

2021-11-17 Council Agenda Package

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 AM – Wednesday, November 17, 2021

752 St. George Street, Annapolis Royal, NS

10:00
a.m.

1. **ROLL CALL**
2. **DISCLOSURE OF INTEREST**
3. **APPROVAL of the AGENDA (Order of the Day)**
4. **ADOPTION OF MUNICIPAL COUNCIL MINUTES**
 - 4.1 THAT the minutes of the Public Hearing Entertainment House Vacant Land held on August 17, 2021, be approved as circulated
 - 4.2 THAT the minutes of the Regular Session of Council held October 19, 2021, be approved as circulated.
 - 4.3 THAT the minutes of the Public Hearing Treeline Development Bridgetown MPS LUB Amendment Application held on October 19, 2021, be approved as circulated.
 - 4.4 THAT the minutes of the Public Hearing West Paradise Community Hall Municipal Heritage Registration Application held on October 19, 2021, be approved as circulated.
 - 4.5 THAT the minutes of the Public Hearing Easson House Municipal Heritage Registration Application held on October 19, 2021, be approved as circulated.
 - 4.6 THAT the minutes of the Special Session of Council held on November 9, 2021, be approved as circulated.
5. **BUSINESS ARISING FROM THE MINUTES**
6. **COUNCILLOR COMMENTS**
7. **NEW BUSINESS**

None
8. **COMMITTEE & ORGANIZATIONAL REPORTS**
 - 8.1 **Committee of the Whole (November 9, 2021)**
 - i. ***One-time Grant to Soldiers Memorial Hospital Foundation***

In accordance with the recommendation of Committee of the Whole, I move that municipal council pay a one-time grant of \$10,000 from Strategic Initiatives to the Soldiers Memorial Hospital Foundation.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

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ii. AM-1.4.9.1 Medical Assistance Recruitment Program Policy New

I move, in accordance seven-day notice having been given at Committee of the Whole, that municipal council approve AM-1.4.9.1 Medical Assistance Recruitment Program Policy New as amended.

iii. AM-7.2.1 Information Technology Policy Amend

Pursuant to seven-day notice having been given at Committee of the Whole, I move that municipal council amend AM-7.2.1 Information Technology Policy.

iv. AM-1.3.5 Committees of Council Policy Amend

I move, pursuant to seven-day notice having been given at Committee of the Whole, that municipal council amend AM-1.3.5 Committees of Council Policy by adding provisions for the CAO Review Committee as amended.

v. New Road Name – Snow Lake Keep Lane

In accordance with the recommendation of Committee of the Whole, I move that municipal council approve the road name “Snow Lake Keep Lane” for the private access road at the Snow Lake Keep Homesteading Community in Arlington West.

vi. 2021 Upper Clements Area MPS and LUB Review

I move, in accordance with the recommendation of Committee of the Whole, that municipal council commence a review of the Upper Clements Area Municipal Planning Strategy and Land Use Bylaw, and adopt a public participation program that would refer the review applications to the Upper Clements Area Advisory Committee and the Annapolis County Planning Advisory Committee for their review and recommendation along with applicable public meetings and advertisements.

vii. Margaretsville & District Volunteer Fire Department Release of Funds

Pursuant to the recommendation of Committee of the Whole, I move that municipal council authorize the withdrawal of \$25,000 from the Capital Fire Services Reserve Fund to the Margaretsville & District Volunteer Fire Department in the 2021-22 fiscal year.

viii. AM-2.7.1 Occupational Health and Safety Policy Re-Adopt

I move, pursuant to seven-day notice having been given at Committee of the Whole, that municipal council to re-adopt AM-2.7.1 Occupational Health and Safety Policy.

ix. Housing Crisis in Annapolis County Letter to Minister of Municipal Affairs and Housing

In accordance with the recommendation of Committee of the Whole, I move that municipal council send a letter to the Minister of Municipal Affairs and Housing regarding the housing crisis in our municipality.



MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

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10:00 AM – Wednesday, November 17, 2021

752 St. George Street, Annapolis Royal, NS

x. Housing Crisis Letter to All Nova Scotia Municipalities

I move, in accordance with the recommendation of Committee of the Whole, that municipal council send letters to all Nova Scotia municipalities to encourage them to also send letters to the Province regarding the housing crisis in their municipalities.

xi. IMSA Two-Year Pilot Project Valley Waste and Kings Transit

Pursuant to the recommendation of Committee of the Whole, I move that municipal council join the IMSA Two-Year Pilot Project - Valley Waste and Kings Transit.

9.

IN-CAMERA

THAT Municipal Council meet in-camera in accordance with Sections 22(2)(a) acquisition, sale, lease and security of municipal property, (c) personnel, (e) Contract negotiations, and (f) litigation or potential litigation of the *Municipal Government Act*.

10.

ADJOURNMENT

THAT Municipal Council adjourn its session until the next regular meeting scheduled for **Tuesday, December 21, 2021**.

Minutes of a **Public Hearing** conducted by the Municipal Council for the Municipality of the County of Annapolis on **Tuesday, August 17, 2021**, at the Bridgetown & District Memorial Arena, 30 Jeffrey Street, Bridgetown, N.S. at 11:02 a.m.

Present: Warden Alan Parish; Deputy Warden Michael Gunn; Councillors: Bruce Prout, Brian Fuzzy Connell, Clyde Barteaux, Lynn Longmire, David Hudson, Wendy Sheridan, Brian Redden, and Diane LeBlanc.

Absent: Councillor Alex Morrison

Also Present: CAO David Dick, Director of Community Development Albert Dunphy, Municipal Clerk Carolyn Young, other staff.

Public Hearing

The Warden noted that Council holds this public hearing in accordance with Section 16 of the *Nova Scotia Heritage Property Act*. At the end of the public hearing the Public Hearing will be closed and Council will return to its regular session of Council to consider the application.

This Public Hearing is to discuss with the property owners the deregistration of PID 05108956, vacant lands included in the Annapolis County Heritage Property Registry since September 19, 1991, known as the Entertainment House in Granville Ferry, Annapolis County.

All questions and comments throughout the public hearing are to be addressed to the Chair. The Chair will afford an opportunity for public input and will ask that persons speaking identify themselves each time so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application. Usual time allotted will be 5 minutes. Written presentations are acknowledged first, followed by public oral presentations. Questions and comments from Council members are to be held until all public comment is heard.

Re: File No. 66400-30 Entertainment House Property Deregistration Application

- *Presentation by Planner* – Application Specifics and Request

In addition to the Warden's comments, the Planner noted that in the registry we include the deed description. In 1991 it was registered and in 1994 it was subdivided. The vacant lot retains no heritage value. After public hearing should be a motion to add to council agenda for moving forward.

- *Acknowledgement of Property Owner* – Warden Parish noted that applicant John Brittain was in attendance.

- *Acknowledgement of Written Submissions* (Municipal Clerk) - The Municipal Clerk reported that no written submissions had been received.

- *Call for Oral Presentations* (open discussion from the floor – public) The Warden made three calls for comments against the application and three calls for comments in support of the application. There were no comments. Hearing none, the Warden invited questions or comments from Council members.

- *Call for questions or comments from Council Members* – There were none.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Connell, the Public Hearing on the matter of Entertainment House Deregistration of Vacant Lot PID 05108956 adjourned at 11:08 a.m. and the regular session of municipal council resumed.

Warden

Municipal Clerk

2021-10-19 Municipal Council Summary of Motions

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Minutes of the regular session of Municipal Council held on Tuesday, October 19, 2021, at 10:00 a.m., at Champlain Hall, 178 Haida Street, Cornwallis Park, NS, in accordance with the Direction of the Minister under a Declared State of Emergency (*see attached*).

Roll Call

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

Also Present: CAO David Dick (via Zoom); Municipal Clerk Carolyn Young (via Zoom); other staff including W. Atwell (via Zoom), A. Dunphy, and H. Orde (via Zoom) and J. Young (via Zoom), four members of the public.

The Warden stated that municipal council will be suspended at 11:00 a.m. in order to conduct three public hearings, with council to resume at their conclusion. He added that some staff are attending via Zoom, and reiterated current COVID protocols in place, i.e. - wearing a mask unless drinking, eating, or talking.

Agenda Approval

Under New Business to add *J-Class Roads* as circulated by email; under Committee and Organization Reports, *AM-1.4.9.1 Medical Assistance Recruitment Program Policy* a Notice of Motion has been received to adjourn this matter to November Committee of the Whole; and to add *Paving Harbourview Crescent*.

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to approve the Order of the Day as amended. Motion carried unanimously.

Disclosure of Interest

Warden Parish disclosed an interest in items 8.1 J, K, L, M, and N.

Minutes

MOTION 211019.01 Minutes 2021-09-21 Regular

Councillor Hudson moved, seconded by Councillor Barteaux, that the minutes of the regular session held on September 21, 2021 be approved as circulated. Motion carried unanimously.

Business Arising from the Minutes

- *AM-2.7.8 COVID 19 Proof of Vaccination Policy New*

MOTION 211019.02 AM-2.7.8 COVID-19 Proof of Vaccination Policy New

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that municipal council approve *AM-2.7.8 COVID-19 Proof of Vaccination Policy*, in accordance with seven-day notice having been given on September 21, 2021. After discussion, the Question was called on the motion. Motion carried, 10 in favour, 1 against (Gunn).

- **AM-2.7.9 COVID Response Policy Amend**

MOTION 211019.03 AM-2.7.9 COVID Response Policy Amend

Deputy Warden Gunn moved, seconded by Councillor Redden, that municipal council amend *AM-2.7.9 COVID-19 Response Policy*, in accordance with seven-day notice having been given on September 21, 2021. After discussion, the Question was called on the motion. Motion carried, 10 in favour 1 against (Gunn).

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

In the past month I have had a number of conversations and meetings with constituents in District 1. In addition I attended a meeting of The Accessibility Committee, the Glyphosate Committee and Physician Recruitment & Retention Committee as well as the Wilmot and Area Neighbourhood Watch Committee. I wish to congratulate Gouchers Farm & Market on winning the 2021 Valley Best Agricultural Business, on September 23rd. This business is located at 14935 Highway 1 in Wilmot.

Auntie Dorns Take Out in Wilmot closed for the season on Friday October 15th. Many thanks to the staff for all of their efforts over the past season.

District 2 – Councillor Connell fairly quiet, still comments and calls on Internet project and not all good as there is some disappointment because they can't get through to the company. Middleton Fire Department had a BBQ chicken take out last week, with 480 meals sold as a fundraiser.

District 3 – Warden Parish noted repairs taking place at the Hampton Wharf. Clarence Country Market, held on Sundays, has more vendors than when it started. Gesner Lane name change approval has come through and signing should soon change. With Hudson met with revitalization committee of the Bridgetown Chamber of Commerce

District 4 – Councillor Barteaux (as submitted)

I have received many calls from individuals and have had requests to appear at community gatherings. I have been pleased to attend. It is very important for me keeping in touch with District 4 residents, to listen and react to their concerns. Small business and Volunteer Groups are the backbone of our communities and I would like to thank each and every one for the time and efforts devoted to various organizations.

It is approaching a year since the County Elections of 2020. I would like to thank District 4 again for electing me as councilor to represent you. I have been working hard and will continue to do so, both to resolve concerns of the past and endeavor to further promote and help the growth of the county.

Thank you for following the Pandemic Guidelines to get us safely through these challenging times. We have gotten through a lot but it is not time to drop our guard. We all have to remain vigilant to protect family, friends and neighbors. Thank you all for everything you do! We can create great things by working together. I hope everyone had a great Thanksgiving and will have a safe Halloween.

District 5 – Councillor Longmire most exciting announcement is that Tryson came home earlier this month. He and his mom were welcomed by many lining the road home. He had been diagnosed with

Leukemia, and in August rang the bell as cancer-free. Discussions ongoing from opening back up to lighthouses to internet. Enjoys chatting and hopes to soon meet in person.

District 6 – Councillor Morrison (as submitted)

A few years ago, Charlene Walker of Clementsport, with encouragement, started an outdoor summer market on the lower parking lot of Basinview Centre. It functioned well. Now, Marlene and Tyler Ducharme of Waldeck Line Road have started a winter farm market at the Waldeck/Deep Brook Lions Club on Highway 1 in Deep Brook - from 4 to 7pm on Fridays. Its initial session was last Friday and attracted a respectable number of vendors and satisfied buyers.

Last Friday, the Clementsport Legion regular evening meal was delicious roast beef and very tasty apple pie for desert. These Friday meals draw a large crowd and I commend them to you.

On Saturday I was in Lunenburg representing Mount Allison University at a funeral service. At the following reception I met the Honorable Susan Corkum-Greek, provincial Minister of Economic Development. I took the opportunity to wish her success and stressed the need for the province to aid municipalities in all aspects of development.

On Sunday, Upper Clements Hall folks held what I call a "see what the area has to offer" Open house that provided information on organizations, goods and services in and outside of District 6. The rain kept very few folks away as the hall was crowded with both providers and those who wanted to make sure they knew what was available in their area.

I attended the annual general meeting of the Cornwallis Park Community Association, provided an update on county activities, answered questions and listened to comments.

I conclude by thanking my Council and staff friends and colleagues for the card and the lovely plant sent to me during my recent medical and surgical challenge. My appreciation also to those caring citizens who sent messages of encouragement.

District 7 – Councillor Hudson met with the Revitalization Committee in Bridgetown, an enthusiastic and active committee interested in moving things forward in the community of Bridgetown. Membership is mostly residents who do not reside in Bridgetown. Met with the fire chief of the Bridgetown Fire Department. Had been advised that the province has put out tender for paving of South Street. Put out on October 13th and closing on October 28th. Hopes the successful contractor can complete this year.

District 8 – Deputy Warden Gunn (as submitted)

Happy Mi'kmaq History month, and happy fall. I hope everyone has been able to enjoy the mostly clear skies and the views of the full moon. Aside from the Glyphosate Committee meeting and recommendations, my calls from constituents have been down to two topics this month: Concern over the proposed Vaccination Policy, and The condition of the former Upper Clements Park and nearby trail. I'm looking forward to taking part in an upcoming conference on Sustainable Communities, with particular focus on Urban Forest Planning, Sustainable Affordable Housing, Net Zero, Communities and Climate Change. I'll also be attending the upcoming Southwest Nova Biosphere Reserve committee meeting, later this month. There will be more to report next month.

District 9 – Councillor Sheridan noted her district is very quiet this month. The Nictaux Firettes canceled their annual Christmas Fair usually held the second week in November. There are still 50/50 draws at Fire Department. Leaves are spectacular this fall!

District 10 – Councillor Redden also quiet. Lawrencetown Area Seniors Association (LASA) is meeting again.

District 11 – Councillor LeBlanc noted the beautiful fall. She attended an accessibility meeting in Nictaux, and people are very interested and collecting reliable information, workers and citizens talking about what is needed. Also met with the Physician Retention and Recruitment committee, who are working diligently to get someone to come and help us out. We need doctors. Few calls about grants and roads.

New Business

Re: J Class Roads (time sensitive)

MOTION 211019.04 J-Class Road List Submission

It was moved by Councillor Prout, seconded by Deputy Warden Gunn, that municipal council authorize the submission of a list of J-Class roads to be repaved under a cost-shared agreement with Nova Scotia Transportation and Active Transit. Motion carried unanimously.

Adjourn to Public Hearings

Deputy Warden Gunn moved, seconded by Councillor Hudson, to suspend the regular session of municipal council at 11:02 a.m. in order to convene the Public Hearings. Following the hearings, the session resumed at 11:50 a.m.

Amend Order of the Day

It was moved by Councillor Hudson, second by Councillor LeBlanc, to amend the Order of the Day by adding Treeline Bridgetown LUB Zoning map Amendment, West Paradise Community Hall Request for Heritage Registration, and Easson House Request for Heritage Registration, and that the matters be addressed right away. Motion carried unanimously.

Re: Treeline Bridgetown LUB Zoning Map Amendment Application

MOTION 211019.05 Bridgetown LUB Zoning Map Amendment – Final Reading

Deputy Warden Gunn moved, seconded by Councillor Hudson, that following the full consideration of the related goals, objectives and policies of the Bridgetown Municipal Planning Strategy, and upon receiving favourable recommendations from the Annapolis County Planning Advisory Committee and the Bridgetown Area Advisory Committee, and after holding a public hearing thereon, Municipal Council give 2nd and final reading of Council's intention to adopt an amendment to the Bridgetown Land Use By-law (LUB) Zoning Map to rezone a vacant lot known as 431 Granville Street in the community of Bridgetown, from the Residential Light Density (R-1) Zone to the Highway Commercial (C2) Zone to permit the development of a construction equipment and trailer rental facility. Motion carried unanimously.

Re West Paradise Community Hall Municipal Heritage Registration

MOTION 211019.06 West Paradise Community Hall Municipal Heritage Registration – Notice of Registration

It was moved by Deputy Warden Gunn, seconded by Councillor Prout, that the entire West Paradise Community Hall property (identified as the deed referenced as Book 85 at Page 39 – being approximately 18,190.61 sq. ft. in area) located in the community of West Paradise be registered as a municipal heritage property be included in the Annapolis County Municipal Registry of Heritage Properties and to deposit a Notice of Registration in the Registry of Deeds. Motion carried unanimously.

Re: Easson House Municipal Heritage Registration

MOTION 211019.07 Easson House Municipal Heritage Registration – Notice of Registration

Deputy Warden Gunn moved, seconded by Councillor LeBlanc, that the entire Easson House property (identified as Document No. 84823344 – being approximately 2.53 acres in area) located in the community of Lequille be included in the Annapolis County Municipal Registry of Heritage Properties and to deposit a Notice of Registration in the Registry of Deeds. Motion carried unanimously.

Lunch

Upon motion of Councillor Connell, seconded by Deputy Warden Gunn at 12:00 p.m. until 12:48 p.m. with all returning as previously noted, including the CAO, Clerk, Deputy Clerk and Mgr. Municipal Operations via zoom; no members of the public at this time.

Reports and Recommendations

Re: Committee of the Whole (2021-10-14)

Notice of Motion - The Warden noted he had received Notice of Motion from Councillor Prout to adjourn the AM-1.4.9.1 Medical Assistance Recruitment Program Policy (New) item to November Committee of the Whole.

MOTION 211019.08 Adjourn AM-1.4.9.1 Medical Assistance Recruitment Program Policy (New) to November COTW

It was moved by Councillor Prout, seconded by Councillor Morrison, to adjourn AM-1.4.9.1 Medical Assistance Recruitment Program Policy (New) to November Committee of the Whole. After discussion, the Question was called on the motion. Motion carried, 6 in favour in favour, 5 against.

• ***AM-7.3.1 Publication Policy Amend***

MOTION 211019.09 AM-7.3.1 Publication / Signage Policy Amend

Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal council amend AM-7.3.1 Publication Policy by changing the name of the policy to AM-7.3.1 Publication / Signage Policy and adding provisions relating to signage on County properties, pursuant to seven-day notice having been given at Committee of the Whole. Motion carried unanimously.

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

MOTION 211019.10 ACMHC - Reappoint Helen Huntley and Marilyn Booth for Additional Two-Year Term Ending November 30, 2023

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, that municipal council appoint Helen Huntley and Marilyn Booth to the Annapolis County Municipal Housing Corporation Board for an additional two-year term ending November 30, 2023, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

• ***Identify Possible Bylaw Infractions on County-Owned Forest Lands***

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

It was moved by Deputy Warden Gunn, seconded by Councillor Barteaux, to amend the motion to remove the words 'forest' and 'greater than 20 acres'. Motion lost.

Councillor Hudson moved, seconded by Councillor Barteaux, to amend the motion by removing 'regularly scheduled' and replacing with 'regular'. Motion carried, 10 in favour, 1 against.

It was moved by Councillor Barteaux, seconded by Councillor Longmire, to amend the motion by changing 'authorize' to 'direct'. Motion withdrawn.

Councillor Barteaux moved, seconded by Councillor Longmire, to amend the motion by changing 'authorize staff' to 'direct the CAO'. Motion carried unanimously.

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

MOTION 211019.11 Identify Possible Bylaw Infractions on County-Owned Forest Lands

Deputy Warden Gunn moved, seconded by Councillor Redden, that municipal council direct the CAO to annually monitor County-owned forest lands greater than 20 acres through regular travel and based on time of year, to locate, visually inspect, and identify possible bylaw infractions to provide a report back to Committee of the Whole, in accordance with the recommendation of Committee of the Whole. Motion carried, 9 in favour, 2 against.

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

MOTION 211019.12 NS DPW Construction Agreement 2021-008 Authorize Warden and Clerk Signatures

It was moved by Deputy Warden Gunn, seconded by Councillor Hudson, that municipal council authorize the Warden and Clerk to sign NS Department of Public Works Construction Agreement 2021-008 for the repaving of Queen Street from Brickyard Road to Bridgetown Bridge, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

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

MOTION 211019.13 NS TPW May 6, 1999 Maintenance Agreement No. 34-Q Bridgetown Bridge Repair Cost Share Request Approve

Deputy Warden Gunn moved, seconded by Councillor Hudson, that municipal council approve the cost of \$15,000.00 (50% cost share with the Province of Nova Scotia) to repair the Bridgetown Bridge, located on Queen Street, with funds to be allocated from Letter of Intent Reserve, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

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

MOTION 211019.14 County-Wide MPS and LUB Consultant Stantec Consulting Ltd.

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that Municipal Council enter into a contract with Stantec Consulting Ltd. to conduct the review of the Annapolis County Municipal Planning Strategy and Land Use Bylaw, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

- ***Cornwallis Waste Water Treatment Plant UV Upgrade***

MOTION 211019.15 Cornwallis Waste Water Treatment Plant UV Upgrade

Deputy Warden Gunn moved, seconded by Councillor Morrison, that municipal council approve additional capital funding of \$25,047.47 plus HST to be funded from the Sewer Reserve (SRES) to enable the installation of the Ultra Violet system at the Cornwallis Waste Water Treatment Facility, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

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

MOTION 211019.16 IMSA Two-Year Pilot Project (Valley Waste and Kings Transit)

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, that the Municipality of the County of Annapolis join and partake in the two-year pilot project involving Valley Waste and Kings Transit but only if the Warden is able to vote on all matters which come before the new pilot project board, other than a vote which incurs long-term debt with respect to a particular project, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

Declaration of Interest

Warden Parish declared an interest in the following five items because he owns a farm with agricultural land, and the farmers who use his land use RoundUp (a form of Glyphosate). He left the room at 2: 24 and did not participate in any discussion or subsequent motion.

Deputy Warden Gunn took the Chair.

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

MOTION 211019.17 County Use of Glyphosate-Related Products

Councillor LeBlanc moved, seconded by Councillor Connell, that the Municipality of the County of Annapolis not use Glyphosate-related products on county-owned land/spaces pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

- ***Education Campaign - Glyphosate***

It was moved by Councillor LeBlanc, seconded by Councillor Longmire, that municipal council direct staff to conduct an education campaign about household alternatives to Glyphosate usage, in accordance with the recommendation of Committee of the Whole.

Councillor Redden moved, seconded by Councillor Longmire, to amend the motion by removing ‘*staff to conduct an education campaign*’ and replacing with ‘*direct the CAO to place educational materials on the county website*’. Motion carried unanimously.

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

MOTION 211019.18 Education Campaign - Glyphosate

It was moved by Councillor LeBlanc, seconded by Councillor Longmire, that municipal council direct the CAO to place educational materials on the county website about household alternatives to Glyphosate usage, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

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

MOTION 211019.19 Letter to Ministers to Cease Aerial Glyphosate-Related Spraying in Annapolis County

Councillor LeBlanc moved, seconded by Councillor Barteaux, that municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting a cessation of aerial Glyphosate-related spraying in Annapolis County, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

- ***Letter to Ministers to Post Areas Sprayed***

MOTION 211019.20 Letter to Ministers to Post Areas Sprayed

It was moved by Councillor LeBlanc, seconded by Councillor Barteaux, that municipal council send a letter to the Minister of Natural Resources and the Minister of Environment requesting that neighbouring concession/access roads to recently sprayed (within a year) regions have Notice of Aerial Spraying signs posted to inform public using the roads/woods, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

- ***Contact NSFM for Report on Glyphosate Issue in NS Municipalities***

MOTION 211019.21 Contact NSFM for Report on Glyphosate Issue in NS Municipalities

Councillor LeBlanc moved, seconded by Councillor Connell, that municipal council contact the Nova Scotia Federation of Municipalities to find out how other municipalities are dealing with Glyphosate, pursuant to the recommendation of Committee of the Whole. Motion carried unanimously.

Warden Parish resumed the Chair at 2:40 p.m.

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

MOTION 211019.22 Change in Date – November Council Changed to Wednesday, November 17, 2021

It was moved by Deputy Warden Gunn, seconded by Councillor Sheridan, that the regular session of Municipal Council in November be changed from Tuesday, November 16, 2021 to Wednesday, November 17, 2021, in accordance with the recommendation of Committee of the Whole. Motion carried unanimously.

Re: Paving Harbourview Crescent to COTW recommendations

MOTION 211019.23 Paving Harbourview Crescent

Deputy Warden Gunn moved, seconded by Councillor Morrison, that municipal council approve the cost of \$140,000 plus HST to resurface the road portion of Harbourview Crescent, Cornwallis Park, with the project to be funded from Gas Tax Reserve. Motion carried unanimously.

Recess

A brief recess was held from 2:43 p.m. – 3:07 p.m.

In-Camera

It was moved by Councillor Barteaux, seconded by Councillor Sheridan, to meet in-camera from 3:07 p.m. until 3:59 p.m. in accordance with Section 22(2) (f) litigation or potential litigation of the *Municipal Government Act*. Motion carried unanimously.

Adjournment

Upon motion of Deputy Warden Gunn and Councillor Prout, the meeting adjourned at 4:00 p.m.

Unapproved draft

Warden

Municipal Clerk

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

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

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

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

i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;

ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and

ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

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

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

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

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

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

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing

Minutes of a **Public Hearing** conducted by the Municipal Council for the Municipality of the County of Annapolis on October 19, 2021, at Champlain Hall, 178 Haida Street, Cornwallis Park, N.S. at 11:11 a.m.

Present

Warden A Parish; Deputy Warden M. Gunn, and Councillors B. Prout, B. Connell, C. Barteaux, L. Longmire, A. Morrison, D. Hudson, W. Sheridan, B. Redden, and D. LeBlanc.

Also Present: CAO David Dick (via Zoom); Municipal Clerk Carolyn Young (via Zoom); other staff including W. Atwell (via Zoom), A. Dunphy, and H. Orde (via Zoom).

Public Hearing

The Warden noted Council is dealing with three public hearings today. At the end of the public hearings Council will return to its regular session.

The purpose of a Public Hearing is to permit members of the public to make their views known to Council, via oral or written submissions, concerning, solely, the application before Council.

This first Public Hearing concerns File No. 66520-35 Bridgetown 2021-LUB-001, an application by John Ray Lawrence representing Treeline Project Management Ltd. to amend the Bridgetown Land Use Bylaw Zoning Map to rezone a vacant lot known as 431 Granville Street in the community of Bridgetown, from the Residential Light Density (R-1) Zone to the Highway Commercial (C2) Zone to permit the development of a construction equipment and trailer rental facility.

All questions and comments throughout the public hearings are to be addressed to the Chair. The Chair will afford an opportunity for public input and will ask that persons speaking identify themselves each time so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application. Written presentations are acknowledged first, followed by public oral presentations. Questions and comments from Council members are asked to be held until all public comment is heard.

Re: Treeline Project Management Ltd. LUB Zoning Map Amendment Application

- **Presentation by Planner** – The Planner provided the application specifics & planning process:
 - May 28, 2021 – LUB Zoning Map amendment application received
 - June 8, 2021 – Committee of the Whole Meeting
 - Action – recommendation Council accept application for processing.
 - June 15, 2021 – Municipal Council Session - Action - motion passed to commence the amendment process and adopt PPP with BAAC and PAC Public Meetings.
 - July 21, 2021 - Bridgetown Area Advisory Committee (BAAC) Meeting - Motion that PAC recommend to Council to approve Treeline application to amend Bridgetown LUB Zoning Map.
 - September 9, 2021 – PAC Ad appears in Annapolis Valley Register.
 - Sept 3 and 7, 2021 – Hand delivery of PAC Meeting Notices.
 - September 14, 2021 - Planning Advisory Committee (PAC) Meeting - Motion that PAC recommend to Council to approve application to amend Bridgetown LUB Zoning Map.
 - September 21, 2021 – Municipal Council Meeting
 - Action - motion passed giving 1st Reading and to hold Public Hearing on October 19, 2021
 - September 30, 2021 and October 7, 2021 - Public Hearing ads appear in the AV Register.
 - October 19, 2021 – Public Hearing. Staff prepared a Public Hearing agenda and planning process update report.

- **Presentation of the Request** – John Ray Lawrence was present but did not have any additional comment.
- **Acknowledgement of Written Submissions** - The Municipal Clerk reported that no written submissions had been received.
- **Call for Oral Presentations** (open discussion from the floor – public)
The Warden issued 1st call for comments against the application;
He issued 2nd call for comments against the application;
He issued 3rd call for comments against the application; and hearing none
The Warden issued 1st call for comments in support of the application;
He issued 2nd call for comments in support of the application;
He issued 3rd call for comments in support of the application;
There were none.
- **Call for questions or comments from Council Members** - The Warden opened the floor to comments from council members. There were none.
- **Planning Process Next Steps** – the Planner outlined the following next steps:
 - The simple LUB amendment procedure (supported by MPS policy) is the same as a planning document procedure except that:
 - - MGA 210 (1): the amendment is not subject to review of the Provincial Director of Planning or the approval of the Minister.
 - - MGA 210 (2): Voting is by the majority of Council present at the Public Hearing.
 - - MGA 210 (3): After adoption of the amendment a newspaper ad is placed setting out the right of NSURB Appeal (14 Days)
 - - MGA 210 (4) a certified copy of the amending bylaw is sent to Minister.
 - - MGA 210 (6): there is a 120 day deemed refused clause.
 - - When appeal period lapses or an appeal disposed of – then the amendment comes into effect and a development permit can be issued

Adjournment

The Warden declared the Public Hearing for the Bridgetown LUB Zoning Map Amendment Application adjourned at 11:19 a.m.; and called to order the second Public Hearing for the West Paradise Community Hall Property Registration Application for Municipal Heritage Registration (see separate agenda and minutes).

Warden

Municipal Clerk

Minutes of a **Public Hearing** conducted by the Municipal Council for the Municipality of the County of Annapolis on October 19, 2021, at Champlain Hall, 178 Haida Street, Cornwallis Park, N.S. at 11:19 a.m.

Present

Warden A Parish; Deputy Warden M. Gunn, and Councillors B. Prout, B. Connell, C. Barteaux, L. Longmire, A. Morrison, D. Hudson, W. Sheridan, B. Redden, and D. LeBlanc.

Also Present: CAO David Dick (via Zoom); Municipal Clerk Carolyn Young (via Zoom); other staff including W. Atwell (via Zoom), A. Dunphy, and H. Orde (via Zoom).

Public Hearing

The Warden noted Council is dealing with three public hearings today. At the end of the public hearings Council will return to its regular session.

The purpose of a Public Hearing is to permit members of the public to make their views known to Council, via oral or written submissions, concerning, solely, the application before Council.

Council is to deal with this public hearing, called via Section 15 of the *Nova Scotia Heritage Property Act*.

Before Annapolis County Municipal Council agrees to include a property in the Annapolis County Municipal Registry of Heritage Properties, a public hearing is held where the registered property owner, in this case, the representative of the Community Hall, is given the opportunity to ask questions of Council regarding the heritage registration.

The purpose of this second Public Hearing is to discuss with Susan Saunders, Vice-President of the West Paradise Community Hall, who is requesting municipal heritage property registration for 5154 Highway 201, in the community of West Paradise (PID No 05140421) more commonly known as the West Paradise Community Hall.

Council also uses this time to explain what heritage registration means and to ensure that the property owner, the representative of the Community Hall, is aware of and in complete agreement with the registration of their property as a municipal heritage property.

All questions and comments throughout the public hearing are to be addressed to the Chair. The Chair will afford an opportunity for public input and will ask that persons speaking identify themselves *each time* so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application. Written presentations are acknowledged first, followed by public oral presentations. Questions and comments from Council members are to be held until all public comment is heard.

Re: File No. 66400-30 West Paradise Community Hall Property, Property Registration Application

- **Presentation by Staff** – Application Specifics and Request – A. Dunphy
 - We have an application for the West Paradise Community Hall
 - Included with this agenda is the staff report submitted to the Heritage Advisory Committee at their meeting of July 20, 2021 for reference.
 - While there was an evaluation of the property conducted, the property is a Category 1 designation. This is a priority in the designation process and as a priority scored 85 points of 100. The West Paradise Community Hall was constructed circa 1886.

- Based on initials found on the walls inside the woodshed, John Henry Poole constructed this building in 1886. The structure was the school house for the community; as well as being for community events until 1945. It now serves as the West Paradise Community Hall. What is also notable is that the land parcel has remained relatively unchanged since the original deed purchase from neighbors Ambrose and Harriet Poole.

- **Acknowledgement of Property Owner** - by the Warden with Susan Saunders, Trustee of West Paradise Community Hall.

1. Heritage registration is a legal process enabled through the Provincial *Heritage Property Act* by which the West Paradise Community Hall property is deemed to be significant to Annapolis County by being identified for its historical, architectural or cultural value.
2. The identification process is called registration, which in itself is a legal device that offers protection against substantial alterations or demolition of a registered heritage property.
3. Operationally then, an encumbrance, by way of the Notice of Registration, is placed on the property and registered in the Registry of Deeds.
4. Thus any substantial change to the exterior of a structure (such as the addition of a deck or new windows) of a registered heritage property requires the approval of Annapolis County Municipal Council before any work is begun.
5. Do you acknowledge, understand and accept these conditions of municipal heritage registration?

Mrs. Saunders indicated her acceptance of the conditions as outlined.

- **Acknowledgement of Written Submissions** - The Municipal Clerk reported that no written submissions had been received.

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

The Warden issued 1st call for comments against the application;

He issued 2nd call for comments against the application;

He issued 3rd call for comments against the application; and hearing none

The Warden issued 1st call for comments in support of the application.

- Mrs. Susan Saunders made a slight correction to Mr. Dunphy's presentation as she has come into possession of a new historical document from the attic, found while preparing the attic for insulation; they discovered a log book of the school trustee minutes for the two schools in West Paradise (one which is now a church, and the second one being the hall considered today). The book runs from 1876 to 1938. She shared a few notes that she made while reading the book:

The first Chair was Samuel Daniels, the first entry was dated September 25, 1876, listing why the school was being built: Evergreen Hall needed considerable repairs and a decision needed to be made whether or not to repair or build a new one. The seconded consideration was that Evergreen did not have sufficient space for a playground. Perhaps with mounting costs they would be better off to build a new schoolhouse with room for a playground. Names mentioned in this era are names familiar on the AF Church maps.

At the October 11, 1885 it was decided to build a schoolhouse not to exceed \$600 plus the cost of the land to build it. Ethan Bauchman built the schoolhouse, and is Mrs. Saunders 2X grandfather. The school was to be completed on or before the last day of September 1886 and must have been because The September annual general meeting took place in the new schoolhouse so it must have met its completion date.

He issued 2nd call for comments in support of the application;

He issued 3rd call for comments in support of the application; and hearing none moved to questions from Councillors.

- **Call for questions or comments from Council Members** - The Warden opened the floor to comments from council members.

Councillor Morrison – asked Mrs. Saunders how she felt when that book was found? She responded that she was very emotional to see many relatives’ names in there, and the feeling that she was touching something that their hands had touched.

Councillor Prout – recalled memories of attending a one-room schoolhouse.

Councillor LeBlanc – thanked Mrs. Saunders for sharing this information and raising awareness about this building.

Councillor Longmire – thanked Mrs. Saunders for sharing this information.

- **Next Steps** – the Planner outlined the following next steps:

The usual process for this type of application when the public hearing is complete Council would add an item to the agenda and if affirmative would make a motion to include the West Paradise Community Hall Property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds. This Notice of Registration provides the description that it is not to be demolished or the exterior altered without Municipal approval as part of that review, the Heritage Advisory Committee is required to be consulted and Council may grant/refuse or attach conditions to the demolition or substantial alteration. Substantial penalty may be sought and the Municipality has the right to apply to the Court to ask for a fine and a reinstatement order.

Adjournment

The Warden declared the Public Hearing for the West Paradise Community Hall Application for Heritage Registration adjourned at 11:38 a.m.; and called to order the third Public Hearing for the Easson House Property Registration Application for Municipal Heritage Registration (see separate minutes).

Warden

Municipal Clerk

Minutes of a **Public Hearing** conducted by the Municipal Council for the Municipality of the County of Annapolis on October 19, 2021, at Champlain Hall, 178 Haida Street, Cornwallis Park, N.S. at 11:38 a.m.

Present

Warden A Parish; Deputy Warden M. Gunn, and Councillors B. Prout, B. Connell, C. Barteaux, L. Longmire, A. Morrison, D. Hudson, W. Sheridan, B. Redden, and D. LeBlanc.

Also Present: CAO David Dick (via Zoom); Municipal Clerk Carolyn Young (via Zoom); other staff including W. Atwell (via Zoom), A. Dunphy, and H. Orde (via Zoom).

The Warden noted Council is dealing with three public hearings today. At the end of the public hearings Council will return to its regular session.

The purpose of a Public Hearing is to permit members of the public to make their views known to Council, via oral or written submissions, concerning, solely, the application before Council.

Council is to deal with this public hearing, called via Section 15 of the *Nova Scotia Heritage Property Act*. At the end of this third public hearing Council will return to its regular session of Council.

Before Annapolis County Municipal Council agrees to include a property into the Annapolis County Municipal Registry of Heritage Properties, a public hearing is held where the registered property owners, in this case, the representative of the estate, is given the opportunity to ask questions of Council regarding the heritage registration.

The purpose of this third and final Public Hearing is to discuss this with Marilyn Francis, the recognized executor and trustee of the estate of Victor Edward Francis, who is requesting municipal heritage property registration for 9427 Highway 8, in the community of Lequille (PID No 05107560) more commonly known as the Easson House.

Council also uses this time to explain what heritage registration means and to ensure that the property owner, the representative of the estate, is aware of and in complete agreement with the registration of their property as a municipal heritage property.

All questions and comments throughout the public hearing are to be addressed to the Chair. The Chair will afford an opportunity for public input and will ask that persons speaking identify themselves each time so that their comments may be recorded in the minutes of these proceedings and that the person speaking identify if they are speaking in favour or against the application. Written presentations are acknowledged first, followed by public oral presentations. Questions and comments from Council members are to be held until all public comment is heard.

Re: File No. 66400-30 Easson House Property, Property Registration Application

- **Presentation by Staff** – Application Specifics and Request – A. Dunphy
 - We have an application for the Easson House.
 - Included with this agenda is the staff report submitted to the Heritage Advisory Committee at their meeting of July 20, 2021 for reference.
 - While there was an evaluation of the property conducted, the property is a Category 1 designation. This is a priority in the designation process and as a priority scored 100 points of 100. The Easson House was constructed prior to 1812. This is an automatic designation.
 - The property came into their possession in 1745 when the original owner of the property, Gautier, had his lands in Lequille confiscated for disloyalty and the property was granted to John Easson

on the condition he maintain the mill. The house was constructed by Mr. Easson in 1799 and continued to be occupied by the family until 1961. The Easson family operated both grist and sawmills.

- **Acknowledgement of Property Owner** by the Warden with Marilyn Francis, representative for Easson House
 - Heritage registration is a legal process enabled through the Provincial *Heritage Property Act* by which the Easson House property is deemed to be significant to Annapolis County by being identified for its historical, architectural or cultural value.
 - The identification process is called registration, which in itself is a legal device that offers protection against substantial alterations or demolition of a registered heritage property.
 - Operationally then, an encumbrance, by way of the Notice of Registration, is placed on the property and registered in the Registry of Deeds.
 - Thus any substantial change to the exterior of a structure (such as the addition of a deck or new windows) of a registered heritage property requires the approval of Annapolis County Municipal Council before any work is begun.
 - Do you acknowledge, understand and accept these conditions of municipal heritage registration?

Ms. Francis accepted the conditions as outlined. She further noted that nothing has changed in the house, it has original shingles, wiring, etc, everything is has been left as is.

- **Acknowledgement of Written Submissions** - The Municipal Clerk reported that no written submissions had been received.
 - **Call for Oral Presentations** (open discussion from the floor – public)
 - The Warden issued 1st call for comments against the application;
 - He issued 2nd call for comments against the application;
 - He issued 3rd call for comments against the application. Hearing none,
 - The Warden issued 1st call for comments in support of the application.
 - He issued 2nd call for comments in support of the application.
 - He issued 3rd call for comments in support of the application.
- Hearing none, the Warden moved to receive comments from Councillors.

- **Call for questions or comments from Council Members** - The Warden opened the floor to comments from council members.

Councillor Redden – the original owner, Gauthier, is stated as 1745, this is pre Acadian expulsion. He has never encountered a building this old.

Councillor LeBlanc – this is a historical find, not sure of any older buildings in the area. Phenomenal to have all this background and to see it as it was and that it still stands.

Warden Parish – went through the building with Ms. Francis and was very impressed. It still has the original fireplaces, brick parged foundation in the basement supporting the fireplaces, a curved staircase to the second floor, original floorboards, a very special building.

Deputy Wren Gunn – delighted for recognition on this property. Glad it did not get modernized in the 1970s.

- **Next Steps** – the Planner outlined the following next steps:

The usual process for this type of application when the public hearing is complete Council would add an item to the agenda and if affirmative would make a motion to include the Easson House Property in the Annapolis County Municipal Registry of Heritage Properties and deposit a Notice of Registration in the Registry of Deeds. This Notice of Registration provides the description that it is not to be demolished or the exterior altered without Municipal approval as part of that review, the Heritage Advisory Committee is required to be consulted and Council may grant/refuse or attach conditions to the demolition or substantial alteration. Substantial penalty may be sought and the Municipality has the right to apply to the Court to ask for a fine and a reinstatement order.

Adjournment

The Warden declared the Public Hearing for the Easson House Application for Heritage Registration adjourned at 11:49 a.m.; and returned to the regular session of council.

Warden

Municipal Clerk

Minutes of the special **Municipal Council** meeting held on Tuesday, November 9, 2021, at 3:20 p.m., in Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS, in accordance with the Direction of the Minister under a Declared State of Emergency [updated July 29, 2020 (*see attached*)]

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

Also Present: Municipal Clerk Carolyn Young,

New Business

Re: NS Dept. Public Works Paving Contract Queen Street Additional Funds

MOTION 211109.01 NS Dept Public Works Paving Contract Queen Street Additional Funds

Pursuant to the recommendation of Committee of the Whole, it was moved by Councillor Hudson, seconded by Councillor Longmire, that municipal council approve the additional funding request and authorize the Warden and Clerk to sign the subsequent construction agreement from NS Department of Public Works in the amount of \$28,000 to pave Queen Street from the bridge to Brickyard Road (approximately .21 km), with the funding to be allocated from the Gas Tax Reserve. Motion carried unanimously.

Re: Harbour Authorities & Societies Capital Assistance Program – Application Cottage Cove District Wharf Society

MOTION 211109.02 AM-1.4.3 2021-22 Small Project Matching Grant Program – Cottage Cove District Wharf Society

In accordance with the recommendation of the Committee of the whole, Councillor Connell moved, seconded by Councillor Prout, that municipal council approve a grant in the amount of \$10,000 to the Cottage Cove District Wharf Society from the 2021-22 Small Project Matching Grants Program, in accordance with AM-1.4.3 Harbour Authorities & Societies Capital Assistance Program. Motion carried unanimously.

Adjournment

Upon motion of Councillors Longmire and Redden, the meeting adjourned at 3:23 p.m.

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

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

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

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

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

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

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

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

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

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

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

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

Dated July 29, 2020.

Original signed by

Hon. Chuck Porter
Minister of Municipal Affairs and Housing

Recommendations
From 2021-11-09 Committee of the Whole
To 2021-11-17 Municipal Council

i. One-time Grant to Soldiers Memorial Hospital Foundation

In accordance with the recommendation of Committee of the Whole, I move that municipal council pay a one-time grant of \$10,000 from Strategic Initiatives to the Soldiers Memorial Hospital Foundation.

ii. AM-1.4.9.1 Medical Assistance Recruitment Program Policy New

I move, in accordance seven-day notice having been given at Committee of the Whole, that municipal council approve AM-1.4.9.1 Medical Assistance Recruitment Program Policy New as amended.

iii. AM-7.2.1 Information Technology Policy Amend

Pursuant to seven-day notice having been given at Committee of the Whole, I move that municipal council amend AM-7.2.1 Information Technology Policy.

iv. AM-1.3.5 Committees of Council Policy Amend

I move, pursuant to seven-day notice having been given at Committee of the Whole, that municipal council amend AM-1.3.5 Committees of Council Policy by adding provisions for the CAO Review Committee as amended (*see attached*).

v. New Road Name Snow Lake Keep Lane

In accordance with the recommendation of Committee of the Whole, I move that municipal council approve the road name “Snow Lake Keep Lane” for the private access road at the Snow Lake Keep Homesteading Community in Arlington West.

vi. 2021 Upper Clements Area MPS and LUB Review

I move, in accordance with the recommendation of Committee of the Whole, that municipal council commence a review of the Upper Clements Area Municipal Planning Strategy and Land Use Bylaw, and adopt a public participation program that would refer the review applications to the Upper Clements Area Advisory Committee and the Annapolis County Planning Advisory Committee for their review and recommendation along with applicable public meetings and advertisements.

vii. Margaretsville & District Volunteer Fire Department Release of Funds

Pursuant to the recommendation of Committee of the Whole, I move that municipal council authorize the withdrawal of \$25,000 from the Capital Fire Services Reserve Fund to the Margaretsville & District Volunteer Fire Department in the 2021-22 fiscal year.

viii. AM-2.7.1 Occupational Health and Safety Policy Re-Adopt

I move, pursuant to seven-day notice having been given at Committee of the Whole, that municipal council to re-adopt AM-2.7.1 Occupational Health and Safety Policy.

ix. Housing Crisis in Annapolis County - Letter to Minister of Municipal Affairs and Housing

In accordance with the recommendation of Committee of the Whole, I move that municipal council send a letter to the Minister of Municipal Affairs and Housing regarding the housing crisis in our municipality.

Recommendations
From 2021-11-09 Committee of the Whole
To 2021-11-17 Municipal Council

x. Housing Crisis - Letter to All Nova Scotia Municipalities

I move, in accordance with the recommendation of Committee of the Whole, that municipal council send letters to all Nova Scotia municipalities to encourage them to also send letters to the Province regarding the housing crisis in their municipalities.

xi. IMSA Two-Year Pilot Project (Valley Waste and Kings Transit)

Pursuant to the recommendation of Committee of the Whole, I move that municipal council join the IMSA Two-Year Pilot Project - Valley Waste and Kings Transit.

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		AM - 1.3.5
Section Procedure & Organization of Council	Subject Committees of Council Policy	

Provisions Regarding the Forestry Advisory Committee

1. The Forestry Advisory Committee is established pursuant to the Section 24 of the *Municipal Government Act*.
2. The committee shall exist as an advisory committee of Municipal Council.
3. The committee shall exist for the purpose of considering and making recommendations regarding forestry matters as referred to the Committee by Municipal Council.
4. The committee shall be comprised of not more than four (4) councillors.

Provisions Regarding the CAO Review Committee

5. Council hereby establishes the CAO Review Committee as a standing committee of Municipal Council.
6. The CAO Review Committee shall oversee the performance review process for the Chief Administrative Officer after consultation with Municipal Council.
7. The CAO Review Committee consists of the Warden, the Deputy Warden and two other council members.
8. The Warden shall be the chairperson of the CAO Review Committee.
9. To the extent practicable selection of the remaining committee members (in addition to Warden and Deputy Warden) should reflect the gender diversity of Council’s composition. Accordingly, the remaining committee members shall be selected by placing the names of councillors confirming an interest in a box and having one name being drawn by a person chosen by the Warden.
10. 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 CAO Review Committee and Municipal Council Meetings where their performance is discussed; no other staff persons shall attend.
11. 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 Municipal Council.

Municipal Clerk’s Annotation for Official Policy Book	
I certify that this policy was adopted by Municipal Council as indicated below:	
Seven (7) Day Notice.....	<i>PENDING November 9, 2021</i>
Council Approval	<i>PENDING November 17, 2021</i>
<u>Carolyn Young</u>	<u><i>PENDING November 17, 2021</i></u>
Municipal Clerk	Date
At <u>Annapolis Royal</u> Nova Scotia	