

Table of Contents

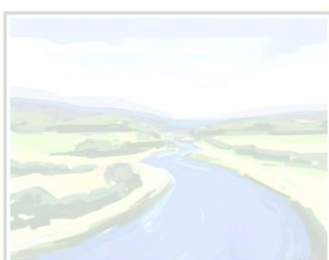
2.1 Annapolis Valley Regional Library Presentation	3
5.1 2024-11-19 Regular Council Minutes	15
5.2 2024-11-19 Public Hearing Minutes	27
6 2024-12-10 COTW Recommendations	32
7.1 SR2024-98 Approve Bylaw 1 Heritage (Second Reading)	34
7.2 SR2024-99 Nominating Committee Report	37
7.3 SR2024-100 Site Plan Approval Appeal	39
8 Council Motion Tracking List (SeptOctNov)	93

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, December 17, 2024

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



PAGE:	1.	ROLL CALL
	2.	PRESENTATION
3-14	2.1	Annapolis Valley Regional Library (11:00 a.m.)
	3.	DISCLOSURE OF INTEREST
	4.	APPROVAL OF THE ORDER OF THE DAY
	5.	APPROVAL of MUNICIPAL COUNCIL MINUTES
15-26	5.1	2024-11-19 Regular Council
27-31	5.2	2024-11-19 Public Hearing
	6.	COTW RECOMMENDATIONS
		• December 10, 2024
32	6.1	SR2024-83 FCM Conference
32	6.2	SR2024-84 Cost of Living Wage Adjustment
32	6.3	SR2024-85 Nominating Committee Report
32	6.4	SR2024-86 <i>Approve Bylaw 2 Marketing Levy</i>
32	6.5	SR2024-87 Approve Policy 105 Low Income Tax Exemption
32	6.6	SR2024-89 Approve Policy 130 Occupational Health and Safety
33	6.7	SR2024-90 Approve Policy 127 Emergency Management Comfort Centres and Shelters
33	6.8	SR2024-92 Insurance for Heritage Properties
33	6.9	SR2024-93 Approve Policy 131 Hospitality
33	6.10	SR2024-94 Approve Policy 106 Municipal Traffic Authority
33	6.11	SR2024-95 Approve Policy 114 Council Remuneration
33	6.12	SR2024-96 Growth and Renewal for Infrastructure Development Program
	7.	NEW BUSINESS
34-36	7.1	SR2024-98 Approve <i>Bylaw 1 Heritage</i> (Second Reading)
37-38	7.2	SR2024-99 Nominating Committee Report
39-92	7.3	SR2024-100 Site Plan Approval Appeal
93-103	8.	COUNCIL MOTION TRACKING LIST (<i>September, October, November</i>)
	9.	COUNCILLOR COMMENTS
	10.	ADJOURNMENT

Annapolis Valley Regional Library

Council Orientation
Fall 2024



AVRL serves a population of just over 110,000 in Annapolis County, Kings County, and the West Hants Regional Municipality.



Eleven branch libraries



Downloadable eBook and audiobooks



Borrow By Mail service



SamePage.

8

 Partner Regions

1,000,000+

 Items to Borrow

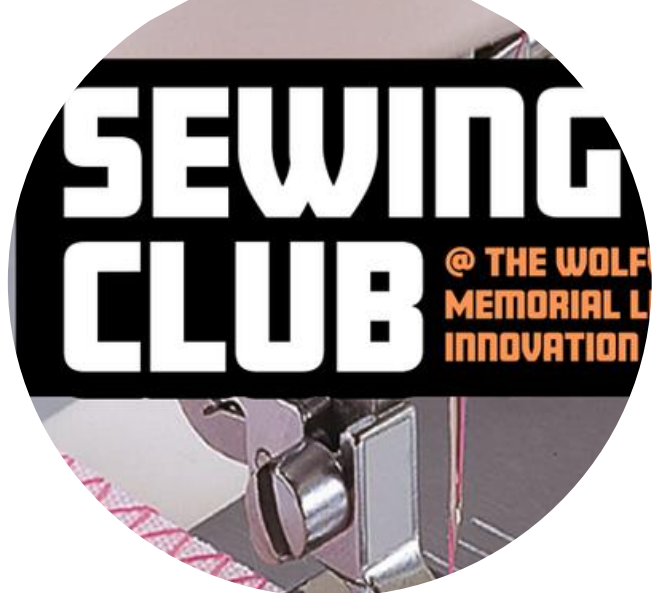
1

 Library Card

- Three week loans for all users
- Three automatic renewals on all items without holds
- No hold or checkout limits
- Digital titles can be borrowed directly from the new catalogue
- For more information about Same Page, visit the website: www.samepagens.ca

Accessibility

- Large Print Books
- Audiobooks
- Downloadable eBooks and Audiobooks
- Centre for Equitable Library Access
- National Network for Equitable Library Service
- Borrow By Mail



www.valleylibrary.ca/calendar

Programs & Events



2023–24 In Review

- Same Page usage grew over 20% - AVRL borrowed over 157,000 items
- Over 4,000 new memberships: 1 in 5 residents in Annapolis Valley is an active user
- Total of 5% increase overall in library usage



NS Library Board Structure

Libraries Act *R.S., c. 254, s. 1.*

MCCTH & NSPL

9 Library Regions

AVRL Board

10 Board Representatives

Annapolis
Royal

Annapolis
County

Middleton

Berwick

Kentville

Wolfville

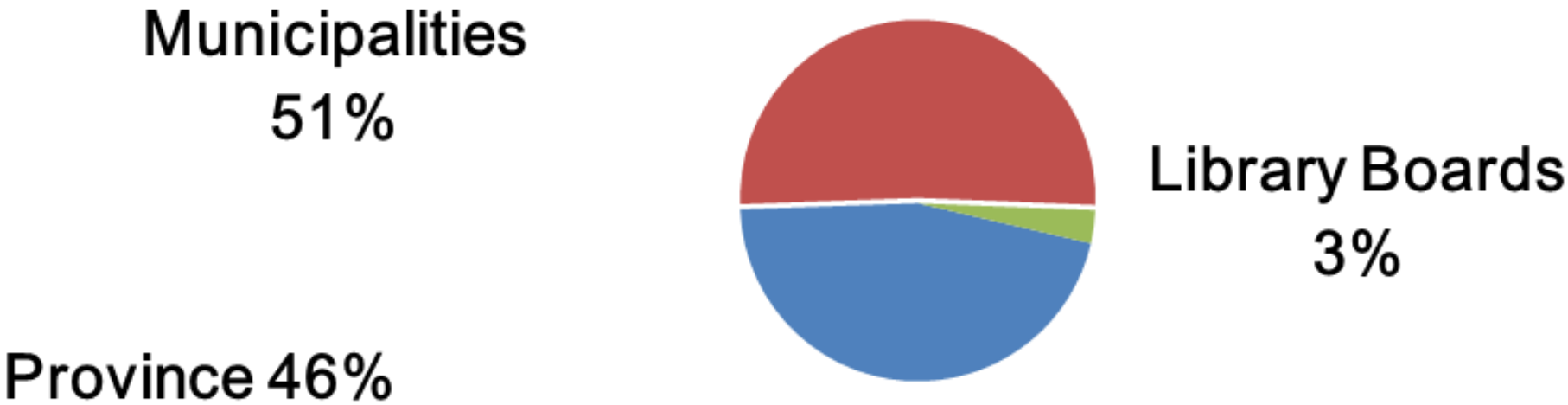
Kings
County

West Hants

2x
Provincial

Current Model

Total Mandated Investment in
\$35,932,400



Rural Same Page Regions

71%



26%



3%



Provincial

Municipal

Board

Urban Halifax Region

71%



26%



3%



Provincial

Municipal

Board

Annapolis Valley Funding Formula

April 1, 2020 – March 31, 2025

Province	\$ 1,919,600
Annapolis County	\$ 130,700
Kings County	\$ 331,600
West Hants County	\$ 134,400
Annapolis Royal	\$ 3,400
Middleton	\$ 12,300
Berwick	\$ 17,400
Kentville	\$ 42,800
Wolfville	\$ 30,300
Library Board	\$ 78,675
Total	\$ 2,701,175

Funding Review Update

- Library Funding Review Committee met April – September 2024 to determine recommendations to government for the next funding model
- Committee composed of library CEOs, board members, municipal representatives, and provincial government staff from CCTH and Department of Municipal Affairs and Housing
- Research conducted on salaries, collections, and technology

AVRL Forecast

Successes

- Increasing use by the community
- Greater efficiency through Same Page consortium
- Service improvements like digital accessibility, eliminating supper hour closures

Risks

- Low wages, high staff turnover, gapped positions
- Lack of capacity = 50% less programs, saying no to partnerships
- Deficit budgets to meet labour bargaining agreements



RENEW
YOUR
CURIOSITY



TRANSIT 250

Are you following us?
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Thank you!

2024-11-19 Municipal Council

Summary of Motions

Motion 241119.01 Appointment of Dana Olmstead	1
Motion 241119.02 ACMHC Appointments	2
Motion 241119.03 <i>Approve Policy 102 - Personnel</i>	2
Motion 241119.04 Repeal <i>AM-1.2.2 Indemnification of Elected Officials Policy</i>	2
Motion 241119.05 Approve <i>Policy 120 – Code of Conduct for Elected Officials</i>	2
Motion 241119.06 Approve <i>Policy 112 Area Advisory Planning Committee Policy</i>	2
Motion 241119.07 Approve <i>Policy 122 - Ad Hoc Citizen Advisory Committees</i>	3
Motion 241119.08 Approve <i>Policy 111 Annapolis County Planning Advisory Committee Policy</i>	3
Motion 241119.09 Approve <i>Bylaw 1 Heritage</i>	3
Motion 241119.10 Approve <i>Policy 121 Citizen Appointments to Committees</i>	3
Motion 241119.11 Nominating Committee Report.....	3
Motion 241119.12 Deregistration of Heritage Property	11

Minutes of the regular session of Municipal Council held on Tuesday, November 19, 2024, at 10:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

Roll Call

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

Also Present: CAO Chris McNeill; Administrative Clerk – Municipal Clerk Office Kelly Kempton; Director of Finance A. Anderson; Director of Planning and Inspection Services L. Bent; Strategic Initiatives Coordinator A. Blais; Director of Corporate Services / Deputy CAO D. Campbell; Communications Coordinator N. McCormick; Manager of Information and Technology B. Olsen; Director of Community Development D. Ryan; Director of Municipal Operations Jim Young and 2 members of the public.

Disclosure of Interest

None

Order of the Day

Approved as circulated

Minutes

Re: 2024-10-15 Regular Minutes

Approved, no errors or omissions

Re: 2024-10-30 Special Minutes

Approved, no errors or omissions

COMMITTEE of the WHOLE RECOMMENDATIONS

Re: SR2024-72 Appointment of Dana Olmstead

Motion 241119.01 Appointment of Dana Olmstead

To appoint Dana Olmstead as Building Official and Fire Inspector for the Municipality of the County of Annapolis, pursuant to the recommendation of Committee of the Whole.

Moved: Councillor Longmire

Seconded: Councillor Agombar

Motion carried unanimously

Re: SR2024-73 ACMHC Appointments

Motion 241119.02 ACMHC Appointments

To appoint the following board members to the Annapolis County Municipal Housing Corporation:

Paula Bilz for an additional 2 years to November 2026;

Ann Burns for an additional 2 years to November 2026

Carol Ward for an additional 2 years to November 2026;

Terry Silver for a 2 year term to November 2026, pursuant to the recommendation of Committee of the Whole.

Moved: Councillor Longmire

Seconded: Councillor Welch

Motion carried unanimously

Re: SR2024-74 Approve Policy 102 - Personnel

Motion 241119.03 Approve Policy 102 - Personnel

To approve *Policy 102 Personnel* as circulated, seven-day notice given on November 12th.

Moved: Councillor Parsons-Saltzman

Seconded: Councillor Hare

Motion carried unanimously

Re: SR2024-75 Repeal AM-1.2.2 Indemnification of Elected Officials Policy

Motion 241119.04 Repeal AM-1.2.2 Indemnification of Elected Officials Policy

To repeal *AM-1.2.2 Indemnification of Elected Officials Policy* as circulated, seven-day notice given on November 12th.

Moved: Councillor Welch

Seconded: Councillor Harding

Motion carried unanimously

Re: SR2024-76 Approve Policy 120 – Code of Conduct for Elected Officials

Motion 241119.05 Approve Policy 120 – Code of Conduct for Elected Officials

To approve *Policy 120 Code of Conduct for Elected Officials* as circulated, seven-day notice given on November 12th.

Moved: Deputy Warden Enslow

Seconded: Councillor Cranton

Motion carried unanimously

Re: SR2024-77 Approve Policy 112 Area Advisory Planning Committee Policy

Motion 241119.06 Approve Policy 112 Area Advisory Planning Committee Policy

To approve *Policy 112 Area Advisory Planning Committee* as circulated, seven-day notice given on November 12th.

Moved: Councillor Agombar

Seconded: Councillor Hare
Motion carried unanimously

Re: SR2024-78 Approve Policy 122 – Ad Hoc Citizen Advisory Committees

Motion 241119.07 Approve Policy 122 - Ad Hoc Citizen Advisory Committees

To approve *Policy 122 Ad Hoc Citizen Advisory Committees* as circulated, seven-day notice given on November 12th.

Moved: Councillor Welch
Seconded: Deputy Warden Enslow
Motion carried unanimously

Re: SR2024-79 Approve Policy 111 Annapolis County Planning Advisory Committee Policy

Motion 241119.08 Approve Policy 111 Annapolis County Planning Advisory Committee Policy

To approve *Policy 111 Annapolis County Planning Advisory Committee* as circulated, seven-day notice given on November 12th.

Moved: Councillor Parsons-Saltzman
Seconded: Councillor Oxner
Motion carried unanimously

Re: SR2024-80 Approve Bylaw 1 Heritage

Motion 241119.09 Approve Bylaw 1 Heritage

To give first reading to approve *Bylaw 1 Heritage*, in accordance with the recommendation of Committee of the Whole.

Moved: Councillor Harding
Seconded: Councillor Cranton
Motion carried unanimously

Re: SR2024-81 Approve Policy 121 Citizen Appointments to Committees

Motion 241119.10 Approve Policy 121 Citizen Appointments to Committees

To approve *Policy 121 Citizen Appointments to Committees* as circulated, seven-day notice given on November 12th.

Moved: Councillor Oxner
Seconded: Councillor Hare
Motion carried unanimously

New Business

Re: SR2024-82 Nominating Committee Report

Motion 241119.11 Nominating Committee Report

That Council of Municipality of the County of Annapolis approve the following appointments to committees along with their respective dates of appointment as follows:

Audit Committee for term ending on October 31, 2025

Deputy Warden Dustin Enslow as Chairperson
Councillor Charles Cranton
Councillor Gidget Oxner
Melony Robinson
Erich Beifuss

Climate Change Action Plan Review Committee for a term ending on October 31, 2026

Councillor Jonathan Welch as Chairperson
Councillor Lynn Longmire
Councillor Jesse Hare
Clifford Drysdale
Jim Crossley
Niki Clark

Fences and Arbitration Committee for a term ending on October 31, 2026

Councillor Brian Connell as Chairperson
Councillor Jesse Hare as Alternate

Fire Services Committee for a term ending on October 31, 2026

Councillor Brian Connell as Chairperson
Councillor Nile Harding

Physician Recruitment and Retention Strategy Committee for a term ending on October 31, 2026

Councillor Karie-Ann Parsons-Saltzman as Chairperson
Councillor Lynn Longmire
Councillor Charles Cranton
Councillor Nile Harding

Police Advisory Board for a term ending on October 31, 2026

Warden Diane LeBlanc
Councillor Nile Harding
Public members to be recommended after personal interviews held.

Planning Advisory Committee for a term ending on October 31, 2026

Councillor Lynn Longmire as Chairperson
Councillor Ted Agombar
Councillor Jonathan Welch
Councillor Jesse Hare
John Chuck Ryan
Naomi Blanchard
Alison Warwick

Brad Redden

Planning Area Advisory Committee - Bridgetown and Area for a term ending on the submission of their draft Special Planning Area MPS and LUB

Councillor Ted Agombar as Chairperson
Deputy Warden Dustin Enslow
Carolyn Hubble
William Grant Wright

Planning Area Advisory Committee – East End Area for a term ending on the submission of their draft Special Planning Area MPS and LUB

Councillor Gidget Oxner as Chairperson
Councillor Jesse Hare
Warden Diane LeBlanc
Councillor Karie-Ann Parsons-Saltzman
Mark Kinsman
Calvin Gough

Inter-Municipal Working Group for Valley Waste and Kings Transit for a term ending on October 31, 2026

Warden Diane LeBlanc
Alternate Deputy Warden Dustin Enslow

Annapolis County Inter-Municipal Working Group for a term ending on October 31, 2026

Warden Diane LeBlanc
Deputy Warden Dustin Enslow

Annapolis Valley Exhibition for a term ending on October 31, 2026

Councillor Charles Cranton

Annapolis Valley Regional Library for a term ending on October 31, 2026

Councillor Karie-Ann Parsons-Saltzman

CAO Review Committee for a term ending on October 31, 2026

Warden Diane LeBlanc as Chairperson
Deputy Warden Dustin Enslow
Councillor Karie-Ann Parsons-Saltzman
Councillor Ted Agombar

Lawrencetown Source Water Protection Advisory Committee for a term ending on October 31, 2026

Councillor Brian Connell

Middleton Source Water Protection Advisory Committee for a term ending on October 31, 2026

Councillor Gidget Oxner

Annapolis County Source Water Protection Advisory Committee for a term ending on October 31, 2026

Robert Feagan as Chairperson

Harold Baker

Regional Emergency Management Organization Advisory Committee for a term ending on October 31, 2026

Councillor Lynn Longmire

Councillor Brian Connell

Southwest Nova Biosphere Reserve Association for a term ending on October 31, 2026

Councillor Jonathan Welch

Trans County Transportation Society for a term ending on October 31, 2026

Councillor Ted Agombar

Moved: Councillor Longmire

Seconded: Councillor Welch

Motion carried unanimously

Council Motion Tracking List (August, September, October)

Reviewed for information

Councillor Comments

District 1 – Councillor Parsons-Saltzman

Thanked her constituents for giving her the opportunity to sit at the table. On November 2 she attended the “Meet the Doctors” community welcome event hosted by the Mid Valley Region Physician Recruitment & Retention Committee. The following doctors were welcomed:

- Dr. Yasmin Sadri will be serving at the Middleton & Area Family Health Center and with Middleton Health & Addiction Services.
- Dr. Segan Odebode will be serving at the Middleton & Area Family Medical Centre.
- Dr. Thomas Mayerhofer who will be serving at the Kingston Family Health Center in addition to joining the hospitalist rotation at Valley Regional Hospital. His wife is a pharmacist in Greenwood.
- Dr. Nima Fomani will be doing part Emergency Medicine at Soldiers Memorial Hospital and part Family medicine at the Middleton & Area Family Medical Center.

She also noted that a local group, Gathering Stitches, has supplied quilts for the physicians and their children since the first welcome event in 2021. She also attended the Annapolis County 4-H leaders AGM. This group has been slowly growing since Covid shut them down in 2020. They currently have 24 volunteer

leaders, 61 members and 8 cloverbuds. Councillor Parsons-Saltzman mentioned that they are always looking for volunteers if anyone is interested.

District 2 – Councillor Hare

Mentioned that winter is upon us all. With the gloomy weather we have had it was a good time to check over his snowmobile. He stated that it will give him something to look forward to in the near future. He mentioned that he will be happy with or without snow. He mentioned that Annapolis County has a great system of trails. Councillor Hare encouraged everyone to get out and enjoy the trails, whether on skis, wheels or boots. He is looking forward to the Port George breakfast on the first Sunday of the month.

District 3 – Deputy Warden Enslow

Thanked everyone from district 3 for their continued support. He expressed how happy he was to be back at the table for another 4 years. He also thanked the members of Council for allowing him to be the Deputy Warden.

Deputy Warden Enslow expressed how busy the month has been with attending meetings, community events, and dealing with things on the day-to-day. He took an internal look at how it was when he first got elected at the last by-election. He realized that with 7 new councillors on Council how much of a change these individuals were experiencing. He has tried to put forth some openness and support for them.

Deputy Warden Enslow wished to mention the following upcoming events: Bridgetown pickleball happens every Wednesday evening at 7:30 pm at the Bridgetown community school. On November 23 there will be a Christmas market at the Legion starting at 10:00 am. The monthly Lions breakfast is felt to be one of the best in Annapolis County.

District 4 – Councillor Cranton

Wished to pass on his appreciation for the REMO team. He has noticed lots of updates from REMO on social media. Has received a lot of invitations for introductions since being elected from district 4. In the first week of being a councillor he accepted 8 personal invitations to meet. He realized that he may have to slow down a little. He mentioned attending lots of community events such including the Farmer's Market in town, 3 events in Mochelle including a concert with Carson Fullerton. Councillor Cranton encouraged everyone to go see Carson perform if given the opportunity. He has also attended community breakfasts in Cornwallis Park, Granville Centre and Belleisle. They all were equally good. He was present at an event called Taste of Acadian in Belleisle at the cultural center, which is full of artifacts and displays. Councillor Cranton was able to attend the Remembrance Day service held at the Clementsport Legion. He also attended the annual Annapolis Royal Fire Department banquet. Also, he attended a board meeting regarding affordable housing hosted by Valley Roots Housing Association. Councillor Cranton hosted his own "Thank You" welcome meet and greet in Granville Centre. There were 30-40 members of district 4 who came out for this event.

He mentioned that there will be lots of Christmas functions coming up in late November and early December. Overall, he felt that the community seems positive. He has received comments about the new

faces on Council. He recognized that there are lots of people struggling this time of year. Felt Council needs to be mindful of this. He was thankful for the opportunity to represent these folk.

District 5 – Councillor Longmire

Expressed greetings from district 5. She wished to thank her district for the reelection. Also, she is excited about the work that lies ahead for this term of Council. Councillor Longmire was able to attend the Remembrance Day service held at the Annapolis Royal Legion and lay a wreath on behalf of Annapolis County. She felt the service was amazing. She also attended the Health and Wellness celebration held at the Bridgetown Firehall. It was amazing to hear them speak and share their craft. She mentioned that Bell's pantry, which is located at 4841 Parker's Cove, has been stocked with everything you can imagine. This pantry is set up to take what you need and to add what you can. She attended the Climate Fair which was hosted by Annapolis Royal. She was also given the opportunity to say a few words. There were great vendors and lots of awareness of things that are happening around climate. There was a Christmas sale held at the Lower Granville Hall last weekend. There were many creative people there offering great products. Councillor Longmire felt we must do all we can to keep these local halls alive.

She felt the Fire Service banquet on the weekend was well attended. There were amazing awards of 35 years presented to some. It was a wonderful time of reflection to recognize 2 members who had passed away. Specifically, Terry Hamilton who had dedicated over 40 years. Wished to mention Bayside Farms, located at 1126 McKenzie Mountain Road, who offer great seasonal products. She encouraged everyone to support these local roadside stands. She also mentioned that it's important to support foodbanks if possible.

District 6 – Councillor Welch

Thanked all his constituents for electing him to the position. He hopes that he will represent them well. He has had daily calls from citizens in the area and he stated that he likes the personal approach. He mentioned that the large construction project happening beside Frank & Dora's appears to be on schedule. He recognized the large detour due to this project that is creating some frustration. He also noted that rail trail repairs are happening due to the recent rainstorms. He put up a Canada flag at the Veterans Memorial Park and he hoped to get the other flags up in the next little while. He was asked to do this task by one of his constituents. As he is the president of the Hillsborough, he wanted to mention the Bear River water project that is happening at the present time. He attended that Remembrance Day service in Bear River which had to be held indoors due to the weather.

Councillor Welch wished to mention the following upcoming events for his district: There will be a Christmas Tea and Bake Sale at Deep Brook Waldec Lions Club on December 7. The next breakfast to be held at Faulkner's Hall is scheduled for December 14. And they have a meat bingo at the hall every Friday evening starting at 7:00 pm.

District 7 – Councillor Agombar

He expressed how excited he is to represent district 7 for the next four years. He felt confident that the newly elected Council would work together to achieve their mutual goals. On November 6, he attended

the Annapolis Community Health Boards 2024-2025 “Wellness Fund Celebration” which was held at the Bridgetown Firehall. He stated that the purpose of this event was to recognize and celebrate various non-profit groups throughout the County for their commitment to, and the support they provide to the health and wellness needs in their communities. Eight recipients were honoured this year. Councillor Agombar along with Deputy Warden Enslow presented wreaths on behalf of the County of Annapolis at the annual Remembrance Day Ceremony held at the Bridgetown Legion. He stated that the Legion was filled to capacity to honour our fallen soldiers who made the ultimate sacrifice and to recognize our current military members who work to keep us safe and free.

He was pleased to report that the last section of the “Bridgetown Active Living Loop” has now been completed and is open to the public. “The Loop” is a 4.5 km looped hiking & biking trail that starts at the Sports Hub and winds its way through Bridgetown to Jubilee Park and back. The last section Councillor Agombar referred to is the brand new “Connector Trail” linking the Sports Hub to the Harvest Moon Trail. This project which began pre-covid was developed and overseen by the Development Committee of the Bridgetown & Area Chamber of Commerce and chaired by Nancy Price. Her team of dedicated volunteers have worked diligently over the last five years to see it through to completion. There are plans to have a grand opening in the spring. He mentioned that on Friday, November 15 the West Dalhousie Community Hall held its monthly Farmer’s Makers Market. He noted that besides the booths they offered a hot eat-in or take-out dinner and there was also a jam session featuring local musicians. All are welcome and he invited everyone to support your local community halls. He wished to note that on December 6 Bridgetown will be “Light Up the Town” and new this year “Light Up the Park”. This will be a gala Christmas celebration, street parade, vendor booths, kids activities, smores in the park, and fireworks. He expressed that everyone is invited to come out and enjoy this Christmas season kick off.

District 8 – Councillor Harding

Thanked all the residents of District 8. He expressed that he is going to strive for good communication and transparency in everything that he does. He thanked everyone who participated in Remembrance Day ceremonies across the County. He felt that it is important to remember the sacrifices that have been made to ensure all our freedoms. Specifically, The Royal Canadian Legion which is a volunteer organization. He attended the service at the Port Royal branch, Annapolis Royal with Councillor Longmire. He felt it was an excellent service with a great reception to follow.

He wished to mention the upcoming Bear River Windertide Festival that is happening on November 23. There will be multiple events in Bear River and surrounding areas. He expressed his interest in attending, but unfortunately will be out of town this day. Councillor Harding wished to make an update on the Albany New Road. There have been issues with this road and these issues have now been addressed. He thanked the residents from this road that he has spoken with. The ditching on the road has now been completed.

District 9 – Councillor Oxner

Expressed her gratitude to be part of the team including councillors, residents, and staff of the County of Annapolis. She is looking forward to serving District 9. She mentioned that the collaborative efforts of area church organizations for the unhoused in the area was highlighted in a meeting with Pastor Jeff Milne of the Nictaux Baptist Church. The Inn From the Cold, operating in the Middleton Baptist Church

provides for the unhoused nightly from November 1 to April 30. They are looking for volunteers, particularly men for overnight shifts. Councillor Oxner mentioned that the former Councillor from District 9 very kindly introduced her to many people at the Christmas Market on November 2. There was a bake sale held at the Firehall to help raise funds to replace items for the cemetery. She notes that the food bank continues to see an increase in use, and donations are welcome.

She expressed that she is looking forward to working with Council as a representative for the district. She recognized that there will be a learning curve for all the new councillors. She stated that she hopes the positive discussions experienced so far will continue. She felt that it is possible to have different opinions and maintain a respectful environment.

District 10 – Councillor Connell

Thanked the residents of District 10 for their support. Councillor Connell attended a Remembrance Day service on November 10 in Springfield. He notes that there was a good crowd with a reception following the service. Also, on November 11, he attended the Legion service held at COGS. This service was well represented. He expressed the importance of remembering the past and supporting those that are serving now. He was present at the Village meeting last evening, November 18. There were a few questions that he could not answer such as “When was the County office in Middleton open? He wished to note that there was a presentation from Gord MacKenzie, president of the NSCC in Middleton and Lawrencetown. The presentation included what NSCC offers, where the students come from, and things they deal with. Councillor Connell expressed his interest in having this presentation presented at Council if possible. He noted that they have active classes on climate change, forestry, IT programming, surveying, and trades such as nursing, plumbing and electrical. He felt the County should be proud that we have 2 colleges within our County. He wished to acknowledge the Pony Express demonstrations. He was impressed with the excitement and knowledge his 5 year old grandson expressed after the presentation at his school. He told his grandson how his grandmother’s house, in Brickton, was a stagecoach house.

Councillor Connell reported on lots of upcoming events within his district. The Lawrencetown Area Seniors Association holds exercise classes at the Legion every Monday and Wednesday from 10-11. The rink opens for the season on November 22. Saturday December 7 from 4-6 pm the Village commission along with Santa will host an event. The AGM of the Annapolis Valley Exhibition will be held at the Firehall on November 21 at 7 pm. On November 23 and 30 at 1 pm there will be a workshop at Beaver Creek for creating fresh wreaths. The Lions club will be holding a spaghetti dinner on November 28 at COGS. The 35th annual breakfast with Santa, craft sale, bake sale, etc. will be held on November 30 from 8:30am – 12:00pm. at the Lawrencetown school. Councillor Connell mentioned to check out the Lunn’s Mill Facebook page to see all their upcoming events. On December 7, Inglisville Hall will be holding a breakfast, also, the hall will be having a craft sale on Sunday, December 8 with local vendors. He stated that this is the time of year to be kind and help those in need.

District 11 – Warden LeBlanc

Thanked the councillors for all the work they are doing. She appreciated all the reports of the events happening within the County. She noted that as a County the work is done as one. There is a need to support all the volunteers that work so hard in our communities. Warden LeBlanc welcomed all the

councillors. She feels that they are going to be a great team, who will work well together. She expressed that they would be open and discuss matters during their four year term.

Warden LeBlanc attended the Remembrance Day service at the Middleton Legion on November 11. She also attended the Annapolis Royal Fire Department banquet. She has had many meetings and has spoken on the phone with many residents from the County. She invited everyone to check the Facebook page for the Three Rivers Community Center. The Center will be holding an event on December 14. There will be a Bluegrass band, Common Ground, on stage. This is sure to be entertaining to all.

Recess

The Warden called for a recess at 10:59 a.m., for the Public Hearing scheduled for 11:00 a.m. The meeting resumed at 11:45 a.m. with all councillors present as prior to the recess.

Addition to the Agenda

To add the deregister of the property located at 1625 Granville Road, Port Wade, known as the Captain James Anthony House, be added to the agenda.

Moved: Deputy Warden Enslow

Seconded: Councillor Longmire

Motion carried unanimously

Recess

The Warden called for a short recess at 11:46 a.m. The meeting resumed at 11:56 a.m. with all councillors present as prior to the recess.

Re: Deregistration of Heritage Property**Motion 241119.12 Deregistration of Heritage Property**

That Municipal Council deregister the property located at 1625 Granville Road, Port Wade, known as the Captain James Anthony House and remove it from the Annapolis County Municipal Registry of Heritage Properties.

Moved: Deputy Warden Enslow

Seconded: Councillor Hare

Motion carried (9 in favour; 2 opposed)

Adjournment

The Warden declared the meeting adjourned at 11:57 a.m.

Warden

Recording Secretary, Administrative Clerk
Municipal Clerk Office

Minutes of a **Public Hearing** held on Tuesday, November 19, 2024, at 11:00 a.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, N.S.

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

Also Present: CAO Chris McNeill; Administrative Clerk – Municipal Clerk Office Kelly Kempton; Director of Planning and Inspection Services Linda Bent; Communications Coordinator Nadine McCormick; Manager of Information and Technology Ben Olsen; and 2 members of the public.

Welcoming Remarks – Warden Diane LeBlanc

The purpose of a Public Hearing is to permit members of the public to make their views known to Council via oral submissions concerning, solely, the application before Council. This Public Hearing was called in accordance with Section 16 of the Nova Scotia *Heritage Property Act*. At the end of the public hearing, the Public Hearing will be closed and Council will return to its regular session of Council.

Before Municipal Council agrees to deregister a property that is in the Annapolis County Municipal Registry of Heritage Properties, a public hearing is held where the registered property owner is given the opportunity to make comments to Council regarding the heritage deregistration.

The purpose of this Public Hearing is to discuss heritage deregistration of the Captain James Anthony House with the property owner, who is requesting municipal heritage property deregistration for 1625 Granville Road in the community of Port Wade (PID No 05096599), more commonly known as the Captain James Anthony House Property.

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

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

New Business**Re: Captain James Anthony House, Property Deregistration Application****Presentation by Staff**

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

- An application was received for consideration of deregistration of the Captain James Anthony House property located at 1625 Granville Road, Port Wade and removal from the Registry of Municipal Heritage Properties.
- Highlights were given from the staff report submitted to Committee of the Whole at the September 10, 2024, meeting for reference.

Acknowledgement of Property Owner, Robert Kahn by the Warden

The Warden announced that she would now have acknowledgement of the property owner, Robert Kahn. Heritage deregistration is a legal process enabled through Section 16 of the *Provincial Heritage Property Act*.

The Warden asked the property owner: *“Do you understand that should Municipal Council agree, by motion, to deregister the property; it will not longer be registered as a municipal heritage property and will be removed from the Annapolis County Municipal Registry of Heritage Properties. Do you acknowledge, understand and accept these conditions of municipal heritage registration?”* Property owner, Robert Kahn, responded: *“Yes I do.”* The Warden asked if there were any other comments he wished to make.

Mr. Kahn thanked Council for entertaining his request. He explained that his heritage goes back a long way in Annapolis County. His grandmother was raised in Granville Ferry. His mother purchased this house close to 40 years ago. She passed away 11 years ago leaving the house to Mr. Kahn. He has come up every summer and maintains the property. Mr. Kahn expressed his surprise at the information he received from his insurance agent this past summer. The house had been plagued in 1995, but he doesn't believe his mother let the insurance company know this. Mr. Kahn's insurance agent told him that insurance companies are reducing risks where they can. As his property is seasonal and over 17km from a fire station they feel that Mr. Kahn will be dropped as a client when they find out his property is a heritage property. To insure the property with a different company it will cost Mr. Kahn an additional \$2000. He believed this left him vulnerable and does not wish to be without insurance. He stated that it's a small house on a small lot. He has no plans to expand and plans to leave the property to his children one day. Mr Kahn mentioned that he doesn't know of any tax reductions, etc that occur for owning heritage properties.

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

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

Call for Questions or Comments from Council Members

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

- Councillor Longmire expressed how sorry she was that Mr. Kahn is facing this challenge. Stated that insurance companies are changing, and she has had to shop outside Annapolis Royal for her own insurance. She suggested perhaps a broker instead of an agent would be a better choice. Councillor Longmire was heartbroken and felt this matter is speaking for many in the future

The Warden recognized Councillor Agombar to speak

- Councillor Agombar asked what risks the insurance companies are looking at.
- Mr. Kahn stated that his property is a seasonal property and over 17kms away from the fire station. His insurance agent in Annapolis Royal was very clear that insurance companies are getting very selective due to damages from fires, floods, etc. He told his agent that he would not plan to rebuild as it is if something were to happen.
- CAO explained that even if a client doesn't plan to rebuild as it is, the insurance company must recognize that they are entitled to rebuild to the current state.

The Warden recognized Councillor Oxner to speak

- Councillor Oxner asked if there were any reassurances from the insurance company that the cost will change if the house is deregistered.
- Mr. Kahn explained that the insurance company didn't have any record that his property was a heritage property. His agent felt that when they found out they would drop him as a client. Mr. Kahn expressed his feeling of exposure now if anything were to happen to the house.

The Warden recognized Councillor Hare to speak

- Councillor Hare mentioned that he is in the sawmill business and the materials needed to rebuilt these types of houses are available. He also mentioned that he is happy to heard the Mr. Kahn has no intention of selling; he likes to see properties passed down to the next generation.

The Warden recognized Councillor Welch to speak

- Councillor Welch asked if any grants were available.
- Linda Bent replied that provincial grants are available through Heritage and Cultural.

The Warden recognized Councillor Longmire to speak

- Councillor Longmire asked when properties are registered as heritage if they get added to a provincial list.
- Linda Bent responded that they go on our municipal list. The property owner can take it a step further to be added as a provincial heritage property, but it takes 2-3 years.

The Warden recognized Councillor Welch to speak

- Councillor Welch asked if the County goes out looking for heritage properties and do we let property owners know that insurance could be an issue.
- Linda Bent stated that property owners initiate the process of becoming heritage properties. Insurance will be mentioned from now on.

The Warden recognized Councillor Connell to speak followed by Councillor Cranton

- Councillor Connell wondered where these grants are from the province and where there are three levels of plaguing if all level could apply for the grants. Councillor Connell stated that it's a shame that owning a heritage property brings burdens to the owners.
- Councillor Cranton asked if Mr. Kahn understands that these grants will no longer be available if he deregisters his property; as Mr. Kahn had previously mentioned that he hadn't known about the provincial grants.
- Mr. Kahn replied that his property is a small, isolated house. He didn't feel he would qualify to receive many grants.
- Linda Bent explained that provincial grants would cover maintenance and be for a minimal amount.

The Warden recognized Deputy Warden Enslow to speak followed by Councillor Agombar

- Deputy Warden Enslow thanked Mr. Kahn for meeting with Council. He mentioned that he has just don't a quick online search and there are multiple grants available. He advised Mr. Kahn that he could potentially apply for these grants.
- Councillor Agombar asked if Ms. Bent knew if the property had to be provincially registered.
- Linda Bent replied that you do not.

The Warden recognized Councillor Welch to speak

- Councillor Welch asked if heritage properties received any discount on their taxes.
- Linda Bent answered that they do not receive a discount on their municipal taxes.
- Deputy Warden Enslow mentioned that when he clicked further on website that municipal heritage properties can apply for them.
- Councillor Hare reminded Council that these grants are not to cover the cost of insurance.

Next Steps

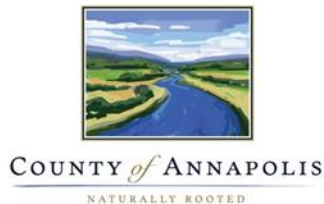
Director of Planning and Inspection Services L. Bent stated that when the public hearing is complete, council would add an item to the agenda. If affirmative, they would make a motion to deregister the Captain James Anthony House property and remove it from the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Deregistration in the Registry of Deeds.

Closing Comments

Warden LeBlanc thanked attendees. This concluded business for the public hearing, and it was declared adjourned at 11:44 a.m.

Warden

**Recording Secretary, Administrative
Clerk – Municipal Clerk Office**



BOARDS and COMMITTEES Recommendations

AdHoc, Standing, and Advisory Committees

To: Municipal Council

Meeting Date: December 17, 2024

Prepared By: Kelly Kempton

Subject: **2024-12-10 Committee of the Whole Recommendations**

RECOMMENDATIONS:

6.1 SR2024-83 FCM Conference

To approve the travel and attendance cost of Councillor Longmire, Deputy Warden Enslow, and Councillor Parsons-Saltzman, to attend the 2025 Federation of Canadian Municipalities Conference and Trade Show in Ottawa;
And that Councillor Agombar, and Counillor Oxner be designated as alternates in this order, pursuant to the recommendation of Committee of the Whole.

6.2 SR2024-84 Cost of Living Wage Adjustment

To approve an increase to all non-union rates of compensation in the amount of 1.5%, per the Nova Scotia consumer price index (CPI) effective January 1, 2025, in accordance with the recommendation of Committee of the Whole.

6.3 SR2024-85 Nominating Committee Report

To appoint Carol Greentree and William Street to the Annapolis County Police Advisory Board effective immediately for a two-year term ending on October 31, 2026, pursuant to the recommendation of Committee of the Whole.

6.4 SR2024-86 Approve *Bylaw 2 Marketing Levy*

To give first reading to approve *Bylaw 2 Marketing Levy*, in accordance with the recommendation of Committee of the Whole.

6.5 SR2024-87 Approve *Policy 105 Low Income Tax Exemption*

To approve *Policy 105 Low Income Tax Exemption* as circulated, seven-day notice given on December 10th.

6.6 SR2024-89 Approve *Policy 130 Occupational Health and Safety*

To approve *Policy 130 Occupational Health and Safety* as circulated, seven-day notice given on December 10th.

6.7 SR2024-90 Approve *Policy 127 Emergency Management Comfort Centres and Shelters*

To approve *Policy 127 Emergency Management Comfort Centres and Shelters* as circulated, seven-day notice given on December 10th.

6.8 SR2024-92 Insurance for Heritage Properties

To recommend that the Municipality of the County of Annapolis send a letter to the Nova Scotia Minister of Communities, Culture and Heritage, requesting that they immediately review and implement legislation changes to support the designation and continuation of current heritage properties across Nova Scotia and protect them from insurance increases directly related only to their heritage designation;

And that the letter be copied to Annapolis' two MLA's and President of NSFM, pursuant to the recommendation of Committee of the Whole.

6.9 SR2024-93 Approve *Policy 131 Hospitality*

To approve *Policy 131 Hospitality* as circulated, seven-day notice given on December 10th.

6.10 SR2024-94 Approve *Policy 106 Municipal Traffic Authority*

To approve *Policy 106 Municipal Traffic Authority* as circulated, seven-day notice given on December 10th.

6.11 SR2024-95 Approve *Policy 114 Council Remuneration*

To approve *Policy 114 Council Remuneration* as circulated, seven-day notice given on December 10th.

6.12 SR2024-96 Growth and Renewal for Infrastructure Development Program

To support the submission of an application to the Growth and Renewal for Infrastructure Development Program for upgrades and climate adaptation work on the Bridgetown Wastewater Treatment Plant in the amount of \$1,252,266.29 for 50% of the total project cost.

SR2024-98 Approve *Bylaw 1 Heritage* (Second Reading)

To give second reading to approve *Bylaw 1 Heritage* as circulated.

Bylaw 1 HERITAGE

1. In this Bylaw:
 - (a) "Council" means the Municipal Council of the Municipality of the County of Annapolis;
 - (b) "Clerk" means the Municipal Clerk of the Municipality of the County of Annapolis;
 - (c) "Act" means the *Heritage Property Act*;
 - (d) "Committee" means Annapolis County Planning Advisory Committee;
 - (e) "Municipality" means the Municipality of the County of Annapolis.
2.
 - (a) The Planning Advisory Committee shall be the Heritage Advisory Committee of the Municipality.
 - (b) The Committee shall have the powers and duties of a Heritage Advisory Committee pursuant to the *Act*.
 - (c) The Committee shall be governed, where not inconsistent with the *Act* or this Bylaw, by the general rules of procedure applicable to committees as contained in *Municipal Government Act* and the bylaws or policies of the Municipality.
3. The Clerk shall establish and maintain at the business office of the Municipality, a Registry of Heritage Property, where all prescribed documents relating to the registration of Heritage Property pursuant to the *Act* or this Bylaw shall be filed.

The registry shall:

- (a) be properly indexed;
- (b) contain data with respect to recommendation, registration, if applicable, recording particulars of documents required to be lodged at the Registry of Deeds for Annapolis County and true copies of all notices required by the *Act*;
- (c) contain particulars of heritage property under recommendation or registered so as to adequately identify the property;
- (d) be accessible to the public at no charge during regular business hours at the Municipal Offices.

Bylaw 1 Heritage

5. Council may register a building, streetscape or area as a Municipal Heritage Property in accordance with the provisions of the *Act*.
6. Council may from time to time establish and amend guidelines for the registration of property as Heritage Property, and Committee shall make recommendations in accordance therewith.

REPEAL

C5 Heritage Property Bylaw, adopted by Municipal Council of the County of Annapolis on the 17th day of March 1998, is hereby repealed.

Bridgetown Heritage Property Bylaw, adopted by Town Council of the Town of Bridgetown on the 4th day of May 1985, is hereby repealed.

Bylaw Adoption	
First Reading:	November 19, 2024
Notice of Consideration:	November 20, 2024
Second Reading:	December 17, 2024
Notice of Council Approval:	December 26, 2024
Ministerial Approval:	TBD
Final Publication and Effective Date:	TBD

SIGNATURE

Chris McNeill, Chief Administrative Officer



COUNTY of ANNAPOLIS
ANNE ARUNDEL COUNTY

STAFF REPORT

Report To: Council
Meeting Date: December 17, 2024
Prepared By: Chris McNeill, Chief Administrative Officer
Report Number: SR2024-99 NOMINATING COMMITTEE REPORT
Subject: RECOMMENDATION FOR PUBLIC APPOINTMENTS TO AREA PLANNING ADVISORY COMMITTEES

RECOMMENDATION

That Council of Municipality of the County of Annapolis approve the appointment of Steve Rafferty to Bridgetown Planning Area Advisory Committee and Derik DeWolfe and Wendy Sheridan to East End Planning Advisory Committee effective immediately for a two-year term ending on October 31, 2026.

BACKGROUND

The Municipality has established five planning area advisory committees and recently advertised for public applications to be appointed to each of the committees. Some members have now been appointed and those committees with further vacancies saw additional advertisements carried out.

DISCUSSION

During the past several weeks, the Municipality has advertised for citizens to apply for available positions on various municipal committees. During the most recent advertisement campaign, three potential applicants have come forward to fill vacant positions on the Bridgetown and East End Planning Advisory Committees.

The Nominating Committee has now met and reviewed the applications and are satisfied that they meet the requirements to be appointed to their respective committees. The appointments would be a for two-year term ending on October 31, 2026.

LEGISLATIVE AUTHORITY

Section 24 (1) of the *Municipal Government Act* states that council may establish standing, special and advisory committees.

Prepared by:

Chris McNeill, Chief Administrative Officer





STAFF REPORT

Report To: Municipal Council
Meeting Date: December 17, 2024
Prepared By: Barbara Boateng, Manager of Planning
Report Number: SR2024-100 Site Plan Approval Appeal
Subject: Site Plan Approval Appeal

SUGGESTED RECOMMENDATION:

That Municipal Council schedule an appeal hearing on January 21, 2025, to consider Sylvie & Lance Aikman Green and Bonnie & Randy Shea's appeal of a decision of the Municipal Development Officer to grant Site Plan approval to enable the development of 11 quadplexes, totaling 44 dwelling units located at PIDs 05311493 & 05298070.

LEGISLATIVE AUTHORITY:

MGA Section 231 & 232: Site-plan approval,
MGA Section 236: Variance procedures,
MGA Section 236A: Grounds for appeal,
MGA Section 237: Variance appeals and costs,
Policy 113 Public Participation Policy

BACKGROUND

Through the provisions of the *Municipal Government Act*, site plan approval is a development control tool used to provide a more streamlined approach to development using the Land Use Bylaw (LUB) and the Municipal Planning Strategy (MPS).

Section 4.2 of the Annapolis County LUB specifies the use of the Site Plan approval process, to approve multiple buildings on a lot and Policies 6.2.1.7 & 7.3.4.1 of the Annapolis County MPS set out evaluative criteria to consider when approving a site plan. The intent is for design of all development proposals to be in general accordance with the applicable design guidelines and land use zone requirements of the Bylaw.

Staff received an application for Site Plan approval from Carleton Inn Cottage Ltd on July 31, 2024, for the properties located at 4093 Highway 201, Carleton Corner Lot A, municipally identified as PIDs 05311493 & 05298070. The application is to enable the development of 11 quadplexes, totalling 44 dwelling units.

The subject property is located in the Multi-unit Residential (R2) zone which permits multi-unit dwellings, however, due to the number of main buildings on the lot, the application had to be approved through the Site Plan approval process.

PROPOSAL

The subject property is approximately 17.51 acres in the Annapolis County Planning area. From the proposed plans, all 44 units will be completed in 5 phases and can take several years to be completed. The buildings proposed are one storey and finished partially with traditional

materials. The plan also proposes well connected driveways and walkways within the property boundary. To provide proper screening from abutting properties, the developer proposes fencing, maintaining and planting new trees where possible along property boundaries.

As part of the application, the applicant submitted a highway right of way permit issued by the Province and an environment Study Report prepared by a professional. From the study, one watercourse was identified with a recommendation to provide a 30m buffer and maintaining natural vegetation along riparian areas. As attached to this report, the applicant has signed an undertaking to comply with the terms and conditions of this approval which include complying with the recommendations from the Environmental Study.

DISCUSSION

For several months, as part of the consultation process, the development and civil plans were reviewed by municipal staff and external departments including municipal operation department, Department of Public Works, Bridgetown Fire Chief and Valley Waste. Initial comments were received from these departments. The documents submitted by the applicant were revised multiples times until they were deemed to meet the requirements of the Annapolis County MPS and LUB. These departments had no concerns with the final approved Site Plan.

The approved Plan meets the requirements of the Land Use Bylaw and MPS. This approval does not imply building or fire approval. The buildings will have to meet building code, and they will need to apply for a separate building permit for each unit.

Notices were sent to property owners within 60m of the subject property to review and appeal based on Section 236A of the Municipal Government Act. Nonetheless, Council shall make a decision to hear or dismiss the appeal based on the Municipal Government Act.

CONCLUSION

Housing is a concern in the Municipality. In accordance with the first strategic priority of the County of Annapolis 2023-2027 Strategic Priorities, having a good stock of all types of housing including quadplexes is critical to growing a community. From the plan, the proposed housing type is compatible with the neighborhood and meets the requirements of the Land Use Bylaw and MPS and the departmental review team had no concerns. With these reasons, Staff approved the application.

FINANCIAL IMPLICATIONS

N/A

ALTERNATIVE OPTIONS:

That Municipal Council dismiss the request for appeal hearing.

NEXT STEPS

Should council proceed with the public hearing on January 21, 2025, notices of the Public Hearing shall be mailed to property owners with 60m of the subject property.

As per Section 232 (3) of the *Municipal Government Act* (MGA), Council, in hearing an appeal concerning a Site Plan approval, may make any decision that the Development Officer could have made.

Additionally, Council may overturn the decision of the Development Officer if the approval was in contravention of the criteria as set out in the County-wide LUB and MPS, which was used to

evaluate the site plan. Council may not overturn the decision if it is in contravention of its own MPS and LUB.

ATTACHMENTS

- Site Location Map
- The Development Plans
- Environmental Study Report
- Annapolis County LUB Excerpts
- Annapolis County MPS Excerpts
- Letter of Undertaking
- Appeal letters

Report Prepared by:

Barbara Boateng, Manager of Planning

Report Reviewed by:

Linda Bent, Director of Planning & Inspection Services

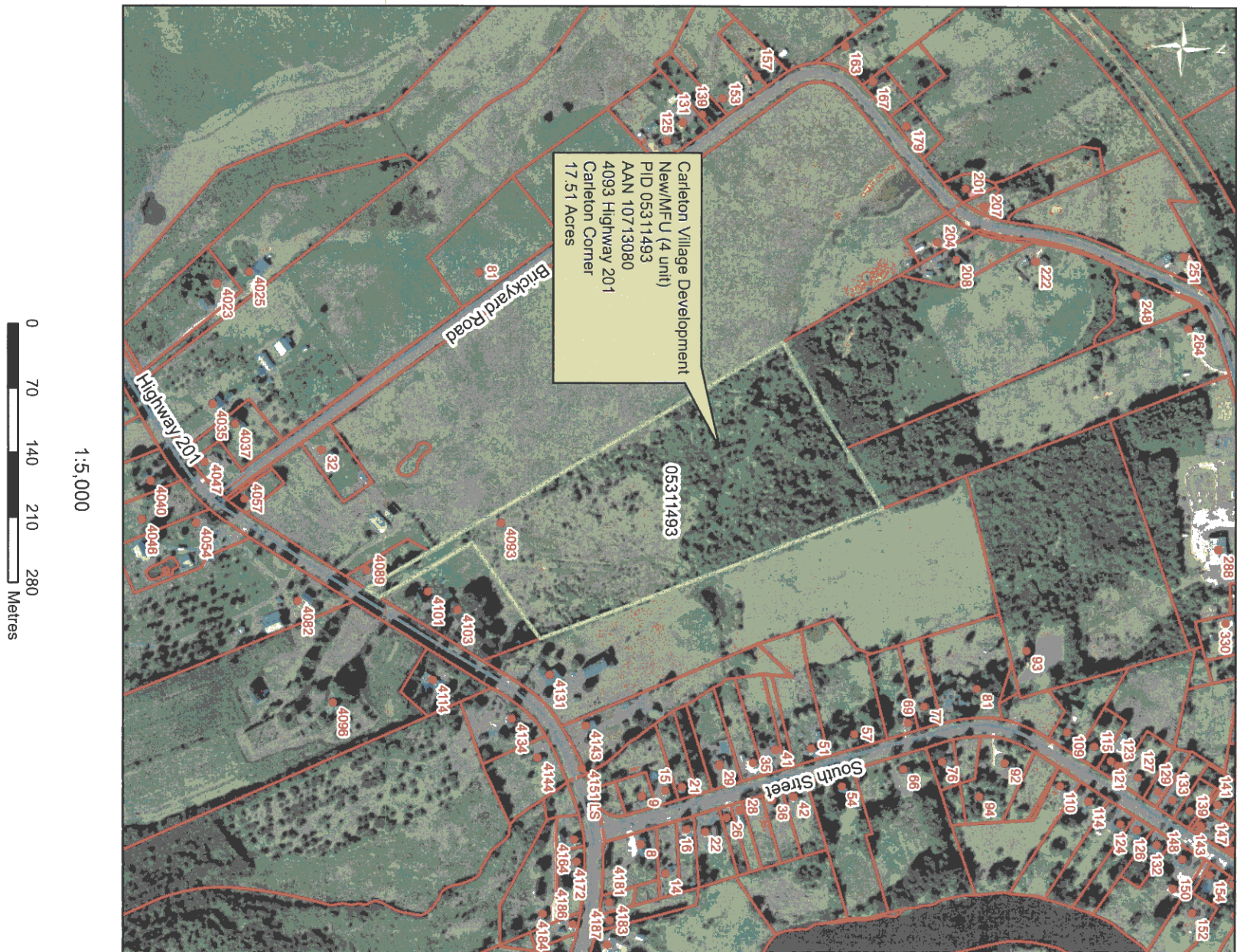
Approved by:

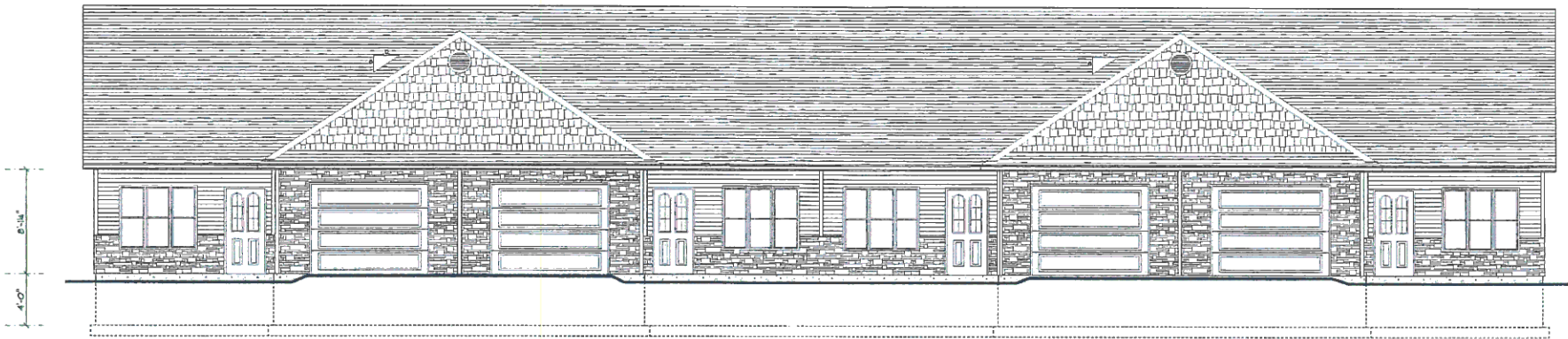


Chris McNeill,
Chief Administrative Officer

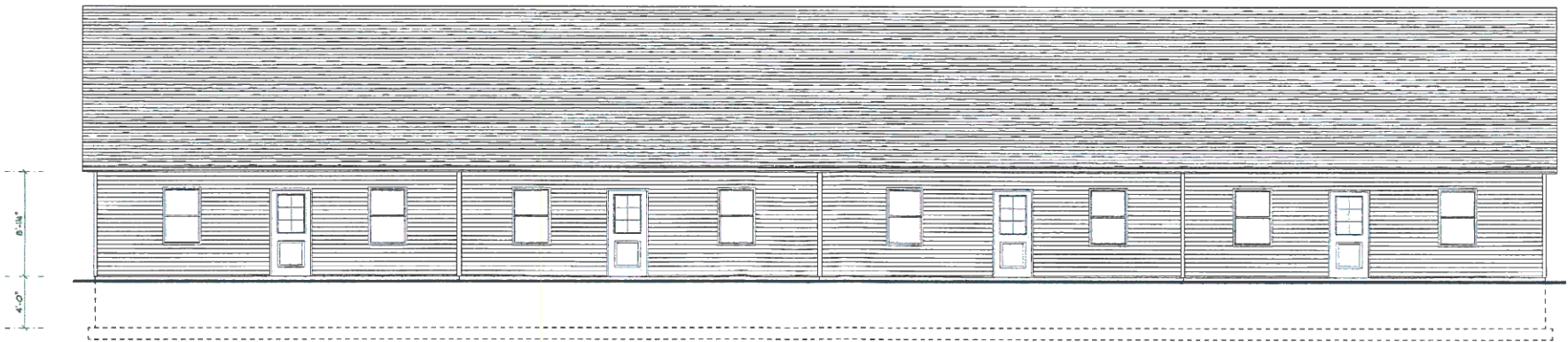
Approval Date:

December 11, 2024
(Date)





FRONT ELEVATION



REAR ELEVATION

HOME ON THE RANGE CUSTOM HOME DESIGNS

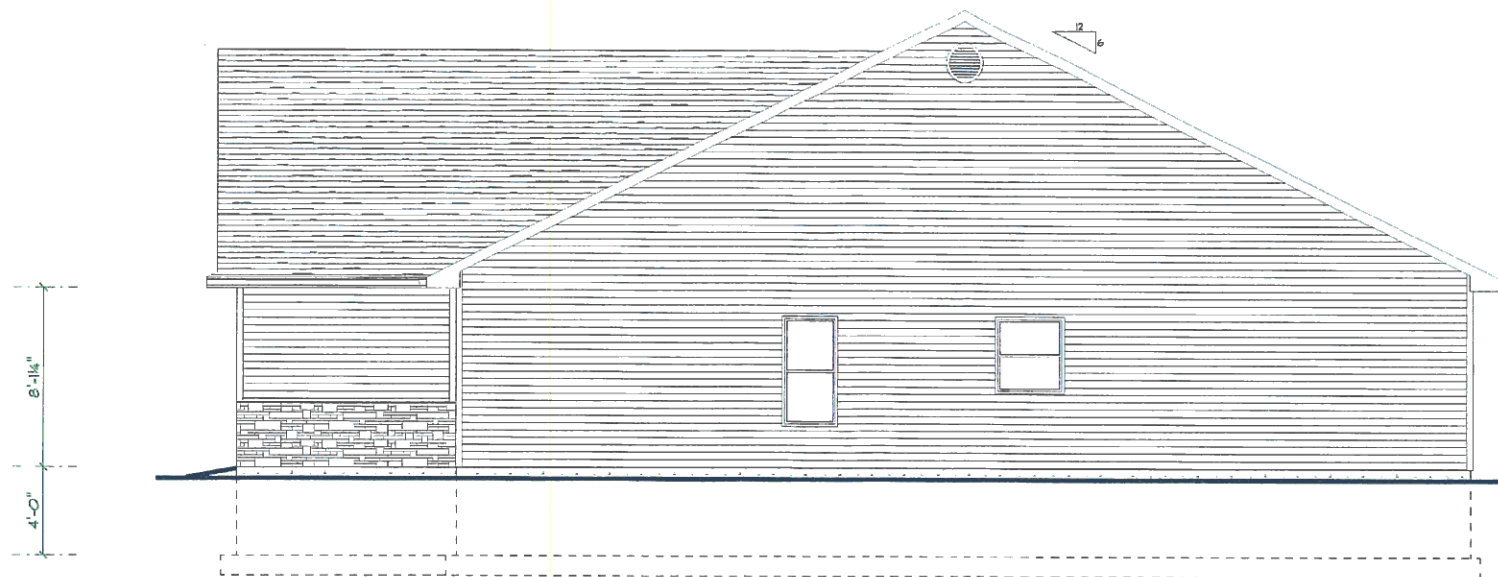
PROJECT:
CARLETON VILLAGE

DATE:
JULY 13, 2023

SCALE:
1/8" = 1'-0"

DRAWN BY:
T.R.

PAGE:
1 of 7



RIGHT ELEVATION

HOME ON THE RANGE CUSTOM HOME DESIGNS

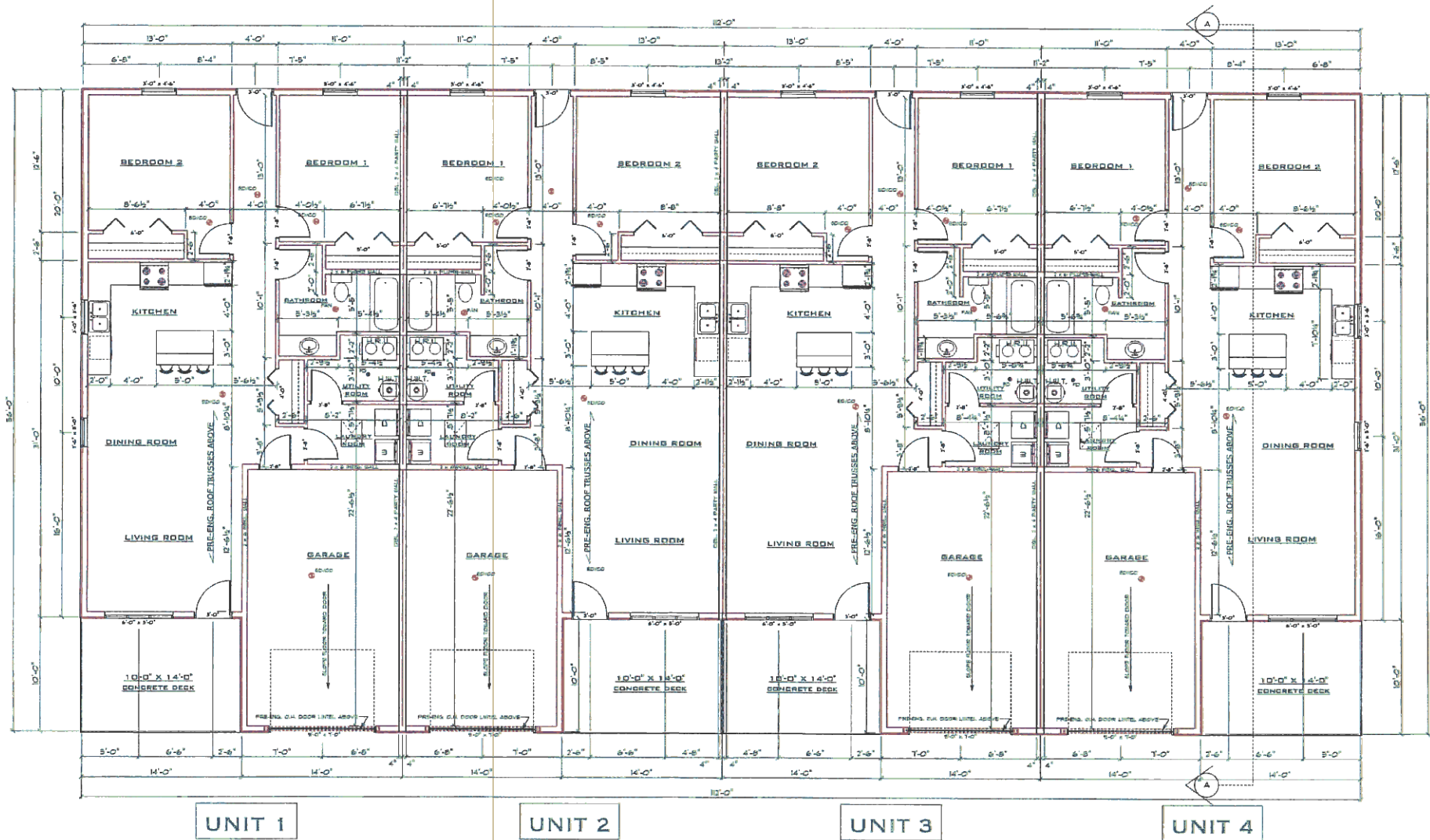
PROJECT: CARLETON VILLAGE

DATE: JULY 13, 2023

SCALE: 3/16" = 1'-0"

DRAWN BY: T.R.

PAGE: 2 of 7



MAIN FLOOR PLAN

PER UNIT FLOOR AREA: 1440 SQ. FT. (w/o GARAGE)
TOTAL BUILDING FLOOR AREA: 5760 SQ. FT.

HOME ON THE RANGE CUSTOM HOME DESIGNS

PROJECT:
CARLETON VILLAGE

DATE:
JULY 13, 2023

SCALE:
1/8" = 1'-0"

DRAWN BY:
T.R.

PAGE:
5 of 7

TYPICAL ROOF CONSTRUCTION
 LAMINATE ROOF SHINGLES
 ROOFING PAPER OR MEMBRANE
 EAVESHIELD
 METAL STARTER STRIP
 OSB ROOF SHEATHING
 H-CLIPS
 PRE-ENG. ROOF TRUSSES
 R50 INSULATION
 APPROVED VAPOUR BARRIER
 1"x4" STRAPPING
 2 LAYERS 5/8" TYPE 'X' DRYWALL

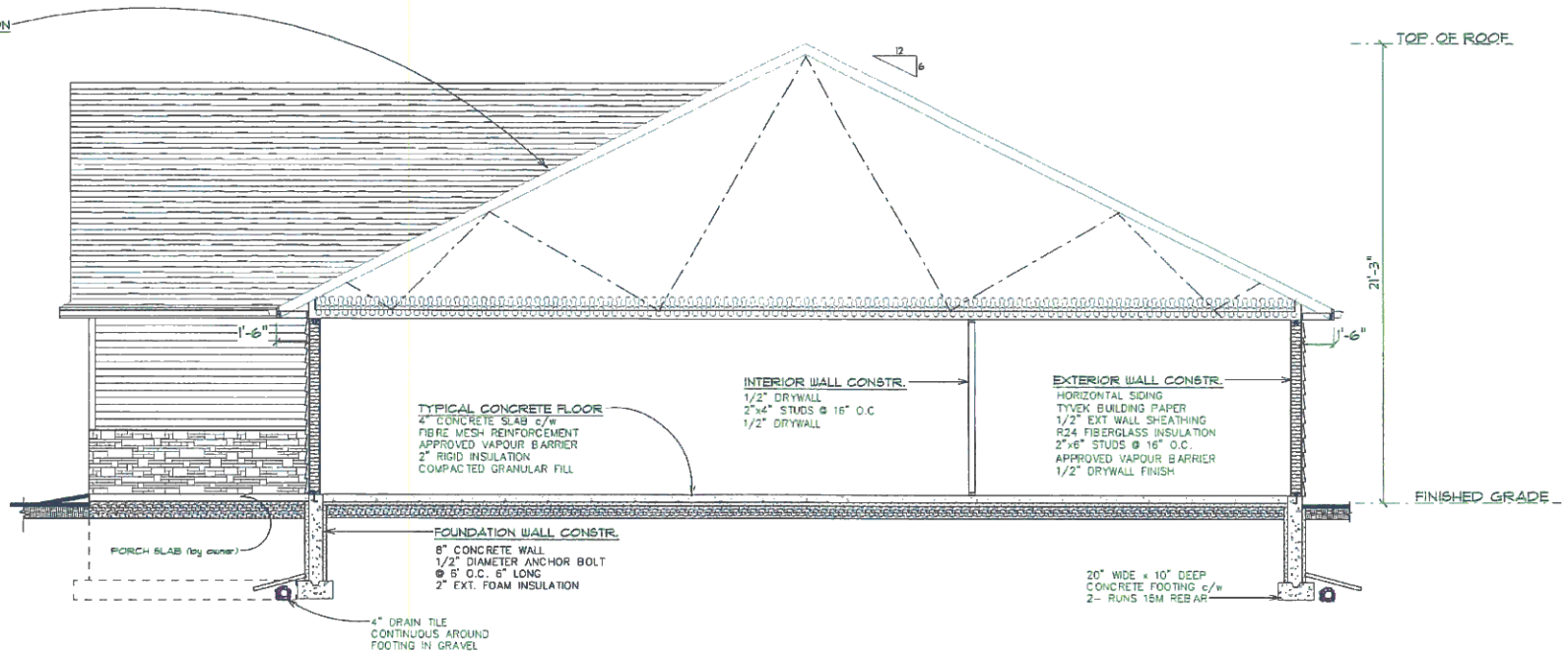
FINISHED CEILING

8'-11 1/2"

TOP OF FOUNDATION

TOP OF FOOTING

4'-0"



TOP OF ROOF

21'-3"

1'-6"

FINISHED GRADE

SECTION A

HOME ON THE RANGE CUSTOM HOME DESIGNS

PROJECT:

CARLETON VILLAGE

DATE:

JULY 13, 2023

SCALE:

N.T.S.

DRAWN BY:

T.R.

PAGE #

6 of 7

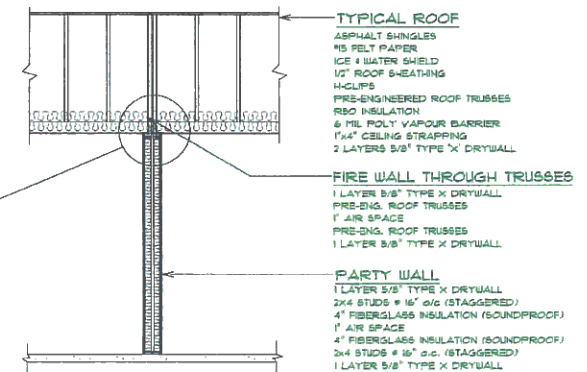
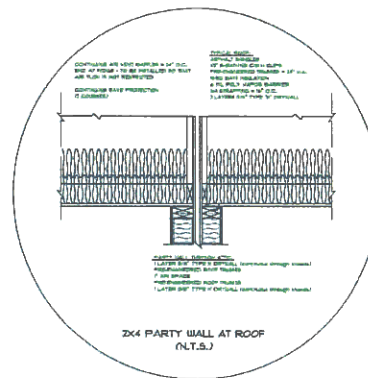
GENERAL NOTES

1. ALL WORK MUST BE IN CONFORMANCE WITH THE NBCC 2015 & THE LOCAL BUILDING CODE
2. CONTRACTOR TO VERIFY ALL DIMENSIONS BEFORE STARTING ANY WORK
3. GRADES SHOWN ON ELEVATIONS ARE FOR PERMIT PURPOSES ONLY
4. GRADES TO BE DETERMINED BY PROJECT MANGER
5. DO NOT SCALE PLANS.
6. PROVIDE ATTIC SPACE ACCESS
7. BEDROOM WINDOWS TO MEET EGRESS AS PER NATIONAL BUILDING CODE
8. ANY DOOR FROM GARAGE TO HOUSE TO HAVE WEATHER STRIPPING C/W CLOSER
9. WIRED-IN SMOKE & CO DETECTORS ALL FLOOR LEVELS
10. BATH & KITCHEN FANS EXHAUSTED TO OUTSIDE
11. ALL LINTEL AND BEAM SIZES TO BE VERIFIED BY A PROFESSIONAL ENGINEER.
12. ROOF TRUSS LAYOUT TO BE DETERMINED BY TRUSS ENGINEER.
13. HEAT RECOVERY VENTILATOR TO BE INSTALLED BY QUALIFIED PERSONS.
14. ELECTRICAL PANEL LOCATION TO BE DETERMINED ON SITE.
15. PROVIDE 4" DIAMETER PIPE THROUGH CONCRETE SLAB FOR RELEASE OF SOIL GAS.
16. ALL OPERATING WINDOWS TO HAVE AN ENERGY RATING OF 25 OR MORE
17. ALL FIXED WINDOWS TO HAVE AN ENERGY RATING OF 35 OR MORE
18. ALL WATER CLOSETS TO BE LOW FLOW EFFICIENT.
19. ALL BEDROOMS TO HAVE WIRED-IN SMOKE ALARMS

WINDOWS & DOORS TO COMPLY WITH REQUIREMENTS OF SECTION 9.36 (ENERGY EFFICIENCY) N.B.C.C. (2015)

ALTHOUGH EVERY EFFORT HAS BEEN MADE TO PROVIDE AN ACCURATELY DESIGNED STRUCTURE, DISCREPANCIES MAY OCCUR. HOME ON THE RANGE' RESIDENTIAL PLAN DESIGN ASSUMES NO RESPONSIBILITY FOR ANY ERRORS OR OMISSIONS IN THE DESIGN OF THESE PLANS. ALL ERRORS MUST BE REPORTED TO THE DESIGNER. 'HOME ON THE RANGE' RESIDENTIAL PLAN DESIGN ASSUMES NO LIABILITY FOR THE PERFORMANCE OF THIS STRUCTURE.

THESE PLANS SHOULD BE REVIEWED BY THE OWNER AND/OR CONTRACTOR/PROJECT MANAGER PRIOR TO CONSTRUCTION IN ORDER TO VERIFY THAT ALL ASPECTS OF THESE PLANS WILL MEET LOCAL CODES AND ORDINANCES.



SECTION THROUGH PARTY WALL

HOME ON THE RANGE CUSTOM HOME DESIGNS

PROJECT: CARLETON VILLAGE

DATE: JULY 13, 2023

SCALE: N.T.S.

DRAWN BY: T.R.

PAGE #: 7 of 7

DESIGNPOINT
engineering • surveying • solutions

PROJECT NO. 2024-001
DATE: 12/17/2024
BY: [Signature]

PROJECT NAME: CARLETON VILLAGE
PROJECT LOCATION: BRIDGETOWN, ANNAPOIS COUNTY, MD

PROJECT DESCRIPTION: MULTI-UNIT TOWNHOUSE APARTMENT DEVELOPMENT

CLIENT: G. YOUNG

SCALE: 1" = 20'

LEGEND

COVER SHEET - SITE PLAN

BRIDGETOWN, ANNAPOIS COUNTY, MD

CARLETON VILLAGE

MULTI-UNIT TOWNHOUSE APARTMENT DEVELOPMENT

PHASE 1

PHASE 2

PHASE 3

PHASE 4

PHASE 5

LOT 38

LOT 44

LOT 2

LOT 1

LOT 3

LOT 5

LOT 7

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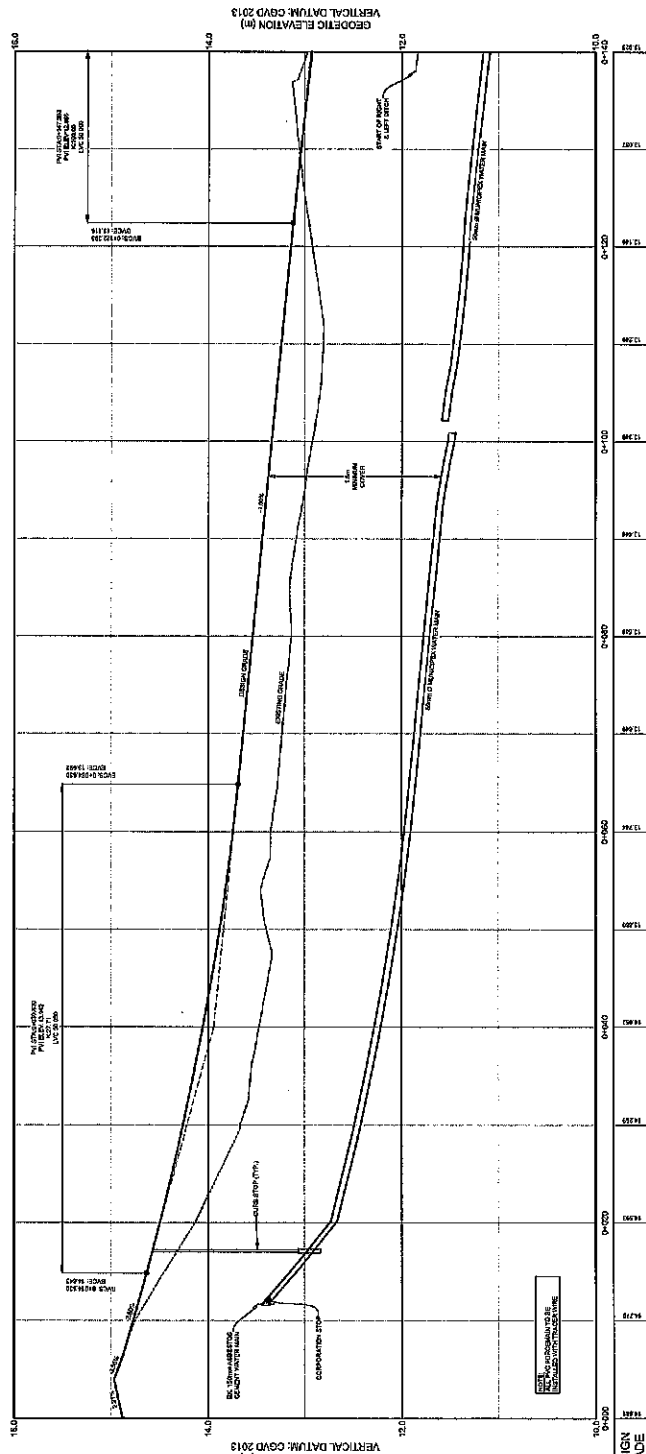
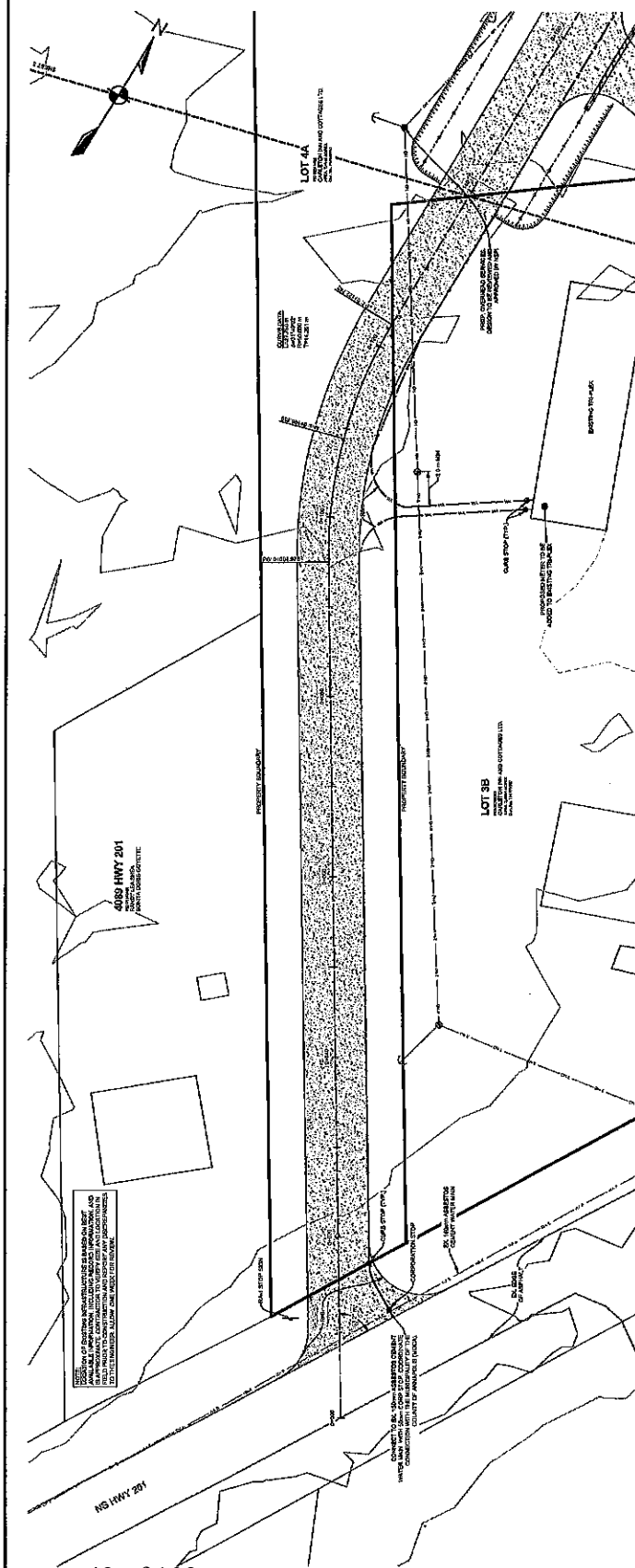
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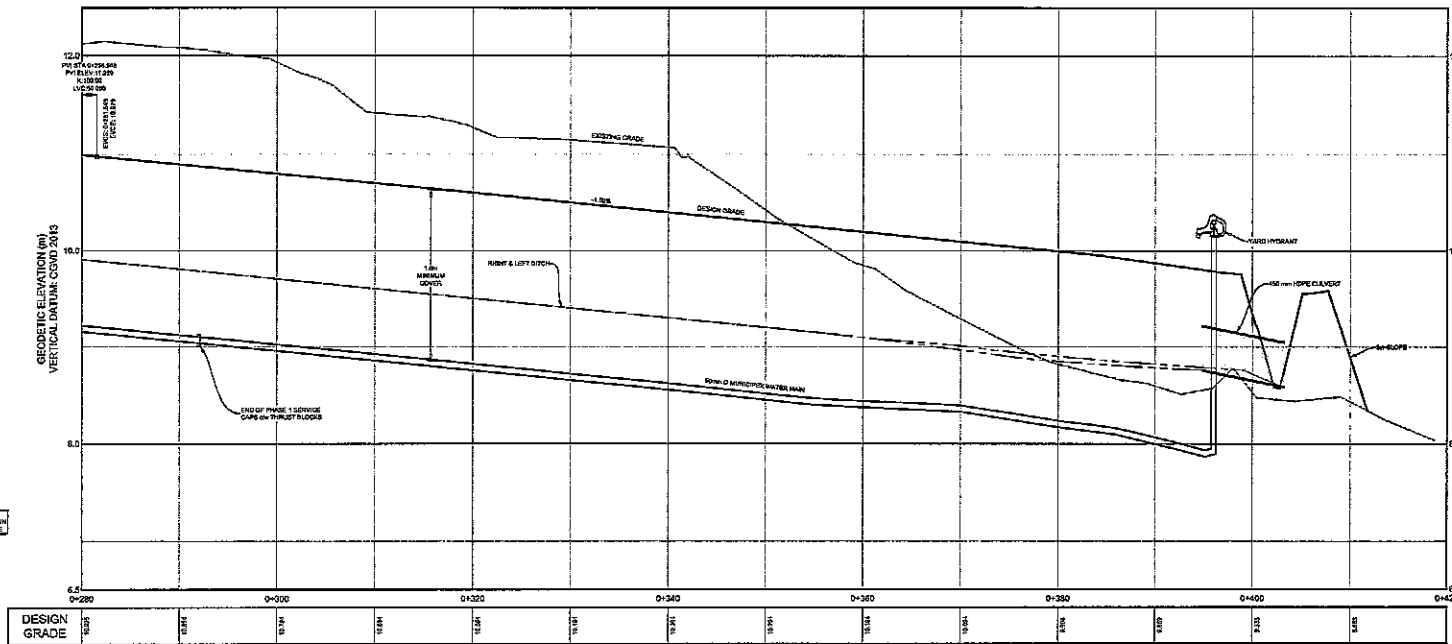
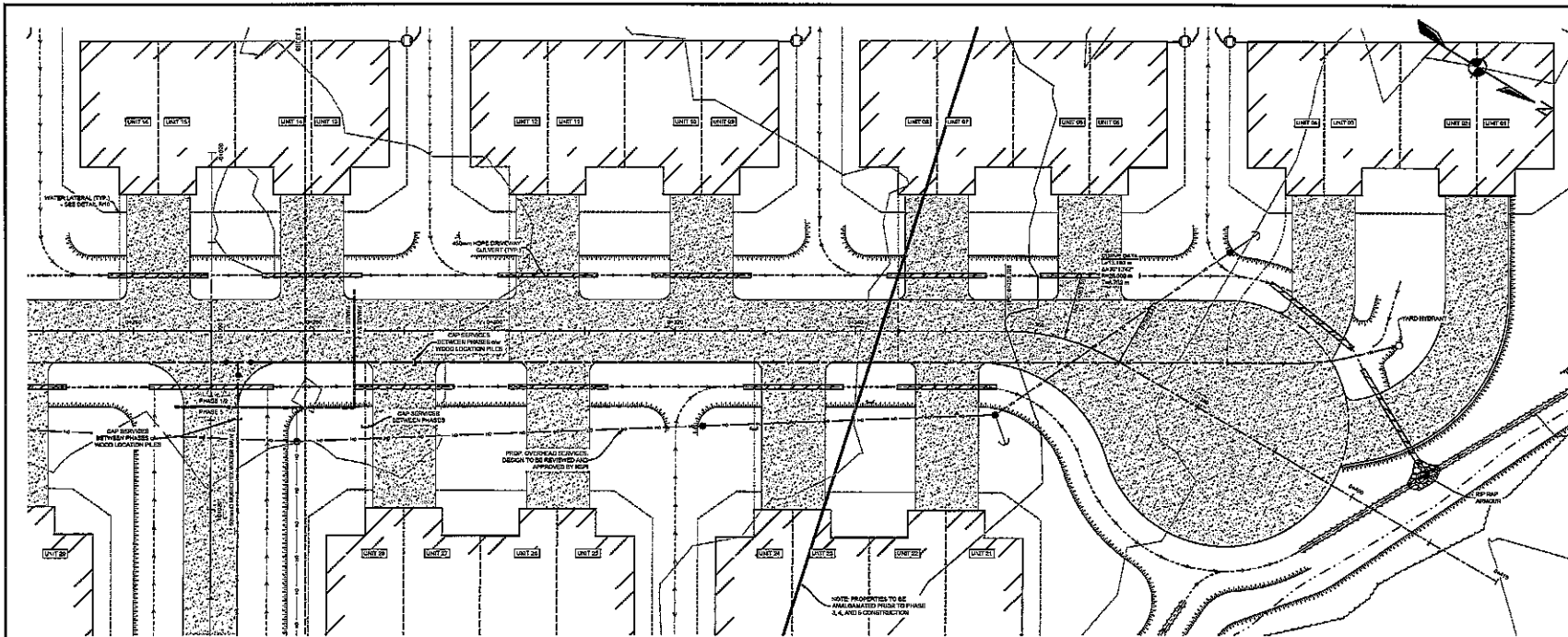


G. YOUNG

CARLETON VILLAGE

PLAN & PROFILE
MAIN DRIVEWAY
0+500 TO 0+140

Drawn	Engineer	Project No.	Drawing No.
BUMBERS	N. FOLDS	20-009	PP-100
Scale	Plumbing		
Sheet 4 of 4	Plumbing		



LEGEND

EXISTING	PROPOSED
Vertical Profile	Vertical Profile
Sanitary Pipe	Sanitary Pipe
Water Pipe	Water Pipe
Storm Pipe	Storm Pipe
Natural Gas Main	Natural Gas Main
Sanitary Lateral	Sanitary Lateral
Storm Lateral	Storm Lateral
Natural Gas Lateral	Natural Gas Lateral
Sidewalk	Sidewalk
Highway/Trail	Highway/Trail
General	General
Top of Slope	Top of Slope
Bottom of Slope	Bottom of Slope
Regrade	Regrade

EXISTING	PROPOSED	EXISTING	PROPOSED
Curb Cut/Man	Curb Cut/Man	Sanitary Valve	Sanitary Valve
Reducer	Reducer	Hydrant	Hydrant
Project Reducers	Project Reducers	Water Main	Water Main
Street Box	Street Box	Water Main	Water Main
Street Box	Street Box	Water Main	Water Main

DATE: 10/1/2024

CONSULTANT:

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905.535.5567

CLIENT:

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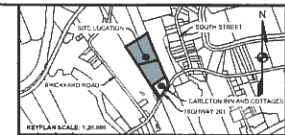
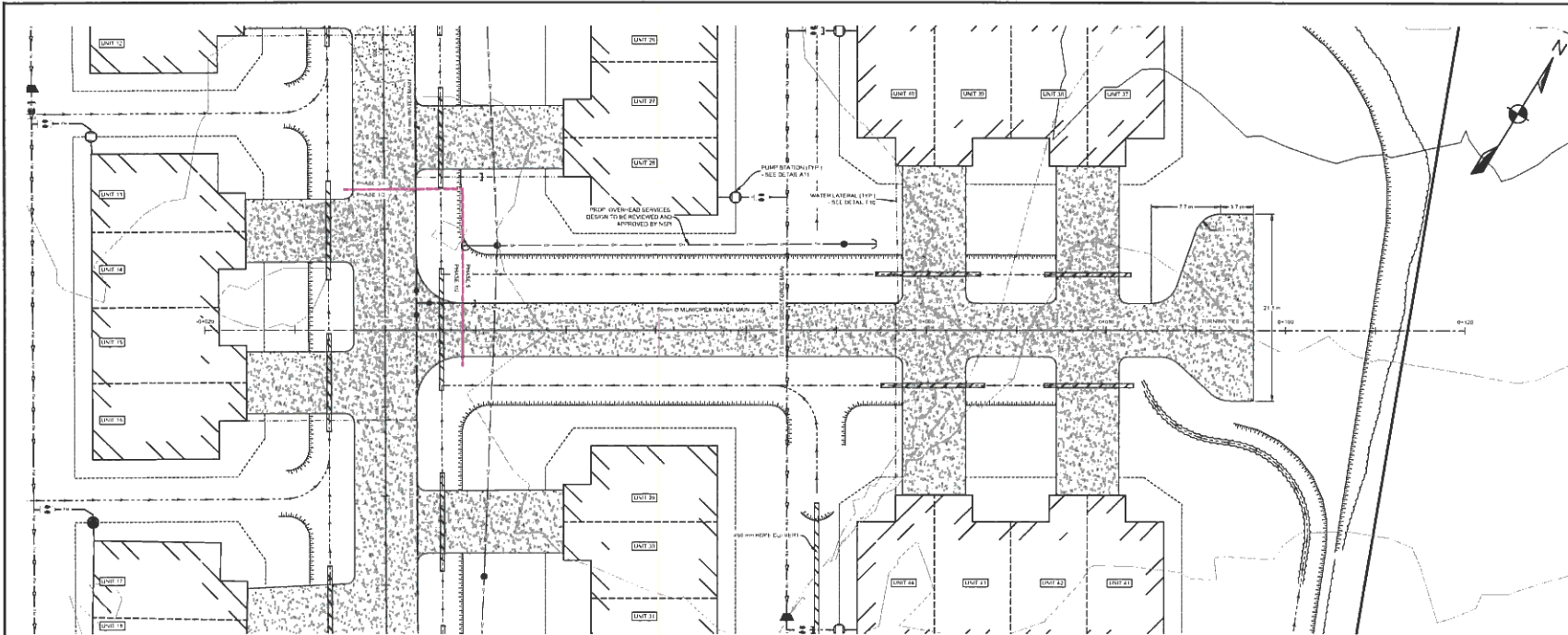
PROJECT DESCRIPTION:

CARLETON VILLAGE
BRIDGETOWN, ANNAPOLIS COUNTY, NS

SHEET DESCRIPTION:

**PLAN & PROFILE
MAIN DRIVEWAY
0+280 TO 0+420**

Drawn	Engineer	Project No.	Drawing No.
BLANKEN	N. FOLKES	22-306	PP-102
Scale	Notes	Sheet Count	Sheet No.
1:500 N.T.S.	See Notes	1 of 1	1 of 1



LEGEND		
EXISTING	VERTICAL PROFILE	PROPOSED
APPROXIMATE 15' TO 15' LINES	APPROXIMATE 15' TO 15' LINES	APPROXIMATE 15' TO 15' LINES
ENCLOSURE	ENCLOSURE	ENCLOSURE
WATER PIPE	WATER PIPE	WATER PIPE
SANITARY PIPE	SANITARY PIPE	SANITARY PIPE
STORM PIPE	STORM PIPE	STORM PIPE
NATURAL GAS MAIN	NATURAL GAS MAIN	NATURAL GAS MAIN
WATER LATERAL	WATER LATERAL	WATER LATERAL
SANITARY LATERAL	SANITARY LATERAL	SANITARY LATERAL
STORM LATERAL	STORM LATERAL	STORM LATERAL
NATURAL GAS LATERAL	NATURAL GAS LATERAL	NATURAL GAS LATERAL
SEWER	SEWER	SEWER
WALKWAY & T. TRAIL	WALKWAY & T. TRAIL	WALKWAY & T. TRAIL
GUARDRAIL	GUARDRAIL	GUARDRAIL
STREET LIGHT	STREET LIGHT	STREET LIGHT
STREET SIGN	STREET SIGN	STREET SIGN
STREET TREE	STREET TREE	STREET TREE

EXISTING	PROPOSED	EXISTING	PROPOSED
CURB CUT/RAMP	CURB CUT/RAMP	AIR RELEASE VALVE	AIR RELEASE VALVE
CURB STOP	CURB STOP	WATER VALVE	WATER VALVE
RECOVER	RECOVER	HYDRANT	HYDRANT
FLUENT HEADWALL	FLUENT HEADWALL	CA. CHIMNEY	CA. CHIMNEY
STREET SIGN	STREET SIGN	STREET SIGN	STREET SIGN
STREET TREE	STREET TREE	STREET TREE	STREET TREE

DATE	DESCRIPTION	BY
3 SEPT. 2014	IPC - REVISED ROAD AND SANITARY	JTB
2 AUG. 15 2014	ISSUED FOR REVIEW	JTB
14 JUN. 27 2014	ISSUED FOR ENGINEERING APPROVAL	JTB
1 AUG. 30 2012	ISSUED FOR APPROVAL	JTB
DATE	DESCRIPTION	BY

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001301

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PROJECT DESCRIPTION

CARLETON VILLAGE
BRIDGETOWN, ANnapolis COUNTY, NS

SHEET DESCRIPTION

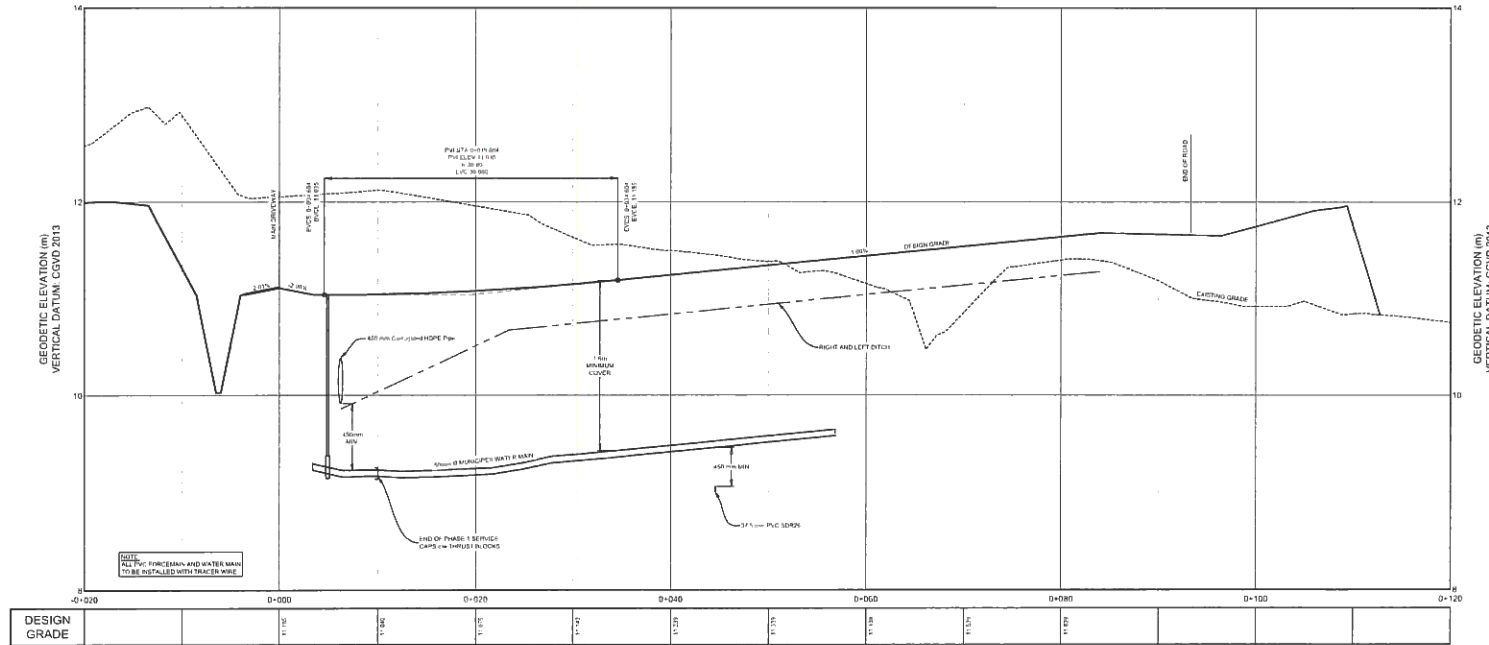
PLAN & PROFILE
SIDE DRIVEWAY
-0+020 TO 0+120

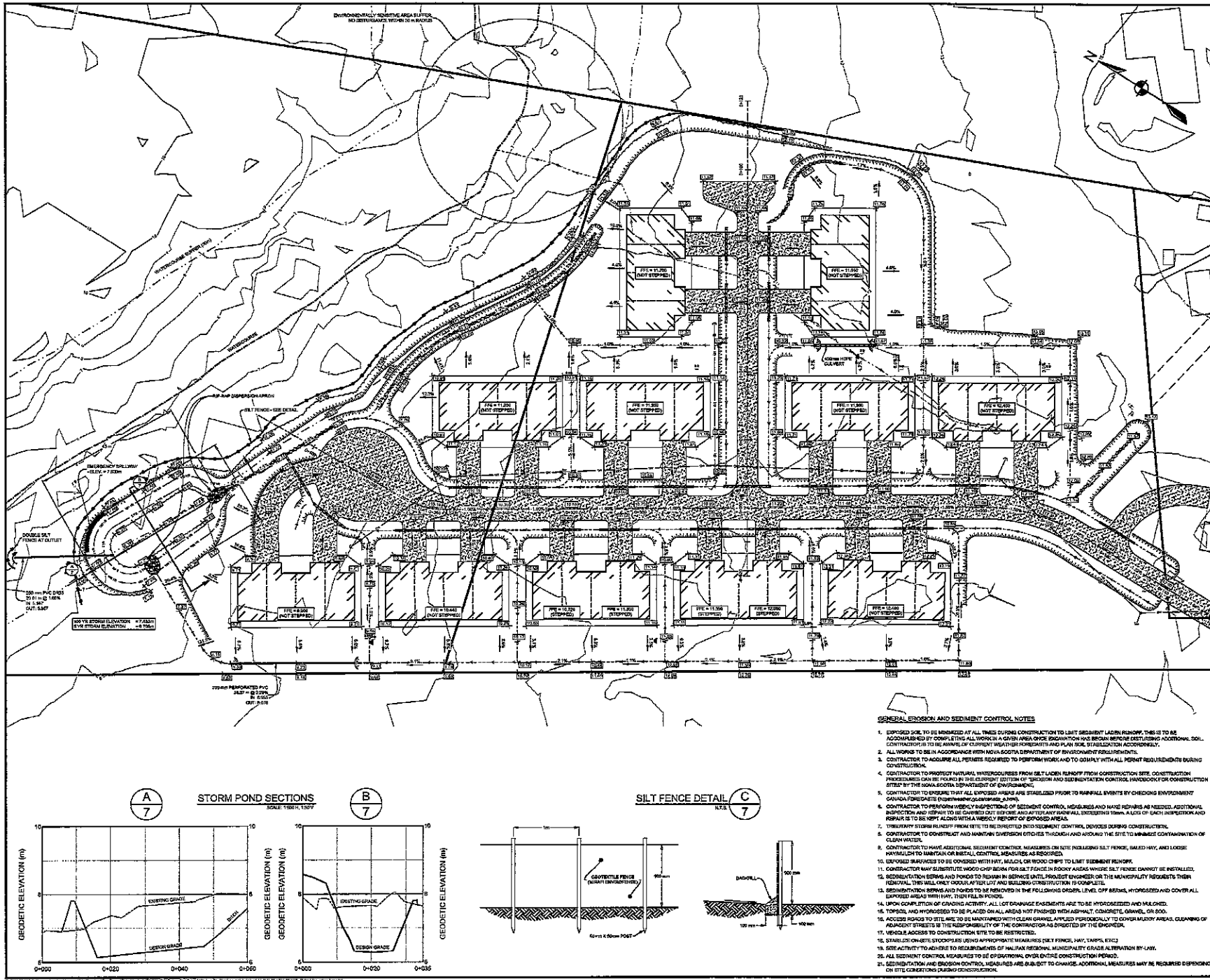
Drawn: B. HANES
Scale: 1"=200' H, 1"=10' V

Engineer: N. FOUJERE
Title: PE (NS)

Project No.: 20-371

Drawing No.: PP-103
Sheet 11





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PROJECT DESCRIPTION
CARLETON VILLAGE
BRIDGETOWN, ANnapolis COUNTY, NS

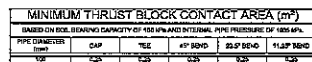
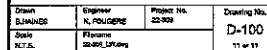
SHEET DESCRIPTION
GRADING PLAN

Drawn: B. YOUNG
Checked: H. FROST
Scale: 1:500

Project No.: 202-305
Revision: 2024-09-04

Drawing No.: G-100
7 of 11

ION $\frac{A}{11}$


$$\frac{C}{11}$$




Carleton Village Environmental Study Report

PREPARED BY: SAMANTHA PRATT, MSc

October 18, 2024

TABLE OF CONTENTS

1.0 Introduction 1

 1.1 Proponent Information..... 1

 1.2 Project Team..... 1

2.0 Methodology..... 1

 2.1 Research 1

 2.2 Field Assessment 3

3.0 Results 4

 3.1 Research Results 4

 3.2 Field Assessment Results 5

 3.3 Supporting Survey Results 1

4.0 Recommendations & Closure..... 2

5.0 References..... 4

Appendix A: Figures 5

Appendix B: Curriculum Vitae..... 6

1.0 INTRODUCTION

Glenn Young (the Proponent) retained DesignPoint Ltd. to prepare a technical report, in support of a proposed residential development on NS Highway 201 (PID 05311493), in Bridgetown, Nova Scotia. The study area is approximately 7.1 hectares, and no Nova Scotia Environment and Climate Change (NSECC) mapped wetlands fall within the Study Area. One Nova Scotia Topographic Database (NSTDB) mapped watercourse was identified within the study area. Locations of wetlands and watercourse were determined by field assessment on June 12th, 2024. This delineation report has been prepared to provide details related to the aquatic features encounters during the field assessment.

1.1 Proponent Information

The proponent contact information is summarized in Table 1.

Table 1: Proponent Contact Information

Name of Proponent	Glenn Young
Property Identification #	05311493

1.2 Project Team

A study team was assembled for the completion of this study. The team was selected based on their level of proficiency in their respective roles. The team members and their individual roles are presented in Table 2.

Table 2: Project Team

Staff/Position	Charlotte Clark (Senior Evaluator)	Samantha Pratt (Wetland Evaluator)
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2.0 METHODOLOGY

2.1 Research

2.1.1 Priority Species List

A priority species list was created to support the assessment of priority species use of the wetland area. The purpose of this list is to identify a broad list of species that have the potential to be present within the wetland habitat and to inform field programs.

Development of a priority list of species for birds, mammals, herpetofauna, fish, and vascular plants was completed based on a compilation of listed species at risk from the following sources:

1. Committee on the Status of Endangered Wildlife in Canada (COSEWIC) and the Federal Species-at Risk Act (SARA, 2003). All species listed as Endangered, Threatened, or of Special Concern;
2. Nova Scotia Endangered Species Act (NSESA, 1999). All species listed as Endangered, Threatened, or Vulnerable; and,

3. Conservation Rank: All Species designated as S1, S2, or S3 as defined by Atlantic Canada Conservation Data Center (ACCDC, 2024).

Collectively, this group of species are known as priority species. This umbrella grouping includes Species of Conservation Interest (SOI) that are not listed under provincial or federal legislation (i.e., COSEWIC species and/or ACCDC S1, S2 and S3 species or any combination of these (i.e., S3S4 is considered a SOI)), and SAR which are listed on SARA or NSESA.

At the proponent's request, data can be obtained from the Atlantic Canada Conservation Data Centre (ACCDC) to obtain records of rare species existing or historically found within the general location of the Study Area. The results of the database search would then be reviewed to identify priority species that could potentially be located within the Study Area (based on recorded sightings within or in proximity to the Study Area, and general geographic habitat requirements).

2.1.2 Wetland and Watercourse Review

A background information review of wetlands and watercourses within the Study Area was completed prior to the site assessment. This was completed using the Nova Scotia Topographic Database (NSTDB) watercourse layer (version dated May 2024), the Nova Scotia Environment and Climate Change (NSECC) Wetlands Inventory Database (NSECC). NSECC definition for "Wetlands of Special Significance" (WSS) were also reviewed as part of this process (NSE, 2011).

The Provincial Landscape Viewer (<https://nsgi.novascotia.ca/plv/>) was also reviewed to determine whether the wetland is within, or adjacent to special features. To ensure the Study Area is not located within any ecologically sensitive regions, the following databases were also checked.

1. Protected Areas;
2. Atlantic Coastal Plain Flora buffers;
3. Mainland Moose Core Habitat;
4. Nova Scotia Lands and Forestry Significant Habitat and Species Polygon;
5. Lichen databases, included those provided by the Mersey Tobeatic Research Institute (MTRI);
6. Provincial government records of abandoned mine openings (AMOs, uncapped and unflooded AMOs may provide habitat for bat hibernacula);
7. RAMSAR sites;
8. Maritime Breeding Bird Atlas (MBBA);
9. Canada Wildlife Service Migratory Bird Sanctuary (MBS);
10. Canada Important Bird Area (IBA);
11. SARA Critical Habitat Layers;
12. SARA Recovery Strategies; and
13. Special Management Practice Layers (wood turtle, vole ears, mainland moose, etc.).

2.1.3 Wetland of Special Significance

The Wetland Conservation Policy was developed by NSECC, previously known as Nova Scotia Environment (NSE, 2011). Its mandate is to provide a framework for the conservation of wetlands. It provides a framework for the identification of WSS. According to this document (2011, p.11-12), the following criteria define WSS:

- All salt marshes;

- Wetlands that are within or partially within a designated RAMSAR site, Provincial Wildlife Management Area (Crown and Provincial lands only), Provincial Park, Nature Reserve, Wilderness Area or lands owned or legally protected by non-government charitable conservation land trusts;
- Intact or restored wetlands that are project sites under the North American Waterfowl Management Plan and secured for conservation through the Nova Scotia Eastern Habitat Joint Venture (NS-EHJV);
- Wetlands known to support at-risk species as designated under the federal Species at Risk Act or the Nova Scotia Endangered Species Act; and,
- Wetlands in designated protected water areas as described within Section 106 of the Environment Act.

Furthermore, the Wetland Conservation Policy states that Government is in the process of developing a system for classifying additional wetlands or wetland types as WSS (NSE, 2011). Among the wetland characteristics, functions, and services to be considered during the process are whether the area:

- Supports a significant species or species assemblages (e.g., coastal plain flora);
- Supports high wildlife biodiversity;
- Has significant hydrologic value, or;
- Has high social or cultural importance.

A province-wide framework for determination of WSS using Wetland Ecosystem Services Protocol - Atlantic Canada (WESP-AC) has been developed. Additionally, NSECC developed a WSS predictive GIS layer, which overlays mapped wetlands with protected area layers, and rare species observations from ACCDC, among other attributes. This predictive layer was consulted during the desktop evaluation for wetlands. This predictive layer incorporates all rare species observations, regardless of the species' ranking, accuracy of the data points, observation date, and mobility of species. As such, it is used as a predictive tool to support WSS determination, only at the time of submission.

2.2 Field Assessment

DesignPoint completed the field assessment on June 12th, 2024, during which, the Study Area was surveyed to identify and delineate any wetland and watercourse boundaries. Functional assessments, watercourse forms, and wetland boundary determination forms were completed. The following definitions were used to identify these features:

Wetlands are:

Land referred to as a marsh, swamp, fen, or bog that either periodically or permanently has water table at, near, or above the land surface or that is saturated with water, and sustains aquatic processes as indicated by the presence of poorly drained soils, hydrophytic vegetation, and biological activities adapted to wet conditions (Government of Nova Scotia, 2018).

Watercourses are:

The bed and shore of every river, stream, lake, creek, pond, spring, lagoon or other natural body of water, and the water therein, within the jurisdiction of the province, whether it contains water or not, and all groundwater (Nova Scotia, 2015).

Wetland and watercourse delineation were completed on the subject property by Sam Pratt. Wetland Boundaries were determined as described by the Army Corps of Engineers, adapted for the Northcentral and Northeast Regions of the US (US Army Corp of Engineers, 2012) based on topography, soil, hydrology properties, and vegetation. NSECC guidance was used to determine regulated watercourses.

In keeping with the Army Corps of Engineers methodologies for wetland delineation, three criteria are required in order for a wetland determination to be made:

- Presence of hydrophytic (water loving) vegetation;
- Presence of hydrologic conditions that result in periods of flooding, ponding, or saturation during growing season; and
- Presence of hydric soils.

Wetland boundaries were walked within the Study Area and any inlet and outlet streams or features associated with each wetland were marked. Observations were made on wetland types and water flow path and dominant vegetation communities. Once delineation of encountered wetlands was completed, a representative location was selected within the wetland adjacent to the wetland/upland boundary at which a delineation data form was completed.

DesignPoint defines watercourses based on guidance from NSECC (NSECC, 2015):

- Presence of a mineral soil channel;
- Presence of sand, gravel and/or cobbles evident in a continuous pattern over a continuous length with little to no vegetation;
- Indication that water has flowed in a path or channel for a length of time and rate sufficient to erode a channel or pathway;
- Presence of pools, riffles or rapids;
- Presence of aquatic animals, insects or fish; and,
- Presence of aquatic plants

According to the guidance provided by NSECC, any surface feature that meets two of the criteria above meets the definition of a regulated watercourse.

2.2.1 Priority Species Field Assessment

Priority species were assessed in conjunction with wetland surveys. Using the guidance resulting from desktop review and creation of the priority species list, surveyors searched for priority species and any available, appropriate habitat- including nests, nest shelters, hibernacula, or dens- across all wetland habitat via a non-standardized meandering search methodology. If a priority species is observed, habitat within wetlands will be assessed to ascertain the potential life stages that each wetland could support for the species.

3.0 RESULTS

3.1 Research Results

This section will outline the results of the desktop research and field surveys completed to support the wetland evaluation.

3.1.1 Wetland and Watercourse Research Results

A review of the NSECC Wetlands Inventory Database identified no wetlands and one NSTDB mapped watercourse within the Study Area.

3.1.2 Priority Species and Special Areas Research Results

The Study Area does not contain nor is it contained within any of the following: Atlantic Coastal Plain Flora buffers, wood turtle SMP buffers, moose core habitat layers, boreal felt lichen predictive layers, vole ears lichen predictive layers, critical SAR habitats, significant habitat, protected water areas, parks and protected areas, RAMSAR sites, IBAs, or CWS migratory bird sanctuaries.

A review of an ACCDC report can be completed at the proponent's request.

3.2 Field Assessment Results

Field delineation confirmed the presence of one previously mapped watercourse. Watercourse delineation boundaries, completed on June 12th, 2024, are shown in Figure 1 (attached). Watercourse characteristics are described in the sections that follow. A summary of key watercourse habitat characteristics within the survey are presented in Table 3, below.

3.2.1 Watercourses

Table 3: Summary of Watercourse Habitat Characteristics

WC Name	Bankfull Width (m)	Entrenchment	Wetted Width (m)	Reach Characteristics					Notes:
				Average Depth (m)	Thalweg Depth (m)	Habitat Type(s)	Substrate (%)	Cover (%)	
WC1	4	Highly Entrenched	2	0.13	0.13	Riffle, Run	Boulder= 15% Gravel= 15% Muck/Detritus= 70%	Large woody debris: 20% Undercut Banks: 10% Overhanging Vegetation: 40% Emergent Vegetation: 20% Submergent Vegetation: 20%	WC was extremely entrenched, surrounded by dense shrubs. Areas with deep pools, and nice gravelly/rocky substrate good for spawning were identified. WC appeared to be flowing out of a pond east of the Study Area, where pond had been dammed off, causing very minimal flow. Road adjacent to the pond was flooded, indicating signs of previous flow through that area. Undercut banks, woody debris and shade present for fish shelter. Flow was good. Land surrounding was identified to be heavily influenced by agriculture. Thorny shrub fence was observed along the centre of the Study Area to keep cows away from one side of the property, this has also likely impacted the flow of the WC. Small minnows (Blacknose Dace, <i>Rhinichthys atratulus</i>) were observed throughout the WC. One Snapping Turtle (<i>Chelydra serpentina</i>) was observed in the watercourse at the time of the survey.

Watercourse 1

The watercourse was identified as a Perennial habitat. This watercourse is characterized as a riffle/run habitat. Substrate within this watercourse was dominated by muck and detritus but included a relatively equal mix of gravel and boulders. A moderate amount of in-stream cover is provided by large woody debris, undercut banks, overhanging vegetation, emergent, and submergent vegetation. Average channel and wetted widths are 4 m and 2 m, respectively, with water depths ranging up to 13 cm, and low to moderate velocities. Stream banks were highly entrenched and were assessed to be fairly stable. This watercourse resides within a deciduous riparian forest. Several smaller fish, presumed to be Blacknose Dace (*Rhinichthys atratulus*) were observed swimming in the upstream direction, and one Snapping Turtle was observed within the stream as well. The watercourse was identified to contain suitable habitat for Snapping Turtle (*Chelydra serpentina*).

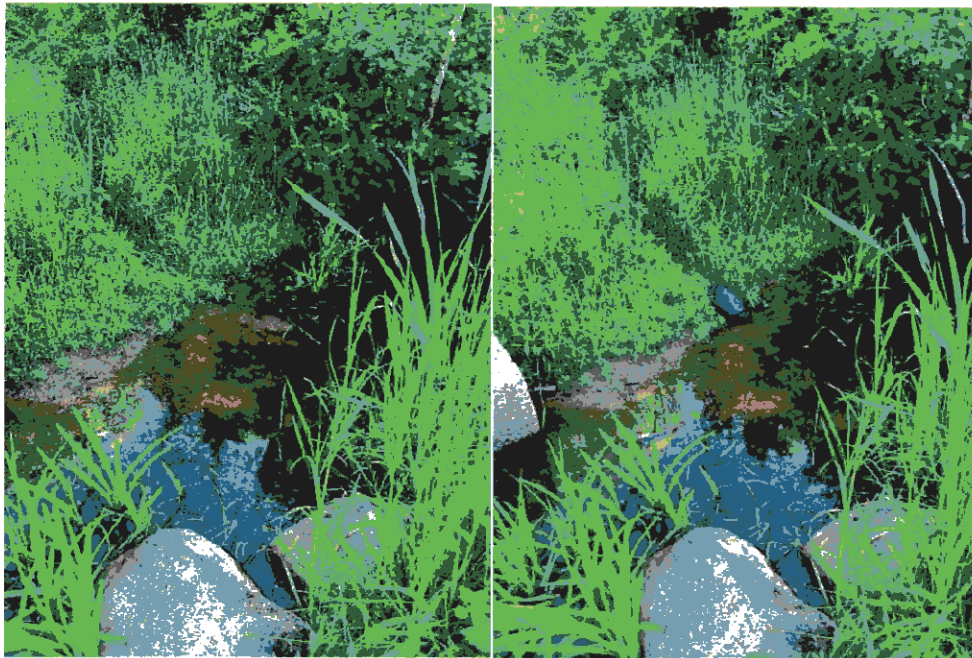


Photo 1: Watercourse 1

Photo 2: Snapping Turtle Observation

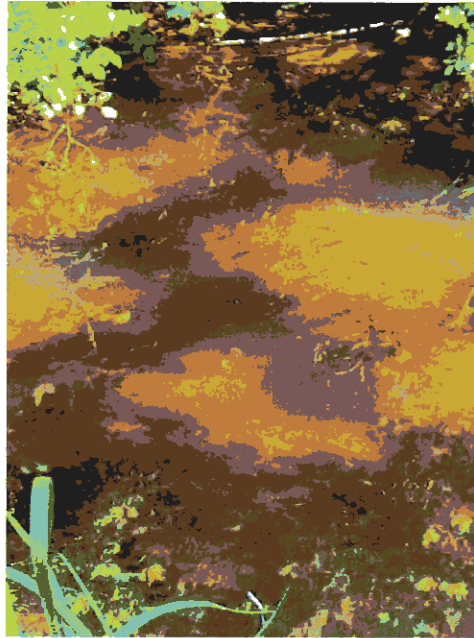


Photo 3: Fish Observed Within Watercourse

3.3 Supporting Survey Results

3.3.1 Priority Species in Wetland

Priority wildlife SAR/SOCI observed during field surveys included the Snapping Turtle (*Chelydra serpentina*). *C. serpentina* is listed by COSEWIC and SARA as a Species of Special Concern (SOCI). It is also found in the Nova Scotia Endangered Species Act (ESA) under vulnerable. While Snapping Turtles remain fairly common in most watershed in Nova Scotia, populations are under increasing threats. Low recruitment of turtles to breed, high juvenile mortality, nest failures exacerbated by turtles nesting in highly disturbed environments (road edges, quarries), illegal harvest and road mortality, all are threats to the province's largest terrestrial/freshwater turtle (Nova Scotia Species at Risk., 2013).

This species habitat preference varies depending on the time of year. The Snapping turtle can be found in a variety of freshwater ecosystems, such as slow-moving rivers, wetlands, lakes, streams, and ponds. Hibernation occurs in freshwater systems deep enough to prevent freezing through the winter, with a mucky or muddy substrate. They travel to upland habitats to use gravelly areas to nest. Snapping turtles appear to show fidelity to their hibernation site, with many adults migrating annually several kilometers to return to their previous year's hibernacula.

Mating of Snapping turtles may occur throughout the active season, primarily in the fall. Females generally lay their eggs between late May and late June. Clutch size varies between 4 and 109 eggs, but a typical clutch contains 25 to 45 eggs. The eggs are generally laid on sand or gravel banks near the water, in locations where vegetation is absent or sparse. Females exhibit strong nesting site fidelity, returning to the same site year after year.

Within the Project area, snapping turtles have been observed. Suitable habitat for the snapping turtle was observed within the mapped watercourse. While the Snapping turtle is among the most aquatic of Canadian freshwater turtles, they will use terrestrial habitats as a corridor between aquatic habitats. They are particularly drawn to roadsides near watercourses during the nesting season, since gravelly road shoulders provide suitable substrate for nesting. As such, these areas will be monitored during late May and Late June to determine the presence of snapping turtles.

The following federal and/or provincial recovery strategies/plans and management plans for Snapping Turtles have been published to date:

- Environment and Climate Change Canada. 2020. Management Plan for the Snapping Turtle (*Chelydra serpentina*) in Canada. Species at Risk Act Management Plan Series. Environment and Climate Change Canada, Ottawa, iv + 40 p.

Furthermore, DesignPoint paid particular attention to potential Snapping Turtle habitat. The habitat conditions were found to provide adequate habitat for important life stage requirements for this species (i.e., riverbanks and river bottoms for overwintering, sandy/gravelly substrate, areas for basking in the sun). Additionally, no confirmed nests, nest shelters, hibernaculum, or dens of endangered or threatened species were observed within the Study Area.

The ACCDC report can be obtained at the proponent's request.

3.3.2 Fish Habitat

Based on the field assessment completed in June 2024, WC1 is identified to contain suitable fish habitat, and direct observation confirmed fish presence within the watercourse.

4.0 RECOMMENDATIONS & CLOSURE

This report has been completed based on field observations collected in June 2024. One watercourse was identified within the Study Area. Currently, the development of a residential development is proposed within the Study Area. The following recommendations are provided to support development in this area.

- Maintain the natural vegetation and habitat along riparian areas to preserve water quality and ecosystem function.
- Reduce disturbance through buffering of habitat – a 30m buffer on aquatic habitat deemed suitable for Snapping Turtles, wherever practicable.
- Provide wildlife awareness training to site personnel to reduce interactions between site personnel and wildlife.
- Upgrade existing roads, wherever practicable, instead of building new roads.
- Replace crushes, hung, or improperly installed culverts, wherever practicable, to improve habitat connectivity.
- Clearing and construction will be limited within areas that could support turtles during winter hibernation period.
- If snapping turtle activity is occurring within and/or adjacent to the Site or adjacent roadways, a turtle awareness and management program will be implemented to ensure all staff are well informed regarding the increased turtle activity, especially during breeding season.

- Install turtle crossing signs near major watercourse crossings, or in areas where snapping turtles have been observed, in an effort to increase awareness and reduce vehicular collisions - preferably only seasonally when turtles are active.
- Install signage where specific wildlife concerns have been identified. Vehicles will yield to wildlife on roads.

5.0 REFERENCES

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APPENDIX A: FIGURES

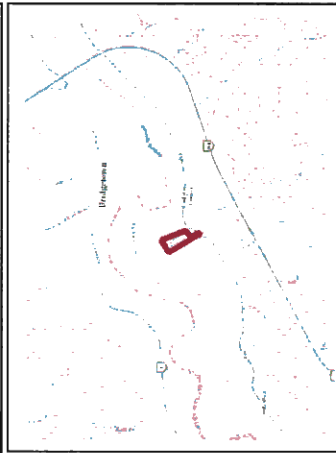
Figure 1

Field Results A

PID 05311493

Bridgetown, NS

- Study Area
- NSTDB Mapped Watercourse (WCI)
- NSTDB Mapped Water Bodies
- Snapping Turtle Observation



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APPENDIX B: CURRICULUM VITAE

PROFILE

Sam has gained environmental experience working in Nova Scotia. She has experience in environmental consulting, proposal writing, development plans for protected areas, as well as vast experience with various forms of data collection and data analysis (e.g. GIS Software, Excel, R Software).

EXPERTISE

- Environmental Consulting
- Biophysical Surveys
- Wetland Delineation

EDUCATION & TRAINING

Wetland Ecosystems Services Protocol- Atlantic Canada (WESP-AC) (2024).

Wetland Delineation Training (2024).

Backpack Electrofishing Certification, Canadian Rivers Institute (CRI) (2024).

MSc Wildlife Biology & Conservation, Edinburgh Napier University (December 2024).

Certificate in Animal Behaviour, Dalhousie University, Halifax, NS (May 2022).

Bachelor's Degree Psychology (Animal Behaviour), Dalhousie University, Halifax, NS (May 2021).

CAREER

Environmental Scientist, DesignPoint (May 2024 - Present).

Environmental Scientist, McCallum Environmental Ltd. (May 2023-October 2023).

Research Assistant, Candid & Reptile Behaviour and Olfaction Lab, Dalhousie University (2019-2022).

PROFESSIONAL EXPERIENCE

Wetland and Watercourse Delineation

Environmental Scientist responsible for the completion of wetland and watercourse delineation (Tidal and Non-Tidal) for Study Areas ranging from >1 ha to <100 ha in size. These projects occurred across the province of Nova Scotia, as well as New Brunswick. These assessments included the desktop review and site preparation for the Study Area and surrounding lands. This includes obtaining and reviewing up-to date databases and rare species information, as well as obtaining an Atlantic Canada Conservation Data Centre report of known rare species records. Identified rare species within Study Area and completed or planned to complete in season Species at Risk surveys within the wetland habitat. Responsible for field evaluation of the Study Area for wetlands and watercourses, this includes delineation of any identified aquatic features, as well as completion of all necessary wetland field forms and surveys. Responsible for completing wetland functional assessments, providing deliverable to clients, which includes a report summarizing the findings from the site assessment, site maps, and any additional information needed.

Wildlife Surveying (Fish Collection, Wood Turtle Surveys, Avian Surveys Etc.)

Environmental Scientist responsible for the completion of wildlife surveys to support the submission of Environmental Assessments, Environmental Impact Assessments, and Wetland and Watercourse Alteration Applications. These assessments included fish collection using various methods, such as backpack electrofishing, trapping, and netting. Fish collected were identified, measured, and weighed, this information was used to submit any reporting pertaining to watercourses within Study Areas.

Environmental Scientist responsible for the completion of Wood Turtle surveys to support the submission of Environmental Assessments, Environmental Impact Assessments, and Wetland and Watercourse Alteration Applications. These assessments included obtaining and reviewing an Atlantic Canada Conservation Data Centre report of known rare species within the Study Area, as well as contacting the Department of Natural Resources (DNR) biologists to confirm proximity of species within Study Area, as well as determine transect locations. Wood Turtle surveys were completed in survey season, this includes walking transects, searching in a sweeping motion along rivers and streams within Study Areas.

PROFESSIONAL EXPERIENCE CONTINUED

Environmental Scientist responsible for the completion of Avian Surveys to support construction/development projects. Nest sweeps are recommended as a mitigation measure if tree clearing is required to occur during the active breeding season. These assessments include surveying the entire area proposed to be cleared, plus 20 m to account for setbacks. A meandering transect method was used where scientist walked slowing in parallel transects approximately 5-10 m apart. Scientist identified active nests or confirmed breeding behaviour indicative of a nest in the immediate vicinity (i.e., alarm calls, distraction displays).

Fish Habitat and Culvert Assessments

Environmental Scientist responsible for the completion of Fish Habitat to support the submission of Environmental Assessments, Environmental Impact Assessments, and Wetland and Watercourse Alteration Applications, as well as annual assessments of water crossings. Fish habitat suitability assessments were completed, assessing any watercourses identified within the Study Areas. These assessments consist of transects, taking cross-sectional measurements to describe morphological and flow characteristics within the watercourse. These cross-sectional measurements included bank height measurements, depth measurements, bankfull width measurements, wetted width measurements, flow/velocity of water, water quality measurements, the designation of substrate and cover types, riparian habitat descriptions, and notes on any unique features or anthropogenic disturbances.

Environmental Scientist responsible for the completion of Culvert Assessments to confirm proper installation and functioning of water crossing. These assessments included fish suitability assessments, assessing upstream of the culvert, in the culvert, and downstream of the culvert. Cross-sectional measurements which included bank height measurements, depth measurements, bankfull width measurements, wetted width measurements, flow/velocity of water, water quality measurements, the designation of substrate cover types, riparian habitat descriptions, and notes on any unique features or anthropogenic disturbances (i.e. barriers caused by installed culvert). Scientist was responsible for submitting a report, summarizing findings and stating whether culvert was suitable for fish passage.

Species at Risk Surveys

Environmental Scientist responsible for the completion of wildlife surveys to support the submission of Environmental Assessments, Environmental Impact Assessments, and Wetland and Watercourse Alteration Applications. These assessments included various methods to identify species that fall under Nova Scotia's Species at Risk Designation (i.e. Black Ash, Wood Turtle, Blanding's Turtle, Eastern Ribbon Snake etc.).

Wetland Functional Assessments

Environmental Scientist responsible for the completion of wetland function assessments. This includes completion of all necessary wetland forms to support wetland alteration applications. Environmental Scientist is trained and experienced in the use of the Wetland Ecosystems Services Protocol- Atlantic Canada (WESP-AC) and uses these methods to assess wetland functionality for reporting purposes.

Wetland and Watercourse Alteration Applications

Environmental Scientist responsible for the completion of field surveys and reporting to support the submission of wetland and watercourse applications. Wetland Alteration Applications require specialized knowledge of wetlands and experience in the scientific procedures to delineate and assess their function. Scientist is responsible for the submission of alteration applications, this includes a report summarizing the findings of site assessments, any geographic data files created (i.e. GIS Shapefiles, GPS coordinates), wetland functional assessments, delineation data sheets, and supporting survey results, justification for the need to alter the wetland habitat, including the constraints for avoiding and minimizing the direct impacts, as well as mitigation of indirect wetland alterations, the total area of wetland alteration (loss and change) that cannot be avoided or mitigated, as well as a proposed monitoring plan for the remaining unaltered wetland area. Environmental Scientist is responsible for calculating impacted wetland area and providing clients with compensation consultation.

Impacted Wetland Reporting

Environmental Scientist responsible for the completion of wetland and watercourse delineation for Impacted Study Areas. These assessments included the desktop review and site preparation for the Study Area and surrounding lands. This includes obtaining and reviewing up-to date databases and rare species information, as

PROFESSIONAL EXPERIENCE CONTINUED

well as obtaining an Atlantic Canada Conservation Data Centre report of known rare species records. Identified rare species within Study Area and completed or planned to complete in season Species at Risk surveys within the wetland habitat. Responsible for field evaluation of the Study Area for wetlands and watercourses, this includes delineation of any identified infill areas, aquatic features, as well as completion of all necessary wetland field forms and surveys. Responsible for completing wetland functional assessments, total impacted wetland area, providing deliverable to clients, which includes a report summarizing the findings from the site assessment, site maps, and any additional information needed.

Surface Water Assessments (Flow Monitoring and Water Quality Assessments)

Environmental Scientist responsible for conducting surface water assessments, which included flow monitoring and water quality assessments.

Part 4 GENERAL PROVISIONS

SECTION 4.1 MULTIPLE USES

Where any land or building is used for more than one purpose, the requirements of this Bylaw shall be interpreted so that the highest or most restrictive standard required for a use is applied to all uses.

SECTION 4.2 MULTIPLE BUILDINGS ON A LOT

More than one main building may be permitted on a lot by site plan approval in accordance with **MPS Policy 6.2.1.7** and the evaluative criteria set out in MPS Policy 7.3.4.1.

SECTION 4.3 ACCESSORY USES PERMITTED

Where this Bylaw provides that any land, building, or structure may be used for a purpose, the purpose is deemed to include any accessory or ancillary uses, buildings or structures, subject to the requirements of this Bylaw.

SECTION 4.4 ACCESSORY BUILDINGS AND STRUCTURES

An accessory building or structure shall be permitted in any zone in the Annapolis County Planning Area and may be used as an accessory use but shall not:

1. Be used for human habitation, unless permitted by **Section 4.14**;
2. Be located in the minimum front or flankage yard(s) of a lot in the R1 or R2 Zones;
3. Exceed two storeys or the maximum zone height, with the exception of permitted wind turbines;
4. Be built closer than 1.2 m (4 feet) to a lot line, unless otherwise provided for in this Bylaw;
5. Be built within 1.8 m (6 feet) of the main building or 1.2 m (4 feet) of another accessory building or structure on the same lot except that a double wall outdoor fuel or oil storage tank or an outdoor fuel or oil storage tank containment structure capable of containing the full volume of the fuel or oil storage tank shall be considered an accessory structure in the LCR1, LCR2, LCR3, LCR4, GW3, and GW4 Zones, and may be located within 0.2 m (0.6 feet) of the main building;
6. Be permitted on a separate lot in the R1 or R2 Zones;
7. Be considered an accessory building if attached to the main building by a shared structural wall, although it may be attached to a main building on the same lot by an open or enclosed walkway or breezeway; and
8. Be constructed prior to the time of construction of the main building or establishment of the main use except in the MX Zone.

SECTION 4.5 TEMPORARY CONSTRUCTION USES

The temporary construction, use, or placement of a building/structure incidental to construction is permitted in all zones provided a development permit has been issued for the main construction project and the temporary building/structure does not remain for more than 90 days after the construction is completed. Temporary construction uses include but are not limited to, a work or construction camp or a worker's trailer, sales or rental office, tool or maintenance shed, fencing, and scaffolding.

Part 5 ZONES

SECTION 5.1 ZONES ESTABLISHED

Annapolis County is generally divided into the following zones, which are also referred to by the appropriate shortforms. Each land use zone has certain land uses that are permitted outright, others are conditional upon approval, and some are prohibited.

5.1.1 LAND USE ZONES

Land Use Category	Shortform	Zone
Mixed Use	MX	Mixed
Residential	R1	Low Density Residential
	R2	Multi-Unit Residential
Agricultural	AG	Agriculture
Commercial	C1	Local Commercial
	C2	Highway Commercial
Industrial	M1	Local Industrial
	M2	Industrial/Business Park
Institutional	I1	Institutional
Parks & Recreation	PR	Parks and Recreation
	NP	Nature Park

5.1.2 WATER SUPPLY PROTECTION ZONES

Land Use Category	Shortform	Zone
Lake Cady	LCR1	Lake Cady Lakeside Residential
	LCR2	Lake Cady Residential Low Density
	LCR3	Lake Cady Residential
	LCR4	Lake Cady Rural Residential
Lawrencetown & Margaretsville	GW1	Well Head 1
	GW2	Well Head 2
	GW3	Groundwater Supply
	GW4	Groundwater Buffer
	GW5	Groundwater General

SECTION 5.2 PERMITTED LAND USES

5.2.1 LAND USE ZONES AND USES

The following land uses are permitted in the zones indicated by the shortform to their right and are subject to all other requirements of this Bylaw.

5.2.1.1 General

Land Use	MX	R1	R2	AG	C1	C2	M1	M2	I1	PR	NP
Residential											
Single-Unit Dwellings	MX	R1	R2	AG	C1 ²						
Two-Unit Dwellings	MX	R1	R2	AG	C1 ²						
Multi-Unit Dwellings			R2		C1 ²	C2 ²					
Existing Dwellings	MX	R1	R2	AG	C1	C2	M1	M2	I1	PR	NP
Boarding or Rooming Houses	MX		R2								
Cottage	MX	R1	R2	AG							
Residential Care Community	MX	R1	R2		C1	C2					
Home Occupations (Section 4.22)	MX	R1	R2	AG	C1	C2			I1		
Land Lease Communities	MX ¹										
Agricultural											
Agricultural Uses & Related Use	MX			AG							
Agricultural-related Industries	MX			AG				M2			
Agritainment Uses	MX			AG							
Animal Rescue & Rehabilitation	MX			AG							
Farm Residences	MX			AG							
Primary Forestry Use	MX	R1	R2	AG	C1	C2	M1	M2			
Commercial											
Auctioneering Establishment	MX				C1	C2		M2			
Automotive & Autobody Repair	MX						M1	M2			
Automotive Sales & Rental	MX					C2		M2			
Banks & Financial Institutions					C1	C2					
Bars, Pubs, & Taprooms					C1	C2					
Bed & Breakfast Operations	MX	R1	R2	AG	C1	C2					
Building Supplies	MX					C2	M1	M2			
Call & Data Processing Centres						C2		M2			
Campgrounds & RV Parks	MX										
Carwash Facilities	MX				C1			M2			
Clubs (Commercial & Private)	MX				C1	C2		M2			
Commercial Art Galleries	MX				C1	C2					
Commercial Daycare Centres	MX				C1	C2					
Commercial Meeting Space	MX				C1	C2		M2			
Commercial Recreation Centres	MX				C1	C2		M2			
Commercial Schools, Training & Educational Facilities	MX					C2	M1	M2			
Construction & Landscaping Industry	MX					C2	M1	M2			
Counselling Offices	MX			AG	C1	C2			I1		
Display Courts	MX				C1	C2		M2			
Existing Hotels & Motels	MX	R1	R2		C1	C2					
Farm Markets	MX	R1	R2	AG	C1	C2			I1	PR	

Policy 4.3.1 Low Density Residential Zone

It is the policy of Council to establish a Low Density Residential (R1) Zone in the Annapolis County LUB to permit residential structures containing no more than two dwelling units.

Policy 4.3.2 Secondary Residential Structure

It is the policy of Council to consider the development of a second residential structure on a lot in the Low Density Residential (R1) Zone provided the proposed structure contains no more than one dwelling unit and is clearly secondary to the original residential use.

Policy 4.3.3 Multi-unit Residential Zone

It is the policy of Council to establish a Multi-Unit (R2) Zone in the Annapolis County LUB that will permit the development of single-unit and two-unit residential structures, and multi-unit residential dwellings in rowhouse, stacked townhouse, or apartment structures.

Policy 4.3.4 Household Livestock in Residential Zones

It is the policy of Council to permit the keeping of a limited number of animals defined as domestic livestock in the Low Density Residential (R1) and Multi-Unit (R2) Zones.

Policy 4.3.5 Residential Development Standards

It is the policy of Council to establish standards to regulate lot size, yard requirements, building height, the dimensions and permitted locations of accessory buildings, and such other standards as may be deemed appropriate to ensure the quality and compatibility of residential structures.

Policy 4.3.6 Residential Rezoning

It is the policy of Council to consider rezoning properties in accordance with the evaluative criteria set out in **Policy 7.3.3.1** to residential zones, only where the existing or planned use conforms reasonably to the proposed residential zoning category and where municipal water and wastewater services with sufficient capacity are available, or onsite servicing can be provided to support expected water and wastewater requirements of the maximum level of potential development.

SECTION 4.4 AGRICULTURAL DESIGNATION

The Agricultural designation will be applied to lands identified as high quality agricultural areas, through the Canadian Land Inventory (CLI) Soil Classification Maps, and COGS's Agricultural Land Identification Program (ALIP) data. The designation is intended to protect and preserve agricultural land. Policies are therefore included to reduce potential land use conflicts that may infringe on agricultural operations and prohibit the removal of topsoil, which is critical to the maintenance of agricultural land. Rezoning of agricultural lands, furthermore, is limited to locations where urban services are readily accessible or where land quality is demonstrated to be insufficient to support viable agricultural operations.

4. Provisions with respect to permitted encroachments into yards to allow for some architectural flexibility and to meet accessibility standards.
5. Provisions with respect to traffic movement for vehicular and pedestrian safety reasons including development in corner vision triangles.
6. Provisions to permit the development of government authorized, private or public, operated utilities within any zone or within the watercourse setback.
7. Provisions to permit the keeping of agricultural animals as a primary use or as an accessory use to an existing residential use.

Policy 6.2.1.4 Provisions for Existing Lots with no Street Frontage

It is the policy of Council to include provisions in the Annapolis County LUB to allow the reasonable use of a lot legally existing on or before the effective date of the Annapolis County LUB coming into force that does not meet the required lot frontage on a municipal or provincial public street or highway or private road, provided that all other applicable sections of the LUB are met.

Policy 6.2.1.5 Existing Undersized Lots and Existing Buildings

It is the policy of Council to include provisions in the Annapolis County LUB to allow a lot legally existing on or before the effective date of the Annapolis County LUB coming into force that has less than the minimum frontage or area or both required by the LUB, or has been subdivided in accordance with **Policy 6.1.1.2** to be used for a purpose permitted in the zone in which it is located.

Policy 6.2.1.6 Buildings on Undersized Lots

It is the policy of Council to include provisions in the Annapolis County LUB to allow a building legally erected on a lot on or before the effective date of the Annapolis County LUB coming into force that does not meet the requirements of the LUB respecting lot area, frontage, or setbacks to be enlarged, reconstructed, repaired, or renovated, except as provided for in other policies of the MPS.

Policy 6.2.1.7 Multiple Main Buildings on a Lot

It is the policy of Council to permit no more than one main building on a lot except by site plan approval in accordance with the evaluative criteria set out in **Policy 7.3.4.1** where development on the lot shall comply with the land use, yard, height, setback, and coverage requirements of the applicable zone and where provisions for separation of all additional structures are sufficient to accommodate convenient pedestrian and vehicle access, provide for onsite water and wastewater servicing where applicable, and ensure the safety of occupants and the public.

collection, police protection, existing schools and churches.

5. Where central piped services are not to be provided, information as to the adequacy of physical site conditions for on-site sewage, water, and storm water management.
6. Information as to the adequacy of the proposed access to and from the lands and estimated traffic flows to be generated by the proposed development, as well as parking and loading provisions.
7. Information as to intended outdoor storage and/or display, and commercial signage.
8. Information as mitigation of the impact of nuisance factors such as illumination, flicker, noise, vibration, shadows, dust, odors and other safety concerns related to the development.
9. Information as to the separation distance of the development from other buildings or structures, setback distance from public roads, watercourses, and property boundaries, and buffering between the proposed development and adjacent buildings, structures, and properties.
10. Information as to the presence of significant natural features or buildings or sites of historical or archaeological significance.
11. Information as to the presence of sensitive habitat or endangered species on the site of the proposed development.
12. Copies of a permit, license, authorization, or approval from any other applicable provincial or federal government or First Nations department, authority, board, tribunal, band, or agency approving the design and operation of the proposed use, building, structure, or project.
13. A suitability study specified by the Municipality to justify the requested amendment.

Policy 7.3.4 Development Agreements and Site-Plan Approvals

Development agreements provide a flexible approach to approving development applications through structured negotiation between Council and the development proponent. A development agreement is a formal written agreement between Council and a developer and as such is binding on both parties. As provided for through the provisions of the *Municipal Government Act*, where a Council intends to regulate development by way of a development agreement, a municipal planning strategy is required to establish policy with regard to the types of development to be considered by development agreement; those items that may form a part of the development agreement; and evaluation criteria that Council shall consider prior to entering into a development agreement. Policies establishing the types of development subject to development agreements are found in the land use sections of this Annapolis County MPS and are implemented by the Annapolis County Land Use Bylaw. The evaluative criteria for a development agreement as well as items to be included in the agreement are summarized in the following two policies.

Policy 7.3.4.1 Criteria for a Development Agreement or Site-Plan Approval

It is the policy of Council that in considering an application for a development agreement, a development by site-plan approval, or an application for an amendment to an existing development agreement or site-plan that Council, with the written advice of staff, shall have regard to the following evaluative criteria, where applicable, to ensure that the agreement or agreement amendment is in conformity with the intent and policies of this Municipal Planning Strategy and the requirements of the Land Use Bylaw. It is further

the policy of Council to have regard to the provisions of **Policy 7.3.4.2** concerning the content of a proposed development agreement or site-plan approval application and **Policy 7.3.4.3** concerning the provision of information by the applicant:

1. The adequacy and the proximity of the proposed development to recreation and other community facilities.
2. The impact of the proposed development on existing nearby land uses with particular regard to the use and size of the structures that are proposed, buffering and landscaping, hours of operation for the proposed use (where applicable), and other similar features of the use and structure in order to minimize any potential land use conflicts.
3. The adequacy of municipal services with particular regard to demands on the municipal storm water, sanitary sewer, and water systems: fire protection: solid waste collection: police protection; and existing schools and churches.
4. The adequacy of provisions for on-site sewage disposal and on-site water where the proposed development will not be connected to a centralized municipal system.
5. The impact of and the adequacy of proposed pedestrian and vehicular traffic circulation with particular regard to the traffic that the development will generate, the adequacy of the proposed access and egress points from the site, traffic flows in and around the site in terms of its ability to handle any new traffic and the adequacy of the proposed parking areas.
6. The impact of the proposed development on structures on the immediately abutting lots in terms of such considerations as height, roof line, setbacks, and lot coverage to minimize any potential land use conflicts between the proposed development and structures on abutting properties.
7. The adequacy of the proposed lot to ensure that adequate screening and landscaping can be undertaken to minimize the potential for any land use conflicts with adjacent uses.
8. The suitability of the proposed site in terms of steepness of grades, soils and geological conditions, location of watercourses, wetlands such as marshes, swamps, and bogs and the proximity to highway ramps, and other nuisance factors.

Policy 7.3.4.2 Development Agreement Terms

It is the policy of Council, when considering an application for a development agreement or a site plan approval application or an application for an amendment to an existing development agreement or approved site plan, that the agreement or amendment agreement may include, but is not limited to, some or all of the following terms:

1. The specific use and size of a structure, either new or an expansion of an existing structure, the minimum lot sizes and accessory uses.
2. The regulating or prohibiting of the use of land or the erection or use of structures except for purposes as may beset out in the agreement.
3. The location of any structure within the development.

4. The percentage of land area that may be built upon, setbacks and the size of yards, courts or other open spaces.
5. The external appearance of structures, in particular the compatibility with adjacent structures and uses in terms of architecture and appearance, with respect to, but not limited to, height, roof type, window type, building cladding, and building footprint.
6. Adequacy of access to and from streets and parking.
7. Adequacy of the proposed landscaping or buffering of development which may include fencing, vegetation, walkways and lighting and their compatibility with adjacent structures and uses.
8. Other forms of advertising, open storage and screening, the provision of services and utilities, time limits for the initiation of construction (and may include phased construction).
9. The hours of operation and the maintenance of the property.
10. The maximum density of the population within the development.
11. Any other matters that may be addressed in a Land Use Bylaw which Council feels is necessary to ensure the compatibility of the development with adjacent uses, structures and areas; and
12. It is also the policy of Council to require, where applicable, that the development agreement be accompanied by a site plan or other clear description showing the existing and proposed site characteristics, and existing and proposed developments that shall form part of the agreement. A development agreement shall not require an amendment to the Land Use Bylaw but shall be binding to the property until the agreement or part thereof is discharged by the Council. Information required for evaluation of a proposed development agreement or amendment to an existing development agreement may be required to be submitted (in text, map, or photographic form) by the applicant pursuant to **Policy 7.3.4.3**

Policy 7.3.4.3 Information Required for a Development Agreement Application

Council may require that any or all of the following information be submitted (in text, map, or photographic form) by the applicant with respect to applications for development agreements, or amendments to an existing development agreement:

1. Information as to the physical and environmental characteristics of the proposed site including information regarding topography, contours, elevations, dimensions, natural drainage, soils, existing watercourses, vegetative cover, size and location of the lands.
2. Information as to the location, height, dimensions and use of all buildings or structures proposed to be built or erected on the lands.
3. Information as to the adequacy of the proposed provisions for site drainage and servicing with water supply and sewage disposal or if central piped services are not provided, the adequacy of physical site conditions for private on-site sewer and water systems and storm water management.
4. Information as to the adequacy of the access to and from the lands, estimated traffic flows to be

generated and parking provisions.

5. Information as to intended hours of operation, open storage, and signs.
6. Information as to provision of appropriate buffering between the proposed development and the adjacent structures and/or uses; and
7. Presence of significant natural features or historical buildings or sites of historical or archaeological significance.

Policy 7.3.5 Completeness of Applications

Applications for development agreements, site-plan approval, or Land Use Bylaw amendments, whether a rezoning or a text amendment, require careful consideration of the circumstances surrounding the request. The onus therefore falls to the applicant to provide adequate and accurate information to Council to make the case for receiving development agreements, site-plan approvals, or Land Use Bylaw amendments. However, because the complexity of requests varies, the nature of the information that Council will require to assess the request will also vary.

SECTION 7.4 PUBLIC CONSULTATION

As outlined at the beginning of this MPS, Council through its staff and consultants undertook an extensive public consultation process. It was designed to involve the residents of Annapolis County and to solicit their input in the development of this MPS and LUB. It is the opinion of Council that this plan and Bylaw are public documents and the public must be informed of changes to, or the entering into of development agreements made pursuant to the documents, beyond the statutory public hearing as set out in the *Municipal Government Act*.

Policy 7.4.1 Public Participation Program

It is the policy of Council that a public participation program for development agreements, LUB text or rezoning amendments, and amendments to this MPS shall consist of the following:

1. Referral of the application to the Planning Advisory Committee
2. Setting the date of the Planning Advisory Committee Public Meeting
3. Advertising the Planning Advisory Committee Public Meeting on the Municipal website as well as in a local newspaper (with the advertisement specifying in both cases the date, time and place of the public meeting, the matter to be discussed, the specific property affected, where applicable, and the place where application information is available)
4. Where an agreement or amendment pertains to a specific site, the applicant shall post a sign on the site in a location visible to the public in text readable from the property boundary stating the nature of the application and the date, time and place of the public meeting
5. At the Planning Advisory Committee Public Meeting, prior to any discussion among Planning Advisory Committee members, members of the public are to be afforded an opportunity to speak, ask questions or obtain further information about the application
6. At the Planning Advisory Committee Public Meeting, prior to any discussion among Planning Advisory Committee members, written submissions from members of the public are to be heard.



COUNTY OF ANNAPOLIS
NATURALLY SCOTED

752 St. George Street, PO Box 100
Annapolis Royal, Nova Scotia, Canada B0S 1A0
Phone: (902) 532.2331 Fax: (902) 532.2096
Website: AnnapolisCounty.ca
planning@annapoliscounty.ca

LETTER OF UNDERTAKING

File #: 2024-001

I, (We) Carleton Inn & Cottages Ltd., the owner(s) of PID 05311493, hereby undertake and agree without reservation as follows:

1. That the owner(s) of the property agree(s) to comply with the terms and conditions of the attached site plan which the development officer has granted approval for, and the recommendations from the attached Environmental Study report provided by the applicant during the application and approval process.
2. That this site plan approval transfers with the property, and in accordance with Section 234 of the *Municipal Government Act*, the site plan shall continue to apply to the property until discharged by the Development Officer of the Municipality.
3. That the Developer understands that approval of the site plan does not imply compliance with the *Building Code Act*, *Fire Safety Act*, or any other legislation, and the Developer understands that it is their sole obligation to ensure compliance with all legislation.
4. That any deviations of the approved site plan must be reviewed by the Development Officer and may require a new application.

Dated this 20th day of November, 2024

Owner (signature)

Owner (signature)

Owner (name)

Owner (name)

**DEVELOPMENT OFFICER FOR THE MUNICIPALITY
OF THE COUNTY OF ANNAPOLIS**

Katharine August, Development Officer

December 8th 2024
To The Annapolis County Council
FAO Carolyn Young
752 St George Street
Annapolis Royal
BOS 1A0
Cc:Cyoung@annapoliscountry.ca

Re: Appeal of Site Plan approval ref: 2024-001

We are appealing site plan approval reference 2024-001 PID nos. 05311493 and 05298070 encompassing civic 4093 hwy 201, Carleton Corner, on the criteria set out in sections 236a(1) of the Municipal Government Act (MGA).

MGA Section 233 requires all developments to comply with the Annapolis County Land Use Bylaw (LUB). Section 4.2 of the LUB for developments of multiple buildings requires that developments comply with policy 6.2.1.7 of the Municipal Planning Strategy (MPS) and evaluative criteria set out in MPS 7.3.4.1 .

We don't believe that the plan site approval complies with the following evaluative criteria under that policy MPS 7.3.4.1 nor to the LUB generally.

Accordance with MPS 7.3.4.1:

MPS 7.3.4.1 (1) The adequacy and proximity to recreational and other community facilities

- This proposed development is 1.5km away from closest amenity, a grocery store. Parks, cafes, churches, local public halls and access to public transport, are further. Data presented in MPS 2.2 demonstrates that population growth in the county is fastest in children and older seniors (aged >75). Developers should consider accessibility particularly with regard to these age groups for a development of this density. There are no sidewalks and no public transport within 1.5km of the development site and this is therefore an inappropriate distance to amenity, particularly for these two fastest growing populations, that are also the populations least likely to drive.
- MPS S2.2 notes the shift toward multi-unit dwellings in urban areas; However, in rural areas, such as is Carleton Corner, the MPS authors expect single housing units to be the dominant housing form. We would posit that maintaining rural, low density housing in rural areas is appropriate to meet the stated goals of those seeking rural living (as noted in the MPS). The location of this medium density development is not appropriate for those needing medium density housing closer to amenity, nor is its density appropriate for those seeking low density, rural living.
- The MPS 2.2 also makes note of the need for affordable housing. We note no such commitment for this provision on the documents received. It is rumored in the community that rent for these units will be \$2400/month.

- MPS S2.1 notes that 65.8% of population was supportive of “adaptive re-use of commercial structures for residential purposes” and we submit that there are other more appropriate sites within the county which would be much more accessible to local amenities and compliant with stated wishes of the population as per MPS 2.1 and the vision set out in 3.1 of the MPS. Examples of more appropriate developments include Bay Road, Bridgetown, which is less dense as well as more accessible to amenities including infrastructure such as sidewalks and public transport.

MPS 7.341 (2) Impact of the proposed development on existing nearby land uses.

- We have recently installed livestock fencing and are in the process of developing a farm. We have not been consulted on our plans and potential incompatibility immediately adjacent medium density housing development, a type usually found in suburban or urban areas. Several statistics presented in MPS S2.1 emphasise the county residents’ concerns with protecting agriculture, including small scale farming. Though zoned as mixed usage, there are several properties surrounding this development that are small scale farms. Until a few months ago, the lots in question had been used to graze cattle for many years. We note the emphasis on promoting and protecting agriculture in MPS 2.1, even, specifically “from residential subdivision” identified as 3rd most important agricultural issue by 59.7% of respondents. “On the whole the survey reinforced the high value that Annapolis county residents place on their rural environment ...” This development does not seem to comply with residents’ concerns summarised in MPS 2.1. We invite the planning committee to review the concerns regarding agricultural activities, small farms, local food production and maintaining a rural living environment in this section of the MPS.

MPS 7.341 (3) The adequacy of municipal services particularly sewage and water

- No information regarding quantitative assessment of impact on sewage and municipal water was included in the site plan documents we received. No quantitative data was provided by council planning manager when asked. If no assessment was made, it does not comply with the evaluative criteria under MPS 7.3.4.1. If such assessment was made, we request copies of this data to assuage our own concerns; sewage in our property often backs up.

MPS 7.341 (5) Impact of and adequacy of proposed pedestrian and vehicular traffic circulation.

- There is no assessment of impact or adequacy of traffic circulation in the site plan application. When requested from the council, no quantitative data was provided regarding projected motor vehicle traffic, pedestrian activity and their impact on road quality and most importantly, safety. Due to its distance from amenities, this development (with parking capabilities for 88 cars) will almost certainly generate a significant increase of motor traffic on this section of Hwy-201 (a highway where there

have been a number of relatively recent fatal and injurious accidents) as well as to South Street access to Bridgetown. Road safety in these two areas is already a concern to us and other members of this community, particularly with regards to pedestrians. There are no sidewalks on this route. MPS S2.1 highlights county residents' concerns with promoting active transportation (43.7% of respondents believe it's a most important concern), and we would submit that the location of this development is not compatible with addressing this concern and that the number of vehicles will only worsen our community's real concerns for pedestrian/ motor vehicle safety on this route. Again, if such assessment was made, we request copies of this data to assuage our own concerns as outlined above.

MPS 7.3.4.1 (6) The adequacy of the proposed lot to ensure that adequate screening and landscaping can be undertaken to minimize the potential for any land use conflicts with adjacent lots.

- There are no details provided in the site plan regarding screening for privacy, light and noise pollution. Screening will be required to protect our privacy, as our back yard and several of our windows will now be overlooked. Likewise, screening will be required to minimise impact of light and noise pollution on our animals and our family as well as neighboring houses, farms and wildlife. Not only is there no provision for screening on the plan documents, the developer confirmed in a phone call November 19th at 10:55am that she had not given any consideration to this. During that phone call developer was dishonest about the scale of the development, insisting only 2 buildings would ever be developed.

Compliance with LUB generally

As noted in the introduction, we don't believe this site plan application is compliant with the LUB as follows:

LUB S3.6(2) requires that no unit cross lot lines. The approved site plan as issued shows that units 7, 8, 23 and 24 are intersected by lot lines. If the site plan is for application as submitted (with 2 PIDs), the site plan does not comply with LUB S3.6(2).

In reality, however, the lots depicted in the site plan no longer exist. These lots were actually consolidated on August 30th 2024, after the LUB came in to force in April 2024 and before the application for site plan approval was made (on or after Sept 20 2024 as per site drawing). The new consolidated lot (a "flag lot") does not have the minimum street frontage of 100ft as per LUB S5.3.1.1.

Therefore, not only is the site plan inaccurate, the consolidated lot does not meet the criteria for the waiver concerning minimum street frontage under LUB S4.8. This waiver is only

applicable for lots without minimum street frontage that were in existence prior to the effective date of the LUB- April 23, 2024.

Summary

On the basis of the documents received and information provided by the developer, we appeal this site plan application. We had less concerns with the development when the developers had maintained that the development would only ever consist of two quadplexes. The site plan application as submitted, for eleven quadplexes, does not satisfy the evaluative criteria that is required in MPS 7.3.4.1. In conclusion, the development itself, we believe, is inappropriately dense for its location and surroundings, and impact on surrounding community character and safety, as well as too inaccessible to the amenities that those in the development will likely require.

Sincerely Yours,

Sylvie and Lance Aikman Green
4131 Highway 201, Carleton Corner, B0S 1C0

From: Randy Shea <[REDACTED]>
Sent: Saturday, December 7, 2024 9:18:23 AM
To: Carolyn Young <CYoung@annapoliscounty.ca>
Subject: Carleton corners and cottages at 4093 hwy 201 concerning 11 quad plexus to be built

[You don't often get email from [REDACTED] Learn why this is important at
<https://aka.ms/LearnAboutSenderIdentification>]

My name is Bonnie and my husband name is Randy shea we live at 4089 hwy 201. We are writing to appeal the 11 quad plexus that are to be built basically in our back yard. We have concerns about the main entrance to these houses that are to be built right beside our property the lights from the vehicles coming and going at all hours the noises and what of the kids because I am sure there will be some there are no sidewalks and this is a very busy road not only with cars but big trucks and now with these houses the constant traffic going into these places will be non stop how is this a good thing and who choice was this. Also we have learnt that this has been in the making for quite a few years and wondering why we are only just hearing about this now 9 whole days to appeal something this huge that will affect not only the small village of Carleton corners but I am sure the town of Bridgetown also it would or should have been at the least a town meeting for the people or do we not have any rights to vote or voices our opinions no more how convient for the developer. Like I stated only 9 days to appeal pretty hard to get any where also I would like to know why there was no town meeting for such a huge undertaking. Have tried calling but to no avail, we are not the only people upset about this and the ones to whom I have spoken to have not heard anything about it again imagine that. We should have had at least a chance to voice our concerns in person not some quick letter sent out. As tax payers we should have had a chance to agree or disagree with this project I personally feel it would have not gone threw without some problems. I did call my realtor because I wanted to know if she knew about this project before we bought our house because we would have not bought it at all thanks for that and I will be telling the developer that also. Any ways she said this was the first she had heard about it but some of her colleagues had and said it was the best kept secret imagine. I hope this letter gives us a chance to be heard maybe in person. Also questions like how did the zoning get changed so fast and I thought there were laws about housing being so close to farming with cows and such and we do have a friend that is affected by this project also and much smarter than I am and he is also writing and coming to deliver an appeal in person and he had made it clear to me about quite a few mistakes and also how everything was done in such a rush. One more thing I would like to point out with this letter we received is that it state that the site approval 2024_001 does that not mean only one building not 11 and 1 last thing is this going to affect our taxes and if so how much and so on. Sincerely Bonnie Goyette and Randy Shea

Sent from my iPhone

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

OUTSTANDING ITEMS				
Month Requested	Staff Report Number	Description	Council Approval	Follow-up Expected
May 2024		MTRI Woodlands for Wildlife Program PID05101480 Hollow Mountain Road That Municipal Council enter into an agreement with Mersey Tobeatic Research Institute for part of PID05101480, Hollow Mountain Rad, for their Woodland for Wildlife program, provided the protection does not impact the future development of the remaining lands, pursuant to the recommendation of Committee of the Whole.	Motion 240521.12	In progress
May 2024		Ecological Forestry - Graywood That Municipal Council recommend further develop the ecological forestry initiative on the Graywood location and neighbouring lots owned by the County, pursuant to the recommendation of Committee of the Whole.	Motion 240521.14	In progress
July 2024	SR2024-56	Intermunicipal Inclusion, Diversity, Equity and Accessibility Plan (IDEA) That Municipal Council endorse the concept of a joint county-wide Inclusion, Diversity, Equity and Accessibility structure with a proposed committee terms of reference and specific details of the workplan to be brought forward to council in the fall for final review and potential adoption.	Motion 240716.16	In progress
September 2024	SR2024-61	ACOSS Request to Establish a Pavilion at the Sport Hub That Municipal Council approve the establishment of a new pavilion structure up to 30' x 50' and no greater than the height of 15' at the Annapolis County Regional Outdoor Sports Hub that will be purchased and funded by the Annapolis County Outdoor Sports Hub Society on lands located north of the artificial track provided they meet all the regulations associated with building permits and development permits that are required and subject to the approval of the Director of Municipal Operations as to the exact location and installation requirements, in accordance with the recommendation of Committee of the Whole.	Motion 240917.09	In progress
September 2024		Proposal to the Town of Annapolis Royal and the County of Annapolis That Municipal Council request staff to collaborate with Annapolis Royal to develop a plan for moving forward with the engagement of the international	Motion 240917.12	In progress

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

		Acadian community for the development of an Acadian research / tourist / cultural center, in accordance with the recommendation of Committee of the Whole.		
September 2024		Develop Terms of Reference for Glyphosate Ad Hoc Committee That staff prepare a new terms of reference for council's review to establish a Glyphosate Ad Hoc Committee.	Motion 240917.14	In progress
October 2024		2024-10-01 Email re: Signage for Lake Cady That Municipal Council refer the matter of the watershed posting to staff for a recommendation report, in accordance with the recommendations of Committee of the Whole.	Motion 241015.02	In progress
October 2024	SR2024-67	IDEA Strategy That Municipal Council approve the October 2024 Inter-municipal joint Inclusion, Diversity, Equity and Accessibility Strategy.	Motion 241015.05	In progress
October 2024	SR2024-68	Annapolis County Anti-Poverty and Inclusion Initiative That Municipal Council endorses the concept paper for the development of an Anti-Poverty and Inclusion Working Group as part of the County of Annapolis' 2023-2027 Strategic Plan. This initiative falls under Strategic Priority 4 – Investing in Our People, Priority No. 4.	Motion 241015.06	In progress

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

COMPLETED ITEMS				
Month Requested	Staff Report #	Description		Date Complete
September 2024	SR2024-43(4)	Community Facilities Grant Clarence United Baptist Church That Municipal Council approve a grant to the Clarence United Baptist Church in the amount of \$5,000, to assist with the cost of rewiring and painting their church in accordance with <i>Policy 101 Community Grants</i> , pursuant to the recommendation of Committee of the Whole.	Motion 240917.01	Complete
September 2024	SR2024-43(4)	Community Facilities Grant Habitation New Horizons That Municipal Council approve a grant to the Habitation New Horizons Club in the amount of \$4,217.49, to assist with the cost of roof repairs and window replacement in accordance with <i>Policy 101 Community Grants</i> , in accordance with the recommendation of Committee of the Whole.	Motion 240917.02	Complete
September 2024	SR2024-43(4)	Community Projects Grant Thalia Barn Cat Rescue That Municipal Council approve a grant to The Thalia Barn Cat Rescue in the amount of \$5,000, to assist with their spay and neuter costs in accordance with <i>Policy 101 Community Grants</i> , pursuant to the recommendation of Committee of the Whole.	Motion 240917.03	Complete
September 2024	SR2024-38(2)	Policy 116 Committees of Council and Council Meetings – Procedures Amend That Municipal Council amend <i>Policy 116 Committees of Council and Council Meetings - Procedures</i> as circulated and in accordance with seven-day notice given on September 10 th .	Motion 240917.04	Complete
September 2024	SR2024-58	Policy 128 Travel and Expenses That Municipal Council approve <i>Policy 128 Travel and Expenses</i> as circulated at and with seven -day notice given on September 10 th .	Motion 240717.05	Complete
September 2024	SR2024-59	Policy 129 Appointments to External Organizations That Municipal Council approve <i>Policy 129 Appointments to External Organizations</i> as circulated at and with seven-day notice given on September 10 th .	Motion 240917.06	Complete

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

September 2024	SR2024-57	Road Naming Process for Shared Access Road in Meadowvale That Municipal Council approve the road name "Pointer Lane" for the shared access road in Meadowvale, on PID 05026372, in accordance with the recommendation of Committee of the Whole.	Motion 240917.07	Complete
September 2024	SR2024-62	Repeal AM-1.6.1 Employment Equity Policy That Municipal Council repeal <i>AM-1.6.1 Employment Equity Policy</i> , with seven-day notice given on September 10 th .	Motion 240917.10	Complete
September 2024		CPAAC Recommendations That Municipal Council call a Planning Advisory Committee (PAC) meeting on September 25, 2024, at 6:00 p.m. at Felker Hall, Cornwallis Park, for consideration of the proposed Cornwallis Park planning documents, pursuant to the recommendation of Committee of the Whole.	Motion 240917.11	Complete
September 2024		Physician Recruitment & Retention Committee Recommendation That Municipal Council approve a grant in the amount of \$10,000 to Dr. Nima Shekar Riz Fomani in accordance with <i>Policy 108 Medical Recruitment Financial Assistance Program</i> .	Motion 240917.13	Complete
September 2024		Set Dates for Special Council Meetings and Public Hearing in October In anticipation that the Planning Advisory Committee may recommend the Cornwallis Park SPS and LUB for first reading, that Municipal Council schedule a Special Council Meeting on October 1, 2024, at 10:00 a.m. to consider first reading.	Motion 240917.15	Complete
September 2024		Set Dates for Special Council Meetings and Public Hearing in October That Municipal Council schedule a Public Hear regarding the Cornwallis Park SPS and LUB on October 17, 2024, at 11:00 a.m.	Motion 240917.16	Complete
September 2024		Set Dates for Special Council Meetings and Public Hearing in October That Municipal Council schedule a Special Council Meeting to consider second and final reading for the Cornwallis Park SPS and LUB on October 17, 2024, immediately following the Public Hearing.	Motion 240917.17	Complete
September 2024		Request for Emergency Funding from Maitland Bridge Community Hall Society	Motion 240917.18	Complete

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

		That Municipal Council approve a grant of \$4,300 to Maitland Bridge Community Hall Society to assist with emergency repairs to their well; AND THAT this funding be approved as an over expenditure in the Community Grants budget in 2024-2025.		
September 2024		Final Reading to Adopt Upper Clements Area SPS / LUB That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that second and final reading be given to adopt the proposed Upper Clements Area SPS / LUB.	Motion 240917.21	Complete
September 2024		Final Reading to Adopt Habitation Community SPS / LUB That pursuant to first reading given on July 16, 2024, in accordance with the recommendation for approval from the Annapolis County Planning Advisory Committee and after holding a Public Hearing thereon, that second and final reading be given to adopt the proposed Habitation Community Secondary Planning Strategy and Land Use Bylaw as a secondary planning area and to incorporate it into the Annapolis County Municipal Planning Strategy and Land Use Bylaw.	Motion 240917.22	Complete
September 2024		Appoint Barbara Boateng as Development Officer That Municipal Council appoint Barbara Boateng as Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw.	Motion 240917.23	Complete
September 2024		Add Whitman Cemetery to Heritage Registry That municipal council include the Whitman Cemetery Company Property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds providing that it not to be demolished or the exterior altered without Municipal approval as part of that review, the Heritage Advisory Committee is required to be consulted, and Council may grant/refuse or attach conditions to the demolition or substantial alteration.	Motion 240917.20	Complete
September 2024		Authorize Easement Agreement with Debra Isles That Municipal Council authorize the Warden and Municipal Clerk to sign an easement agreement with Debra Isles on behalf of the municipality for the Bear River water project.	Motion 240917.19	Complete

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

September 2024	SR2024-60	Deregistration of Municipal Heritage Property – Capt. James Anthony House That Municipal Council hold a public hearing at 11:00 a.m. on November 19, 2024, to consider the deregistration of the Captain James Anthony House, a municipally-registered heritage property located at 1625 Granville Road, Port Wade, pursuant to the recommendations of Committee of the Whole.	Motion 240917.08	Complete
October 2024	SR2024-63	Emergency Grant Funding RCL Lawrencetown That Municipal Council approve a grant of \$14,237.00 to Royal Canadian Legion Branch 112, Lawrencetown to assist with emergency roof replacement for the hall; and that this funding be approved as an over expenditure in the Community Grants budget in 2024-2025, pursuant to the recommendation of Committee of the Whole.	Motion 241015.01	Complete
October 2024		175th Anniversary of the Pony Express Proclamation That Municipal Council approve the proclamation for the 175 th Anniversary celebration in commemorating a historic milestone in Annapolis County for the Pony Express 1849-2024.	Motion 241015.03	Complete
October 2024	SR2024-69	SR2024-69 J-Class Roads That Council of Municipality of the County of Annapolis notify Nova Scotia Public Works that it does not wish to participate in the J-Class Road re-paving of subdivision streets program in 2025-2026.	Motion 241015.07	Complete
October 2024	SR2024-66	Joint Police Board That Municipal Council endorse the concept of a joint police advisory board structure with Town of Middleton and that a proposed committee terms of reference be brought forward to council for final review and potential adoption.	Motion 241015.04	Complete
October 2024	SR2024-71	Authorization required for Bear River Water Project Easement That Municipal Council authorize the Warden and the Municipal Clerk to Sign an easement agreement with the Bear River Agricultural Society on behalf of the Municipality for the Bear River Water Project.	Motion 241015.08	Complete
October 2024	SR2024-70	Offer to Partner on Housing Developments That Municipal Council authorize entering into a Memorandum of Understanding with Rooted: Community Development Partner, to seek ways to advance affordable housing projects together in Annapolis County.	Motion 241015.09	Complete

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

November 2024	SR2024-72	Appointment of Dana Olmstead To appoint Dana Olmstead as Building Official and Fire Inspector for the Municipality of the County of Annapolis, pursuant to the recommendation of Committee of the Whole.	Motion 241119.01	Complete
November 2024	SR2024-73	ACMHC Appointments To appoint the following board members to the Annapolis County Municipal Housing Corporation: Paula Bilz for an additional 2 years to November 2026; Ann Burns for an additional 2 years to November 2026 Carol Ward for an additional 2 years to November 2026; Terry Silver for a 2 year term to November 2026, pursuant to the recommendation of Committee of the Whole.	Motion 241119.02	Complete
November 2024	SR2024-74	Approve Policy 102 - Personnel To approve <i>Policy 102 Personnel</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.03	Complete
November 2024	SR2024-75	Repeal AM-1.2.2 Indemnification of Elected Officials Policy To repeal <i>AM-1.2.2 Indemnification of Elected Officials Policy</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.04	Complete
November 2024	SR2024-76	Approve Policy 120 – Code of Conduct for Elected Officials To approve <i>Policy 120 Code of Conduct for Elected Officials</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.05	Complete
November 2024	SR2024-77	Approve Policy 112 Area Advisory Planning Committee Policy To approve <i>Policy 112 Area Advisory Planning Committee Policy</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.06	Complete
November 2024	SR2024-78	Approve Policy 122 - Ad Hoc Citizen Advisory Committees To approve <i>Policy 122 Ad Hoc Citizen Advisory Committees</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.07	Complete
November 2024	SR2024-79	Approve Policy 111 Annapolis County Planning Advisory Committee Policy To approve <i>Policy 111 Annapolis County Planning Advisory Committee Policy</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.08	Complete

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

November 2024	SR2024-80	Approve Bylaw 1 Heritage To give first reading to approve <i>Bylaw 1 Heritage</i> , in accordance with the recommendation of Committee of the Whole.	Motion 241119.09	Complete
November 2024	SR2024-81	Approve Policy 121 Citizen Appointments to Committees To approve <i>Policy 121 Citizen Appointments to Committees</i> as circulated, seven-day notice given on November 12 th .	Motion 241119.10	Complete
November 2024	SR2024-82	Nominating Committee Report That Council of Municipality of the County of Annapolis approve the following appointments to committees along with their respective dates of appointment as follows: Audit Committee for term ending on October 31, 2025 Deputy Warden Dustin Enslow as Chairperson Councillor Charles Cranton Councillor Gidget Oxner Melony Robinson Erich Beifuss Climate Change Action Plan Review Committee for a term ending on October 31, 2026 Councillor Jonathan Welch as Chairperson Councillor Lynn Longmire Councillor Jesse Hare Clifford Drysdale Jim Crossley Niki Clark Fences and Arbitration Committee for a term ending on October 31, 2026 Councillor Brian Connell as Chairperson Councillor Jesse Hare as Alternate Fire Services Committee for a term ending on October 31, 2026 Councillor Brian Connell as Chairperson Councillor Nile Harding Physician Recruitment and Retention Strategy Committee for a term ending on October 31, 2026 Councillor Karie-Ann Parsons-Saltzman as Chairperson Councillor Lynn Longmire	Motion 241119.11	Complete

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

		<p>Councillor Charles Cranton Councillor Nile Harding Police Advisory Board for a term ending on October 31, 2026 Warden Diane LeBlanc Councillor Nile Harding Public members to be recommended after personal interviews held. Planning Advisory Committee for a term ending on October 31, 2026 Councillor Lynn Longmire as Chairperson Councillor Ted Agombar Councillor Jonathan Welch Councillor Jesse Hare John Chuck Ryan Naomi Blanchard Alison Warwick Brad Redden Planning Area Advisory Committee - Bridgetown and Area for a term ending on the submission of their draft Special Planning Area MPS and LUB Councillor Ted Agombar as Chairperson Deputy Warden Dustin Enslow Carolyn Hubble William Grant Wright Planning Area Advisory Committee – East End Area for a term ending on the submission of their draft Special Planning Area MPS and LUB Councillor Gidget Oxner as Chairperson Councillor Jesse Hare Warden Diane LeBlanc Councillor Karie-Ann Parsons-Saltzman Mark Kinsman Calvin Gough Inter-Municipal Working Group for Valley Waste and Kings Transit for a term ending on October 31, 2026 Warden Diane LeBlanc Alternate Deputy Warden Dustin Enslow</p>		
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COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

		<p>Annapolis County Inter-Municipal Working Group for a term ending on October 31, 2026 Warden Diane LeBlanc Deputy Warden Dustin Enslow</p> <p>Annapolis Valley Exhibition for a term ending on October 31, 2026 Councillor Charles Cranton</p> <p>Annapolis Valley Regional Library for a term ending on October 31, 2026 Councillor Karie-Ann Parsons-Saltzman</p> <p>CAO Review Committee for a term ending on October 31, 2026 Warden Diane LeBlanc as Chairperson Deputy Warden Dustin Enslow Councillor Karie-Ann Parsons-Saltzman Councillor Ted Agombar</p> <p>Lawrencetown Source Water Protection Advisory Committee for a term ending on October 31, 2026 Councillor Brian Connell</p> <p>Middleton Source Water Protection Advisory Committee for a term ending on October 31, 2026 Councillor Gidget Oxner</p> <p>Annapolis County Source Water Protection Advisory Committee for a term ending on October 31, 2026 Robert Feagan as Chairperson Harold Baker</p> <p>Regional Emergency Management Organization Advisory Committee for a term ending on October 31, 2026 Councillor Lynn Longmire Councillor Brian Connell</p> <p>Southwest Nova Biosphere Reserve Association for a term ending on October 31, 2026 Councillor Jonathan Welch</p> <p>Trans County Transportation Society for a term ending on October 31, 2026 Councillor Ted Agombar</p>		
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COUNCIL TRACKING LIST (tracks initiatives of the Municipality, and items referred to committees and staff from Council)

November 2024		Deregistration of Heritage Property To move that Municipal Council deregister the property located at 1625 Granville Road, Port Wade, known as the Captain James Anthony House and remove it from the Annapolis County Municipal Registry of Heritage Properties.	Motion 241119.12	Complete