

2024-04-16 Council Agenda Package

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, April 16, 2024

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



PAGE:	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL OF THE ORDER OF THE DAY
	4.	11:00 PRESENTATIONS
3-20	4.1	RCMP Annapolis Detachment - Annual Report. S/Sgt. M Maxwell
	4.2	Police Advisory Board - Community Priorities, Chair D. Berringer
	5.	APPROVAL of MUNICIPAL COUNCIL MINUTES
21-32	5.1	2024-03-19 Regular Council
	6.	COTW RECOMENDATIONS
		<i>2024-04-09 Committee of the Whole:</i>
33	6.1	SR2024-19 Policy 114 Council Remuneration New
33	6.2	SR2024-20 Tax Sale Surplus
33	6.3	SR2024-21 Policy 116 Council Meetings New
33	6.4	SR2024-22 Appoint Development Officer
33	6.5	SR2024-23 Policy 115 Pension New
33	6.6	SR2024-24 Repeal AM-1.4.9, AM-1.4.11 and AM-1.4.12 Grants Policies
33	6.7	SR2024-25 Policy 111 Planning Advisory Committee New
33	6.8	SR2024-26 Policy 112 Area Advisory Committees New
33	6.9	SR2024-27 Policy 113 Public Participation New
34	6.10	SR2024-28 Policy 110 Special Reserve for Culture and Recreation New
34	6.11	2024-03-28 Policy 108 Medical Financial Assistance New
	7.	NEW BUSINESS
56	7.1	Wardens April Update
57	7.2	IR 2024-04-16 VWRM and KTA IMSA Report
58-66	7.3	SR20240-29 Bridgetown Dog Park Association Lease Agreement
	8.	COUNCILLOR COMMENTS
67-74	9.	Council Motion Tracking List (<i>January, February, March</i>)
	10.	ADJOURNMENT

Annapolis RCMP District Annual report 2023/2024





As the new RCMP District Commander for Annapolis County I would like to extend greetings on behalf of the 'H' Division Commanding Officer, Assistant Commissioner Denis Daley and the SouthWest Nova District Policing Officer, Superintendent Dan Morrow.

During the 2023/2024 fiscal year, the RCMP Provincial and District priorities were Data Led Traffic Enforcement, Property Crimes, and Comprehensive Education.

Data Led Traffic Enforcement:

During this fiscal year we put a significant emphasis on Traffic Enforcement and relied on numerous metrics in identifying areas to conduct targeted enforcement including data provided from the county from their speed signs, complaints from the public and our own observations. This led to the issuance of 470 tickets and 192 written warnings. This amounts to an increase of 131 tickets and 76 warnings over the previous fiscal year.

Property Crime:

2023/2024 – 832 Property Crimes were reported to the Annapolis District RCMP of which 52 were cleared by charge. During the 2022/2023 fiscal year 753 Property Crimes were reported to the Annapolis District RCMP and 24 were cleared by charge.

In an attempt to reduce the number of property crimes, we have targeted prolific offenders who are bound by enforceable conditions. During this fiscal year we cleared 96 failing to comply with condition investigations by way of charge which is up from 52 the year prior.

Comprehensive Education:

During the 2023/24 fiscal year the Annapolis District has continued to support crime reduction via education. However this year we have taken a slightly different approach. During this fiscal year we have not used a traditional School Safety Resource Officer but have instead asked all of our members to participate in this program. This has resulted in more police officer having more face time with our community. In addition to members taking part in school talks and

presentations, our main education components are delivered by Community Programs Officer (CPO) Adam Burns and Senior Safety Co-ordinator (SSRO) Sharon Elliott.

CPO Burns is well known in our schools and at other youth programs and also contributes to Neighbourhood Watch Committees and works closely with Mothers Against Drunk Drivers. CPO Burns main formal programs are the Wit's and Leads Program and the Cops and Kids program. CPO Burns takes on many other duties including the all important Food Bank Drive Before Christmas.

SSRO Sharon Elliott has had an extremely busy year and with an aging Annapolis County population, we expect her to only get busier. SSRO Elliott delivers information in a number of ways which greatly depends on the needs of her clients. This includes presentations on Cyber and Financial Safety which is intended to help prevent people from becoming the victim of online and telephone scams, SSRO Elliott works closely with the SouthWestNova Traffic Services to deliver road safety education, SSRO Elliott partners with local law firms to deliver Legal Information Sessions on Wills, Power of Attorney and Personal Care directives to help them navigate some of the most vulnerable time of a persons life and Does an Elder Abuse and Awareness campaign.

2024 RCMP Highlights



Calls for Service

Total:

2023/2024 – 5453

2022/2023 - 5166

Criminal Code calls for service –

2023/2024 – 2104

2022/2023 - 1978

- Additional calls would include anything that requires police attendance.

Road Safety

- **470** Provincial Summary Offence Tickets;
- **192** Warnings;
- **30** Check-Points;
- **23** Impaired Driving Charges
- **27** Roadside Suspensions:

Criminal Records Checks

2023 – 1446

2022 - 1334

Prisoners – Bridgetown Cell Block

2023 – 123

2022 – 87

2021 – 70

2020 – 49

- Context is important in this stat, Covid measures greatly reduced prisoner counts

Human Resources

S/Sgt – Mike Maxwell

Sgt – Lindsay Powers

Cpl – Tim Hawkes - Bridgetown

Cpl – Pascal Boudreau - Middleton

Cpl – Tim MacFarlane - Bridgetown

18 General Duty Constable Positions

- 14 General Duty Constables are currently working;
- 1 General Duty Constable is Off Sick;
- 1 General Duty member is currently in transfer process from the NWT;
- 1 General Duty member is currently in transfer process from Newfoundland;
- 1 New member is scheduled to come here from Depot Division in May.

School Resource Officer – member is currently on pre-retirement leave but has been off duty sick;

Street Crime Enforcement Unit is filled by 2 constables;

Community Programs Officer – Adam Burns;

Senior Safety Resource Officer – Sharon Elliott;

Court Liaison Officer – Kim Muller;

Detachment Service Assistants

- Christine Hahn – Bridgetown
- Angela Yeo – Bridgetown
- Allison Ruggles - Middleton

Vehicles

- 9 Marked police vehicles
- 3 unmarked police vehicles
- 2 ATV(s) & 2 bicycles

In the Media:

RCMP investigating two off-road vehicle collisions

Annapolis District RCMP and Meteghan RCMP are investigating two separate off-road vehicle collisions.

On May 22, 2023, at approximately 5:50 a.m., Annapolis District RCMP responded to a report of an off-road vehicle crash on Hwy. 362 in Spa Springs. RCMP officers learned that an ATV was travelling south on Hwy. 362 when it left the road and came to rest in a field. The driver, and lone-occupant, a 31-year-old New Minas man, was pronounced deceased at the scene. An RCMP collision reconstructionist attended the scene and the investigation is ongoing.

At approximately 6:55 a.m., Meteghan RCMP responded to a report of an off-road vehicle crash on a trail in New Tusket. RCMP officers learned that a side-by-side was travelling on a remote trail when it rolled, pinning the driver underneath. The driver, and lone-occupant, a 47-year-old Shelburne man, suffered serious but non-life-threatening injuries, and was airlifted to hospital by Lifeflight. The investigation remains ongoing.

File #'s: 2023-703228, 2023-703306

Update: Missing man found deceased

The 65-year-old man who was reported missing from Torbrook Mines on April 30 has been found deceased.

The man's death is not considered to be suspicious in nature.

Annapolis District RCMP would like to thank ground search and rescue teams from Annapolis County Ground Search & Rescue, Valley Search and Rescue, Lunenburg, Clare and Digby for their assistance with the search for the man.

Our thoughts are with the man's family at this difficult time.

-30-

File: 2023-578877

Annapolis District RCMP Street Crime Enforcement Unit arrest four people in stolen property investigation

The Annapolis District RCMP Street Crime Enforcement Unit (SCEU) has arrested four people in a stolen property investigation.

On June 29, 2023, as part of an ongoing stolen property investigation, Annapolis District RCMP SCEU, assisted by Annapolis District RCMP, Kings District RCMP General Investigation Section, the Valley Integrated Street Crime Enforcement Unit and the Kentville Police Service, executed search warrants at a property on School St. in Middleton and at a property on Old Mill Rd. in South Farmington. Three people were located at the property in Middleton, and one person was located at the property in South Farmington. All four people were safely arrested. During the search, RCMP officers located a firearm, a significant amount of stolen property including a stolen pickup truck and stolen tools.

The three men have since been released on conditions and will appear in court at a later date. The woman remains in custody.

All four people will be facing a number of charges including Possession of Stolen Property Over \$5,000 and Failure to Comply with Conditions.

One of the men will also be facing charges of Unauthorized Possession of a Firearm and Unsafe Storage of a Firearm.

The investigation remains ongoing.

File #: 2023-888261

Annapolis District RCMP investigating serious collision

Annapolis District RCMP is investigating a serious collision that occurred on Shore Road West in Parkers Cove.

On June 21, 2023, at approximately 5:35 p.m., Annapolis District RCMP, fire and EHS, responded to a report of a collision on Shore Road West in Parkers Cove. RCMP officers learned that a Volkswagen Jetta was travelling on Shore Road West, when it collided with a parked semi-truck and trailer.

The driver, and sole occupant, of the Jetta, a 47-year-old Hillsburn woman, suffered serious but non-life-threatening injuries and was transported to hospital by Lifeflight.

There was no one in the parked semi-truck at the time of the collision.

A collision reconstructionist attended the scene and the investigation is ongoing.

File #: 2023-878895

Annapolis District RCMP charge man following break and enters and thefts

Annapolis District RCMP has charged a man in relation to two break and enters and thefts that occurred in Middleton.

On July 24, at approximately 9:45 a.m., Annapolis District RCMP responded to a theft from a vehicle on Main St. in Middleton. RCMP officers learned that, in the early morning hours of July 23, video surveillance captured footage of a man breaking into a parked vehicle and leaving the scene with construction supplies.

The following day, at approximately 3:15 p.m., RCMP officers responded to a break and enter at a church on School St. in Middleton. RCMP officers learned that, in the early morning hours of July 23, video surveillance captured footage of a man breaking in and leaving the scene with an automated external defibrillator (AED) valued at approximately \$2,000.

A 27-year-old Middleton man was identified by RCMP officers, located and safely arrested.

Joshua Christopher Cheeseman, 27, has been charged with Breaking and Entering with Intent and, Theft.

Cheeseman was released on conditions by the court and is scheduled to appear in Digby Provincial Court on September 18, 2023, at 9:30 a.m.

File #: 2023-1072352 and 2023-1079820

Annapolis District RCMP arrest impaired driver operating lawn tractor

Annapolis District RCMP arrest an impaired driver operating a lawn tractor in Meadowvale.

On June 26, at approximately 6 p.m., Annapolis District received a report of a possible impaired driver operating a lawn tractor on the shoulder of Willow Ave. in Meadowvale. An officer, from RCMP Southwest Traffic Services, attended the area and located a man corresponding to the suspect's description who was exhibiting signs of impairment. He was given a demand to provide a sample of breath into an approved screening device; the sample resulted in a fail.

The man was safely arrested and transported to the Kingston RCMP Detachment where he provided subsequent breath samples that registered 170mg%.

The 46-year-old Meadowvale resident was later released; he is scheduled to appear in Annapolis Royal Provincial Court on August 21, 2023, at 9:30 a.m. to face charges of Impaired Operation of a Conveyance and Operation of a Conveyance 80mg% or over.

Each year, thousands of Canadians are injured or killed by impaired drivers. The Nova Scotia RCMP reminds motorists to drive sober and to call 911 if they see a suspected impaired driver on the road.

File #: 2023-908508

Annapolis District RCMP charge men in crime spree

Annapolis District RCMP has charged two men involved in a crime spree.

Between August 12 and 22, 2023, Annapolis District RCMP, Colchester County District RCMP, Kings District RCMP and West Hants District RCMP, responded to multiple reports of break-ins and thefts. Through the course of these investigations, it was determined that two men, both from Middleton, were involved in the various incidents across Annapolis, Colchester, Kings and Hants Counties.

On August 22, Annapolis District RCMP located, in the Clarence area, and arrested 27-year-old Joshua Cheeseman, of Middleton, who was in possession of a stolen vehicle at the time. Cheeseman has been charged with numerous offences including Break and Enter, Theft of a Motor Vehicle, Theft under \$5,000 and Mischief. Cheeseman has been

remanded into custody and will appear in Annapolis Royal Provincial Court on August 31, 2023 at 9:30 a.m.

On August 28, Annapolis District RCMP located, in Middleton, and arrested 29-year-old Tyler Robar, of Middleton, who was the subject of a province-wide arrest warrant. Robar has been charged with numerous offences including break and Enter, Theft of a Motor Vehicle, Theft under \$5,000, Mischief, Possession of Stolen Property and Breach of Probation. Robar was held in custody and appeared in Digby Provincial Court on August 29. Robar was released on conditions, by the court, and will return on September 18, 2023 at 9:30 a.m.

File #: 2023-1187927

Lequille man arrested and charged with child pornography offences

The RCMP's Provincial Internet Child Exploitation (ICE) Unit has charged a Lequille man with child pornography offences.

On July 13, 2023, the RCMP's ICE Unit assisted by Annapolis District RCMP, Digby RCMP and RCMP Digital Forensic Services executed a search warrant at a home in Lequille.

Investigators were directed to the residence after a social media application notified law enforcement that child pornography was transmitted on their service.

As a result of the search and subsequent investigation, Steven Croft, 50, of Lequille, has been charged with Possession of Child Pornography, Transmitting Child Pornography and Accessing Child Pornography. Croft was released on conditions and is scheduled to appear in Annapolis Royal Provincial court on September 5, 2023.

In Nova Scotia it is mandatory for citizens to report suspected child pornography. This means that anyone who encounters child pornography material or recordings must report it to the police. Failing to report suspicious activity and materials could result in penalties similar to failure to report child abuse set out in the Child and Family Services Act. The RCMP encourages citizens to be a voice for children who are victims of sexual exploitation by reporting any suspected offences to your local police or by using Canada's National tipline for reporting online sexual exploitation of children at www.cybertip.ca.

File #: 2023-269966

RCMP Provincial Internet Child Exploitation Unit charge Nictaux man with child pornography offences

The RCMP's Provincial Internet Child Exploitation (ICE) Unit has charged a Nictaux man with child pornography offences.

On August 10, 2023, the RCMP's ICE Unit, assisted by Annapolis District RCMP, Kings District RCMP and RCMP Digital Forensic Services, executed a search warrant at a home in Nictaux.

Investigators were directed to the residence after a social media application notified law enforcement that child pornography was transmitted on their service.

Patrick Ciappara, 36, was safely arrested at the home. He has been charged with Possession of Child Pornography (2 counts), Transmitting Child Pornography (2 counts) and Making Child Pornography (written material). Ciappara was released on conditions and is scheduled to appear in Annapolis Royal Provincial Court on October 23, 2023.

In Nova Scotia it is mandatory for citizens to report suspected child pornography. This means that anyone who encounters child pornography material or recordings must report it to the police. Failing to report suspicious activity and materials could result in penalties similar to failure to report child abuse set out in the Child and Family Services Act. The RCMP encourages citizens to be a voice for children who are victims of sexual exploitation by reporting any suspected offences to your local police or by using Canada's National tipline for reporting online sexual exploitation of children at www.cybertip.ca.

File #: 2023-721877

Annapolis District RCMP charge man in multiple incidents

Annapolis District RCMP has charged a man involved in multiple incidents, who was also wanted on a province-wide arrest warrant.

On September 23, 2023, at approximately 1:30 p.m., Annapolis District RCMP and, fire, responded to a report of a side-by-side, that was upside down and on fire, on the side of Hwy. 101 in Lawrencetown. Once the fire was extinguished, RCMP officers learned that the side-by-side had been stolen from a property on Station Rd. in Lawrencetown and

that the driver, a 38-year-old Porters Lake man, had been picked up by a grey GMC pickup truck, which was heading east on Hwy. 101. Further 911 calls were received of the pickup truck driving dangerously and at high speeds on Hwy. 101.

At approximately 2:10 p.m., Kings District RCMP officers located the GMC pickup, on fire, in a field off Commercial St. in Berwick. The fire department responded and the fire was extinguished. RCMP officers located a man and a woman nearby and, the man, who initially resisted arrest, was safely arrested after a short struggle with an officer. RCMP officers later learned that the man was also wanted on a province-wide arrest warrant for incidents in the Halifax Regional Municipality.

Jonathan Boudreau, 38, of Porters Lake, has been charged with Dangerous Operation of a Conveyance, Theft of a Motor Vehicle, Resisting Arrest and Failure to Comply with Conditions of a Release Order. Boudreau was remanded into custody and will appear in Kentville Provincial Court on October 3, 2023.

File #'s: 2023-1417708, 2023-1417794

Annapolis District RCMP charge two men with weapons offences

Annapolis District RCMP charge two men for drug and weapons offences following a search of a home in New Albany.

On September 18, Annapolis District RCMP, with assistance of the Annapolis District Street Crime Enforcement Unit and Valley Integrated Street Crime Enforcement Unit, executed a search warrant at a home on Hwy. 10 in New Albany as part of an ongoing investigation. Officers safely arrested one man at the home and began searching for a second man who was not located in the residence.

During the search of the home, officers seized two firearms, one of which was a loaded shotgun, bullets, a conducted energy weapon, and a substance believed to be methamphetamine.

On September 19, at approximately 11 a.m., the second man turned himself in at the Digby RCMP Detachment.

Annapolis District RCMP has charged 19-year-old Troy Benjamin Vanbuskirk, who was arrested at the scene, and 34-year-old Josh Abdul Brooks, both of New Albany, with:

- Possession of a Prohibited Weapon
- Possessing a Firearm while Prohibited (three counts)
- Careless Use of a Firearm
- Possession (methamphetamine)

- Breach of a Release Order

Vanbuskirk appeared in Court and was remanded into custody. He's scheduled to appear in Annapolis Royal Provincial Court on September 26 at 9:30 a.m.

Brooks appeared in Court and was released on conditions pending his next court appearance on October 31, at 9:30 a.m., at Annapolis Royal Provincial Court.

Note: The Valley Integrated Street Crime Enforcement Unit is comprised of members of the Kings District RCMP and the Kentville Police Service.

File #: 2023-1369179

Annapolis District RCMP charge man with Voyeurism

Annapolis District RCMP has charged a man with voyeurism after an incident at a high school in Middleton.

On October 20, 2023, Annapolis District RCMP responded to a report of a voyeurism incident at a high school on Gates Ave. in Middleton. RCMP officers learned that a youth had been in a stall in the women's washroom at the school, when she observed a ladder being placed immediately outside the stall. She then observed a man, who is an employee of the school, on the ladder, peering down on her. The man initially prevented the victim from exiting the stall due to the ladder placement, however after another person entered the washroom, the man left with the ladder. The victim was not physically injured during the incident.

On October 23, the 52-year-old man was safely arrested. Ronald Blair Weatherby, 52, of Upper Granville, has been charged with Voyeurism and Forcible Confinement.

Weatherby was released on conditions, including that he is not allowed to be at the high school and that he cannot have contact with a number of people, including the victim. Weatherby will appear in Annapolis Royal Provincial Court on January 15, 2024 at 9:30 a.m.

Annapolis District RCMP and the Annapolis Valley Regional Centre for Education and are working collaboratively to offer supports to the victim.

File #: 2023-1561754

Annapolis District RCMP charge man with Arson

Annapolis District RCMP has charged a man with arson after an incident in Torbrook West.

On October 15, 2023, at approximately 2:20 a.m., Annapolis District RCMP and fire services responded to a report of a man trying to burn a home on Torbrook Rd. RCMP officers learned that a man had arrived at the home uninvited and began causing a disturbance. The man then assaulted a woman before setting fire to an ATV and a pile of wood that was stacked up against the home. The man fled the area on foot.

The fire department was able to successfully extinguish the fire.

RCMP Police Dog Services searched the woods near the residence; the team located the suspect and he began assaulting the police service dog. The police service dog bit the suspect, which resulted in a minor injury to the suspect's arm. The police service dog was not injured. RCMP officers also located a backpack belonging to the suspect, which contained a controlled substance believed to be crystal meth.

Jace Uhlman, 26, of Torbrook, was transported to Bridgetown Detachment and remanded into custody. He's been charged with Arson, Assault, Mischief, Resisting Arrest, Failure to Comply with Conditions (5 counts) and Possession of a Controlled Substance. Uhlman will appear in Digby Provincial Court later today.

File #: 2023-1534382

Annapolis District RCMP investigating shooting

On October 4, 2023, at approximately 10:50 p.m., Annapolis District RCMP located a 24-year-old man, who was bleeding, outside of the Middleton Detachment who reported being shot. The investigation revealed that the man had been parked outside of an apartment building on Hollow Dr. when his vehicle was shot at, resulting in minor injuries. The shooting is believed to have occurred between 10:15 and 10:30 p.m.

Anyone with information on this incident is asked to contact the Annapolis District RCMP at 902-825-2000. Should you wish to remain anonymous call Nova Scotia Crime Stoppers toll free at [1-800-222-TIPS \(8477\)](tel:1-800-222-TIPS), submit a secure web tip at www.crimestoppers.ns.ca, or use the P3 Tips App.

File: 2023-1479274

Annapolis District RCMP, with assistance from RCMP Police Dog Services, arrest man for theft in Middleton

Annapolis District RCMP, with assistance from RCMP Police Dog Services, has arrested man after a theft from a local store in Middleton.

On November 23, 2023, Annapolis District RCMP responded to a report of a theft at a business on Commercial St. in Middleton. RCMP officers learned that a man had taken \$520.00 worth of power tools before leaving the business on foot, without paying. Multiple store employees and members of the public, followed the suspect until RCMP officers arrived at the scene.

RCMP Police Dog Services attended and began searching the area for the man. He was located approximately 950 meters from the store, on the northern bank of the Annapolis River. The man resisted arrest and suffered minor injuries as a result of his struggle with the Police Dog. The man was subsequently arrested without further issues. RCMP officers recovered the stolen power tools nearby.

The man was later released on conditions and will appear in Annapolis Royal Provincial Court on January 15, 2024, at 9:30 a.m.

File #: 2023-1730156

Annapolis District RCMP charge three people with drug and firearms offences

On November 17, 2023, Annapolis District RCMP, with assistance from the Annapolis District RCMP Street Crime Enforcement Unit, the H Division Synthetic Drugs Unit and the Valley Integrated Street Crime Enforcement Unit, executed a search warrant at a home on Hwy. 201 in Round Hill. During the search, police located and seized cocaine, crack cocaine, methamphetamine, benzodiazepine, hydromorphone, cash, a shotgun, a rifle, a cross bow and ammunition.

Just prior to the search warrant being executed, a traffic stop was completed on a vehicle on Hwy. 201 in Round Hill, in relation to this investigation. Police located a 54-

year-old man, a 48-year-old man, and a 33-year-old woman in the vehicle. All three were safely arrested.

Jason Randall Beattie, 48, and Emma Marie Welch, 33, both of Round Hill, have been jointly charged with Possession of a Controlled Substance for the Purpose of Trafficking (3 counts) and Careless Storage of a Firearm (2 counts).

Mark Lane, 54, of Lake La Rose, has been charged with Possession of a Controlled Substance.

All three accused have been released on conditions and will appear in Annapolis Royal Provincial Court on January 29, 2024, at 9:30 a.m.

File #: 2023-1611673

Note: A photo of some of the items that were seized is attached. The Valley Integrated Street Crime Enforcement Unit is comprised of members of Kings District RCMP and the Kentville Police Service.

Annapolis District RCMP investigating home invasion

Annapolis District RCMP is investigating a home invasion that occurred at a home on Parker Mountain Rd. in Parkers Cove.

On November 17, 2023, at approximately 8:45 p.m., Annapolis District RCMP responded to a report of a home invasion on Parker Mountain Rd. in Parkers Cove. RCMP officers learned that woman was in her home when she heard a banging noise at the back door. The woman observed a man on the deck and he told her that he needed to get into the house but, the woman refused to let him in. The man then smashed the window in the door and entered the home. The woman fled the home through the front door, went to a neighbour's home and called 911. The man fled the home prior to the arrival of RCMP officers. RCMP Police Dog Services attended, however the man could not be located.

RCMP Forensic Identification Services attended the home and conducted forensic examination of the scene. The investigation is continuing.

Anyone with information on this incident is asked to contact Annapolis District RCMP at 902-665-4481. If you would like to remain anonymous you can contact Nova Scotia Crime Stoppers at 1-800-222-TIPS (8477). A secure web tip can be submitted at www.crimestoppers.ns.ca or use the P3 Tips App.

File #: 2023-1703653

RCMP investigating fatal vehicle crash

Annapolis County District RCMP is investigating a fatal crash that occurred on the Inglisville Rd. in East Inglisville.

Early this morning, at approximately 5:08 a.m., Annapolis County District RCMP, fire and EHS responded to a report of a single vehicle crash near the 1900 block on the Inglisville Rd.

The driver, and sole occupant of the car, a 24-year-old Annapolis County man, was pronounced deceased at the scene.

A collision reconstructionist attended the scene and the investigation is ongoing.

The roadway has reopened after being closed for several hours.

Our thoughts are with the victim's family at this difficult time.

File #: 2023-1881327

Annapolis District RCMP charge two people with impaired driving in Middleton

Annapolis District RCMP has charged two people with impaired driving in Middleton.

On November 23, 2023, an Annapolis District RCMP member came upon a single-vehicle crash on Main St. in Middleton where a grey Jeep Cherokee had crashed into a power pole, causing substantial damage to the vehicle. The driver of the vehicle attempted to flee the scene, hitting a street sign.

Evidence and information collected at the scene led RCMP officers to believe that both people in the vehicle had driven the car, one before the crash and, one after the crash.

The female driver and the male passenger were both arrested at the scene for impaired driving and, subsequently transported to the Middleton Detachment to provide breath samples. The female provided samples of 100mg% and 90mg%. The male provided samples of 160mg% and 150mg%.

Both were later released and will appear in Annapolis Royal Provincial Court on January 15, 2024, at 9:30 a.m. to face charges of Impaired Operation of a Conveyance and Impaired Operation equal to, or over, 80mg%.

File #: 2023-1743844

Closing Remarks

The 2023/2024 year has been an eventful one for the Annapolis District. I am fortunate to have been promoted as the District Commander of the Annapolis District, we very recently had my replacement as Operations NCO named, we've added a new Corporal from 'K' Division in Alberta, our rank and file members are getting healthier and we currently only suffer from one member being off duty long term. We are extremely thankful that the County of Annapolis and the Town of Middleton have agreed to increase our compliment of police officers by four positions, one of which has been filled already and members have been named for each position. We have had many operational successes, some of which are named in the media releases. The District has received outstanding support from the Emergency Response Team, Police Dog Services, Air Services, Traffic Services the Valley Integrated Street Crime Unit and many other supports. I look forward to our continued partnership.

Staff Sergeant Mike Maxwell
District Commander
RCMP Annapolis County.

**2024-03-19 Municipal Council
Summary of Motions**

Motion 240319.01 SR2024-14 Policy 109 Tax Exemption and Reduction NEW	1
Motion 240319.02 SR2024-15 Derelict Vehicle Collection Program	2
Motion 240319.03 SR2023-04 (3) Community Grants Upper Clements and District Community Hall Association	2
Motion 240319.04 SR2023-04 (3) Community Grants Fundy Folk Association	2
Motion 240319.05 Community Grants Round Hill and District Recreation Commission	2
Motion 240319.06 SR2024-16 Bridgetown Dog Park	2
Motion 240319.07 Policy 108 Medical Recruitment Financial Assistance	3
Motion 240319.08 Mandate of Physician Recruitment and Retention Committee (Ad Hoc)	3
Motion 240319.09 M8 Marketing Levy Bylaw – Final Reading	3
Motion 240319.10 SR2024-17 2024-2025 Operating Budget	6
Motion 240319.11 SR2024-17 2024-2025 Tax Base Rate	6
Motion 240319.12 SR2024-17 2024-2025 Bridgetown Area Rate	6
Motion 240319.13 SR2024-17 2024-2025 Fire Hydrant Area Rates	7
Motion 240319.14 SR2024-17 2024-2025 Streetlight Area Rate	7
Motion 240319.15 SR2024-17 Fire Area Rates	7
Motion 240319.16 SR2024-17 2024-2025 Paving Area Rates	7
Motion 240319.17 SR2024-17 2024 Tax Due Date and Interest	8
Motion 240319.18 SR2024-17 2024-2025 Sewer Rates	8
Motion 240319.19 SR2024-17 5-Year Capital Investment Plan	8
Motion 240319.20 SR2024-17 3-Year Water Utility Operating Budget	8
Motion 240319.21 SR2024-18 Letter to Minister of Justice – 3 Officers	9

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

Warden Morrison noted the recent passing of former Warden Harry DeLong.

Roll Call

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

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

Disclosure of Interest

Councillor Enslow disclosed an interest in item 6.3 SR2024-18 Letter to the Minister of Justice.

Order of the Day

Approved as circulated.

Minutes

Re: 2024-02-20 Regular Minutes
Approved with no errors or omissions.

Committee of the Whole Recommendations 2024-03-12

Re: SR2024-14 Policy 109 Tax Exemption and Reduction NEW

Motion 240319.01 SR2024-14 Policy 109 Tax Exemption and Reduction NEW

That Municipal Council approve *Policy 109 Tax Exemption and Reduction*, pursuant to seven-day notice given on March 12, 2024.

Moved: Deputy Warden Redden

Seconded: Councillor Prout

Motion carried.

Re: SR2024-15 Derelict Vehicle Collection Program

Motion 240319.02 SR2024-15 Derelict Vehicle Collection Program

That Municipal Council approve the Derelict Vehicle Collection Program for a three-year term (2024-2025 to 2026-2027) with an option for the County of Annapolis to extend the Program for an additional two years.

Moved: Councillor LeBlanc

Seconded: Councillor Hudson

Motion carried.

Re: SR2023-04 (3) Community Grants Application Upper Clements and District Community Hall Association

Motion 240319.03 SR2023-04 (3) Community Grants Upper Clements and District Community Hall Association

That Municipal Council approve a grant to the Upper Clements and District Community Hall Association in the amount of \$1,200 to support roof repairs to the hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

Moved: Councillor Gunn

Seconded: Councillor LeBlanc

Motion carried.

Re: SR2023-04 (3) Community Grants Application Fundy Folk Association

Motion 240319.04 SR2023-04 (3) Community Grants Fundy Folk Association

That Municipal Council approve a grant to the Fundy Folk Association in the amount of \$5,000 to help support the Evergreen Theatre Stage Lighting Replacement Project in accordance with *AM 1.4.9 Community Grants, Small Project Matching Grants*.

Moved: Councillor Prout

Seconded: Councillor Gunn

Motion carried.

Re: SR2023-04 (3) Community Grants Application Round Hill and District Recreation Commission

Motion 240319.05 Community Grants Round Hill and District Recreation Commission

That Municipal Council approve a grant to the Round Hill and District Recreation Commission in the amount of \$16,679.87 to support building repairs and upgrades to the Bishop Park recreation facility in accordance with *AM 1.4.9 Community Grants, Large Capital Pledge Grant*.

Moved: Councillor Barteaux

Seconded: Councillor LeBlanc

Motion carried.

Re: SR2024-16 Bridgetown Dog Park

Motion 240319.06 SR2024-16 Bridgetown Dog Park

That Municipal Council enter into a three-year lease agreement with Bridgetown Dog Park Association for the lease of PID# 05149505; Bridgetown, to allow for the creation of a dog park.

Moved: Councillor Enslow

Seconded: Councillor Sheridan

Motion carried.

Re: Policy 108 Medical Recruitment Financial Assistance

To recommend that Municipal Council approve *Policy 108 Medical Recruitment Financial Assistance Policy*, in accordance with seven-day notice given on March 12, 2024.

Moved: Councillor Longmire

Seconded: Councillor Sheridan

Motion 240319.07 Policy 108 Medical Recruitment Financial Assistance

That Municipal Council send Policy 108 Medical Recruitment Financial Assistance Policy back to the Physician Recruitment and Retention Committee (Adhoc) for further review.

Moved: Councillor Longmire

Seconded: Councillor Gunn

Motion carried.

Re: Mandate of Physician Recruitment and Retention Committee (Ad Hoc)

Motion 240319.08 Mandate of Physician Recruitment and Retention Committee (Ad Hoc)

That Municipal Council confirm that the mandate for the Physician Recruitment and Retention Committee includes supporting community recruitment and retention activities such as community navigators and welcomers.

Moved: Councillor Longmire

Seconded: Councillor LeBlanc

Motion carried.

New Business

Re: M8 Marketing Levy Bylaw – Final Reading

Motion 240319.09 M8 Marketing Levy Bylaw – Final Reading

That Municipal Council give Final Reading to approve the new *M8 Marketing Levy Bylaw*, in accordance with First Reading given on February 20, 2024.

Moved: Councillor Gunn

Seconded: Deputy Warden Redden

Motion carried.

Warden’s Remarks on the Budget

On behalf of Municipal Council, I am pleased to provide some remarks concerning Council’s consideration of the proposed 2024-2025 operating budget and 5-year Capital Investment Plan. It was an intensive journey to get here but we did it!

Council has given serious and extensive consideration to the budget process, and I feel we have drafted a budget that is ambitious and positive in approach, and one that plans for the well-being of our citizens.

Tax Rate:

I am sure the tax rate is foremost in many minds of our citizens, so I will address that first. It is proposed that the county-wide base tax rate will remain at \$1.025 for residential and resources properties per \$100 of assessment, and \$1.80 per \$100 of assessment for commercial properties.

However, in addition, Bridgetown's community rates are proposed to increase to 45.31 cents for residential and resource per \$100 of assessment, and to 74.13 cents for commercial per \$100 of assessment.

This increase is to reflect the growing costs and still allow for specific services to Bridgetown, such as former Bridgetown debt payments, increases in road and street maintenance costs, as well as an additional \$47,000 directly to Bridgetown Fire Department.

Capital Investment Plan:

The 5-Year Capital Investment Plan speaks to community investments in municipal infrastructure, with upgrades and extensions of water and sewer services in Lequille, Bridgetown, and Bear River; these are the initial Year 1 capital investments. This will be followed up in years 2-5 with capital infrastructure investments in the east end and west end communities.

Our capital plan is positive and aggressive, but not being positive and aggressive will result in our communities falling behind. We need to be positive and aggressive for community growth.

Some highlights in the plan include:

- strengthening emergency planning capability with the installation of more generators at wastewater treatment plants
- planning additional improvements to community recreation facilities through accessible trail development in Upper Clements and accessible playground improvements in Nictaux.
- In Year 2, there are plans for a major upgrade to the Granville Ferry Water Tower to ensure the long-term sustainability of potable water to Granville Ferry, Annapolis Royal and Lequille,
- As well as capital improvements to municipally owned recreational properties - Delap's Cove Wilderness Trail and Raven Haven Beachside Family Park.
- The biggest capital item in the 5-year plan is the proposed construction of a new \$40 million recreation complex in 2027-2028 to replace current aging infrastructure and to create a modern facility for families to enjoy multiple ways to continue to be active and maintain good health.

Work on this project will begin immediately in 2024 with the searching for a suitable piece of land to locate the new facility. No decisions have been yet made as to what the new facility will include, those public discussions will begin in 2025.

Operating & Capital Budgets:

The budget process was a difficult one of balancing the continuing inflationary costs, while ensuring that we support and manage the growth of our county wisely and strategically. We understand that property assessments have increased, and costs have increased. The municipality is also affected by these increases, which is evident with purchasing and tendering for capital projects that are sometimes coming in double what was budgeted.

This budget reflects a balance of managing growth while limiting financial impacts on our communities to small amounts.

In regard to the operating budget, citizens can expect more services and programs, with Council providing the leadership to make things happen. We will continue to invest in our community halls with a more generous community grant program, new support for community hall generators, and continue with our tax exemption for community facilities. These items total more than \$435,000 in our operating budget this year.

The proposed operating and capital budgets make unprecedented investments in emergency services with more than \$880,000 in additional funding for policing, including the addition of three new front line police officers effective immediately, and additional fire protection funding in excess of \$300,000.

Many of our larger financial costs are outside of the municipality's control, such as:

- an additional \$471,000 in funding to the Annapolis Valley Regional Centre of Education to support our local schools and students.
- an additional \$200,000 in funding for Kings Transit.
- an additional \$385,000 in costs to pay for curbside solid waste collection from our contractor.
- an additional \$216,000 in operating costs due to Valley Waste to manage our solid waste processing.
- an additional \$40,000 in salaries and \$21,000 in materials and supplies allocated to operate the Bridgetown Sewer System to reflect more accurately the staff time spent on this system.
- an additional \$195,000 in inflationary policing costs, and an additional \$80,000 in inflationary capital funding to fire departments.
- a reduction of \$50,000 in our annual equalization funding from the province.
- an additional \$85,000 to conduct the autumn 2024 municipal election.

However, in addition to non-discretionary spending, Council is making the following investments in 2024-2025:

- a grant of \$60,000 to the Annapolis Royal Pool Society for capital upgrades to the community swimming pool.
- an increase of seasonal parks and trails staff from 2 to 4 to maintain all municipal parks and greenspaces across Annapolis County at an additional estimated cost of \$55,000.
- \$50,000 grant to Annapolis County Outdoor Sports Society (ACOSS) to operate and maintain the Bridgetown Sports Hub.
- continuation of our annual library contribution of \$130,700 as well as operating costs for the Bridgetown Library building, with a commitment to increase this amount to any matching increase that the province provides in 2024.
- addition of \$85,000 to be used for the establishment of an Annapolis County Economic Development Inter-municipal agency, or to be used to join the Valley Regional Enterprise Network, also known as the Valley REN.
- new funding to create and manage an emergency alert app for the exclusive use of Annapolis County REMO including Annapolis Royal and Middleton where residents will be able to sign up for real time emergency alerts.
- new funding for the creation of a new Development Officer position to oversee the issuing of development permits that are required for the new county-wide Municipal Planning Strategy (MPS) and Land Use Bylaw (LUB) as directed by the Province of Nova Scotia.
- continuation of funding to hire an external consultant to work on updates to several municipal planning strategies in Bridgetown and the East End that are overdue for updating.

- an increase in low-income tax exemptions for local residents to decrease the amount of taxes they pay to the municipality. The total amount being exempted in 2024 is expected to be \$285,000, up \$85,000 from 2023.
- a combined increase of \$90,000 in recreational funding among Town of Middleton, Town of Annapolis Royal, and Lawrencetown Recreation Society, as recognition of the many county residents that access their facilities and programs.
- a decrease of \$100,000 in external consultant fees and a decrease of \$42,000 in other contracts and agreements.
- funding and staff resources to hold active living and recreation strategy meetings throughout Annapolis County to create a 5-year active living plan for future resident programs, services, and infrastructure.

A detailed look into the 2024-25 budget will be shared in the coming weeks and months.

The support and encouragement received from community members has allowed Council the leadership to build quality infrastructure and programs for the most vulnerable, and to support the next generation of community leaders: our youth.

Thank you to all members of Council and our Chief Administrative Officer and his municipal staff for their willingness to come together to make sacrifices to achieve today's balanced budget and support significant capital investments to grow Annapolis County in the years ahead.

Re: SR2024-17 2024-2025 Operating Budget

Motion 240319.10 SR2024-17 2024-2025 Operating Budget

That Municipal Council approve the draft 2024-2025 operating budget reflecting revenues of \$25,789,443, expenditures of \$25,786,839, and a residual surplus of \$2,603.

Moved: Councillor Sheridan

Seconded: Councillor Gunn

Motion carried, 9 in favour, 1 against (Hudson).

Re: SR2024-17 2024-2025 Tax Base Rate

Motion 240319.11 SR2024-17 2024-2025 Tax Base Rate

That Municipal Council approve a 2024-2025 operating budget taxation base rate for all residential and resource assessments of 1.025 per \$100 of assessment, and a commercial tax rate of \$1.80 per \$100 of assessment for all commercial assessments.

Moved: Councillor Prout

Seconded: Councillor Sheridan

Motion carried, 9 in favour 1 against (Hudson)

Re: SR2024-17 2024-2025 Bridgetown Area Rate

Motion 240319.12 SR2024-17 2024-2025 Bridgetown Area Rate

That Municipal Council approve a 2024-2025 operating budget taxation area rate for all residential and resource assessments in Bridgetown of 45.31 cents per \$100 of assessment, and a commercial taxation area rate in Bridgetown of 74.13 cents per \$100 of assessment,

and a taxation area rate for all properties in Assessment District 12 (Lawrencetown) of the amount to be approved by the Lawrencetown Village Commission.

Moved: Councillor Barteaux

Seconded: Councillor Gunn

Motion carried, 9 in favour, 1 against (Hudson)

Re: SR2024-17 2024-2025 Fire Hydrant Area Rates

Motion 240319.13 SR2024-17 2024-2025 Fire Hydrant Area Rates

That Municipal Council approve fire hydrant taxation rates for the 2024-2025 fiscal year based on \$100 of assessment:

- Margaretsville District 2 18.69 cents
- Inglewood District 3 18.90 cents
- Granville Ferry Districts 4&5 17.05 cents
- Carleton Corner District 7 15.40 cents
- Church Road District 3 14.43 cents
- Middleton Districts 2&10 19.34 cents
- Cornwallis Park District 6 22.82 cents
- Bridgetown Districts 3&7 30.68 cents

Moved: Councillor Longmire

Seconded: Councillor Gunn

Motion carried.

Re: SR2024-17 2024-2025 Streetlight Area Rate

Motion 240319.14 SR2024-17 2024-2025 Streetlight Area Rate

That Municipal Council approve a 2024-2025 operating budget taxation area rate for all assessment accounts of 3.67 cents per \$100 of assessment, for the provision of streetlights county-wide.

Moved: Councillor Hudson

Seconded: Councillor LeBlanc

Motion carried.

Re: SR2024-17 Fire Area Rates

Motion 240319.15 SR2024-17 Fire Area Rates

That Municipal Council approve fire taxation rates for the 2024-2025 fiscal year as follows based on \$100 of assessment:

- Kingston Fire Districts 1&11 amount authorized by Kingston Fire Commission
- Fire Capital All Districts 6.11 cents

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

Re: SR2024-17 2024-2025 Paving Area Rates

Motion 240319.16 SR2024-17 2024-2025 Paving Area Rates

That Municipal Council approve street paving taxation rates for the 2024-2025 fiscal year as follows based on \$100 of assessment:

- Chipman/Baxter District 9 5.38 cents
- Cameron Drive District 1 2.26 cents
- Brookside/Pine Grove District 1 5.57 cents
- Bradley Street District 1 3.75 cents

And that Ward Estates, District 11, be charged a lump sum amount of \$373.65 in lieu of a taxation rate.

Moved: Councillor Enslow
Seconded: Councillor Gunn
Motion carried.

Re: SR2024-17 2024 Tax Due Date and Interest

Motion 240319.17 SR2024-17 2024 Tax Due Date and Interest

That Municipal Council approve the due date for taxes of June 30, 2024, and that all rates and taxes remaining outstanding after this date be subject to interest at a rate of 12% per year, compounded monthly.

Moved: Councillor Enslow
Seconded: Councillor Sheridan
Motion carried.

Re: SR2024-17 2024-2025 Sewer Rates

Motion 240319.18 SR2024-17 2024-2025 Sewer Rates

That Municipal Council approve a sewer rate for all publicly connected sewer system customers outside Bridgetown of \$609.28 per year; and a base rate of \$23.98 per quarter and a usage charge of \$2.19 per cubic metre for all publicly connected sewer system customers within Bridgetown.

Moved: Councillor LeBlanc
Seconded: Councillor Prout
Motion carried.

Re: SR2024-17 5-Year Capital Investment Plan

Motion 240319.19 SR2024-17 5-Year Capital Investment Plan

That Municipal Council approve the draft 5-year Capital Investment Plan reflecting financial investments over 5 years of \$75,557,819, and a 2024-2025 capital investment of \$8,857,819.

Moved: Councillor Sheridan
Seconded: Councillor Longmire
Motion carried.

Re: SR2024-17 3-Year Water Utility Operating Budget

Motion 240319.20 SR2024-17 3-Year Water Utility Operating Budget

That Municipal Council approve the draft three-year Water Utility Operating Budgets for Bridgetown and Annapolis County reflecting operating revenues in 2024-2025 of \$722,859 for Bridgetown and \$1,055,186 for Annapolis County.

Moved: Councillor Gunn
Seconded: Councillor Enslow
Motion carried.

Declaration of Interest

Councillor Enslow declared an interest in the next item as he is employed by the RCMP. ***He left the room at 10:59 a.m.*** and did not participate in any discussion or subsequent motion.

Re: SR2024-18 Letter to Minister of Justice – 3 Officers**Motion 240319.21 SR2024-18 Letter to Minister of Justice – 3 Officers**

That Municipal Council send a letter to Nova Scotia Minister of Justice requesting an increase of three (3) RCMP officers assigned directly to the Annapolis County Detachment, effective April 1, 2024.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

Councillor Enslow returned to the room at 11:06 a.m.

Councillor Comments**District 1 – Councillor Prout (*as submitted*)**

Good morning from District 1. Since our last Regular Council I have attended a number of meetings, including two regarding the Wilmot and Area Neighborhood Watch and the Annual Meeting of the Melvern Square and Area Community Center, along with a number of Council related meetings.

With the official arrival of Spring just after midnight this Wednesday evening, along with the fast-approaching Easter Season, I would like to update everyone on some of the business activities in District 1. Gouchers' Market and Spurr Brothers, which I "share" with my colleague, Councillor Connell, are becoming even busier. Summerland Nursery will be opening on April 1st. Greenleaf Enterprises has a wide array of vegetable and herb transplants available, all without sprays or chemicals. They also offer fresh flowers galore and are open seven days a week. Please remember to buy local whenever possible as it keeps the money in our local area and helps to support those businesses who also support our communities.

The Community Pantry on Stronach Mountain Road continues to be well used. The issue of food insecurity is still with a number of our fellow citizens. Anyone wishing to drop off items at the Pantry may do so at any time.

Finally, I am pleased to announce that the largest Flea Market in Annapolis County will be opening for the season, in Wilmot, during the first weekend in May.

District 3 – Councillor Enslow welcomed Spring. He looks forward to the docks going back in the water, and is glad for kids to be back in school after March Break.

He attended most recent ACOSS public meeting with lots in attendance. They are working on Spring preparation of the facility. Attended Chamber meetings, and yesterday a meeting on the Redevelopment of Mountain Lea Facility, looking forward to 2025 when they move, with lots of discussion on the future use of the current building. It won't be an abandoned building or an eyesore. He reminded all of the Lions Breakfast on the first Saturday every month.

District 4 – Councillor Barteaux noted increased activity this month, including attendance at: SOOF, Forestry, Policing, Sports Hub, and lots more. Time to look at gardens and plant seeds. Support your local groups hosting community activities – halls with breakfasts, etc. are raising funds to keep running. Watch out for the Easter Bunny!

District 5 – Councillor Longmire (as submitted)

Greetings from District 5

It sure looks like Spring out there. We are now just hours away. Motorcyclists will soon be polishing their rigs and hitting the highway. Let's keep everyone safe.

I am so excited to share with you the wonderful events happening at two of the Halls in my District:

The Granville Hall in Port Royal located at 3551 Granville Road offers a wide range of activities from yoga and fitness classes like Tai Chi to a Literacy Circle. They are also the host to the Good Cheer Self Sufficiency Society along with a monthly coffee club and so much more. Medea Holtz, Niki Clark, Elaine Bergen and Mary Ritchie are just a few of the amazing volunteers that make this space a super Hub.

Steve Skafté has announced his spring speaking schedule and on May 16th at 7 pm he will be at the Lower Granville Hall. He is a local storyteller and author of the "Dead Die Twice" which tells of the stories of 20 abandoned cemeteries across the province. He is also the author of "Dead Center", which is a pocket guide to 144 grave sites in Annapolis County along with "Sleeping in a Cemetery", which is about children's graves. If you have not met Steve Skafté, if you have not read about or had the pleasure to hear him speak you must. He is a marvel to be in the presence of and his storytelling is first class. His books are available locally at the Maregold Bookstore and at the Mad Hatter Books and Endless Shores bookstore. Contact information lowergranvillehall.com, 902-955-1955, LowerGranvilleHall@gmail.com

The Fundy Community and Recreation Center located in Young's Cove at 5407 Shore Rd West has been super busy with their Coffee Club on Mondays and Thursdays at 10 AM. They have been fundraising in order to do the necessary upgrades to their Hall so they can be considered a comfort center. It is so exciting to see their Hall thriving. Two volunteers I want to mention are Brian Rafuse and Linda Lowe-they are unstoppable. Recently, they have been holding Friday night potlucks & Jam sessions with open mic. This past week they held a Kids Party over March Break and of course Saturday they held their St. Paddy's Day Dance and Social. They have an eager group of volunteers, seeking lots of opportunities to bring the local communities together. More events to come this Spring. Contact information: Youngs Cove Community Hall on Facebook, It has also been wonderful to see the Halls present on social media not only promoting their events, but sharing important information around weather/storms, planned power outages, comfort centers when open and of recent, the 2024 Burn and Wildfire Season and I quote Brian Orde "let's do our part, exercise caution and prevent disasters". If you do not follow Annapolis REMO I encourage you to do so on Facebook (if you have the ability). If you do not have social media you can get the up to date information on the 2024 Burn Wildfire Season, by calling 1-855-564-2876.

If you are looking for a venue to rent for an event, consider your local halls.

District 6 – Warden Morrison (as submitted)

Spring has sprung, the grass is riz!! Community halls are getting busy, new activities and publications designed to feed the intellect and the natural hunger for tasty goodies.

Community Yard Sale Deep Brook Waldec Lions club hall and the community market (itself Wed 2 to 5) Sun March 24 11am to 2pm

Same Lions Club community breakfast Sat 23 March

Dinner theatre on the horizon.

Cornwallis Park community centre breakfasts second Sat of each month. The hall is busy with community activities every day and most evenings.

Clementsport Legion continues with Friday suppers, Wednesday coffee breaks and other community-wide events.

Upper Clements Community Hall has recently published an attractive, two-page bulletin of hall and community news. Features include an introduction to the hall and its activities, a review of past activities and forecasts for the future.

District 7 – Councillor Hudson echoes all the comments on spring. People are anxious to get outside for outdoor activities and he hopes good weather increases. The arrival of spring is of particular interest to the golfers! He also attended lots of meetings over the past month.

District 8 – Councillor Gunn

Councillor Gunn read comments from a prepared document.

District 9 – Councillor Sheridan noted she is looking forward to spring. Ashe attended the March 3rd celebration at the Nictaux Fire Hall – their 70th anniversary. The next Nictaux Fire Hall Bingo is on March 30th.

District 10 – Deputy Warden Redden reminded all of the upcoming solar eclipse – don't look too close! The Lawrencetown and Area Seniors association meets on the second Tuesday of the Month, April 8th, they offer good conversation, a book club, and other activities. The Lawrencetown Legion hosts an open mic night on the second Friday of each Month.

District 11 – Councillor LeBlanc is ready for spring. Easter is coming to the Three Rivers on March 23rd and the Easter Bunny will be waiting to see everyone. The Three Rivers Community Centre has a lot of activities – check their Facebook page. Of note, there is a clothing give away for people who may need access to that hosted by the Frugal Moms group. Always good entertainment with minimal cost. Enjoy!

Adjournment

The Warden declared the meeting adjourned at 11:27 a.m.

Unapproved Draft

Warden

Municipal Clerk

**2024-04-09 Committee of the Whole Recommendations
To
2024-04-16 Municipal Council**

- 6.1 SR2024-19 Policy 114 Council Remuneration New
That Municipal Council approve *Policy 114 Council Remuneration*, in accordance with seven-day notice given on April 9, 2024.
- 6.2 SR2024-20 Tax Sale Surplus
That Municipal Council send a letter to the Nova Scotia Minister of Municipal Affairs and Housing requesting that the Financial Reporting and Accounting Manual be amended to reduce the length of time tax sale surplus funds are required to be held before transfer to the Capital Reserve Fund from 20 years to 8 years, or one year post tax sale, whichever is greatest, pursuant to the recommendation of Committee of the Whole.
- 6.3 SR2024-21 Policy 116 Council Meetings New
That Municipal Council approve *Policy 116 Committees of Council and Council Meetings – Procedures Policy* as amended, NEW, in accordance with seven-day notice given on April 9, 2024. **(see attached)**
- 6.4 SR2024-22 Appoint Development Officer
That Municipal Council appoint Darren Shupe as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality’s Land Use Bylaws and Subdivision Bylaw, pursuant to the recommendation of Committee of the Whole.
- 6.5 SR2024-23 Policy 115 Pension New
To recommend that Municipal Council approve *Policy 115 Pension*, in accordance with seven-day notice given on April 9, 2024.
- 6.6 SR2024-24 Repeal AM-1.4.9, AM-1.4.11 and AM-1.4.12 Grants Policies
To recommend that Municipal Council repeal the following policies:
 - *AM-1.4.9 Community Grants Policy*
 - *AM-1.4.11 Community Contributions Policy*
 - *AM-1.4.12 Tax Exemption and Reduction Policy*Pursuant to seven-day notice given on April 9, 2024.
- 6.7 SR2024-25 Policy 111 Planning Advisory Committee New
To recommend that Municipal Council approve *Policy 111 Annapolis County Planning Advisory Committee Policy*, in accordance with seven-day notice.
- 6.8 SR2024-26 Policy 112 Area Advisory Planning Committees New
To recommend that Municipal Council approve *Policy 112 Area Advisory Planning Committee Policy*, as amended, pursuant to seven-day notice given on April 9, 2024. **(see attached)**
- 6.9 SR2024-27 Policy 113 Public Participation New
To recommend that Municipal Council approve *Policy 113 Public Participation Policy*, in accordance with seven-day notice given on April 9, 2024.

**2024-04-09 Committee of the Whole Recommendations
To
2024-04-16 Municipal Council**

- 6.10 SR2024-28 Policy 110 Special Reserve for Culture and Recreation New
That Municipal Council approve *Policy 110 Recreation and Culture Reserve Fund*, pursuant to seven-day notice given on April 9, 2024.
- 6.11 2024-03-28 Policy 108 Medical Financial Assistance new
That Municipal Council approve *Policy 108 Medical Financial Assistance*, as amended, in accordance with seven-day notice given on April 9, 2024. **(see attached)**

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		Policy 116
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

GENERAL

The procedural requirements in the Policy are intended to complement and supplement, and not to replace, the requirements contained in applicable municipal legislation.

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

- a) "business day(s)" means a day when the administrative offices of the Municipality of the County of Annapolis are open for business;
- b) "CAO" means Chief Administrative Officer of the Municipality of the County of Annapolis;
- c) "Chair" means the presiding officer;
- d) "Clerk" means the Clerk of the Municipality of the County of Annapolis;
- e) "Council" means the Municipal Council of the Municipality of the County of Annapolis;
- f) "Councillor(s)" include(s) the Warden and Deputy Warden;
- g) "majority" means more than one half of those present;

Although the *Municipal Government Act* does not provide a definition for *Member*, it is defined in this policy as follows:

- h) "member" means any person appointed to a committee

This policy shall be applicable for Committees of Council and Council meetings of Municipal Council, and include periods of adjournment to "in camera". The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern all cases to which they are applicable and in which they are not inconsistent with provincial legislation or the bylaws, policies or procedures of the municipality.

MEETINGS

Committees of Council and Council meetings shall be held in person in the Council chambers of the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS or an alternative location. Council and Special Council meetings can be conducted by video conference as outlined in the *Council Videoconferencing Policy, AM-1.2.0.1*.

All meetings of Committees of Council and Council, regular or special, shall be open to the public, and no person shall be excluded from a meeting that is open to the public except for improper conduct.

- 1) **INAUGURAL MEETING** - the Inaugural meeting of Council shall take place on the first business day following the 10-day appeal period of a municipal election. The Clerk shall preside as Chair of the meeting until such time as the Warden is elected.
- 2) **REGULAR MEETINGS OF COMMITTEE OF THE WHOLE** - meetings of the Committee of the Whole shall be held on the **second Tuesday of each month at 10:00 a.m.** with Notice of Meeting to the public at least five business days in advance, unless Council

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS		Policy 116
POLICY AND ADMINISTRATION MANUAL		
Section	Subject	
Procedure & Organization of Council	Committees of Council and Council Meetings - Procedures	

by resolution directs otherwise, in which case a notice shall be posted three or more days in advance of the meeting in the municipal office(s) and on the County website advising of the time and place.

There shall be no regular meeting during the month of August.

- 3) **REGULAR MEETINGS OF COUNCIL** - meetings of Council shall be held on the **third Tuesday of each month at 10:00 AM** with Notice of Meeting to the public at least five business days in advance, unless Council by resolution directs otherwise, in which case a notice shall be posted three or more days in advance of the meeting in the municipal office(s) and on the County website advising of the time and place.

There shall be no regular meeting during the month of August.

- 4) **SPECIAL MEETINGS OF COMMITTEE OF THE WHOLE OR COUNCIL**

A special meeting may be convened by resolution or consensus at a previous meeting three or more days in advance of the special meeting, or by the CAO or Clerk in consultation with the Warden.

- 5) **COMMITTEES OF COUNCIL MEETINGS**

Committee(s) shall meet at such time and place which it sets at a preceding meeting or at such other time and place as municipal council, the committee's Chair, or a quorum of committee members may set by providing notice of meeting to all committee members at least five business days in advance. There shall be no regular meetings during the month of August.

- 6) **IN-CAMERA**

Such meetings may be closed to the public when the subject matter under consideration involves the following matters under Section 22(2) of the *Municipal Government Act*:

- a) acquisition, sale, lease and security of municipal property;
- b) setting a minimum price to be accepted by the municipality at a tax sale;
- c) personnel matters;
- d) labour relations;
- e) contract negotiations;
- f) litigation or potential litigation;
- g) legal advice eligible for solicitor-client privilege; and
- h) public security.

When In-Camera matters are listed on the Committee of the Whole agenda, they will be the last order of business.

When In-Camera matters are listed on the Council agenda, they will be the last order of business.

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Direction may be given to staff In-Camera; however, any motions forthcoming from In-Camera discussions must be added to the agenda under New Business and adopted during the open portion of the meeting.

Minutes of a closed meeting will be recorded, circulated physically by the Clerk, and approved at the next meeting. Approved minutes are signed by the Warden and Clerk and kept in the Clerk's office. Councillors may peruse the physical minutes at any time.

7) WARDEN'S ABSENCE

In the case of the absence of the Warden from the Municipality, the Deputy Warden shall act in the place and stead of the Warden, and shall have all the rights, powers, and authority of the Warden, while so acting.

8) CALLING THE MEETING TO ORDER AND QUORUM

As soon after the hour fixed for the holding of the meeting, and quorum is present, the Warden shall take the Chair and call the meeting to order.

9) QUORUM

A quorum for Council and Committee of the Whole shall be the majority of councillors elected.

A quorum for other committees of council shall be a majority of the appointed members.

10) NO QUORUM

If no Quorum is present 15 minutes after the time appointed for a meeting, the Clerk or recording secretary shall record the names of the councillors/members present and the meeting shall stand adjourned until the date of the next regular meeting; or until otherwise scheduled.

11) THE CONDUCT OF PROCEEDINGS AT A MEETING

It shall be the duty of the Warden or other presiding officer:

- a) to open the meeting by taking the Chair and calling the councillors or members to order;
- b) to announce the business before the meeting in the order in which it is to be acted upon;
- c) to put to vote all questions which are regularly moved and seconded, or necessarily arise in the course of proceedings, and to announce the result;
- d) to decline to put to vote motions which infringe the rules of procedure;
- e) to restrain the councillors or members, within the rules of order, when engaged in debate;
- f) to call by name any councillor or member persisting in breach of the rules of order of Municipal Council, thereby ordering them to vacate the Council chambers;
- g) to inform the Council, when necessary or when referred to, on a point of order;
- h) to permit the CAO or Clerk to speak on any point upon request;

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- i) to permit proper questions to be asked through the Chair of any official or employee of the County, or any member of the public in attendance, to provide information to assist in debate;
- j) to authenticate by their signature when necessary, the minutes of Committee of the Whole and Council; and
- k) to adjourn the meeting when business is concluded.

The presiding officer may state their position on any matter before the meeting without leaving the Chair, but only after all other councillor/member comments have been heard. It shall not be permissible for the presiding officer to debate the question without first leaving the Chair and after having appointed the Vice Chair to preside in their place during their remarks.

12) AGENDA

- a) any councillor, no later than six business days prior to a council meeting, may file in writing, an item for inclusion in the agenda under New Business. Items are to include background information and proposed motion.
- b) the business of the meeting shall in all cases be taken up in the order in which it stands upon the agenda unless otherwise decided by the councillors, and the Order of the Day amended.
- c) an item of business not listed on the Committee of the Whole agenda cannot be introduced at a meeting without the approval of the councillors **by majority vote.**
- d) the Clerk shall have prepared and provided electronically and in hard copy for the use of the councillors at the meetings of Committee of the Whole and Council an agenda under the following headings:

AGENDA
for the Municipality of the County of Annapolis
Committee of the Whole Meeting
to be held on Tuesday, _____, 20 __, 9:00 AM
Council Chambers, Municipal Administration Building, 752 St George Street, Annapolis Royal

Roll Call

Presentations

Disclosure of Interest

Approval of the Agenda

Approval of the Minutes

Correspondence

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Staff Reports

Recommendations and Reports from Boards and Committees

Business Arising from the Minutes

New Business

In-Camera

5:00 Stated Adjournment

- e) The Clerk shall have prepared and provided electronically and in hard copy for the use of the councillors at the regular meetings of Council an agenda under the following headings:

AGENDA
for the Municipality of the County of Annapolis
Council Meeting

to be held on Tuesday, _____, 20 __, 10:00 AM

Council Chambers, Municipal Administration Building, 752 St George Street, Annapolis Royal

Roll Call

Disclosure of Interest

Approval of the Agenda

Approval of the Minutes

COTW Recommendations

Business Arising from the Minutes

New Business

Councillor's Comments

In-camera

Adjournment

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[Definitions / Processes of Agenda Items \(in alphabetical order\):](#)

Adjournment – the Warden or Chair shall declare the meeting adjourned.

Approval of the Agenda – the agenda, once approved by motion, confirms the Order of the Day.

Approval of the Minutes – Minutes shall record:

- a) the place, date and time of meeting;
- b) attendance of councillors, present or absent; and
- c) all other proceedings of the meeting without note or comment.

It shall be the duty of the Clerk to ensure that the minutes of the last regular meeting, and all special meetings held more than five days prior to a regular meeting, together with the agenda are provided electronically to each councillor not less than 48 hours before the hour appointed for the holding of such regular meeting.

Business Arising from the Minutes – the items listed in the order of the topics set out in the agenda of prior Committee of the Whole / Council meetings which have not been disposed of and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of, unless removed from the agenda by motion.

Committee of the Whole Recommendations – all recommendations discussed and debated at Committee of the Whole will be brought to Council as individual recommendations for decision by Council.

Correspondence

All correspondence addressed to the county shall be distributed to the councillors and where in the opinion of the Clerk/CAO or a councillor it should be dealt with at a Committee of the Whole meeting, it shall be placed on the agenda of the next Committee of the Whole meeting.

Councillor’s Comments – comments of councillors will relate to special items of interest in the districts they represent, or in the municipality as a whole.

Disclosure of Interest – any councillor shall disclose any conflict of interest dealing either with any item on the agenda or with a matter discussed at a previous meeting from which the councillor was absent. Every councillor who is present when a question is put, shall vote thereon unless personally interested in a pecuniary sense, and shall leave the room before the matter is discussed.

New Business – items of new business, in writing and including background information and a proposed motion, received by the Clerk six business days prior to the Committee of the Whole meeting will be included in the agenda.

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Presentations – will take place at Committee of the Whole, following Roll Call. Presenters must register with the Clerk six business days prior to the Committee of the Whole meeting they wish to address.

Presenters will be allowed a maximum of 10 minutes to address Committee of the Whole, unless extended by the Chair.

Council will not make a decision(s) at that time.

Recommendations and Reports from Boards and Committees – includes:

- **recommendations** from ad hoc and standing committees of Council, listed in Sections 48 and 49 this policy;
- **recommendations** from Advisory Boards and Committees (*Policies AM-1.3.6.1 to AM-1.3.6.16*); and
- **reports** from Joint, Regional and Community Organizations (*Policy AM-1.3.7*)

Recommendations and reports will be submitted to the Clerk by 4:30 PM six business days prior to the Committee of the Whole meeting and will be included with the agenda and circulated to councillors.

Roll Call – the Warden or presiding officer shall call the roll of councillors to verify attendance and to provide an opportunity to excuse, by motion, meeting attendance requirements of those councillors who wish to be excused. It is the duty of each councillor to advise the Chair of their absence and whether they wish to be excused in advance of the meeting.

Staff Reports – staff reports will be numbered by the Clerk, starting with the number “1” as the first report in each calendar year, with the prefix designating the year of the Committee of the Whole meeting, [i.e. SR2022-1 NAME OF REPORT]. Report numbers will re-start annually.

Reports will be submitted to the Clerk by 4:30 PM eight business days prior to the Committee of the Whole meeting.

Reports will be prepared pursuant to directions and a template as determined from time to time.

Urgent Business – a matter deemed to be urgent by the Warden or CAO may be considered without notice at any time by a simple majority vote of Council.

MOTIONS

13) WITHDRAWAL

- a) after a motion is moved and seconded it shall be deemed to be in possession of the Council but may, with the permission of the Council, be withdrawn at any time by the mover before decision or amendment.

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14) AMENDMENTS – a motion to amend

- a) shall receive disposition of Council before a previous amendment or the question,
- b) shall not be further amended more than once, and
- c) shall be put in the reverse order to that in which it is moved.

15) PRIVILEGE

- a) privileged motions take precedence over any or all of the motions listed before it. These motions include, in descending order of rank: Fix the Time to Which to Adjourn (highest ranking); Adjourn; Recess; Question of Privilege (noise, ventilation, introduction of a controversial subject in the presence of guests); Call for the Orders of the Day. When settled, the question so interrupted shall be resumed from the point where it was suspended.

16) LAY ON THE TABLE OR “TABLE”

- a) is the highest ranking of subsidiary motions. It is used to temporarily set aside an issue to take up something more urgent. This motion has no time reference; requires a mover and seconder; requires a majority vote; cannot be amended; and is not debatable.
- b) A question that has been “tabled” can be lifted from the table during the same session or until the end of the next regular business session if same is held before a quarterly time interval has elapsed. If not lifted within these time limits, the question dies, although it can be reintroduced later as a new question.

17) POSTPONE TO A DEFINITE TIME OR “DEFER”

- a) a subsidiary motion. It is used to set aside an issue to a specific date and time; requires a mover and seconder; requires a majority vote; may be amended and debated but only as to the time; cannot be interrupted.

18) COMMIT OR “REFER”

- a) a subsidiary motion. It is used to refer an issue to a committee or staff; requires a mover and seconder; requires a majority vote; may be debated.

19) POSTPONE INDEFINITELY

- a) the lowest ranking of subsidiary motions. It is used when Council declines to take a position on the main question. Its adoption kills the main motion for the duration of the session and avoids direct vote on the question.

20) RECONSIDER

- a) if a motion has been either adopted or defeated during a meeting, and announced from the Chair, a notice of an intention to move reconsideration can be made only on the same day on which the vote sought to be reconsidered was taken. If the motion was adopted, the motion to *Reconsider* can be made only by a councillor who voted in favour of the motion, or if the motion was defeated, then only by a councillor who voted against it. This motion can be seconded by any councillor no matter how they voted, and requires a majority vote.

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21) RESCIND OR AMEND SOMETHING PREVIOUSLY ADOPTED

- a) if it is too late to move to reconsider a motion, councillors can make either a motion to rescind or amend something previously adopted regardless of how they voted on the original motion. There is no time limit on making these motions. If previous notice is given, a majority vote is all that is required for adoption. However, if previous notice is not given of an intent to make one of these motions, so that councillors are not alerted ahead of time to the fact that the motion will be made, adoption of the motion requires either a two-thirds vote, or the vote of the a majority of the entire Council.

Voting on Motions

22) Questions Stated

- a) immediately preceding the taking of the vote, the Chair or Clerk may state the question in the form introduced and shall do so if required by a councillor. The Chair or Clerk shall state the question in the precise form in which it will be recorded in the minutes.

23) No Interruption After Question

- a) after a question is finally put by the Chair, no councillor shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.

24) Voting

The usual form of voting on any question shall be by the Chairman calling for “yes” and “no”, but any Council Member, before or after a voice vote can call for, and obtain through the Chairman, a show of hands, and any two Council Members can call for, and obtain through the Chairman, a recorded vote with each Council Member’s vote entered into the minutes. A Councillor may request that their vote is recorded.

Rules of Debate

25) Every councillor, prior to speaking on any question or motion, shall raise a hand and wait to be recognized by the Chair. When two or more councillors raise their hands to speak, the Chair shall designate the councillor who, in the opinion of the Chair, first raised a hand.

26) When a councillor is speaking no other councillor shall interrupt him/her except to raise a Point of Order.

27) Any councillor may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a councillor while speaking.

28) No councillor shall speak more than twice to the same question, without the leave of Council, except to explain a misconception of their remarks, but the mover of the motion shall have the right to reply and sum up in closing debate.

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- 29) When a councillor has been recognized as the next speaker, then immediately before speaking such councillor may ask a question of the Chair or an official of the Municipality on the matter under discussion but only for the purpose of obtaining information, following which the councillor shall speak.
- 30) The following motions may be introduced without written notice and without leave:
- a) a point of order or personal privilege;
 - b) to lay on the table (Table);
 - c) to postpone to a definite time (Defer);
 - d) to commit (Refer);
 - e) to postpone indefinitely;
 - f) to call the question;
 - g) to adjourn; and
 - h) to amend.

POINTS OF ORDER AND PRIVILEGE

- 31) The Chair shall preserve order and decide questions of order.
- 32) It shall be the duty of the Chair, and the privilege of any councillor, to call any councillor to order, who violates any established rule of order. A point of order must be decided before the subject under consideration is proceeded with.
- 33) When a councillor is called to order, the councillor shall remain seated and silent until the point is determined, until called upon by the Chair to be heard on the point of order.
- 34) A point of order is not debateable amongst other councillors and is decided by the Chair, who may invite discussion in an effort to assist in making a ruling. Where the Chair permits discussion on a point of order, no councillor shall speak more than twice.
- 35) Decisions of the Chair on points of order or procedure, including an order expelling and excluding a person from the Council chambers pursuant to Subsections 39 and 40 are not debatable but are appealable to Council by any councillor. When an appeal is made from the decision of the Chair, the Chair shall simply put the question, "Shall the decision of the Chair be sustained?"
- 36) If a councillor resists the rules of Council, wilfully obstructs the business of Council or disobeys the decision of the Chair, or of Council on appeal, on any question of order or practice or upon the interpretation of the rules of Council after being called to order by the Chair, or otherwise disrupts the proceedings of Council, the councillor may be ordered by the Chair to leave their seat provided that a majority vote of Council shall be required to sustain the expulsion.

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- 37) If the councillor refuses to leave their seat, the Chair may order the councillor to be expelled and excluded from the Council chambers.
- 38) Such councillor may, by vote of Council, later in the meeting or at a subsequent meeting be permitted to re-enter Council chambers and to resume participation in Council’s business with or without conditions.
- 39) Persons who are not councillors or employees of the County of Annapolis shall observe silence and order in the Council chambers, unless given permission to speak by motion. Any such persons disturbing the proceedings of Council shall be called to order by the Chair and, if they fail to comply, shall be ordered, by the Chair to be expelled and excluded from the Council chambers, provided that a majority vote of Council shall be required to sustain the expulsion.
- 40) Such member of the public may, by vote of Council later in the meeting or at a subsequent meeting, be permitted to re-enter Council chambers with or without conditions.
- 41) An order of the Chair to expel a person from the Council chambers pursuant to Subsections 40 and 42 of this policy constitutes a direction from the County of Annapolis to leave the premises for purposes of the *Protection of Property Act* and other applicable laws.

CONDUCT OF COUNCILLORS

- 42) No councillor shall:
- a) use offensive or unparliamentary language in or against the Council, any councillor, or any staff;
 - b) speak on any subject other than the subject in debate;
 - c) criticize any decision of the Council except for the purpose of moving that the question be reconsidered;
 - d) disobey the rules of the Council or a decision of the Chair or the Council on questions of order or practice or upon the interpretation of the rules of the Council
- 43) When the Chair is putting the question, no councillor shall leave or make a disturbance.

COMMITTEES OF COUNCIL

- 44) **TERM OF APPOINTMENT** – except to the extent that the term of appointment is otherwise determined by statute, bylaw, or policy, councillors shall be appointed for two years, or the balance thereof, with the term commencing in December following each municipal general election or bi-annual election anniversary. Except as otherwise provided, no appointment shall cease until such time as a successor is appointed.
- 45) **PROVISIONS** – the following provisions shall apply to all Committees of Council, except where the policy specifically provides otherwise:

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- a) municipal council may replace at any time councillors who resign or who, in Council’s opinion, are unable or unwilling to discharge their duties.
- b) if not appointed to a committee, the Warden shall be an *ex officio* councillor of the committee, with a voice but no vote. When attending as *ex officio* the Warden shall not be counted to establish quorum.
- c) a councillor is not entitled to additional remuneration for serving on the committee but may be reimbursed for reasonable expenses for attending committee meetings, and mileage / kilometrage shall be paid at such rate as may be prescribed by municipal council in *Travel and Expenses Policy AM-1.8.1*.
- d) except to the extent that the Chair is otherwise determined by statute, bylaw, or policy, municipal council may appoint a person to serve as Chair of the committee, after seeking the advice of the Nominating Committee; but if municipal council does not appoint a Chair, the committee shall elect a Chair from one of its councillors.
- e) an *ex-officio* councillor of a committee shall not be eligible for election as Chair.
- f) the Chair shall be entitled to speak and to vote on any motion. Subject to the other provisions of this policy, the Chair shall have the same powers and responsibilities at committee meetings that are conferred upon the Chair at Council meetings.
- g) votes shall be recorded by a show of hands.
- h) the Clerk (or designate) shall call the first meeting of any committee after its appointment, upon the request of municipal council or a majority of the councillors of the committee. The CAO or Clerk or their designate shall Chair the meeting until a Chair has been chosen.
- i) the committee shall choose a scribe from one of its councillors, in which event the scribe shall be a full voting councillor of the committee. The scribe shall keep notes of the committee’s meetings and ensure that the Clerk is provided with a copy of all approved minutes, which have been signed by the Chair.
- j) no order or authority to do any matter or thing shall be recognized as emanating from any committee, and all committee recommendations shall be referred to the Clerk in writing to be included with the Committee of the Whole agenda under Reports from Boards and Committees.

46) **AD HOC COMMITTEES OF COUNCIL** - may be established by Council as deemed necessary and advisable to provide input on matters of timely consideration. Such a committee shall be for a limited time period as per its mandate determined by Council, and ceases to exist as soon as Council, through Committee of the Whole, receives and accepts a final report. Committees include:

- a) **Cornwallis Park & Area Asset Review Committee** – established to consider and make recommendations to Council pertaining to potential possibilities for current and future assets of Cornwallis Park and area (*MOTION 180717.28*);
- b) **Glyphosate Advisory Committee** – established to “... invite stakeholders to present to the committee in order to bring a recommendation to June 2021 Committee of the Whole ...” (*MOTION 201020.04*); and

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- c) **Physician Recruitment & Retention Committee** – established “with a mandate of physician recruitment and retention” (*MOTION 191119.09*); adopted descriptive mandate: To assist, as appropriate, in all aspects of recruiting and retention of medical personnel: physicians, physician assistants, nurse practitioners, and like medical professionals” (*MOTION 200218.07*).

47) **STANDING COMMITTEES OF COUNCIL** – may be established pursuant to Section 24 of the *Municipal Government Act*, or as otherwise determined by statute, bylaw or policy. Standing committees work on a continuous basis, and consist of councillors appointed by the Council. The committees include:

- a) **Committee of the Whole** – acts in an advisory capacity to Council, and meets to receive reports/recommendations from staff, and boards and committees.

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

- 1) ensuring regular, periodic and comprehensive review of all bylaws and policies of the County and such consideration shall be deemed as fulfilling the requirement for seven days’ notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the *Municipal Government Act*; and
- 2) exercising any authority pursuant to Part XV-Dangerous or Unsightly Premises of the *Municipal Government Act* that is not delegated to the Administrator, as set out in relevant policy.

The Chair of the Committee of the Whole is the Warden, and the Secretary is the Clerk (or designate).

- b) **Nominating Committee**

- 1) at the Inaugural meeting, Council shall appoint three councillors to serve as members. The procedure for selecting councillors shall be the same as that used for selection of a Warden.
- 2) the Warden shall automatically be a regular, voting councillor of the committee.
- 3) the mandate of the committee is to discuss, consider, advise and make recommendations to Council through Committee of the Whole concerning the nomination of persons to various committees, boards, and commissions, except where municipal council determines that consideration by the Nominating committee is not necessary or advisable.
- 4) Council may, by resolution, accept, reject, or vary a report of the Nominating committee in whole or in part.
- 5) it shall, at least annually, review the status of councillor appointments to ensure equity of workloads among councillors.
- 6) All committees should meet within thirty days of being struck to determine a Chair and Vice Chair.

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- c) **CAO Review Committee** – shall oversee the performance review process for the CAO after consultation with Council.
 - 1) consists of the Warden, Deputy Warden, and two other councillors.
 - 2) the Warden shall be the Chair of the committee.
 - 3) to the extent practicable, selection of the remaining committee councillors (in addition to the Warden and Deputy Warden) should reflect the gender diversity of Council’s composition. Accordingly, the remaining committee councillors shall be selected by placing the names of councillors confirming an interest in a box and having two names drawn by a person chosen by the Warden.
 - 4) in accordance with sub-section 21(2)(c) of the *Municipal Government Act*, the CAO Review Committee may meet in closed session. The CAO will be requested not to attend the CAO Review Committee and council meetings where their performance is discussed; no other staff persons shall attend.
 - 5) the CAO shall be evaluated at least once a year, with a mid-year review if desired by the CAO, the CAO Review Committee or Council.

- d) **Economic Development Committee**
 - 1) consists of three councillors and the Warden.
 - 2) the mandate of the committee is to advise and make recommendations to Council through Committee of the Whole concerning the drafting, implementation, amendment, and facilitation of an Annapolis County Economic Development Strategy.

- e) **Fire Services Committee**
 - 1) consists of two councillors as well as two or more invited representatives of the Annapolis County Fire Services Executive as appropriate.
 - 2) the mandate of the committee is to advise and make recommendations through Committee of the Whole to Council concerning fire services funding and such other matters as are necessary and expedient for the provision of fire suppression and prevention services in the municipality.
 - 3) meetings shall be held at the discretion of the Chair.

- f) **Fences Arbitration Committee** – committee continues pursuant to Section 4 of *the Fences and Detention of Stray Livestock Act*.
 - 1) consists of one member from the municipality appointed by the Nova Scotia Federation of Agriculture and one member appointed by the council of the municipality
 - 2) the member appointed by the council of a municipality pursuant to subsection (1) may be an employee of the municipality and shall be the chair of the committee
 - 3) the Nova Scotia Federation of Agriculture and the council of the municipality shall each appoint an alternate member to serve on the committee when requested to do so by the member appointed by the council of the municipality or the Nova Scotia Federation of Agriculture, as the case may be
 - 4) the members of a committee hold office for a term of not more than four years

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PLANNING AND DEVELOPMENT	Area Advisory Planning Committee Policy	

1. GENERAL

This policy is referred to as the “**Area Advisory Committee Policy**”.

2. AUTHORITY FOR POLICY

Section 201 of the *Municipal Government Act* states that

(1) A municipality may establish, by policy, one or more area planning advisory committees to advise the planning advisory committee or joint planning advisory committee on planning matters affecting a specific area.

(2) An area planning advisory committee shall include members of the public.

(3) An area planning advisory committee, with jurisdiction over an area that includes all or part of a village, shall include at least one member appointed by the village commission.

(4) The council shall appoint members of an area planning advisory committee by resolution.

3. DEFINITIONS

Terms used in this policy shall have the same meaning as in the *Municipal Government Act*, or as their context applies according to a dictionary of the Canadian language.

4. TERMS AND CONDITIONS

Persons appointed to this Committee shall normally be appointed for a two (2) year term beginning on November 1st immediately following each municipal election, and then two years thereafter, with no appointment ending until their successor is appointed.

Council may, through a recommendation from the Nominating Committee, appoint replacement members should a member resign or become no longer eligible for appointment during the term of their appointment.

No person may be appointed for more than two consecutive terms.

Except as otherwise determined by statute, bylaw or policy, every person shall be qualified to be appointed as a citizen member who meets the qualifications of the *Citizen Appointments to Committees Policy*.

Except to the extent that the chairperson is otherwise determined by statute, bylaw or policy, municipal council may appoint a person to serve as chairperson of the committee, upon recommendation of the Nominating Committee.

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If municipal council does not appoint a chairperson, the committee shall elect a chairperson from one of its members.

Persons appointed to the Committee serve at the pleasure of Council.

5. QUORUM

A quorum for the committee shall consist of a majority of the members appointed to the committee by municipal council at the time of each meeting.

6. MEETINGS

The committee shall meet at such time and place as directed by the chairperson, or committee at a preceding meeting, by providing notice of all such meetings to all committee members and the public at least five (5) business days in advance of the meeting. This five-day notice provision does not apply to re-scheduled meetings due to weather, lack of a quorum at a meeting, or another deemed emergency need for a meeting by the chairperson.

All approved meeting minutes, and records of the committee shall be open to the public except as expressly prohibited by law, or not yet approved by the committee.

7. MEMBERSHIP

Membership on each area advisory committee shall consist of not more than four (4) members of council and not more than five (5) members of the public.

Public committee members should live or own property within their respective area advisory committees' geographic boundaries and represent a mix of residential and commercial interests.

If, during the course of a public members appointment, that person no longer resides within or owns land within the area advisory committees' geographic boundaries, that person shall cease to be qualified to be a member of the Committee upon the appointment of their replacement.

8. PURPOSE AND ROLE

Area Advisory Committees shall carry out the following functions and no others unless specifically requested by municipal council to do so:

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		POLICY 112
PLANNING AND DEVELOPMENT	Area Advisory Planning Committee Policy	

- a. Review and provide input into proposed amendments to Municipal Planning Strategy and Land Use Bylaw within their specific geographic area.
- b. Participate in public information meetings related to planning applications for proposed amendments to county-wide or their specific area Municipal Planning Strategy and Land Use Bylaw amendments.
- c. When requested, provide reports and recommendations concerning the county-wide MPS and LUB in areas of requested review, including applications for re-zonings, text or bylaw amendments, development agreements, and site plan approvals that specifically affect their geographic area.
- d. Plan and hold regular meetings of their Area Advisory Committee to review community planning issues, new or changes to current developments, demographic or statistical reviews, and general plan updates.
- e. Acts in the best interest of the municipality, its communities and residents, and does not advocate for any changes, amendments, or adoption of documents, plans, or strategies that are personally beneficial where such changes are not in the best interest of the wider community.
- f. Area Advisory Committees are sub-committees of the Planning Advisory Committee (PAC) and shall submit all feedback and recommendations to PAC only.

9. RECOMMENDATIONS

In the event the Planning Advisory Committee fails to provide a report or recommendation to municipal council within any set deadline established by council; municipal council may proceed with a decision regarding a matter within the Committee’s mandate without awaiting the committee report or recommendation.

10. AREA ADVISORY COMMITTEES DESIGNATED

The following area advisory committees are hereby established with their respective boundaries contained within their specific area planning strategies and land use bylaws:

East End

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		108
Section Procedure & Organization of Council	Subject MEDICAL FINANCIAL ASSISTANCE	

GENERAL

1. This policy is entitled “Medical Financial Assistance Policy”.

AUTHORITY FOR POLICY

2. Section 65 *Municipal Government Act*, as amended.

DEFINITIONS

3. Terms used in this policy shall have the same meaning as in the *Municipal Government Act*, or as their context applies according to a dictionary of the Canadian language.

PURPOSE

4. The purpose of this policy is to establish the criteria and conditions under which the Municipality may wish to contribute financially to physicians and nurse practitioners that establish a full-time or part-time medical practice within Annapolis County.

PROGRAM CRITERIA

5. Any physician or nurse practitioner may apply to the Municipality for financial assistance within six (6) months of setting up a full-time or part-time practice in any community within Annapolis County.
6. Financial assistance may be provided at the sole discretion of the Municipality in the amount of \$10,000 for eligible full-time medical practitioners and up to \$5,000 for part-time medical practitioners upon a recommendation from the Physician Recruitment and Retention Committee, but in no case shall any applicant receive funding more than once.
7. The Municipality may choose to provide the financial support directly, or indirectly to a community based non-profit society or another government entity.
8. In order to be eligible for financial assistance, the physician or nurse practitioner must sign a minimum three-year return of service agreement with the province; proof of which must be provided with their letter of request and application for financial support.
9. Funding under this program may be provided in addition to any incentive funding provided by the province, other government agency, or non-profit organization.
10. The Municipality will provide any approved funding in two installments, one half upon approval of the application, and the second installment one year later.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		108
Section Procedure & Organization of Council	Subject MEDICAL FINANCIAL ASSISTANCE	

REPEAL

11. *Policy AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy*, adopted by Municipal Council of the County of Annapolis on December 20, 2022, is hereby repealed.

<p>Municipal Clerk's Annotation for Official Policy Book</p> <p>I certify that this policy was adopted by Municipal Council as indicated below:</p>	
<p><i>Seven (7) Day Notice</i></p> <p><i>Council Approval</i></p>	<p><i>April 9, 2024</i></p> <p><i>PENDING</i></p>
<p>_____</p> <p>Municipal Clerk <i>at Annapolis Royal, Nova Scotia</i></p>	<p><u>PENDING</u></p> <p>Date</p>

Warden's Update – April

April 10, 2024

I continue to be amazed at, and pleased with, the amount of discussions concerning emergency management that are occurring throughout the province. The Provincial government has recently announced the creation of a separate department to deal with all aspects of emergency operations. From an examination of emergency response in the last few years, it is clear that there is room for additional education and training in those areas. There is an old adage that an ounce of prevention creates a pound of cure (to use the old imperial method). Of course, greater preparation will mean greater time spent by municipal officials and larger budgets will need to be created: all to ensure that we are as prepared as we can be for future emergencies of many types. Please be assured that Annapolis County and Town of Middleton and Town of Annapolis Royal officials charged with various aspects of this matter are contributing in a most cooperative way that bodes well in the dealing with future challenges.

In the spring/summer 2024 edition of Atlantic Municipal Magazine, there is an interesting article setting out the views of the Hon. Jill Balsler, Nova Scotia's Minister of Labour, Skills and Immigration, on the topics inherent in her portfolio. One paragraph is of particular interest and the Minister 'underlined the importance of local municipalities in attracting and retaining residents in rural areas; ...'. In Annapolis County, we have plenty of room for new resident infrastructure and all of us are possessed of a positive attitude in line with which we will act to attract immigration both from Canada and abroad.

I am the Chair of the Nova Scotia Federation of Municipalities (NSFM) committee dealing with the subject of autonomy. We have held but one meeting thus far; however, the committee is enamoured of the subject and proceeding from an agreed definition of autonomy will, I am sure, have strong recommendations to make to NSFM.

The Intermunicipal working group continues with monthly meetings at which we examine various topics that could result in increased cooperation between and among the three municipalities. These monthly meetings are scheduled to continue for the next year or so. However, whenever it is apparent that positive actions could be taken then they are taken and do not have to wait until all the committee deliberations are concluded.

I recently attended a meeting of the board of directors of the Inter-Municipal Service Agreement (IMSA) organization dealing with how garbage will be collected in the next five or six years and where the responsibility for dealing with recyclables will lie. I am sure we will hear of any decisions taken by the board within a reasonable period of time.

The subject of land zoning is one with which council and staff are always occupied. The council will remain actively interested. We have, as you know, a county-wide land use bylaw and a small number of what are called secondary land use bylaws dealing with portions of our county. Our development staff are truly devoted to ensuring that regulations are met and to ensure a speedy disposition of public requests. We hope that the number of residences in the county will increase at a progressive rate and of course the development staff will play a major role in those developments.

Cheers, Alex



INFORMATION REPORT

Report To: Municipal Council
Meeting Date: April 16, 2024
Prepared By: Deputy Warden Brad Redden
Subject: Valley Waste and Kings Transit Intermunicipal Service Agreement (IMSA)

ORIGIN

The IMSA is approaching the deadline set out in the original agreement for report and planning and development of future agreements.

Presentation from the Joint Regional Transit Agency (JRTA) a crown corporation set up to plan for future transit connection in the approximately 1hour transit distance around Halifax Regional Municipality (HRM).

The board reviewed a draft Strategic Plan presented by WSP for Kings Transit. After initial public consultation, there is significant analysis of the current system, a review and recommendations of Governance and Funding, as well as route enhancement recommendations.

MNP presented the cost model for Valley Waste. It was a demonstration of its abilities not its conclusions. It is a powerful tool for future decision making through data analysis. Next step is building a policy model to go in hand with the cost model.

Kings Transit Authority

Ridership is up 17% in the last 11 months with YTD ridership approaching 326,000 for the end of February. On-going policy, governance, and structure review.

Valley Waste

Capital replacement of the tipping floor and roll up doors at the Eastern Transfer station was completed. Still waiting for approval of ground water monitoring plan for Valley Waste sites that is part of new C & D regulations. RFPs for legal service and transportation services to Kaiser Meadows Landfill.



STAFF REPORT

Report To: Municipal Council
Meeting Date: April 16, 2024
Prepared By: Nancy Whitman, Manager of Recreation.
Report Number: SR20240-29 Bridgetown Dog Park Association Lease Agreement
Subject: Lease Agreement – Bridgetown Dog Park Association

RECOMMENDATION

That Municipal Council approve a three-year renewable lease agreement between the Municipality of the County of Annapolis and the Bridgetown Dog Park Association for the lease of a portion of PID 05149505 for a dog park.

BACKGROUND

The president of the association made a presentation to municipal council in January outlining their proposal to create and maintain a dog park in Bridgetown, located behind the ball field PID#05149505.

Motion 240319.06 SR2024-16 Bridgetown Dog Park. That Municipal Council enter into a three-year lease agreement with Bridgetown Dog Park Association for the lease of PID# 05149505; Bridgetown, to allow for the creation of a dog park.

CURRENT SITUATION

The recommended lease outlines the terms and conditions with the Bridgetown Dog Park Association. The association will be responsible for all costs associated with the construction of the dog park, including repairs, replacement equipment, etc.

The association will be responsible to provide proof of insurance.

The lease is renewable for a further period of two years, provided the association is in good standing and six months notice is given to the municipality prior to the end of the end date of the lease.

The Association will submit for approval layouts and details of any work that they propose to undertake and will be responsible for any required permits. All equipment and fixtures will be the property of the association and it will be their responsibility for removal at the end or termination of the lease. Placement of signage will be mutually agreed upon.

ATTACHMENTS

- Draft lease agreement between the Municipality of the County of Annapolis and the Bridgetown Dog Park Association.

Approved by:

Approval Date:

CY for Chris McNeill April 10, 2024

Chris McNeill
Chief Administrative Officer

LEASE AGREEMENT

THIS LEASE AGREEMENT entered into this day of April, 2024.

BETWEEN:

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS, a body corporate incorporated under the laws of the Province of Nova Scotia, with head office in Annapolis Royal, Nova Scotia.

(hereinafter called "**Annapolis**")

- and -

BRIDGETOWN DOG PARK ASSOCIATION, a body corporate incorporated under the laws of the Province of Nova Scotia, with its head office in Bridgetown, Nova Scotia.

(hereinafter called the "**BDPA**")

1. PREMISES

- a. In consideration of the rents reserved and the covenants and agreements herein set forth, Annapolis leases to BDPA the lands and premises more particularly depicted in Schedule "A" attached hereto (the "premises") situated at Jeffery Street, Bridgetown, Annapolis County, Province of Nova Scotia, bearing PID #05149505.
- b. The leased lands and premises are approximately 2,400 square metres of land containing an existing fence along the back of the ballfield that may be used as part of the intended enclosure but may not be altered in any way.
- c. BDPA having had full and ample opportunity to inspect the premises agrees to accept the same as it currently exists, with no further alterations or modifications being required to be completed by Annapolis prior to or during the term of the lease except as may be specifically provided for herein.
- d. With respect to any installed fencing and equipment, the following conditions shall apply:
 - i. Annapolis shall not be obligated to replace or repair any part of the leased lands which may be damaged or rendered unusable during the term hereof.

- ii. BDPA shall be responsible to pay all costs associated with the construction of a dog park, including all repair costs, replacement costs, service contract costs and insurance costs.
- iii. Any new furnishings, fixtures and equipment purchased by BDPA for use in the dog park shall remain the property of BDPA and may be removed by BDPA at the end of this lease or any renewal thereof.

2. TERM

- a. Unless otherwise terminated in accordance with the provisions hereof, the term of this lease shall be for a period of three (3) years commencing on May 1, 2024 ("Commencement Date") and ending on April 30, 2026 ("Termination Date").
- b. Notwithstanding 2a, BDPA shall not have the right to assign or sub-lease this agreement, or any part thereof, to another organization without Annapolis' prior written approval, which approval may be withheld for any reason whatsoever.

3. RIGHT TO RENEW

Provided it is not in default under this lease, and provided it gives notice to Annapolis at least six (6) months prior to the expiry of this lease, BDPA shall have the option to renew this lease for a further two (2) year term under the same terms and conditions as herein provided, except as follows:

- a. Unless Annapolis and BDPA mutually agree otherwise, there shall be no right of further renewal beyond the first renewal term.
- b. If BDPA chooses not to exercise the said option to extend within the time and in the manner herein set out, the option to extend shall be null and void and the lease will end at the expiry of the Term.

4. BDPA IMPROVEMENTS

BDPA shall submit for Annapolis' approval layouts and details for any work that BDPA proposes to undertake on the lands. BDPA further agrees to apply for, and receive, any required building permits or other regulatory permits prior to work commencing, or the facility opening.

5. BDPA's COVENANTS

BDPA covenants with Annapolis as follows:

- a. Cleaning and waste removal - to arrange and pay for all cleaning and waste removal on the leased lands.
- b. Repair - to maintain and repair the leased premises, reasonable wear and tear excepted, and to leave the Premises in good repair, including parking lot gravelling and grading and snow clearing and removal.
- c. BDPA's Insurance - Throughout the term of this lease, including any renewal thereof, BDPA shall at its expense, take and keep in force the following insurance:
 - (i) Two million dollars (\$2,000,000) inclusive limits per occurrence in the form of general commercial liability insurance with Annapolis listed as an additional insured; and
 - (ii) At the request of Annapolis, BDPA will obtain a waiver of the insurer's right of subrogation as against Annapolis under such insurance, provided such waiver is obtainable by BDPA from its insurers.
- d. Use of Premises - BDPA shall be allowed to use the premises as a community dog park, and nothing else.
- e. Observance of law - In its use and occupation of the premises, BDPA agrees not to violate any law or ordinance or any order, rule, regulation or requirement of any federal, provincial, or municipal government.
- f. Indemnity - BDPA agrees to indemnify and save harmless Annapolis against any and all claims of whatsoever kind and nature by any person, firm, or corporation arising from BDPA's use or occupancy of the premises or through any act of negligence of BDPA or any assignee, subtenant, agent, contractor, servant, employee or licensee of BDPA, with such indemnity to extend to all reasonable costs, counsel fees, expenses and liabilities incurred by Annapolis with respect to any action or proceeding brought against Annapolis.
- g. Alterations and installations - BDPA shall have the right to make further alterations and installations to the premises at its sole cost and expense for the use of a community dog park. BDPA shall be responsible for removal of any approved alterations or installations at the end of the lease or any earlier termination of the lease and is responsible for surrendering the Premises in a clean, good condition save for normal wear and tear.
- h. Signs - BDPA at its expense shall be permitted to install signage on the front of the lands in locations to be mutually agreed upon. BDPA shall erect and

maintain such signage at its sole expense and shall obtain all necessary municipal and other permits and approvals as may be required.

- i. ADPA assumes all responsibility for any losses, damage, or injuries which may occur as a result of any equipment used or caused by the negligence or willful misconduct of its agents, employees or contractors.

6. ANNAPOLIS COVENANTS

Annapolis covenants with BDPA that:

- a. Annapolis shall be responsible for capital replacement of existing capital components on the property, namely the existing chain linked fence only when deemed required by Annapolis.
- b. Annapolis shall take out and keep in force throughout the Term, including any renewal period thereof, its own insurance upon such terms and conditions and in such amounts as would be maintained by a prudent owner of a property similar to the land and premises in question.

7. PROVISOS

Provided always that it is agreed as follows between Annapolis and BDPA:

- a. Existing fence shall not be removed from the Premises at any time, either during or after the Term.
- b. Annapolis shall not be liable nor responsible in any way for any loss or damage or injury to any property belonging to BDPA or to its employees or to any other person while the property is on the land or premises unless the loss, damage, or injury is caused by the negligence, act, fault, or default of Annapolis or of its employees, servants, agents.
- c. Any condoning, excusing, or overlooking by Annapolis of any default, breach or non-observance by BDPA of any covenant, proviso or condition herein contained does not operate as a waiver of Annapolis' rights hereunder in respect of subsequent defaults, breaches or non-observances and does not defeat or affect in any way the rights of Annapolis herein in respect of any subsequent defaults or breaches.
- d. Any notice required by this lease is deemed sufficiently given if contained in writing and addressed -

in the case of notice to Annapolis:

Municipal Clerk
Municipality of the County of Annapolis
P.O. Box 100
Annapolis Royal, NS BOS 1A0
clerk@annapoliscounty.ca
In the case of notice to BDPA:

President
Bridgetown Dog Park Association
308 Granville Street, PO Box 441
Bridgetown, NS BOS 1C0
acprive@hotmail.com

Notice shall be effective when personally delivered or sent by mail or email on that business day, with confirmation of delivery between the hours of 8:30 am and 4:30 pm, local time. A notice sent by prepaid post shall be deemed to be effective on the third business day after its mailing.

The parties agree to notify each other immediately of any change of address from that set forth above.

8. AMENDMENTS

Any amendments to this lease shall be in writing and signed by both parties.

9. TIME OF ESSENCE

Time shall be of the essence in all respects in relation to the interpretation and enforcement of the terms of this lease.

10. SOLE AGREEMENT

There are no covenants, agreements, conditions, or material representations relating to the subject matter of this lease, which will subsist between the parties upon its acceptance, except as expressly set forth herein.

11. EFFECT OF LEASE

This lease and everything herein contained shall extend to and bind and may be taken advantage of by the successors and permitted assigns, of each of the parties hereto. Should either party request the other's consent to an assignment of this lease, such consent may be unreasonably withheld.

12. GOVERNING LAW

The Law governing this lease shall be the laws of the Province of Nova Scotia.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

**SIGNED, SEALED AND DELIVERED
in the presence of**

Municipality of the County of Annapolis

Warden

Municipal Clerk

Bridgetown Dog Park Association

President

Secretary

Schedule A



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
	SR2023-71	East End Servicing Study That Municipal Council authorize an additional \$97,218 in funding from county water and sewer reserves for the expanded scope of the East End Servicing Study, in accordance with the recommendation of Committee of the Whole.	Motion 230919.09	To be completed March 31, 2024
September 2023	SR2023-18(2)	Fire Services Review That Municipal Council authorize an additional \$14,000 in funding as an unfunded liability for the awarding of the Fire Services Review contract, in accordance with the recommendation of Committee of the Whole.	Motion 230919.11	To be Completed December 2023
December 2023	SR2023-87	Municipal Capital Growth Fund Submission Bear River That Municipal Council support the submission of an application to the Municipal Capital Growth Fund in the amount of \$1,704,000 for 50% of the construction phase of the Bear River Water System Project, pursuant to the recommendation of Committee of the Whole.	Motion 231219.03	In progress
February 2024	Audit Committee	Policy 104 Audit Committee Appointments That municipal council appoint the following three citizen members to the Audit Committee, Erich Beifuss, Alexander Robert Cowan, and Melony Robinson, for a term ending November 30, 2024; and that municipal council appoint the following three councillors to the Audit Committee, for a term ending October 31, 2024, Deputy Warden Brad Redden, and Councillors Dustin Enslow and Wendy Sheridan.	Motion 240220.13	Orientation pending 1 st meeting TBA

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
January 2024	SR2024-01	Policy 107 Source Water Protection Advisory Committee NEW That Municipal Council approve <i>Policy 107 Source Water Protection Advisory Committee</i> , pursuant to seven-day notice given at Committee of the Whole.	Motion 240116.01	New Committee met
January 2024	SR2024-03	AM-1.3.8 Letter of Support and Acknowledgement Policy - Repeal That Municipal Council repeal <i>AM-1.3.8 Letters of Support and Acknowledgement Policy</i> , in accordance with seven-day notice given at Committee of the Whole.	Motion 240116.02	complete
January 2024	SR2024-04	2023/24 Community Grants Applications – Brickton Community Hall That Municipal Council approve a grant to the Brickton Community Hall in the amount of \$1,200 to support Chimney repair and kitchen upgrades to the hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program</i> , pursuant to the recommendation of Committee of the Whole.	Motion 240116.03	Complete, cheque mailed
January 2024	SR2024-04	2023/24 Community Grants Applications Fundy Community Recreation Club That Municipal Council approve a grant to the Fundy Community Recreation Club in the amount of \$1,200 to support the installation of a heat pump and a generator for the community hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program</i> , in accordance with the recommendation of Committee of the Whole.	Motion 240116.04	Complete, cheque mailed
December 2023	SR2023-89	Extended Producer Responsibility (EPR) That Municipal Council authorize that Valley Waste-Resource Management opts-in and registers for EPR for Packaging & Printed Paper by the December 31, 2023, deadline on behalf of Annapolis County, and designate Valley Waste-Resource Management to consult with the PRO and Divert NS to negotiate the transition to full EPR for PPP on the behalf of Annapolis County, pursuant to the recommendation of Committee of the Whole.	Motion 231219.05	complete

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

February 2024	SR2024-07	Development Officer Appointment Mahsa Koushki That Municipal Council appoint Mahsa Koushki as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw.	Motion 240220.01	complete
February 2024	SR2024-08	Repeal Policies of the Former Town of Bridgetown That Municipal Council repeal the following policies of the former Town of Bridgetown in accordance with seven-day notice given on February 13 th .	Motion 240220.02	complete
February 2024	SR2024-09	Water Supply Area Advisory Committee Policies Repeal That municipal council repeal AM-1.3.6.12 Lake Cady Water Supply Area Advisory Committee Policy, AM-1.3.6.13 Lawrencetown Water Supply Area Advisory Committee Policy, and AM-1.3.6.15 Margaretville Water Supply Area Advisory Committee Policy, pursuant to seven-day notice given on February 13 th .	240220.03	complete
February 2024	SR2024-10	2024 Election List of Electors Information Sharing Agreement That municipal council use the provincial electors list as maintained by the Province of Nova Scotia and authorize the CAO to sign the 2024 Information Sharing Agreement between His Majesty the King in the Right of the Province of Nova Scotia (Chief Electoral Officer) and the County of Annapolis (Chief Administrative Officer).	Motion 240220.04	Complete
February 2024	SR2024-11	AM-1.3.1 Presentation of Annual Reports Policy Repeal That municipal council repeal AM-1.3.1 Presentation of Annual Reports Policy, in accordance with seven-day notice given on February 13 th .	Motion 240220.05	complete
February 2024	SR2024-12	Release Capital Reserve Funds North Queens Fire Association That Municipal Council authorize the withdrawal of \$80,000 from the Capital Fire Services Reserve Fund to the North Queens Fire Association in the 2023-24 fiscal year.	Motion 240220.06	Complete
February 2024	SR2024-04 (2)	2023-24 Community Grants Grow to Gather Garden Association That Municipal Council approve a grant to the Grow to Gather Garden Association in the amount of \$1,950 to support their "Renewing the Gardens" program in accordance with AM 1.4.9 Community Grants, Community Programs Assistance Fund.	Motion 240220.07	complete

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

February 2024	SR2024-04 (2)	Community Grants Bear River Board of Trade That Municipal Council approve a grant to the Bear River Board of Trade in the amount of \$3,000 to support waterfront park landscaping in accordance with AM 1.4.9 Community Grants, Large Capital Pledge Grant.	Motion 240220.08	Complete
February 2024	SR2024-04 (2)	Community Grants Middleton Swimming Pool Society That Municipal Council approve a grant to the Middleton Swimming Pool Society in the amount of \$1,225 to support expansion and revitalization of aqua fitness classes in accordance with AM 1.4.9 Community Grants, Community Programs Assistance Fund.	Motion 240220.09	Complete
February 2024	SR2024-04 (2)	Community Grants Middleton Railway Museum Society That Municipal Council approve a grant to the Middleton Railway Museum Society in the amount of \$5,000 to support a new 1950's transport trailer exhibit in accordance with AM 1.4.9 Community Grants, Small Project Matching Grants.	240220.10	Complete
February 2024	SR2024-04 (2)	Community Grants Cottage Cove District Wharf Society That Municipal Council approve a grant to the Cottage Cove District Wharf Society in the amount of \$10,000 to support upgrades and repairs to the Cottage Cove Wharf in accordance with AM-1.4.3 Harbour Authorities & Societies Capital Assistance Program, Large Project Capital Investment Grant.	Motion 240220.11	Complete
February 2024	SR2024-13	M8 Marketing Levy Bylaw New First Reading That Municipal Council give First Reading to approve the new <i>M8 Marketing Levy Bylaw</i> .	240220.12	1 st Reading Ad placed
February 2024	Phys Rec & Ret Committee	Medical Recruitment Financial Assistance Prog. Grant to DR. AC Silver \$10,000 To recommend that Municipal Council approve a payment of \$10,000 to the Soldiers Memorial Hospital Foundation for the purpose of providing a grant to Dr. AC Silver, and further that the Foundation and doctor confirm receipt of the grant, in accordance with AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy.	Motion 240220.14	Complete

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

February 2024		FCM 2024 Annual Conference and Trade Show Calgary AB - Delegates That Councillors Dustin Enslow, David Hudson, and Michael Gunn, be selected as the delegates to the FCM 2024 Annual Conference and Trade Show being held in Calgary, Alberta, from June 6-9, 2024. The first three names selected from a hat will be the alternates in the order drawn. Councillors LeBlanc, Redden and Longmire were selected as the alternates.	240220.15	Complete
November 2023	SR2023-83	Transfer Municipal Pension Plan to PSSP That Municipal Council engage the service of legal counsel that specializes in pension agreements and authorize the Warden and Municipal Clerk to enter into the required agreements for the successful transition of the Municipality's defined contribution pension plan into the Public Service Superannuation Plan as soon as possible; and that the costs of this transfer expected to be approximately \$30,000 to \$35,000 be funded as an unfunded liability in the 2023-2024 operating budget.	Motion 231121.12	complete
March 2024	SR2024-114	Policy 109 Tax Exemption and Reduction NEW That Municipal Council approve <i>Policy 109 Tax Exemption and Reduction</i> , pursuant to seven-day notice given on March 12, 2024.	Motion 240319.01	complete
March 2024	SR2024-15	Derelict Vehicle Collection Program That Municipal Council approve the Derelict Vehicle Collection Program for a three-year term (2024-2025 to 2026-2027) with an option for the County of Annapolis to extend the Program for an additional two years.	Motion 240319.02	Complete
March 2024	SR2024-04(3)	Community Grants Upper Clements and District Community Hall Association That Municipal Council approve a grant to the Upper Clements and District Community Hall Association in the amount of \$1,200 to support roof repairs to the hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program</i> .	Motion 240319.03	Complete
March 2024	SR2024-04(3)	Community Grants Fundy Folk Association That Municipal Council approve a grant to the Fundy Folk Association in the amount of \$5,000 to help support the Evergreen Theatre Stage Lighting Replacement Project in accordance with <i>AM 1.4.9 Community Grants, Small Project Matching Grants</i> .	Motion 240319.04	Complete

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

March 2024	SR2024-04(3)	Community Grants Round Hill and District Recreation Commission That Municipal Council approve a grant to the Round Hill and District Recreation Commission in the amount of \$16,679.87 to support building repairs and upgrades to the Bishop Park recreation facility in accordance with <i>AM 1.4.9 Community Grants, Large Capital Pledge Grant</i> .	Motion 240319.04	complete
March 2024	SR2024-16	Bridgetown Dog Park That Municipal Council enter into a three-year lease agreement with Bridgetown Dog Park Association for the lease of PID# 05149505; Bridgetown, to allow for the creation of a dog park.	Motion 240319.06	complete
March 2024	PRR Committee	Policy 108 Medical Recruitment Financial Assistance That Municipal Council send Policy 108 Medical Recruitment Financial Assistance Policy back to the Physician Recruitment and Retention Committee (Adhoc) for further review.	Motion 240319.07	Complete at April COTW
March 2024	PRR Committee	Mandate of Physician Recruitment and Retention Committee (Ad Hoc) That Municipal Council confirm that the mandate for the Physician Recruitment and Retention Committee includes supporting community recruitment and retention activities such as community navigators and welcomers.	Motion 240319.08	complete
March 2024	SR2024-14	M8 Marketing Levy Bylaw – Final Reading That Municipal Council give Final Reading to approve the new <i>M8 Marketing Levy Bylaw</i> , in accordance with First Reading given on February 20, 2024.	Motion 2403- 19.09	Complete
March 2024	SR2024-17	2024-2025 Operating Budget That Municipal Council approve the draft 2024-2025 operating budget reflecting revenues of \$25,789,443, expenditures of \$25,786,839, and a residual surplus of \$2,603.	Motion 240319.10	complete
March 2024	SR2024-17	2024-2025 Tax Base Rate That Municipal Council approve a 2024-2025 operating budget taxation base rate for all residential and resource assessments of 1.025 per \$100 of assessment, and a commercial tax rate of \$1.80 per \$100 of assessment for all commercial assessments.	Motion 240319.11	complete

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

March 2024	SR2024-17	<p>2024-2025 Bridgetown Area Rate That Municipal Council approve a 2024-2025 operating budget taxation area rate for all residential and resource assessments in Bridgetown of 45.31 cents per \$100 of assessment, and a commercial taxation area rate in Bridgetown of 74.13 cents per \$100 of assessment, and a taxation area rate for all properties in Assessment District 12 (Lawrencetown) of the amount to be approved by the Lawrencetown Village Commission.</p>	Motion 240319.12	complete
March 2024	SR2024-17	<p>2024-2025 Fire Hydrant Area Rates That Municipal Council approve fire hydrant taxation rates for the 2024-2025 fiscal year based on \$100 of assessment:</p> <ul style="list-style-type: none"> - Margaretsville District 2 18.69 cents - Inglewood District 3 18.90 cents - Granville Ferry Districts 4&5 17.05 cents - Carleton Corner District 7 15.40 cents - Church Road District 3 14.43 cents - Middleton Districts 2&10 19.34 cents - Cornwallis Park District 6 22.82 cents - Bridgetown Districts 3&7 30.68 cents 	Motion 240319.13	complete
March 2024	SR2024-17	<p>2024-2025 Streetlight Area Rate That Municipal Council approve a 2024-2025 operating budget taxation area rate for all assessment accounts of 3.67 cents per \$100 of assessment, for the provision of streetlights county-wide.</p>	Motion 240319.14	complete
March 2024	SR2024-17	<p>Fire Area Rates That Municipal Council approve fire taxation rates for the 2024-2025 fiscal year as follows based on \$100 of assessment:</p> <ul style="list-style-type: none"> - Kingston Fire Districts 1&11 amount authorized by Kingston Fire Commission - Fire Capital All Districts 6.11 cents 	Motion 240319.15	complete
March 2024	SR2024-17	<p>2024-2025 Paving Area Rates That Municipal Council approve street paving taxation rates for the 2024-2025 fiscal year as follows based on \$100 of assessment:</p> <ul style="list-style-type: none"> - Chipman/Baxter District 9 5.38 cents - Cameron Drive District 1 2.26 cents 	Motion 240319.16	complete

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

		<ul style="list-style-type: none"> - Brookside/Pine Grove District 1 5.57 cents - Bradley Street District 1 3.75 cents <p>And that Ward Estates, District 11, be charged a lump sum amount of \$373.65 in lieu of a taxation rate.</p>		
March 2024	SR2024-17	<p>2024 Tax Due Date and Interest</p> <p>That Municipal Council approve the due date for taxes of June 30, 2024, and that all rates and taxes remaining outstanding after this date be subject to interest at a rate of 12% per year, compounded monthly.</p>	Motion 240319-17	complete
March 2024	SR2024-17	<p>2024-2025 Sewer Rates</p> <p>That Municipal Council approve a sewer rate for all publicly connected sewer system customers outside Bridgetown of \$609.28 per year; and a base rate of \$23.98 per quarter and a usage charge of \$2.19 per cubic metre for all publicly connected sewer system customers within Bridgetown.</p>	Motion 240319.18	complete
March 2024	SR2024-17	<p>5-Year Capital Investment Plan</p> <p>That Municipal Council approve the draft 5-year Capital Investment Plan reflecting financial investments over 5 years of \$75,557,819, and a 2024-2025 capital investment of \$8,857,819.</p>	Motion 240319.19	complete
March 2024	SR2024-17	<p>3-Year Water Utility Operating Budget</p> <p>That Municipal Council approve the draft three-year Water Utility Operating Budgets for Bridgetown and Annapolis County reflecting operating revenues in 2024-2025 of \$722,859 for Bridgetown and \$1,055,186 for Annapolis County.</p>	Motion 240319.20	complete
March 2024	SR2024-18	<p>Letter to Minister of Justice – 3 Officers</p> <p>That Municipal Council send a letter to Nova Scotia Minister of Justice requesting an increase of three (3) RCMP officers assigned directly to the Annapolis County Detachment, effective April 1, 2024.</p>	Motion 240319.21	complete