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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS
COMMITTEE OF THE WHOLE AGENDA

Tuesday, October 08, 2024
10:00 a.m.



PAGES	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL of the Order of the Day
3-6	4.	APPROVAL of MINUTES
	4.1	2024-09-10 Regular COTW
7-17	5.	INFORMATION/STAFF REPORTS
	5.1	SR2024-63 Emergency Grant Funding RCL Lawrencetown
18	6.	NEW BUSINESS
	6.1	2024-10-01 Email re: Signage for Lake Cady
	7.	IN- CAMERA
	7.1	In accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property, of the <i>Municipal Government Act</i>
	7.2	In accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property, of the <i>Municipal Government Act</i>
	8.	ADJOURNMENT

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

ROLL CALL

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

Also Present: CAO Chris McNeill; Administrative Clerk - Municipal Clerk Office Kelly Kempton; other staff, L. Bent, A. Blais, B. Boateng, D. Campbell, T, Halliday, A. Hack, C. Mackintosh, N. McCormick, B. Olsen, D. Ryan, N. Whitman, Jim Young and 2 members of the public.

Disclosure of Interest

None.

Order of the Day

A request was made to add 8.2 FCM Comments under New Business

To approve the Order of the Day as amended.

Moved: Deputy Warden Redden

Seconded: Councillor Le Blanc

Motion carried.

Minutes

Re: 2024-07-09 Committee of the Whole

Approved, no errors or omissions.

Unapproved
Draft

10:00 Presentations

Communications Coordinator Nadine McCormick and Warden Morrison presented certificates of appreciation to the following groups:

74th Crusaders Bike Club – Certificate of Appreciation was presented to four members from this group.

Valley Junior Athletes Team – Certificate of Appreciation was presented to coach Jamie and two members from this group.

Annapolis County Special Olympic Athletes – Certificate of Appreciation was presented to five members of this group.

Information/Staff Reports

Re: SR2024-43(4) Policy 101 Community Grants Applications

• Community Facilities Clarence United Baptist Church

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

Moved: Councillor Longmire

Seconded: Councillor Enslow

Motion carried.

• Community Facilities Habitation New Horizons Club

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

Moved: Councillor Longmire

Seconded: Councillor Le Blanc

Motion carried.

• Community Projects Thalia Barn Cat Rescue

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

Moved: Councillor Le Blanc

Seconded: Councillor Longmire

Motion carried.

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

That Municipal Council amend *Policy 116 Committees of Council and Council Meetings – Procedures* as circulated, seven-day notice.

Moved: Deputy Warden Redden

Seconded: Councillor Sheridan

Motion carried.

Re: SR2024-58 Policy 128 Travel and Expenses

That Municipal Council approve *Policy 128 Travel and Expenses* as circulated, seven-day notice.

Moved: Deputy Warden Redden

Seconded: Councillor Hudson

Motion carried.

Director of Corporate Services Dawn Campbell stated that she would be changing UNSM to NSFM (Nova Scotia Federation of Municipalities) in the document as a further housekeeping item.

Re: SR2024-59 Policy 129 Appointments to External Organizations

That Municipal Council approve *Policy 129 Appointments to External Organizations* as circulated, seven-day notice.

Moved: Councillor Sheridan

Seconded: Councillor Prout

Motion carried.

Re: IR2024-09-10 Bridgetown Public Parking

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

That Municipal Council approve the road name "Pointer Lane" for the shared access road in Meadowvale, on PID 05026372.

Moved: Councillor Le Blanc

Seconded: Councillor Prout

Motion carried.

Re: 2024-60 Deregistration of Municipal Heritage Property

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

Moved: Councillor Le Blanc

Seconded: Councillor Enslow

Motion carried, 10 in favour, 1 against.

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

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

Moved: Councillor Hudson

Seconded: Councillor Enslow

Motion carried, 10 in favour, 1 against.

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

That Municipal Council repeal *AM-1.6.1 Employment Equity Policy*, seven-day notice.

Moved: Councillor Barteaux

Seconded: Councillor Connell

Motion carried.

Recommendations / Reports from Boards / Committees

Re: 2024-07-10 TCTS Board Meeting Report

Re: 2024-08-26 CPAAC Recommendations

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

Moved: Deputy Warden Redden

Seconded: Councillor Enslow

Motion carried.

New Business

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

That Municipal Council request staff to collaborate with Annapolis Royal to develop a plan for moving forward with the engagement of the international Acadian community for the development of an Acadian research/tourist/cultural centre.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Re: FCM Comments

Deputy Warden Redden expressed the importance of going to these conferences and establishing great connections to help enlarge one’s experience as a Councillor.

In-Camera

To meet in-camera from 11:04 a.m. to 11:17 a.m. in accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property, of the *Municipal Government Act*.

Moved: Councillor Sheridan

Seconded: Councillor Le Blanc

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 11:18 a.m.

Warden

Municipal Clerk

Unapproved
Draft



STAFF REPORT

Report To: Committee of the Whole
Meeting Date: October 8, 2024
Prepared By: Nancy Whitman, Recreation Manager
Report Number: **SR2024-63Emergency Grant Funding RCL Branch 112 Lawrencetown**
Subject: Request for Emergency Grant Funding from RCL Branch 112. Lawrencetown.

RECOMMENDATION(S):

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

BACKGROUND

RCL Branch 112 Lawrencetown has made an emergency request to Municipality of the County of Annapolis for funding to help replace their roof. The roof has been badly leaking from recent weather events and requires replacement. The water pools on the floor when it rains. They indicate the repair cannot wait until 2025/26 community grant application process.

DISCUSSION

The Municipality was approached by the legion in August to apply for a community grant. At that time there were previously submitted requests from other groups on the agenda for Councils decision in September. A conversation with the applicant in September resulted in this ask for assistance with emergency roof replacement. They provided photos of the inside ceiling damage, roof and shingles and received a quote of \$19,855.60 plus HST from a local contractor. The legion hall is busy hub in the area and is used for jam sessions, dart leagues, dances, senior fitness three times a week, and available for bookings.

Requests for grant funding would not normally be considered until future fiscal years when the current years allocation has been expended. In this case, however, an emergency exists and therefore Council should give consideration to this extraordinary funding request.

They applied for \$15,000, however the recommended amount is based on the community grants policy, submitted quote, and their contribution. Therefore, they are being treated like other grant applicants.

LEGISLATIVE AUTHORITY

Section 65A of the *Municipal Government Act* states that

(1) Subject to subsections (2) to (4), the municipality may only spend money for municipal purposes if (a) the expenditure is included in the municipality's operating budget or capital budget or is otherwise authorized by the municipality; (b) the expenditure is in respect of an emergency under the Emergency Management Act; or (c) the expenditure is legally required to be paid.

(2) The municipality may expend money provided for in an operating budget or capital budget for a purpose other than that set out in the operating budget or capital budget for that fiscal year if the expenditure does not affect the total of the amounts estimated for the operating budget and the capital budget.

(3) The municipality may authorize expenditures from its operating budget or transfer money from the operating budget to its capital budget if the total amount of such expenditures and transfers for the fiscal year does not exceed the total amount of estimated revenue from all sources in excess of the amount estimated for those sources in the operating budget for that fiscal year.

(4) The municipality may authorize capital expenditures that are not provided for in its capital budget if the total of such expenditures does not exceed the greater of (a) the amount authorized to be transferred from the operating budget to the capital budget under subsection (3).

(b) the borrowing limits established for the municipality under Section 86; or (c) the amount withdrawn from a capital reserve fund under subsection 99(4).

(5) In the event of ambiguity in whether or not the municipality has the authority under this or any other Act to spend money or to take any other action, the ambiguity may be resolved so as to include, rather than exclude, powers the municipality had on the day before this Section came into force.

FINANCIAL IMPLICATIONS

If this funding is approved, it will be an over expenditure in the Community Grants budget in 2024-2025.

ALTERNATIVES / OPTIONS

Council can approve the recommendation(s).

Council could decide a different amount(s); or

Council could decide not to approve the request.

NEXT STEPS

Issue grant as approved and inform applicant of Council's decisions regarding their application.

Approved by:



Chris McNeill
Chief Administrative Officer

Approval Date:

OCTOBER 1, 2024

(Date)



**Municipality of the County of Annapolis
Grant Application Form**

COUNTY ANNAPOLIS

Name of organization: Branch 112 Lawrence town RCL

Contact Person (name): Lynette Gilks Position in the organization: Secretary

Mailing address: Box 197 Lawrence town NS

Postal Code: B0S1M0 Telephone number: 902-584-3560 CELL: 902-824-1575

E-mail: lgilks@hotmail.com FAX: _____

1. **Organization Executive:** Attach a list of the Executive of your organization, (i.e. President, Vice President, Treasurer & Secretary)

2. **Constitution or Bylaws:** Please ensure that the County has an up-to-date copy of your constitution or bylaws

3. Please provide if applicable a NS Registry of Joint Stock Number: _____ or Federal Charitable Status Number: NS Command.

4. **The Project:** Roof Replacement
 explanation of the project or program for which funding is being requested, including the goals, objectives and benefits to the community and/or county.

5. **Financial information - Please provide the following:**

a. Amount Requested from the County \$ 15000.00

b. Complete the budget information below, which includes all projected sources of revenue for the project, including "in-kind" volunteer contributions if appropriate and all projected expenses to initiate the program or complete the project:

c. A copy of the most recent financial statements for the organization including Statement of Income and Balance Sheet. If statements are not available at the time of application, please indicate below the date by which a copy will be provided: _____



Municipality of the County of Annapolis
Grant Application Form

COUNTY ANNAPOLIS

Expenses (for Project or Program)

Item	Cost
metal roof + labour	\$23,000
Total	\$23,000

Revenues

Source	Amount
County Grant	15000.00
Fundraising	6000.00
LASA	1000.00
LIONS Club	1000.00
Total	\$23000

Note: The expense total should equal the revenue total (balanced budget).

I certify that the information supplied in this application is, to the best of my knowledge, exact and complete, and that the project has received the approval of the organization I represent.

Date: Sept 23, 2024 Signature: [Signature]

Completed applications can be either:

mailed to the below address, or dropped off or handed to:
Community Grants Program, County of Annapolis
752 St. George St. PO Box 100, Annapolis Royal, NS
BOS-1A0

If you need assistance or have questions please contact (902) 309-0248 or email



12018 Drive #100, New Scott, BC V0N 1K0
 902-309-5395 philip@johnroofing.ca

Client: Art Slater (Clogon)
 Address: 490 Main Street
 City: Lawrenceville NS CoS UNB
 Phone: 902-824-5339 cell
 e-mail address: artslater@hotmail.com
 Quote sent by e-mail on: Jan 27 2014

- When installing a roof, we would like to offer the following cover for the installation of a roof covering, which includes:
- Repair of minor existing damage
 - Strip, haul and dispose of refuse at an authorized landfill site
 - Sheathing replacement will be calculated at \$_____ per sheet of 3/4" spruce plywood
 - Install overall roofing system to ensure structural integrity, including adequate ventilation and insulation.
 - Install aluminum starter strip, Noise Seal Underlayment, ice and water shield and shingles, as per manufacturers specifications.
 - Clean gutters and install downspout if not property for discarded rain.
 - 10% above cost per sq. ft.

DRAINAGE				ROOFING MATERIAL	
<input type="checkbox"/> Gutter <input type="checkbox"/> Downspout <input type="checkbox"/> Siding <input type="checkbox"/> Soffit <input type="checkbox"/> Flashing <input type="checkbox"/> Fascia <input type="checkbox"/> Ventilation <input type="checkbox"/> Other	<input type="checkbox"/> Shingles <input type="checkbox"/> Tiles <input type="checkbox"/> Slate <input type="checkbox"/> Metal <input type="checkbox"/> Other	<input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Brick <input type="checkbox"/> Other	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
Additional cost: _____ Subtotal: _____ GST: _____ Total: _____				Additional cost: _____ Subtotal: _____ GST: _____ Total: _____	

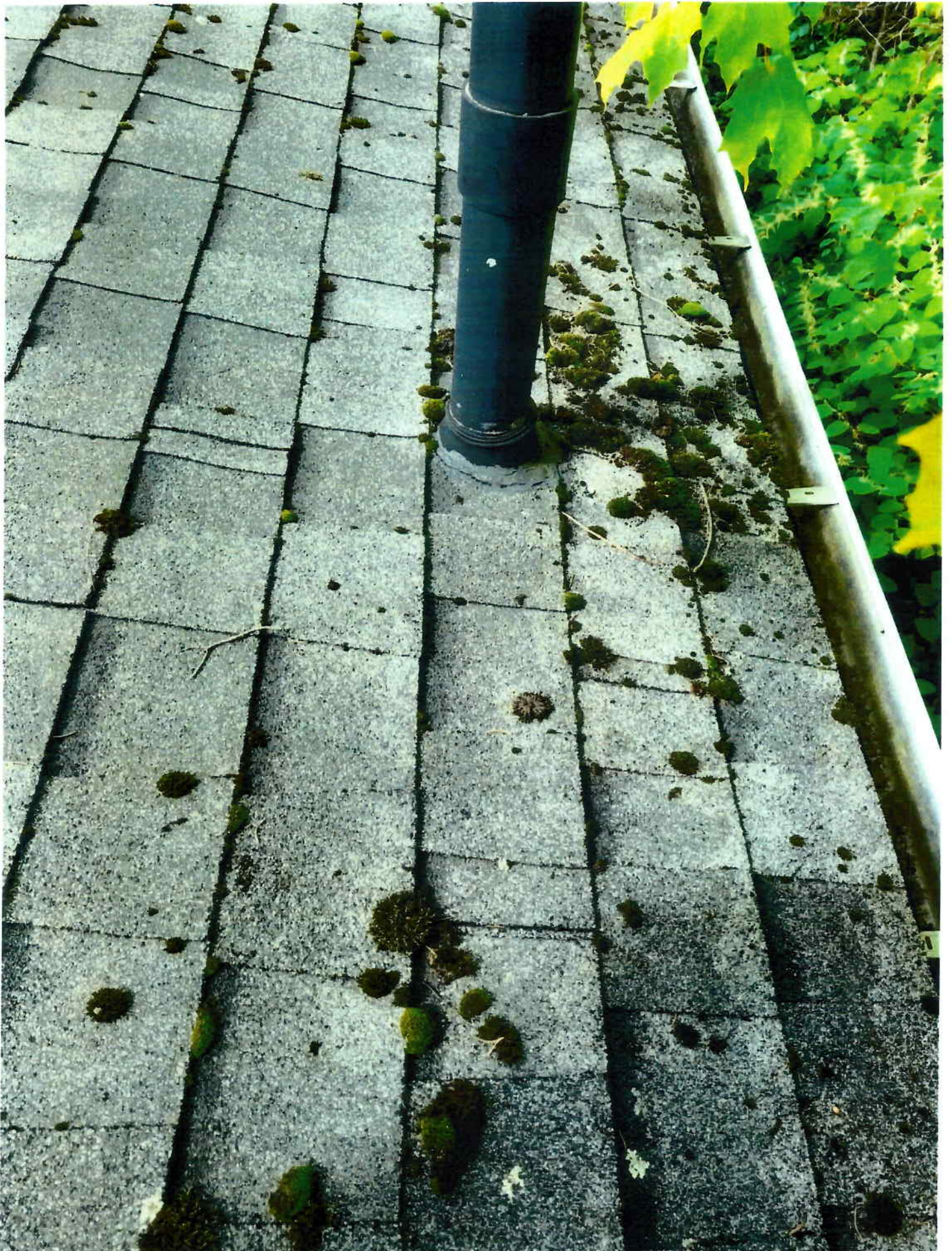
For 10% Money Backed guarantee
 Name (print): Phillip Ellis Signature: Phillip Ellis

Date: 01/28/14 Job No: 08143/25

Estimate only
 City: NS No. of sq. ft.: _____
 Other: _____

Please make cheque payable to Phillip & Sons Roofing











RE: Agenda Item: signage for Lake Cady watershed protected zone

From Alex Morrison <AMorrison@annapoliscounty.ca>

Date Tue 2024-10-01 9:54 AM

To Michael J. Gunn <MGunn@annapoliscounty.ca>; Carolyn Young <CYoung@annapoliscounty.ca>; Brad Redden <BRedden@annapoliscounty.ca>

Cc Chris McNeill <CMcNeill@annapoliscounty.ca>; Kelly Kempton <kkempton@annapoliscounty.ca>

Hello Michael;

I recommend you have a chat with the CAO so that all is clear at the COW mtg. Cheers

Alex Morrison, MSC, CD, MA
Warden and Councillor District 6, Annapolis County
508 Harbourview Crescent
Cornwallis Park, NS
B0S 1H0
(902) 638-3416
Together, Working for a Better Community

From: Michael J. Gunn <MGunn@annapoliscounty.ca>

Sent: October 1, 2024 9:51 AM

To: Carolyn Young <CYoung@annapoliscounty.ca>

Cc: Alex Morrison <AMorrison@annapoliscounty.ca>; Chris McNeill <CMcNeill@annapoliscounty.ca>

Subject: Agenda Item: signage for Lake Cady watershed protected zone

Good morning Carolyn,
I would ask that an agenda item be added to COTW.

The Province granted permits to spray Glyphosate in the Lake Cady watershed area, reportedly not realizing that it is part of our protected water source. The Department of Natural Resources and Renewables claimed to be unaware of the expanded protections, and our lack of posting roadside had contributed to the misunderstanding by both landowners and Provincial regulatory bodies. We can remedy this.

I would propose a motion that would read:

I move that Annapolis County Council direct staff to repost signage along the Lake Cady watershed area as a "Protected Watershed Zone" every 100 ft so as to thwart any attempts to apply herbicides by means of arial or ground-based applications. Further, the expense of this should come from the Lake Cady Water Utility.

Thank you,
Michael

Michael Gunn
District 8
Annapolis County