development consisting of commercial space on the main floor and a two bedroom unit upstairs; and

adopt a public participation process involving the referral of the application to the Bridgetown Area Advisory Committee and the Planning Advisory Committee (PAC) for their review and recommendation; and

hold a PAC-sponsored public meeting in the community of Bridgetown on Wednesday, September 21, 2022 at 7 pm, (*location to be announced*).

Moved: Deputy Warden Gunn

Seconded: Councillor Hudson

Motion carried unanimously.

• ***Former Bridgetown Town Hall Application for Heritage Registration***

MOTION 220719.11 Former Bridgetown Town Hall Application for Heritage Registration

That Municipal Council refer the former Bridgetown Town Hall property Heritage Property Application to the Heritage Advisory Committee for review/recommendation for inclusion in the Registry of Heritage Properties.

Moved: Deputy Warden Gunn

Seconded: Councillor Hudson

Motion carried unanimously.

• ***AM-2.7.8 COVID-19 Proof of Vaccination Policy Amend***

That Municipal Council amend AM-2.7.8 COVID-19 Proof of Vaccination Policy as amended, in accordance with seven-day notice given on June 12, 2022.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

To amend by removing Section 6.3

Moved: Deputy Warden Gunn

Seconded: Councillor LeBlanc

Motion withdrawn.

Chair to Deputy Warden Gunn took the Chair at 11:36 a.m.

To amend the motion to replace Section 5.4 as follows:

5.4 (a) If a councillor has not provided confirmation of their vaccination status as set out in s. 5.2, the councillor shall provide proof of a COVID-19 test result to the warden on the day of, or a day immediately preceding, any scheduled meeting.

(b) If the test result is negative, the councillor shall be allowed to attend the meeting in person.

(c) If the test result is positive, the councillor shall be required to attend the meeting virtually.

(d) In the instance of meetings called with limited notice, time may be provided for the councillor to do COVID-19 testing before the meeting is called to order.

(e) If a councillor refuses to provide proof of a COVID-19 test result as described in s. 5.4(a), they shall be required to attend the meeting virtually.

(f) If a councillor is required to attend a meeting virtually pursuant to this policy, those attendances will not count against the councillor pursuant to the AM-1.2.0.1 Video Conferencing Policy; and

Remove section 6.3.; and

Remove the word “councillors” from section 5.1,

Moved: Warden Parish

Seconded: Councillor LeBlanc

Councillor Morrison left at 12:14 p.m.

The Question was called on the amendment.

Motion carried unanimously.

Warden Parish returned to the Chair.

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

MOTION 220719.12 AM-2.7.8 COVID-19 Proof of Vaccination Policy - Amend

That Municipal Council amend AM – 2.7.8 COVID-19 Proof of Vaccination Policy as amended to include changes to 5.4, 6.3 and 5.1, in accordance with seven-day notice given on June 12, 2022.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried, 9 in favour, 1 against.

Lunch

12:23 p.m. – 2:00 p.m., with all in attendance as previously noted, including Councillor Morrison.

In-Camera

That municipal council meet in-camera from 2:01 p.m. to 2:34 p.m. in accordance with Sections 22(2)(c) personnel matters, and (f) litigation or potential litigation of the MGA.

Moved: Deputy Warden Gunn

Seconded: Councillor Prout

Motion carried unanimously.

Adjournment

Upon motion of Councillor Sheridan and Deputy Warden Gunn, municipal council adjourned its session at 2:36 p.m. until the next regular meeting scheduled for Tuesday, September 27, 2022.

Warden

Municipal Clerk

**Special Session of Municipal Council
Summary of Motions
July 25, 2022**

MOTION 220725.01 2022-23 Community Grants 2

Minutes of the special **Municipal Council** meeting held on Monday, July 25, 2022, at 9:00 a.m., via Zoom videoconference.

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

Also Present CAO David Dick; Municipal Clerk Carolyn Young; W. Atwell, D. Campbell, N. Chisholm, H. Fox-Perry, D. Hopkins, and Jim Young.

Disclosure of Interest

None.

Approval of Agenda (Order of the Day)

That municipal council approve the Order of the Day as circulated.
Moved: Deputy Warden Gunn
Seconded: Councillor LeBlanc
Motion carried unanimously.

New Business

Re: Recommendation Report 2022-23 Community Grants

• 2022-23 Community Grants

That Municipal Council approve the 2022-23 grant allocations as set out in accordance with *AM-1.4.9 Community Grants Policy* as follows:

Hampton Lighthouse and Historical Society	\$ 1,200
Age Advantage Association	\$ 5,000
Annapolis Royal Football Club	\$ 1,380
Anna Granville Pastoral	\$ 0
Annapolis Valley Exhibition Society	\$20,000
Heart of the Valley Festival	\$ 2,000
Middleton District Rink Commission	\$ 5,000
Middleton Railway Museum Society	\$25,000
Wharf Rat Rally Motorcycle Society	\$ 5,000

Moved: Deputy Warden Gunn
Seconded: councillor Sheridan

To amend the motion to remove the Middleton Railway Museum grant and to deal with it separately.

Moved: Councillor Barteaux

Second: Councillor LeBlanc

Motion lost, 4 in favour, 7 against,

To amend to reduce the amount of the grant to the Middleton Railway Museum to \$18,000, pending clarification on the grant from the Town of Middleton.

Moved: Councillor Hudson

Seconded: Councillor Barteaux

Motion lost, 2 in favour, 9 against.

To amend the motion to add *'release of funds is pending receipt of information'*.

Moved: Councillor Barteaux

Point of Order

Councillor Morrison pointed out that there is a motion with no seconder and it is being discussed. The Warden called for a seconder.

Seconded: Councillor Morrison

Motion lost, 1 in favour, 10 against.

The Question was called on the original motion:

MOTION 220725.01 2022-23 Community Grants

That Municipal Council approve the 2022-23 grant allocations as set out in accordance with *AM-1.4.9 Community Grants Policy* as follows:

Hampton Lighthouse and Historical Society	\$ 1,200
Age Advantage Association	\$ 5,000
Annapolis Royal Football Club	\$ 1,380
Anna Granville Pastoral	\$ 0
Annapolis Valley Exhibition Society	\$20,000
Heart of the Valley Festival	\$ 2,000
Middleton District Rink Commission	\$ 5,000
Middleton Railway Museum Society	\$25,000
Wharf Rat Rally Motorcycle Society	\$ 5,000

Moved: Deputy Warden Gunn

Seconded: councillor Sheridan

Motion carried, 10 in favour, 1 against.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Hudson, the meeting adjourned at 10:41 a.m.

Warden

Municipal Clerk

Minutes of the special **Municipal Council** meeting held on Friday, August 26, 2022, at 10:30 a.m., at the Municipal Administration Building, Annapolis Royal, NS.

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

Also Present CAO David Dick; Municipal Clerk Carolyn Young, David Hopkins, Noella Martin and Aaron Connelly.

Disclosure of Interest

None.

Approval of Agenda (Order of the Day)

That municipal council approve the Order of the Day as circulated.

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

In-Camera

To meet in-camera in accordance with Section 22(2)(c) personnel of the *Municipal Government Act*, from 10:31 a.m. until 3:40 p.m..

Moved: Councillor Hudson

Seconded: Deputy Warden Gunn

Motion carried unanimously.

Adjournment

All present as previously noted except Councillor Hudson. Upon motion of Deputy Warden Gunn, seconded by Councillor Longmire, the meeting adjourned at 3:42 p.m. and will reconvene on Monday, August 29, 2022 at 9:00 a.m.

Warden

Municipal Clerk

Special Session of Municipal Council
Summary of Motions
August 29, 2022

MOTION 220829.01 Employment Status of Chief Administrative Officer David Dick 2
MOTION 220829.02 Appointment of Interim Chief Administrative Officer Doug Patterson..... 2

Minutes of the special **Municipal Council** meeting held on Monday, August 29, 2022, at 9:00 a.m., at the Municipal Administration Building, Annapolis Royal, NS.

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

Also Present: Municipal Clerk Carolyn Young, David Hopkins, and from Wickwire Holm Noella Martin and Aaron Connelly.

Disclosure of Interest

None.

Approval of Agenda (Order of the Day)

That municipal council approve the Order of the Day as circulated.

Moved: Deputy Warden Gunn

Seconded: Councillor Redden

Motion carried unanimously.

In-Camera

To meet in-camera in accordance with Section 22(2)(c) personnel of the *Municipal Government Act*, from 9:01 a.m. until 3:52 p.m.

Moved: Deputy Warden Gunn

Seconded: Councillor Hudson

Motion carried unanimously.

Recess

3:55 p.m. – 4:00 p.m.

In-Camera

To meet in-camera in accordance with Section 22(2)(c) personnel of the *Municipal Government Act*, from 4:02 p.m. – 4:35 p.m.

Moved: Deputy Warden Gunn

Seconded: Councillor Prout

Motion carried unanimously.

Amend the Order of the Day

To add Employment Status of CAO

Moved: Deputy Warden Gunn

Seconded: Councillor Longmire

Motion carried unanimously.

Re: Employment Status of CAO

MOTION 220829.01 Employment Status of Chief Administrative Officer David Dick

That David Dick's employment be terminated effective immediately by providing the payment and benefit/pension arrangement specified in article 8(iii)(c) of the hiring letter dated March 24, 2021.

Moved: Deputy Warden Gunn

Seconded: Councillor Hudson

Motion carried 8 in favour, 3 against.

In-camera

To meet in-camera in accordance with Section 22(2)(c) personnel of the *Municipal Government Act*, from 4:37 p.m. – 4:55 p.m.

Moved: Councillor Redden

Seconded: Councillor LeBlanc

Motion carried unanimously.

Amend the Order of the Day

To add Appointment of Interim CAO

Moved: Deputy Warden Gunn

Seconded: Councillor LeBlanc

Motion carried unanimously.

Re: Appointment of Interim CAO

MOTION 220829.02 Appointment of Interim Chief Administrative Officer Doug Patterson

That municipal council delegate designated responsibilities and powers of the Chief Administrative Office to Doug Patterson on a short-term basis.

Moved: Deputy Warden Gunn

Seconded: Councillor LeBlanc

Motion carried unanimously.

Adjournment

Upon motion Councillor LeBlanc and Deputy Warden Gunn, the meeting adjourned at 4:58 p.m.

Warden

Municipal Clerk

Special Session of Municipal Council
Summary of Motions
September 13, 2022

MOTION 220913.01 Enter Contract with Gerald Walsh Associated for Executive Search Services to
Recruit CAO 1

MOTION 220913.02 Aerial Spraying – Letter to Premier and Minister Environment & Climate
Change 1

MOTION 220913.03 Seek Legal Opinion – Municipal Jurisdiction on Banning Aerial Spraying of
Glyphosate 2

Minutes of the **Special Municipal Council** meeting held on Tuesday, September 13, 2022, at 3:26 p.m., at the Municipal Administration Building, Annapolis Royal, NS.

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

Also Present: Interim CAO Doug Patterson, Municipal Clerk Carolyn Young, David Hopkins

New Business

Re: Enter Contract with Gerald Walsh Associates for Executive Search Services to Recruit CAO

MOTION 220913.01 Enter Contract with Gerald Walsh Associated for Executive Search Services to Recruit CAO

That municipal council enter into a contract with Gerald Walsh Associates to conduct an executive search for a Chief Administrative Officer, in accordance with Section 19 of *AM-1.7.4 Purchasing and Tendering Policy*.

Moved: Deputy Warden Gunn
Seconded: Councillor Longmire
Motion carried unanimously.

Re: Aerial Spraying

MOTION 220913.02 Aerial Spraying – Letter to Premier and Minister Environment & Climate Change

That Municipal Council write a letter to Premier Tim Houston and Environment and Climate Change Minister Tim Halman requesting that a moratorium be placed on aerial herbicide spraying until a formal report, requisitioned by the provincial government on the net benefits or net losses of such activity to the residents of Nova Scotia, can be obtained; to include copies to the two local MP’s and Health Canada; and that all NS Municipalities be copied and encouraged to send similar letters.

Moved: Deputy Warden Gunn
Seconded: Councillor Prout
Motion carried unanimously.

Re: Seek Legal Opinion – Municipal Jurisdiction on Banning Aerial Spraying of Glyphosate

MOTION 220913.03 Seek Legal Opinion – Municipal Jurisdiction on Banning Aerial Spraying of Glyphosate

To ask the Solicitor to provide a legal opinion as to whether the municipality has any jurisdiction on banning aerial spraying of Glyphosate.

Moved: Deputy Warden Gunn

Seconded: Councillor Barteaux

Motion carried unanimously.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Sheridan, the meeting adjourned at 3:38 p.m.

unapproved draft

Warden

Municipal Clerk

**Item 5.1 - 2022-09-13 Committee of the Whole Consent Agenda
For
2022-09-27 Municipal Council**

That the following items from 2022-09-13 Committee of the Whole be passed by Consent Agenda:

SR2022-01 Repeal Former Town of Bridgetown Policies;

SR-2022-02 2022/23 Community Grants;

SR2022-03 Cornwallis Tidal Beach Park;

SR2022-04 Upper Clements Land – South Side;

SR2022-05 Release of Funds Margaretsville & District Fire Department;

SR2022-06 Release of Funds Nictaux & District Volunteer Fire Department;

CR2022-07-22 Nominating Committee - Citizen Appointments to:

- Bridgetown Area Advisory Committee,
- Cornwallis Park Area Advisory Committee,
- East End Area Advisory Committee, and
- Habitation Community Area Advisory Committee;

CR2022-09-01 Heritage Advisory Committee Recommendation – Old Town Hall Property Municipal Heritage Registration; and

CR2022-09-06 Nominating Committee - AM-1.3.4 Citizen Appointments to Committees Policy – Amend.



STAFF REPORT

Report To: Municipal Council
Meeting Date: September 27, 2022
Prepared By: Angela Anderson, Manager of Finance
Report Number: SR2022-07 22/23 Capital Budget Financing
Subject: 22/23 Capital Budget Financing

RECOMMENDATION(S):

THAT Municipal Council authorize staff to withdraw an amount equal to the actual expenditures associated with Upper Clements Park Demolition of approximately \$578,000 from the existing line of credit related to that property.

THAT Municipal Council authorize staff to apply the proceeds from the sale of Bridgetown Town Hall to offset the cost of the administration building renovations.

THAT Municipal Council authorize staff to setup an internal loan from the Operating Reserve (ORES) to fund the difference of \$465,000 for the administration building renovations and the vehicle replacement program payable over the next five years bearing 2.95% per annum.

LEGISLATIVE AUTHORITY

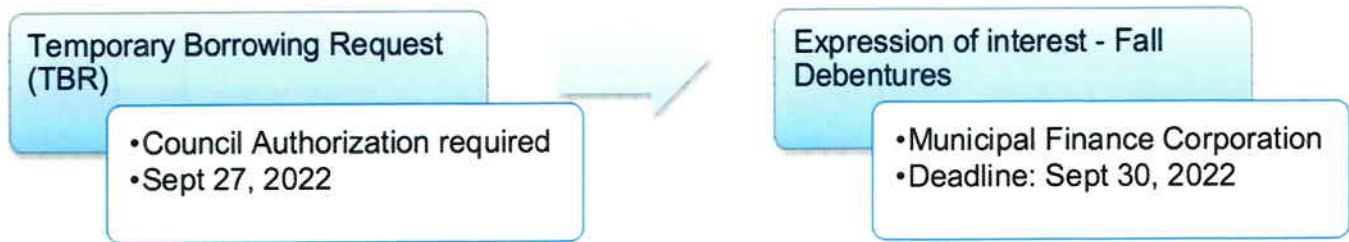
Sections 88-100 of the *Municipal Government Act*.

BACKGROUND

The approval of the 2022/23 Capital Budget included debt financing as follows:

Administration Building Renovations	\$530,000
Upper Clements Park Demolition	\$622,044
Vehicle Replacement Program	\$180,000
Total	\$1,332,044

The process for acquiring external, long term debt includes an expression of interest for the fall 2022 debenture offering with the Municipal Finance Corporation. These expressions are due September 30, 2022 and required a Temporary Borrowing Request (TBR) signed by the Minister of Municipal Affairs and Housing. The process, including deadlines, can be seen below:



DISCUSSION

Administration Building Renovations

The administration building renovations in Annapolis Royal are substantially complete with the front counter remaining outstanding. It is anticipated that the project will come be within budget. Additionally, the sale of the Bridgetown Town Hall resulted in proceeds of around \$200,000 which could be applied to the renovations required to house additional staff in Annapolis Royal.

Upper Clements Park Demolition

There is existing temporary borrowings in the form of a line of credit already issued for projects on this property. There are plans underway for the development of a multi-trail system on the property and the continuation of temporary financing will ensure the County is able to debenture it together and lock in rates when they are much lower.

Vehicle Replacement Program

This project is currently complete and is in a surplus position including ensuring the vehicles are equipped with the required health and safety implements. It is recommended that due to the debt financing component this surplus remain untouched to reduce the overall debt.

Market Conditions

The current market is experiencing higher than average inflation with August 2022 inflation rates for Nova Scotia of 7.8%¹. Fiscal policy has included increasing interest rates at the Bank of Canada substantially in order to try and manage the high inflation. The Bank of Canada rate has grown from April 2021 to September 2022 from 0.25% to 3.25% respectively.

High interest rates create attractive investment markets, however, increase the cost of borrowing. Initially it was planned to be funded via issuance of long-term debt which would require Council's authorization and acquisition of a temporary borrowing request (TBR) from the Province of Nova Scotia. Due to the rising interest rates, it is recommended that Council proceed with alternative sources for the time being in order to minimize the cost of borrowing and impact to the associated ratepayers.

Overall the market is not conducive to the acquisition of long term debt and it would be prudent to internally finance as much as possible at least until interest rates drop in the near future.

¹ <https://novascotia.ca/finance/statistics//topic.asp?fto=21u>

FINANCIAL IMPLICATIONS

Currently a 10 year debenture has an interest rate of 4.4% per annum with a maximum interest rate through the Municipal Finance Corporation of 5.5%. Interest rates are currently high, which is great for investing, but not borrowing.

Our existing bank accounts are receiving approximately 3% (tiered rate based on balances) interest based on average monthly balances as of September 20, 2022. Thus, it is worth exploring the option of internal financing. A formalized, internal loan could be setup from the operating reserve (ORES) and repaid over a term with a predetermined interest rate.

The following table represents the annual repayment based on long term debt over 5-10 years assuming a 4.4% interest rate, as above (MFC). The internal financing component reflects the cost of borrowing over 5 years (repayment to ORES) at 2.95% interest, see assumptions below for reasoning.

Capital Project	YTD	Borrowing Required (rounded)	Cost of Borrowing		
			5 year; 4.4%	10 year; 4.4%	Internal Financing
Administration Building Renovations	457,586	530,000	44,809	85,002	29,771
Upper Clements Park Demolition	577,149	578,000	78,484	148,882	NA
Vehicle Replacements	282,532	135,000	18,331	NA	12,179
Totals	1,317,267	1,243,000	141,625	233,884	41,950

Assumptions

- Reduction of the borrowing required for administration building of \$200,000 for the sale of Bridgetown Town Hall – same type of project/asset
- 5 years is the most appropriate borrowing term for vehicle replacements, especially considering used vehicles
- Assuming 4.4%, but could be higher given interest rate trends and the expectation for at least one more policy rate increase
- Upper Clements Park demolition temporary borrowing is at 4.70% right now (Royal Bank Prime – 0.75%), but will follow interest rate trends, and no principal repayment required in the short term, resulting in approximately \$27,000 interest payments only holding today's interest constant
- Internal financing at 2.95% is based on the interest we would typically earn on the funds in the bank account to ensure appropriate replenishment.

Recommendation

Capital Project	5 year; 4.4%	10 year; 4.4%	Internal Financing
Administration Building Renovations	74,962	41,500	71,954
Upper Clements Park Demolition	131,297	72,688	27,166
Vehicle Replacements	30,666	-	29,436

The table above reflects the annual levy requirement for each item. The following are the recommendations:

- *Administration building renovations* – internal financing although the payment is lower over 10 years interest will decline in that period, but we will be locked in at a high rate. Additionally, it is likely we will require a new building in the near future which makes a 5 year term more appropriate. MFC debt cannot be repaid prior to the maturity.
- *Upper Clements Park demolition* - temporary financing until we develop the property and have a longer time financing strategy in place. This requires interest only payments of approximately \$27,000 per annum (lower as interest decreases).
- *Vehicle replacements* are a shorter term capital investment with useful lives of 5-7 years typically. Internal financing is recommended to save on cost of borrowing and flexibility.

POLICY IMPLICATIONS

This report and its recommendations are in compliance with any legislative and policy applicable to the County of Annapolis.

ALTERNATIVES / OPTIONS

Alternative 1: External Debt

THAT Municipal Council authorize staff to withdraw an amount equal to the actual expenditures associated with Upper Clements Park Demolition of approximately \$578,000 from the existing line of credit related to that property; and

THAT Municipal Council authorize staff to apply the proceeds from the sale of Bridgetown Town Hall to offset the cost of the administration building renovations; and

THAT Municipal Council authorize the Warden and Clerk to sign the attached Temporary Borrowing Resolution and Resolution for Pre-approval of Debenture Issuance Subject to Interest Rate as presented.

Alternative 2: No Debt

THAT Municipal Council authorize staff to withdraw an amount equal to the actual expenditures associated with Upper Clements Park Demolition of approximately \$578,000 from the existing line of credit related to that property; and

THAT Municipal Council authorize staff to apply the proceeds from the sale of Bridgetown Town Hall to offset the cost of the administration building renovations; and

THAT Municipal Council authorize staff to utilize any anticipated sale of property or surplus for the 22/23 fiscal year to finance the administration building renovations and the vehicle replacement to avoid debt financing.

This option is based on the assumption that we will end the fiscal year in a surplus position and/or sell the currently listed properties with values equalling \$465,000. If this option is selected it would be monitored by staff and another report may be required if the surplus or sales fall short.

This option also ties up cash flows for the County and will reduce the ability to purchase investments and earn potentially greater returns.

NEXT STEPS

With Council’s authorization staff will action the final resolution to cover the costs of the capital projects identified as debt financing in the 2022/23 capital budget.

ATTACHMENTS

1. Temporary Borrowing Resolution for review in case alternative 1 is selected.
2. Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate, for alternative 1.

Prepared by:



Angela Anderson
Manager of Finance

Approved by:

Approval Date:



Doug Patterson
Interim Chief Administrative Officer

(Date)

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

OUTSTANDING ITEMS				
Month Requested	Staff Rpt No	Description	Council Approval	Follow Up Expected
July 2022	Recommendation Report	<p>Water Supply Municipal Planning Strategies & Land Use Bylaws That Municipal Council include the following water supply municipal planning strategies and land use bylaws in the County-Wide Plan review:</p> <ol style="list-style-type: none"> 1) Lake Cady Water Supply- serving Cornwallis Park; 2) Lawrencetown Water Supply – serving the Village of Lawrencetown; and 3) Margaretsville Water Supply- serving Margaretsville 	Motion 220719.08	TBD
July 2022	Council	<p>Refer AM-1.3.2 Public Participation Policy to Accessibility Advisory Committee for Report That municipal council refer <i>AM-1.3.2 Public Participation Policy</i> to the Accessibility Advisory Committee for a report back.</p>	Referred to Accessibility AC for a report back	TBD
June 2022	Recommendation Report	<p>Governance and Boundaries – Public Consultation THAT municipal council consult the public regarding governance and boundary input by:</p> <ol style="list-style-type: none"> 1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and 2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and 3. mailing the same information to all Annapolis County addresses in mid-September guiding public to the on-line and in-bound telephone number to complete the survey; and 4. conduct eleven in-person meetings, one in each district; <p>In order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and</p>	MOTION 220621.03	<p>July 2022 complete</p> <p>Sept 2022 complete</p> <p>Sept/Oct 2022</p> <p>Sept/Oct 2022</p> <p>Update due December 2022</p>

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

May 2022		<p>THAT municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the addition of eleven in-person meetings, pursuant to the recommendation of Committee of the Whole.</p> <p>Mayor vs Warden System of Governance THAT Municipal Council seek public input regarding the move to a mayoral system in conjunction with the 2022 polling district review public consultations and bear in mind the potential of an extension from the NS Utility and Review Board, in accordance with the recommendation of Committee of the Whole</p>	MOTION 220517.09	As above	June 2023
June 2022	Recommendation Report	<p>2022-23 Community Grants THAT Municipal Council approve the 2023 grant allocations presented in accordance with AM-1.4.9 Community Grants Policy</p>	MOTION 220621.11	COTW September 2023	
June 2022	Council	<p>Refer Matters to Fire Services Committee as Discussed THAT Municipal Council refers to the Fire Services Committee all matters as discussed with representatives of the Fire Services Association at an information meeting on June 20th for consideration and recommendation back to the Committee of the Whole</p>	MOTION 220621.19	COTW – no date	
June 2022	Council	<p>Fire Services Review Direction given to CAO that staff to prepare a recommendation report regarding carrying out a fire services review.</p>	Direction to staff	TBD	
May 2022	Recommendation Report	<p>Road Naming Process for Shared Access Road at Long Lake, Hampton THAT Municipal Council initiate the road naming review process to name the shared access road at Long Lake in Hampton.</p>	MOTION 220517.08	When review process complete	

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

COMPLETED ITEMS					
Month Requested	Staff Rpt No	Description		Date Complete	
May 2022	Recommendation Report	Derelict Vehicle Collection Program	MOTION 220517.03	June 2022	
May 2022	Recommendation Report	Raven Haven Beachside Family Park – Future Plan THAT Municipal Council approve the attached Raven Haven Beachside Family Park – 1-5 year plan.	MOTION 220517.04	May 2022	
May 2022	Recommendation Report	Regional Emergency Management Plan - Approve	MOTION 220517.05	May 2022	
May 2022	Recommendation Report	AM-1.2.5 Declaration of Proclamations Policy – Amend National Accessibility Week and International Day of Persons with Disabilities	MOTION 220517.06	May 2022	
May 2022	Recommendation Report	CMH Application to Amend the Bridgetown Land Use Bylaw (LUB) Text and Zoning Map THAT Municipal Council consider processing the application from CMH, referral to BAAC and PAC; Tuesday, May 31, 2022 at 7:00 pm at the Bridgetown Volunteer Fire Hall, 31 Bay Road, Bridgetown, to hold a PAC sponsored public meeting in the community, pursuant to the recommendation of Committee of the Whole.	MOTION 220517.10	May 2022	
June 2022	Recommendation Report	AM-6.6 Signing Authorities Policy – Amend	MOTION 220621.04	June 2022	
June 2022	Recommendation Report	Appointment of Erin Schurman-Kolb as Municipal Building Official and Municipal Fire Inspector for the Municipality of the County of Annapolis	MOTION 220621.05	June 2022	
June 2022	Recommendation Report	Appointment of Andrew Dobson as Municipal Building Official and Municipal Fire Inspector for the Municipality of the County of Annapolis	MOTION 220621.06	June 2022	
June 2022	Recommendation Report	AM-6.1.1 Progress Payments Policy (EAGLE Telecom) [Repeal]	MOTION 220621.07	June 2022	
June 2022	Recommendation Report	2022-02-02 School Trust Award payouts	MOTION 220621.08	June 2022	
June 2022	Recommendation Report	Amend AM-1.8.1 Travel and Expenses Policy	MOTION 220621.09	June 2022	
June 2022	Recommendation Report	Moschelle Hall Society Grant Application	MOTION 220621.10	June 2022	
June 2022	Recommendation Report	Audit Committee Letter	MOTION 220621.14	June 2022	

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

June 2022		Audit Representation Letter	MOTION 220621.15	June 2022
May 2022	Recommendation Report	Road Naming Process for Shared Access Road Off Church Street, Bridgetown North – Raven Sky Lane	MOTION 220719.04	July 2022
June 2022	Recommendation Report	AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy NEW	MOTION 220719.02	July 2022 complete
June 2022	Special Council	Middleton Railway Museum Society Grant Application	Motion 220725.01	July 2022 complete
June 2022	Recommendation Report	Bridgetown 2022 LUB-003 – CMH Text & Map Amendment Application - Final Reading	Motion 220719.09	July 2022 Complete
June 2022	Recommendation Report	Response to NSFEM Survey Regarding Exchange of Services/Changes to Municipal Government Act.		July 2022 – complete (in-camera)
June 2022	Recommendation Report June, July	Amend AM-2.7.8 COVID-19 Proof of Vaccination Policy	MOTION 220719.12	July 2022 Complete
July 2022	Information Report	Internal Controls Update – Audit Management Letter		July 2022 Complete

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

July 2022	Recommendation Report	Annapolis County Municipal Housing Corporation – Instrument of Incorporation Amend	MOTION 220719.05	July 2022 Complete
July 2022		Staff to circulate the ACMHC Deed and the Instrument of Incorporation to councillors		July 2022 Complete
July 2022	Recommendation Report	AM-1.3.2 Public Participation Policy NEW	MOTION 220719.06	July 2022 Complete
July 2022	Recommendation Report	Bridgetown LUB Zoning Map Process Amendment Application Riku Ralsanen	Motion 220719.10	July 2022 Complete
July 2022	Information Report	Information Report – Councillor Duties/Obligations – Dangerous or Unsanitary Premises To request a staff report which investigates practices including councillor duties and obligations with regard to dangerous or unsanitary properties.		September 2022 Complete
June 2022		Extending Current Citizen Appointments and Advertising to Fill Vacancies on the Committees Working On Secondary Plans To direct staff to contact the citizen members of the BAAC, CPAAC, EEAAC, HCAAC, and UCAAC to seek their agreement for extending their current appointment end date to November 30 2024, in order that they may continue their work on the secondary plans, and to advertise to fill any citizen member vacancies on these committees.	Direction to staff	September 2022 Complete