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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, December 19, 2023

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



1. **ROLL CALL**
2. **DISCLOSURE OF INTEREST**
3. **APPROVAL OF THE ORDER OF THE DAY**
4. **APPROVAL of MUNICIPAL COUNCIL MINUTES**
2023-11-21 Regular Council
5. **COTW RECOMENDATIONS**
2023-12-12 Committee of the Whole:
 - 5.1 SR2023-85 Policy 105 Low Income Tax Exemption NEW
 - 5.2 SR2023-86 Policy 106 Municipal Traffic Authority NEW
 - 5.3 SR2023-87 Municipal Capital Growth Fund Submission Bear River
 - 5.4 SR2023-88 Occupational Health and Safety Policy – Re-Adopt
 - 5.5 SR2023-89 Extended Producer Responsibility (EPR)
 - 5.6 SR2023-90 CPI Wage Increase
6. **NEW BUSINESS**
 - 6.1 Warden’s December Update
 - 6.2 SR2023-80 C8 Electronic Voting Bylaw NEW – Final Reading
 - 6.3 SR2023-91 Trans County Transportation Society - Funding
 - 6.4 2023-12-12 Nominating Committee Recommendation
7. **COUNCILLOR COMMENTS**
8. **Council Motion Tracking List** (*September, October, November*)
9. **ADJOURNMENT**

**2023-11-21 Municipal Council
Summary of Motions**

Motion 231121.01 SR2023-80 C8 Electronic Voting Bylaw NEW.....	2
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Motion 231121.12 SR2023-83 Transfer Municipal Pension Plan to PSSP	4
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Motion 231121.14 Former Bridgetown Elementary School – Update to Reader	5

Minutes of the regular session of Municipal Council held on Tuesday, November 21, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

Warden Morrison welcomed viewers from Germany, sharing words of Remembrance of a Canadian Airforce pilot who is buried in Germany.

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, 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; M. Baharloo, L. Bent, D. Campbell, C. Hazel, C. Mason, N. McCormick, B. Olsen, N. Whitman, Jim Young; and 1 member of the public.

Disclosures of Interest

Item 5.6 Councillor Prout as he is a member of the Melvern Square & Area Community Centre Association
Item 5.10 Councillor Enslow as he is employed by the RCMP.

Order of the Day

Requests were made to add:
Under New Business item 6.5 Former Bridgetown Elementary School;
Under New Business item 6.6 Utility and Review Board Decision; and
under COTW Recommendations item 5.10 SR2023-76 RCMP Policing Services Facilities Agreement with Town of Middleton.

To approve the Order of the Day as amended.

Moved: Councillor LeBlanc

Seconded: Councillor Sheridan

Motion carried.

Minutes

Re: 2023-10-17 Regular Minutes – approved no errors or omissions.

Committee of the Whole Recommendations 2023-11-14

Re: SR2023-80 C8 Electronic Voting Bylaw NEW

Motion 231121.01 SR2023-80 C8 Electronic Voting Bylaw NEW

That Municipal Council give first reading to enact *C8 Electronic Voting Bylaw*, which repeals *C8 Alternative Voting Bylaw*.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried 7 in favour, 4 against.

Re: SR2023-81 Policy 104 Audit Committee NEW

Motion 231121.02 SR2023-81 Policy 104 Audit Committee NEW

That Municipal Council approve Policy 104 respecting the establishment of an *Audit Committee*, in accordance with seven-day notice given on November 14, 2023.

Moved: Councillor Sheridan

Seconded: Councillor Longmire

Motion carried, 10 in favour, 1 against.

Re: SR2023-82 County-Wide Municipal Planning Strategy and Land Use Bylaw

Motion 231121.03 SR2023-82 County-Wide Municipal Planning Strategy and Land Use Bylaw

That Municipal Council call a Planning Advisory Committee (PAC) meeting on Thursday, December 14, 2023, at 6 pm at the Annapolis Royal Fire Hall for consideration of the County Wide planning documents, with Monday, December 18, 2023, as an alternate date in the event of inclement weather.

Moved: Deputy Warden Redden

Seconded: Councillor Enslow

Motion carried.

Re: SR2023-79 (2) 2023-24 Community Grants Applications *Granville Ferry Community Association*

Motion 231121.04 SR2023-79 (2) 2023-24 Community Grants Applications Granville Ferry Community Association

That Municipal Council approve a grant to the Granville Ferry Community Association in the amount of \$2,400 to support upgrades and repairs to the hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

Moved: Councillor Barteaux

Seconded: Councillor LeBlanc

Motion carried.

Re: SR2023-79 (2) 2023-24 Community Grants Applications *Round Hill Hall Company*

Motion 231121.05 SR2023-79 (2) 2023-24 Community Grants Applications Round Hill Hall Company

That Municipal Council approve a grant to the Round Hill Hall Company in the amount of \$2,400 to support the installation of a new furnace and flue system for the community hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

Moved: Councillor Enslow

Seconded: Councillor Gunn

Motion carried.

Declaration of Interest

Councillor Prout declared an interest in the following matter as he is a member of the Melvern Square & Area Community Centre Association. He left the room and did not participate in any discussion or subsequent motion.

Re: SR2023-79 (2) 2023-24 Community Grants Applications Melvern Square & Area Community Centre Association

Motion 231121.06 SR2023-79 (2) 2023-24 Community Grants Applications Melvern Square & Area Community Centre Association

That Municipal Council approve a grant to the Melvern Square & Area Community Centre Association in the amount of \$2,400 to support the installation of a heat pump for the hall in accordance with *AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program*.

Moved: Deputy Warden Redden

Seconded: Councillor LeBlanc

Motion carried.

Councillor Prout returned to his seat at 10:42 a.m.

Re: SR2023-79 (2) 2023-24 Community Grants Applications Port George District Lighthouse Society

Motion 231121.07 SR2023-79 (2) 2023-24 Community Grants Applications Port George District Lighthouse Society

That Municipal Council approve a grant to the Port George District Lighthouse Society in the amount of \$2,500 to support seawall restoration and repair to protect the lighthouse in accordance with *AM 1.4.9 Community Grants, Capital Projects Assistance Program, Small Project Matching Grants*.

Moved: Councillor Connell

Seconded: Councillor Sheridan

Motion carried.

Re: 2023-11-06 Habitation Community Area Advisory Committee Recommendation

Motion 231121.08 2023-11-06 Habitation Community Area Advisory Committee Recommendation

That Municipal Council call a Planning Advisory Committee (PAC) meeting on November 30, 2023, at 7 pm, at the Lower Granville Community Hall for consideration of the Habitation Community planning documents.

Moved: Councillor Longmire

Seconded: Councillor LeBlanc

Motion carried.

Re: Scotiabank Branch Closures

Motion 231121.09 Scotiabank Branch Closures

That municipal council send a letter to Scotiabank headquarters outlining the impacts on the citizens throughout the county surrounding the decision to close the Bridgetown and Annapolis Royal branches.

Moved: Councillor Enslow

Seconded: Councillor Longmire
Motion carried.

Committee of the Whole Recommendation 2023-10-10

Declaration of Interest

Councillor Enslow declared an interest in the following item as he is employed by the RCMP. He left the room and did not participate in any discussion or subsequent motion.

Re: SR2023-76 RCMP Policing Services Facilities Agreement – Town of Middleton

Motion 231121.10 SR2023-76 RCMP Policing Services Facilities Agreement – Town of Middleton

That Municipal Council authorize the Warden and Municipal Clerk to sign the Agreement for the joint use of facilities for the RCMP within the Middleton Town Hall facility at 131 Commercial Street, Middleton, NS, for a period of five years effective June 21, 2022, and ending on March 31, 2027, with an option for a further five-year renewal term, in accordance with the recommendation of 2023-10-10 Committee of the Whole.

Moved: Councillor Gunn
Seconded: Councillor Longmire
Motion carried.

Councillor Enslow returned to his chair at 10:51 a.m.

New Business

Re: 2023-09-30 ACMHC Board of Directors Recommendation

Motion 231121.11 2023-09-30 ACMHC Board of Directors Recommendation

To recommend that Helen Huntley be appointed for an additional two-year term ending November 30, 2025.

Moved: Deputy Warden Redden
Seconded: Councillor Hudson
Motion carried.

Re: SR2023-83 Transfer Municipal Pension Plan to PSSP

Motion 231121.12 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.

Moved: Deputy Warden Redden
Seconded: Councillor Gunn
Motion carried, 10 in favour, 1 against.

Re: SR2023-84 J-Class Roads Cost-Share Agreement 2023-001

Motion 231121.13 SR2023-84 J-Class Roads Cost-Share Agreement 2023-001

That Municipal Council notify Nova Scotia Public Works that it does not wish to participate in the J-Class Road re-paving of subdivision streets program in 2024-2025.

Moved: Deputy Warden Redden

Seconded: Councillor Hudson

Motion carried.

Recess

11:28 a.m. – 11:44 a.m.

Re: 2023/24 Capital Project Update

Director Jim Young provided an overview on the status of capital projects for 2023/24 - 29 projects with an approved capital budget of \$3,906,000. To date, 55% has been spent (\$2,127,539).

Re: Former Bridgetown Elementary School – Councillor Hudson – do we need a motion:

Motion 231121.14 Former Bridgetown Elementary School – Update to Reader

That municipal council direct staff to prepare an ad for the Bridgetown Reader to update the citizens of Bridgetown on what has transpired in relation to the former elementary school.

Moved: Councillor Hudson

Seconded: Councillor Gunn

Motion carried, 10 in favour, 1 against.

Re: UARB Decision - Boundary – Councillor Gunn would like to discuss the UARB decision, starting with getting a legal opinion to understand what action we did wrong and what action should we take.

That we hire a municipal lawyer to explain to us where we went wrong on our application to the UARB.

Moved: Councillor Gunn

Seconded: Councillor Enslow

Councillor Gunn withdrew the motion.

Councillor Comments

District 1 – Councillor Prout (as submitted)

Greetings from District 1. It has been another busy time over the last four weeks. I have attended a number of meetings and events. Outside of District 1, I attended the sod-turning for the new Mountain Lea Lodge, I was honored to lay a wreath on behalf of the County at the Middleton Legion Remembrance Day service held at the Middleton NSCC campus and was pleased to attend, along with a number of other Councillors and Staff, the Middleton Fire Department Awards Banquet this past weekend.

Closer to home, I took in the monthly meeting of the Wilmot and Area Neighbourhood Watch and was pleased to also be present at a meeting of the Melvern Square & Area Community Center Association where a plaque was presented to Terry Wilkens in memory of his wife, the former Councillor for District 1, Marilyn Wilkens to honor her, along with other community volunteers, for their efforts on behalf of our community.

With the changing of the seasons, Auntie Dorns Take-out is now closed. However, Green Leaf Enterprises has opened its Christmas Shop with extended hours for the Holiday Season. In addition, a

number of local service clubs, churches and community halls are beginning to hold Christmas Teas and Craft Fairs over the next five weeks and I would encourage everyone who can to support their efforts as we approach the Holiday Season. Finally, it is a time to be mindful of all of our other Charities and Food Banks as they continue to help to provide for those in need.

District 2 – Councillor Connell noted the last Port George breakfast for the year is in December – they usually resume in April. Support local foodbanks. December 16th the Festive Lighting Ceremony at Willet Park with hot drinks and sweets to follow at the fire hall. The Comfort Centre in Port George is getting ready for propane tanks and generator – hopefully to be running by December. He attended the Remembrance Day service at NSCC Lawrencetown, and attended the Middleton Fire Department banquet on Saturday, bringing greetings from the County and presenting awards to the firefighters. He added that he attended a Town Council meeting last night and heard from Rick Jacques, who spoke about a Provincial 800 number available for complaints about ATV or OHV issues on the trails.

District 3 – Councillor Enslow hopes everyone took time on Remembrance Day to remember those who didn't come back or who are still serving. He spend a lot of time on the Bridgetown Scotiabank branch closure; and noted that he attended a Credit Union public meeting and they plan to open five days a week in Bridgetown and Middleton. He attended the Bridgetown and Area Chamber of Commerce meetings in preparation for Light Up the Town on December 1st. He attended a Club 200 fundraiser at the Bridgetown Legion and a craft sale in Port Lorne.

December 1st – Light Up the Town in Bridgetown – more than 2000 people attended last year. Will light the tree, enjoy hot chocolate with lots of activities and give aways.

December 2nd – monthly Lions Breakfast. Great time to meet people.

With change of season, get outside and do some physical activity. Lots of various free activities – free skates, etc. enjoy the snow.

District 4 – Councillor Barteaux noted the season changes again heading into snow. Get your tires changed. He attended NSFM conference activities and received lots of information. He had the opportunity, with Councillor Longmire, to attend the Legislature at the invitation of MLA Carmen Kerr. He attended the Remembrance Day service at Branch 21 Legion in Annapolis Royal along with Councillor Longmire – there was an amazing turnout this year. He attended the ribbon- cutting ceremony for the new Mountain Lea facility as well as the Granville Ferry Association. Goodbye to Planner Connor MacQuarrie – wishes him all the best. Scotiabank closures – he hopes our correspondence is helpful because not having a branch in the county is an issue. He attended the Annapolis Royal VFD banquet along with several councillors. This is a great organization, and we cant thank fire fighters enough. Great to see it continue and grow. We value our volunteers. Continuing events are happening at community halls – keep an eye out and support as you can.

District 5 – Councillor Longmire (*as submitted*)

The temperatures sure are different out there. It is that time to book your appointment to get those winter tires on.

It's that time of year, hunting season is in full swing and it is darker earlier, encouraging all when out on the roads to wear bright colors.

Throughout District 5 there are several groups working hard to finish up different projects. The Port Royal Lighthouse Association are putting on their finishing touches with a date soon to present this beautiful Lighthouse to the communities. This project has taken endless hours, fundraising and volunteers to make it a reality. Yesterday Owen Ritchie was putting on the final stain. Mary, Danny

and Owen Ritchie along with Ian Lawrence just to name a few along with Medea and Allan Holtz have given endlessly as has the people in and around this community. I chatted with Diane and Ricki Hall on the painting of the boards that took place at Thexton's in Lequille they were just two of many who would stop in to paint for a bit and then hand the brush off to the next. The enthusiasm as this Lighthouse comes to life is so very exciting. Yesterday another gift - a load of gravel - and thanks was extended to Craig Brown (Brown Bros). Together with a crew of helpers it was then levelled. Rick Boudreau came out on his tractor, while many raked - Randy Swigart, Mo and Andrew Welch.

This Saturday from 11-3 at The Fundy Hall in Young's Cove there will be a craft sale, luncheon, ticket sales, auction and much more. Please stop in if you are in the area. All proceeds will go towards helping to install a heatpump. They are also looking into Efficiency NS and applying for grants to do the additional improvements needed to help keep the hall open. So many halls are currently working on the very same goals. I am looking forward to sharing what I can to help them reach their goals. Games Night returns and will be held at the Lower Granville Hall beginning on Dec 3rd at 7 pm bring a snack to share if wish. If you wish you can bring your own game - \$2 donation per person for the evening. Our Halls are great venues to rent and many have fully equipped kitchens that make it a great option for special occasions, events, and gatherings . Please consider renting to help our Halls remain open in our communities. Earlier this month I attended an event at Nikiang Farm, through The Bauta Family Initiative. Rice Harvest Webinar- the weather didn't cooperate for us to do this session in person. Maybe next season. Niki and Ian Curry, as they are always prepared, didn't let that stop them and the virtual tour was awesome. Also, they just recently recorded some video from their rice harvest and processing on-farm. From production, to harvest it was so interesting to sit in on and learn so much about rice grown right here in District 5. To find out more about NIKIAN Farm on their WEBSITE (<https://www.nikiangardens.com/>) where you may also be able to order rice seed. You can find out more about The Bauta Family Initiative at seedsecurity.ca

On Nov 12th Litchfield Cove Shoreline Cleanup was advertised. Although I wasn't able to attend, I do look forward to learning more about this group and the work they are doing to cleanup our shorelines. Thank you to the Founder of Shoreline Cleanup Scotian Shores Angela Riley and our local District 5 citizen Bruce Hamilton.

Last week I attended the Nova Scotia Federation of Municipalities - Raising the Bar on Local Leadership. Enriching sessions and discussions around topics high on the list throughout our Province including Provincial Growth Strategy, Housing, Diversity and Inclusion, Emergency Preparedness, Policing and Climate Change. It was an amazing time with great energy and eagerness to make things happen. As the conference was coming to a close on Nov 9th MLA Carmen Kerr extended an invite to attend a session at the Legislature as a guest and so both Councillor Barteaux and myself accepted.

I had some very good discussions with several citizens in and around District 5 with regards to the size of council and the Mayor vs Warden system.

If you can help out at your local food bank, support a family for Christmas, or help serve at a Christmas dinner please consider. If we each do a little, much will be accomplished.

A very productive month and I am looking forward to more productivity.

District 6 – Warden Morrison (as submitted)

The Clements Historical Society meets once a month in the Clementsport Legion. Members circulate historically-interesting documents, publications, and pictures. The society has a valuable archive of materials that richly illustrate the history of our area. It has recently published its 2024 calendar and they are for sale locally.

I have circulated copies of the activity schedules of the Deep Brook Waldec Lions Club and of the Cornwallis Park Community Association to illustrate the level of activities in both of these well-founded community organizations.

The Remembrance Day ceremonies at the Clementsport Legion were well attended and provided an opportunity for folks to pause, remember and think about the contributions made on their behalf by those who have served in and are serving in our Canadian Armed Forces.

Last Saturday there was a benefit at the Clementsport legion in aid of the family whose home in Clementsport was recently completely destroyed by fire. The wide range of donated items on which we could bid and the enthusiasm of the bidding is testament to a deep sense of togetherness and willingness to help our friends and neighbours in time of distress.

I will not be a candidate in the October 2024 municipal elections.

District 7 – Councillor Hudson was away for 2 weeks visiting family in Ontario. He attended the Valley Credit Union meeting as reported by Councillor Enslow. He hopes people support the credit union's efforts to provide full time financial services. It has gone through some phases, from full time, to part time and returning to full time. He hopes they can maintain that. He attended the Lions public meeting in Bridgetown regarding a playground/splash pad project. The consensus was for a playground as a priority, and that the lot next to the pool is a great location for that. He also attended the Middleton Fire Department Banquet last Saturday, where awards were given to members for years of service, some for more than 30 years. This is amazing, shows pride and dedication to their departments.

District 8 – Councillor Gunn

Was at the at Bear River cenotaph an attended the banquet on Remembrance Day. Cenotaph means 'empty tomb'. As is his custom since COVID, he and one other held 2 minutes of silence at the cenotaph in Kempt. The Foresters Hall is hosting a Remembrance Tree tis weekend, along with their annual Christmas Craft sale. Bear River is also hosting a craft sale. He attended the Annapolis Royal FD banquet along with other councillors, sitting with a former Kings County Councillor - interesting chat. The banquet was well attended, and Zach Cromwell and David Wright received recognition for years of service. He also attended NSFM with other councillors.

The days are getting shorter and the nights colder. In this season, keep an eye out for those who may need a little help. As Red Green says "We are all in this together".

District 9 – Councillor Sheridan –attended many events over the past month, including the Remembrance Day service in Middleton. She has had calls mostly about the increase in theft in all communities, and is glad that neighbours are helping neighbours – when they are away, etc. This is a great start. Bingo is every second Saturday in Nictaux, with the next one on November 25th. Don't forget about the 50/50 Fire Fighters draw. She will not be reoffering in 2024.

District 10 – Deputy Warden Redden noted the following events:

Christmas in the Village, Exhibition Youth Arena, Saturday Dec 2nd, 4-6pm

Join the village commission and Santa for Hayrides, Hot Dogs and Hot Chocolate

Inglisville Christmas Craft Sale, Inglisville Community Hall, Dec 3rd, starting at 12pm

Lawrencetown Legion Beach Dance Party, November 25th Doors open at 9pm to 1am, Live Music Admission \$10

Farm Café, NSCC Middleton Pay What You Can Dinner Thursday 430pm to 630pm Eat in or Take out, which supports their various food security initiatives.

District 11 – Councillor LeBlanc attended the first Halloween party at the Three Rivers Community Centre – they expected 30 to attend and got 80! All ages enjoyed the evening. Check their Facebook page for upcoming events (Santa is coming to town!). She attended the Middleton FD banquet – great food and nice to see all the volunteers recognized for their years of service. Be mindful of road conditions and be prepared for whatever happens.

The Warden noted this has been a meeting of intense discussion on important subjects. If it is important to our citizens, it is important to council.

Adjournment

The Warden declared the meeting adjourned at 1:06 p.m.

Unapproved draft

**2023-12-12 Committee of the Whole Recommendations
To
2023-12-19 Municipal Council**

5.1 SR2023-85 Policy 105 Low Income Tax Exemption NEW

That Municipal Council approve *Policy 105 Low Income Tax Exemption*, pursuant to seven-day notice given on December 12th.

5.2 SR2023-86 Policy 106 Municipal Traffic Authority NEW

That Municipal Council approve *Policy 106 Appointment of a Traffic Authority*, in accordance with seven-day notice given on December 12th.

5.3 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.

5.4 SR2023-88 Occupational Health and Safety Policy – Re-Adopt

That Municipal Council re-adopt *AM-2.7.1 Occupational Health and Safety Policy*, in accordance with seven-day notice given on December 12th.

5.5 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.

5.6 SR2023-90 CPI Wage Increase

That Municipal Council approve an increase to all non-union salaries in the amount of 3.2%, effective January 1, 2024, in accordance with the recommendation of Committee of the Whole.

Warden's December 2023 Update

Prepared by Warden Alex Morrison

Although a bit tardy, I want to write some words about the Nova Scotia Federation of Municipalities gathering in Halifax over a four-day period early in November. Annapolis County was represented by me, a number of Councillors and the CAO. The opening subject dealt with policing in Nova Scotia and proved to be an eye-opener in that the various speakers' presentations illustrated how complicated, dense, and challenging it is to understand the current organizational arrangement and the formats that might be adopted in the future. The "conversations" series of round-table discussions instituted in 2022 to much positive applause enjoyed the same popularity this year. I sat in on the session devoted to inter-municipal cooperation and explained to my provincial colleagues our new Inter-Municipal Working Group: its features and progress thus far. There was positive interest.

I attended a benefit for a family whose house had burnt completely to the ground. Disasters such as this literally strike at the heart. The attendance was good and the bidding on such items at 50 pounds of lobster and many packages of pounds of scallops. I am sure that the money raised will greatly help with critical phases of family restoration.

Several Councillors, staff members and I attended a very enjoyable and educational session at the Valley Waste Management site in Kentville. It was good to see how our refuse is handled and also to appreciate the circle of recycle and reuse that constantly occurs through the various life stages of various discarded items.

Earlier in November, I had been selected by NSFM to be a member of a committee dealing with municipal autonomy and, at our first meeting in Halifax, I was chosen to be Chair. This involves four meetings per year. Other committee members are Councillors from Kentville and HRM and we are supported by NSFM staff members.

Planning Advisory Committee meetings are always interesting. They permit members of the PAC – Councillors and three public members – to discuss references and recommendations from various geographical areas. Each meeting causes reflection from members and musings as to how we might make the meetings more productive.

There is an international Acadian Congress in Nova Scotia next year. This has fostered a number of suggestions as to how the County might play a preparatory and participatory role.

I participated in a Nova Scotia Engage zoom meeting hosted by Engage Nova Scotia. Those who attended the Spring meeting of NSFM will remember his presentation on the amount of data that had been collected by a survey of Nova Scotia residents. Another survey will be conducted later in 2024. This data enables municipalities to plan better how they provide services to their citizens. I plan to have further information containing suggestions as to how we might support this initiative available for our January Committee of the Whole.

County Council and staff once again participated in sponsoring two Christmas families this holiday season. Hopefully, their Christmas will be a bit brighter. Thank you to RCMP Community Officer for his assistance.

Warden's December 2023 Update

Prepared by Warden Alex Morrison

On invitation, I attended a gathering of the Bear River Development Society. President Valda Acker outlined to me how BREDS supports various community worthwhile and needed activities. She and her colleagues have been persistent in obtaining funds to fill wants and needs of the community. Annapolis County has provided support in the past. It is quite satisfying to see this society and others continue their good works. I delivered a few appreciative remarks that were well received.

The newly renovated Schafner Point lighthouse (more commonly known as the Port Royal lighthouse) was dedicated in a colourful and informative ceremony on Saturday 9 December. I was accompanied by Councillors Clyde Barteaux and Lynn Longmire, and by County Director of Development Debra Ryan. A Parks Canada federal heritage plaque was unveiled by Port Royal Lighthouse Association President Medea Holtz. Bagpipe music added significantly to the occasion. Annapolis County support for this multi-year restoration project was mentioned in an article in the December 7 edition of the Annapolis Valley Register and by President Holtz at the ceremony.

**2023-12-12 Municipal Council
New Business**

6.1 SR2023-80 C8 Electronic Voting Bylaw NEW

That Municipal Council give final reading to enact C8 Electronic Voting Bylaw, which repeals C8 Alternative Voting Bylaw, pursuant to first reading given on November 21, 2023.

C8 ELECTRONIC VOTING BYLAW

Short Title

1. This Bylaw shall be known as the "*Electronic Voting Bylaw*."

Definitions

2. In this Bylaw:

- (1) "*Act*" means the *Municipal Elections Act*, 1989 R.S.N.S. c. 300, as amended.
- (2) "*advance poll*" means the Tuesday immediately preceding ordinary polling day; and either:
 - (a) one other day fixed by the Council by resolution that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day in accordance with the *Act*; or
 - (b) if Council has delegated its authority to fix a day to the Returning Officer, one other day fixed by the Returning Officer that is either Thursday, the ninth day before ordinary polling day, or Saturday the seventh day before ordinary polling day in accordance with the *Act*.
- (3) "*electronic polling days*" means any hours and dates fixed by a resolution of Council for electronic voting, inclusive of the regulated advance poll dates.
- (4) "*electronic voting*" means voting by telephone or via the internet and includes both telephone and internet voting.
- (5) "*ballot box*" means a computer database in the system where cast internet ballots and telephone ballots are put.
- (6) "*candidate*" means a person who has been nominated as a candidate pursuant to the *Act*.
- (7) "*Council*" means the Municipal Council of the Municipality of the County of Annapolis.
- (8) "*Education Act*" means the *Education Act*, 1995-1996 S.N.S. c. 1, as amended.
- (9) "*election*" means an election held pursuant to the *Municipal Elections Act* or the *Education Act*, including a school board election, special election, and a plebiscite.
- (10) "*Election Officer*" means an "*election official*" under the *Act*.
- (11) "*elector*" means a person qualified to vote pursuant to the *Municipal Elections Act* and the *Education Act*.
- (12) "*final list of electors*" means the final list of electors completed pursuant to section 40 of the *Act*.
- (13) "*internet ballot*" means an image of a ballot on a computer screen including all the choices available to an elector and the spaces in which an elector marks a vote.
- (14) "*municipality*" means the Municipality of the County of Annapolis.

C8 ELECTRONIC VOTING BYLAW

- (15) "normal business hours" means the time between 8:30 am and 4:30 pm Monday through to and including Friday.
- (16) "ordinary polling day" means the third Saturday in October in a regular election year and in the case of any other election means the Saturday fixed for the election.
- (17) "PIN" means the Personal Identification Number issued to an elector for electronic voting on electronic polling days.
- (18) "plebiscite" means a plebiscite directed to be held by the Municipal Council pursuant to Section 56(2) of the *Municipal Government Act*.
- (19) "regular election year" means 2016 and every fourth year thereafter.
- (20) "rejected ballot" means the refusal by an elector to accept a ballot in a race.
- (21) "Returning Officer" means a Returning Officer appointed pursuant to the *Act*.
- (22) "special election" means a special election held pursuant to the *Act*, including a special election for a vacancy on a school board.
- (23) "spoiled ballot" means an internet ballot or telephone ballot marked by an elector indicating a refusal to cast a vote for any candidate in a race.
- (24) "system" means the technology, including software, that:
- (a) records and counts votes; and
 - (b) processes and stores the results of electronic voting during electronic polling days.
- (25) "System Elections Officer" means:
- (a) a person who maintains, monitors, or audits the system, and
 - (b) a person who has access to the system beyond the access necessary to vote by alternative voting.
- (26) "telephone ballot" means:
- (a) an audio set of instructions which describes the voting choices available to an elector; and
 - (b) the marking of a selection by an elector by depressing the number on a touch tone keypad.

Only Electronic Voting Permitted

3. Subject to this *Bylaw*, only electronic voting shall be permitted on all voting days.

Notification of Electors

4. (1) The Returning Officer shall cause notice of electronic polling days to be published in a newspaper circulating in the Municipality.
- (2) The notice of electronic polling days shall:
- (a) identify the electronic polling days for electronic voting; and
 - (b) inform the elector that telephone voting and internet voting is permitted during

C8 ELECTRONIC VOTING BYLAW

electronic polling days.

- (3) The notice may include any other information the Returning Officer deems necessary.

Form of Telephone and Internet Ballots

5. (1) A telephone ballot and internet ballot shall:
- (a) identify the title "Election for Councillor" or "Election for School Board Member" as the case may be;
 - (b) identify the names or names by which they are commonly known of the candidates with given names followed by surnames, arranged alphabetically in order of their surnames and, where necessary, their given names; and
 - (c) warn the elector to "vote for one candidate only" or "vote for not more than (the number of candidates to be elected) candidates" as the case may be.
- (2) No title, honour, decoration, or degree shall be included with a candidate's name on an internet ballot or telephone ballot.

Oath

6. Any oath that is authorized or required shall be made in the form specified by the *Act*.

Electors

7. No person shall vote by electronic voting unless:
- (1) the person's name appears on the final list of electors on the date chosen by Municipal Council for the final list of electors to be completed pursuant to Section 40 of the *Act*; or
 - (2) the person's name does not appear on the final list of electors and:
 - (a) the person appears before the Returning Officer or Election Officer during normal business hours during electronic polling days; and
 - (b) the person swears an oath in the manner prescribed by the *Act*.

Voting

8. (1) The system shall put internet ballots and telephone ballots cast by an elector in the ballot box.
- (2) The system shall put spoiled ballots in the ballot box.

List of Persons Who Voted

9. (1) The system shall deliver a printed and electronic copy of the list of all electors who voted by electronic voting to the Returning Officer within 24 hours of the close of electronic voting.

C8 ELECTRONIC VOTING BYLAW

- (2) Where electronic voting closes at the close of the polls on ordinary polling day, the system shall generate a list of all electors who voted by electronic voting.

Counting

10. At the close of ordinary polling day, the system shall:

- (1) Generate a count of the telephone ballots and internet ballots in the ballot box that were cast for each candidate during electronic polling days; and
- (2) In counting the votes that were cast for each candidate during electronic polling days, the system shall count spoiled ballots and shall not count rejected ballots.

Tallying of Spoiled Ballots

11. At the close of ordinary polling day, the system shall tally the number of spoiled ballots that were cast during electronic polling days and the tally shall be delivered to the Returning Officer.

Recount by System

12. In the event of a recount, the system shall regenerate the election count and a printed copy of the regenerated count shall be given to the Returning Officer.
13. If the initial count and the regenerated count match, the regenerated count shall be the final count of the votes cast by electronic voting.
14. (1) If the regenerated count and the initial count do not match, the Returning Officer shall:
 - (a) direct one final count be regenerated by the system of the votes cast by electronic voting, and
 - (b) attend while the final count is being regenerated.
- (2) The regenerated final count pursuant to Sub-section (1) shall be the final count of the votes cast by electronic voting.

Recount by Court

15. For a recount, the judge shall only consider the final count by the system, as determined by Section 13 or 14 of the total number of votes that were cast by electronic voting for each candidate.

Secrecy

16. An election officer and system election officer shall maintain and aid in maintaining the secrecy of the voting.

Severability

17. If a court of competent jurisdiction should declare any section or part of a section of this

C8 ELECTRONIC VOTING BYLAW

Bylaw to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the Bylaw and it is hereby declared that the remainder of the Bylaw shall be valid and shall remain in force.

Prohibitions

18. No person shall:

- (1) use another person's PIN to vote or access the system unless the person is a friend voter; or take, seize, or deprive an elector of his or her PIN; or
- (2) sell, gift, transfer, assign or purchase a PIN.

19. No person shall:

- (1) interfere or attempt to interfere with an elector who is casting an internet ballot or telephone ballot;
- (2) interfere or attempt to interfere with electronic voting; or
- (3) attempt to ascertain the name of the candidate for whom an elector is about to vote or has voted.

20. No person shall, at any time, communicate or attempt to communicate any information relating to the candidate for whom an elector has voted.

Offences and Penalty

21. (1) A person who:

- (a) violates any provision of this *Bylaw*; or
 - (b) permits anything to be done in violation of any provision of this *Bylaw*; is guilty of an offence.
- (2) A person who contravenes Sub-section (1) of this section is guilty of an offence and is liable, on summary conviction, to a penalty of not less than five thousand dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of two years less a day, or both.
- (3) In determining a penalty under Sub-section (2), a judge shall take into account:
- (a) the number of votes attempted to be interfered with; and
 - (b) the number of votes interfered with; and
 - (c) any potential interference with the outcome of an election.
- (4) Pursuant to Section 146A of the *Act*:
- (a) the limitation period for the prosecution of an offence under this *Bylaw* is two years from the later of the date of the commission of the offence and the date on which it was discovered that an offence had been committed; and
 - (b) The *Remission of Penalties Act, 1989 SNS c. 397*, as amended, does not apply to a pecuniary penalty imposed by this *Bylaw*.

C8 ELECTRONIC VOTING BYLAW

Repeal and Replace

22. The *C8 Alternative Voting Bylaw* is repealed and replaced by this Bylaw.

Changes to Bylaw

23. A review of this bylaw and/or any changes will take place one full year in advance of the regular four-year election cycle.

Clerk's Annotation for Official Bylaw Book

Date of first reading: November 21, 2023

Date of advertisement of Notice of Intent to Consider: Pending November 30, 2023

Date of final reading: Pending December 19, 2023

Date of advertisement of Passage of Bylaw*: Pending

I certify that this bylaw was adopted / amended by Municipal Council and published as indicated above.

Municipal Clerk

Pending

Date

** Effective Date of the Bylaw unless otherwise specified*



STAFF REPORT

Report To: Council
Meeting Date: December 19, 2023
Prepared By: Chris McNeill, Chief Administrative Officer
Report Number: SR2023-91 Trans County Transportation Society - Funding
Subject: Request for Long Term Funding Agreement

RECOMMENDATION

That Municipal Council approve entering into the draft funding agreement with Trans County Transportation Society.

LEGISLATIVE AUTHORITY

Section 65A and Section 60 of the *Municipal Government Act* states that

65(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.

60(1) A municipality or village may agree with one or more municipalities, villages, service commissions, the Government of the Province or of Canada or a department or agency of either of them or a band council pursuant to the Indian Act (Canada) to provide or administer municipal or village services.

(2) An agreement made by a municipality or village pursuant to subsection (1) may (a) include any service provided by the municipality or village, as the case may be; (b) include the provision of services within or outside the municipality or village, as the case may be.

BACKGROUND

Municipality of the County of Annapolis currently provides annual operational funding to TCTS through two mechanisms: funding through the community grants program in 2023-2024 of \$20,000, plus a supplementary allocation through the regular budget process as a line item of an additional \$40,000; totalling an annual contribution of \$60,000.

TCTS is requesting that they not be required to apply for funding through the normal grants process and that consideration be given to a longer terms agreement similar to what they have in place in Kings County. Because they are buying vehicles which can require ordering up to a year in advance, they require more assurances that they

will be able to make these purchases in the future with guaranteed funding for a couple years at a time. The proposed agreement attached is similar to that which they have with Municipality of the County of Kings.

DISCUSSION

Staff met with Trans County Transportation Society Board Chair and General Manager in the summer to review their operations and to attend their annual meeting along with Board Member Councillor Prout, who was appointed by Council.

The Society was incorporated on June 21, 1999, and has been in operation for 24 years.

From April 2023 to October 2023, a total of 1628 rides were provided with 1023 or 63% provided to Annapolis County residents, and 605 or 37% provided to Kings County residents.

The Society's most recent audited financial statements at March 31, 2023, show an annual operating surplus of \$24,467, and an accumulated operating surplus of \$719,965; \$267,408 of this is reflected as unamortized useful life left in their vehicles, which leaves about \$452,557 remaining in operating cash and capital replacement investments. Kings County provides funding to TCTS in an amount of approximately \$31,000 annually.

A copy of the proposed agreement is attached.

ISSUES

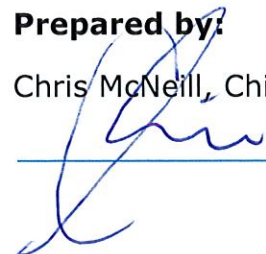
The service provided by Trans County Transportation Society is traditionally provided directly by municipal governments. In this case, we are contracting the service to an external non-profit group to provide the service on our behalf at a reduced cost. Therefore, there will be limited public or private issues with this funding process as it is unique and not comparable to most other funding provided by the Municipality to external groups that provide non-municipal programs, services or infrastructure.

POLICY IMPLICATIONS

The proposed 2024-2025 budget will include an amount determined by Council to be provided to Trans County Transportation Society. Therefore, there will be no policy implications beginning in 2024 as the finding will be strictly an annual contribution paid in two installments during the years.

Prepared by:

Chris McNeill, Chief Administrative Officer





COUNTY of ANNAPOLIS
NATURALLY ROOTED

**BOARDS and COMMITTEES
Recommendations
AdHoc, Standing, and Advisory Committees**

To: Municipal Council
Meeting Date: December 19, 2023
Prepared By: Carolyn Young, Municipal Clerk
Subject: 2023-12-12 Nominating Committee Recommendation

RECOMMENDATION:

Climate Change Action Plan Review Committee (not more than 3 citizens, 1 vacancy) – Recommended Citizen Appointment

That Municipal Council appoint Danny Phinney as a citizen member of the Climate Change Action Plan Review Committee (satisfying Section 28(2) of the policy) for a term ending November 30, 2024.

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

Month Requested	Staff Report Number	Description	Council Approval	Follow Up Expected
July 2022		Water Supply Municipal Planning Strategies & Land Use Bylaws That Municipal Council include the following water supply municipal planning strategies and land use bylaws in the County-Wide Plan review: 1. Lake Cady Water Supply- serving Cornwallis Park; 2. Lawrencetown Water Supply – serving the Village of Lawrencetown; and 3. Margaretsville Water Supply- serving Margaretsville	Motion 220719.08	January 2024
	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
November, 2023	SR2023-80	C8 Electronic Voting Bylaw NEW That Municipal Council give first reading to enact <i>C8 Electronic Voting Bylaw</i> , which repeals <i>C8 Alternative Voting Bylaw</i> .	Motion 231121.01	1 st reading given, ad placed Nov 30 for 2 nd reading
October 2023	SR2023-76	RCMP Policing Services Facilities Agreement – Town of Middleton That Municipal Council authorize the Warden and Municipal Clerk to sign the Agreement for the joint use of facilities for the RCMP within the Middleton Town Hall facility at 131 Commercial Street, Middleton, NS, for a period of five years effective June 21, 2022, and ending on March 31, 2027, with an option for a further five-year renewal term, in accordance with the recommendation of 2023-10-10 Committee of the Whole.	Motion 231121.10	Pending signatures
November 2023		2023-09-30 ACMHC Board of Directors Recommendation To recommend that Helen Huntley be appointed for an additional two-year term ending November 30, 2025.	Motion 231121.11	Letter pending

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

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	Pending signatures
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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
April 2023	SR2023-3	275 Granville Street Parking Redevelopment / Use of Funds from Sale of Former Town Hall That municipal council hold a public meeting in the community of Bridgetown to discuss <i>use of funds from the sale of the former town hall</i>	Motion 230418.03	September COTW
July 2023	Council	AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy – Request for Staff Report to Amend That staff bring a report to September Committee of the Whole to amend <i>AM-1.2.0 Committees of Council and Council Meetings Procedures Policy</i> to include that there be no scheduled meetings in August including Committees and Council.	Motion 23718.03	To September COTW
June 2023	Council	Grants Policies – Review Requested That staff provide a review and recommendation of the Grants Policies to October Committee of the Whole to update them to be more in line with existing costs and conditions.	Motion 230620.45	Sept COTW
July 2023	SR2023-56(2)	Grant Application – Margaretsville Shore Society That Municipal Council approve a grant to the Margaretsville Shore Society in the amount of \$10,000 to support upgrades and repairs to the Margaretsville Wharf in accordance with <i>AM-1.4.3 Harbour Authorities & Societies Capital Assistance Program</i> , Large Project Capital Investment Grant.	Motion 230718.04	September
June 2023	Council	Parks and Recreation Facilities – Report Requested That staff prepare a report on the staffing and maintenance of all parks and recreation facilities in the County for Fall 2023; including the identification of all recreational facilities that reside in the Towns and Village that our constituents use.	Motion 230620.46	Presented to October COTW
September 2023	SR20223-46 (4)	AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy That municipal council amend <i>AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy</i> by adding: In Article 3 <u>Regular Meetings of Council</u> There shall be no regular meeting during the month of August; and	Motion 230919.01	Policy updated

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

		In Article 5 <u>Committees of Council Meetings</u> There shall be no regular meetings during the month of August; in accordance with seven-day notice given at September 12, 2023 Committee of the Whole.		
September 2023	SR2023-67	Habitation Community Municipal Planning Strategy and Land Use Bylaw - To the Planning Advisory Committee (PAC) That Municipal Council convene a Planning Advisory Committee (PAC) meeting on October 5 th at 7pm, at the Lower Granville Community Hall for consideration of the Habitation Community Municipal Planning Strategy and Land Use Planning documents, in accordance with the recommendation of Committee of the Whole.	230919.05	Public meeting held October 5, 2023
September 2023	SR2023-68	Nictaux & District FD Release of Funds That Municipal Council authorize the withdrawal of \$25,000 from the Capital Fire Services Reserve Fund to the Nictaux & District Volunteer Fire Department in the 2023-24 fiscal year, pursuant to the recommendation of Committee of the Whole.	230919.06	Funds released.
September 2023	SR2023-69	AM-1.4.20 Waste Management Site Tipping Fees Policy - Repeal That Municipal Council repeal <i>AM-1.4.20 Waste Management Site Tipping Fees Policy</i> , in accordance with seven-day notice given at September 12, 2023 Committee of the Whole.	230919.07	Policy repealed.
September 2023	SR2023-70	Policy 102 Personnel - New That Municipal Council approve <i>Policy 102 - Personnel</i> in accordance with seven-day notice given at September 12, 2023 Committee of the Whole.	230919.08	New Policy posted
September 2023	Council	Climate Change Action Plan Review Committee – Citizen Appointments That Municipal Council appoint Maurya Braun, Clifford Drysdale, and Gregory Heming as citizen members of the Climate Change Action Plan Review Committee (satisfying Section 28(2) of the policy) for a term ending November 30, 2024, pursuant to the recommendation of Committee of the Whole.	230919.12	Citizen members notified of appointment
September 2023	Council	Climate Change Action Plan Review Committee – Councillor Appointments That municipal council appoint Councillors Longmire, Barteaux and Enslow to the Climate Change Action Plan Review Committee for a term	230919.13	Councillors notified of appointment

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

		ending November 30, 2024, in accordance with the recommendation of Committee of the Whole.		
September 2023	CAO	5-Year Capital Investment Plan That municipal council adopt the proposed 2023-2028 Capital Investment Plan.	230919.14	Approved
September 2023	CAO	4-Year Strategic Priorities Plan Vision 2027 That municipal council adopt the proposed 2023-2027 Strategic Priorities Plan.	230919.15	Approved
December 2022	Council	Enter Agreement with Western Woodlot Services Cooperative to Harvest on PID 05091152 That the municipality enter the agreement with Western Woodlot Services Cooperative to ecologically harvest the county's land in Greywood on PID 05091152.	Motion 221220.12	October 11, 2023
September 2023	SR2023-66	S1 Solid Waste-Resource Bylaw NEW – 1st Reading That Municipal Council give first reading to <i>S1 Solid Waste-Resource Bylaw</i> , pursuant to the recommendation of Committee of the Whole.	230919.04	Final reading given October Council
	SR2023-75	Hospital Parking Fees Letter to NS Minister of Health That Municipal Council send a letter to the Nova Scotia Minister of Health and Wellness requesting that parking fees be removed from all public hospital facilities in Nova Scotia immediately, pursuant to the recommendation of Committee of the Whole.	Motion 231017.01	Letter sent Oct 31 st .
	SR2023-77	Policy 101 Community Grants New That Municipal Council approve <i>Policy 101 – Community Grants</i> , and repeal policies <i>1.4.9 Community Grants</i> , <i>1.4.3 Harbour Authorities & Societies Capital Assistance Program</i> , and <i>1.4.11 Community Contributions</i> , in accordance with seven-day notice given on October 10, 2023.	231017.02	Approved for April 1, 2024 start
	SR2023-78	Policy 103 Asset Retirement Obligations New That Municipal Council approve <i>Policy 103 – Asset Retirement Obligations</i> , pursuant to seven-day notice given on October 10, 2023.	231017.03	Approved October
	SR2023-79	2023/24 Community Grants Applications – Springfield & District Volunteer FD That Municipal Council approve a grant to the Springfield & District Volunteer Fire Department in the amount of \$2,400 to support upgrades	231017.04	complete

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

		to the kitchen and bathroom 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.		
	SR2023-79	2023/24 Community Grants Applications – Cornwallis Park Community Association That Municipal Council approve a grant to the Cornwallis Park Community Association in the amount of \$2,400 to support upgrades to the community 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.	231017.05	complete
	SR2023-79	2023/24 Community Grants Applications Royal Canadian Legion Branch 33, Bridgetown That Municipal Council approve a grant to the Royal Canadian Legion Branch 33, Bridgetown, in the amount of \$5,000 to support heating upgrades in accordance with <i>AM 1.4.9 Community Grants, Capital Projects Assistance Program, Small Project Matching Grants</i> , in accordance with the recommendation of Committee of the Whole.	231017.06	complete
	SR2023-79	2023/24 Community Grants Applications Port George Regional Recreation Centre That Municipal Council approve a grant to the Port George Regional Recreation Centre in the amount of \$5,000 to support the cost of replacing their furnace and hot water tank in accordance with <i>AM 1.4.9 Community Grants, Capital Projects Assistance Program, Small Project Matching Grants</i> , pursuant to the recommendation of Committee of the Whole.	231017.07	complete
	Audit	MCOA Consolidated Financial Statements for the Year Ended March 31, 2022 That Municipal Council adopt the consolidated financial statements for Municipality of the County of Annapolis for the year ended March 31, 2022, pursuant to the recommendation of Committee of the Whole.	231017.09	Warden and Clerk signed
	SR2023-66	S1 Solid Waste-Resource Bylaw New – Final Reading That municipal council give final reading to enact S1 Solid Waste-Resource Bylaw.	231017.10	Approved October

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

December 2022	Council	Proceeds from Harvest Activity to be Placed in Separate Fund for Further Ecological Practices That the proceeds from the ecological forestry activity be put in a separate fund to be used for further ecological practices.	Motion 221220.13	Contract signed and underway
April 2023	SR2023-40	Mountains and Meadows Offer to Purchase Portion of PID 05142039 That municipal council approve the Mountains and Meadows Care Group offer to purchase a portion of PID 05142039 in the amount of \$85,000 including terms as outlined in the letter dated March 22, 2022	Motion 230418.15	Sold
September 2023	SR2023-65	Arlington Forest Protection Society – Request Letter of Support That the Municipality of the County of Annapolis send a letter to the Premier of Nova Scotia outlining its support for the Arlington Forest Protection Society’s advocacy work surrounding the protection of old forests and request that specific Society and general community consultations take place in Annapolis County this fall prior to the Province of Nova Scotia’s development and approval of a comprehensive or long-term ecological forestry approach for Nova Scotia’s forests; in accordance with the recommendation of Committee of the Whole.	Motion 230919.03	Letter sent
September 2023	SR2023-72	Bridgetown Regional Outdoor Sports Hub - Lease That Municipal Council approve a five-year renewable lease agreement between the Municipality of the County of Annapolis and the Annapolis County Outdoor Sports Society (ACOSS) to oversee the management of the Bridgetown Regional Outdoor Sports Hub, and that the proposed lease agreement be amended to add <i>7C Section vi requiring them to have Directors and Officers liability insurance</i> , pursuant to the recommendation of Committee of the Whole.	Motion 230919.10	Signed November 2nd
	REMO	Annapolis REMO Intermunicipal Emergency Services Agreement That Municipal Council approve the “Annapolis REMO – Intermunicipal Emergency Services Agreement” between the Town of Annapolis Royal, Town of Middleton and the Municipality of the County of Annapolis, as recommended to all Annapolis County REMO councils by the Annapolis REMO Advisory Committee, in accordance with the recommendation of Committee of the Whole.	231017.08	Signed November 15th

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

November 2023	SR2023-81	Policy 104 Audit Committee NEW That municipal council approve Policy 104 respecting the establishment of an Audit Committee, in accordance with seven-day notice given on November 14, 2023	Motion 231121.02	Complete.
November 2023	SR2023-82	County-Wide MPS and LUB That municipal council call a Planning Advisory Committee (PAC) meeting on Thursday, December 14, 2023, at 6 p.m. at the Annapolis Royal fire Hall for consideration of the County Wide planning documents, with Monday, December 18, 2023, as an alternate date in the event of inclement weather.	Motion 231121.03	Meeting held Dec 14 th
November 2023	SR202379(2)	2023-24 Community Grants Applications Granville Ferry Community Association That Municipal Council approve a grant to the Granville Ferry Community Association in the amount of \$2,400 to support upgrades and repairs to the hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program</i>	Motion 231121.04	complete
November 2023	SR202379(2)	2023-24 Community Grants Applications Round Hill Hall Company That Municipal Council approve a grant to the Round Hill Hall Company in the amount of \$2,400 to support the installation of a new furnace and flue system for the community hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program</i>	Motion 231121.05	complete
November 2023	SR202379(2)	2023-24 Community Grants Applications Melvern Square & Area Community Centre Association That Municipal Council approve a grant to the Melvern Square & Area Community Centre Association in the amount of \$2,400 to support the installation of a heat pump for the hall in accordance with <i>AM 1.4.9 Community Grants, Community Halls and Centres Assistance Program.</i>	Motion 231121.06	complete
November 2023	SR202379(2)	2023-24 Community Grants Applications Port George Dist Lighthouse Soc That Municipal Council approve a grant to the Port George District Lighthouse Society in the amount of \$2,500 to support seawall restoration and repair to protect the lighthouse in accordance with <i>AM 1.4.9 Community Grants, Capital Projects Assistance Program, Small Project Matching Grants.</i>	Motion 231121.07	complete

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

November 2023	SR202379(2)	<p>2023-11-06 Habitation Community Area Advisory Committee Recommendation</p> <p>That Municipal Council call a Planning Advisory Committee (PAC) meeting on November 30, 2023, at 7 pm, at the Lower Granville Community Hall for consideration of the Habitation Community planning documents.</p>	Motion 231121.08	complete
November 2023	Council	<p>Scotiabank Branch Closures</p> <p>That municipal council send a letter to Scotiabank headquarters outlining the impacts on the citizens throughout the county surrounding the decision to close the Bridgetown and Annapolis Royal branches.</p>	Motion 231121.09	complete
November 2023	SR2023-84	<p>J-Class Roads Cost-Share Agreement 2023-001</p> <p>That Municipal Council notify Nova Scotia Public Works that it does not wish to participate in the J-Class Road re-paving of subdivision streets program in 2024-2025.</p>	Motion 231121.13	complete
November 2023	Council	<p>Former Bridgetown Elementary School – Update to Reader</p> <p>That municipal council direct staff to prepare an ad for the Bridgetown Reader to update the citizens of Bridgetown on what has transpired in relation to the former elementary school.</p>	Motion 231121.14	complete
September 2023	SR2023-64	<p>Bridgetown – Use of Reserve Funds</p> <p>That Municipal Council use the proceeds from the sale of the former Town of Bridgetown Town Hall to fund the re-development of the lands adjacent to the former Bridgetown Town Hall owned by the Municipality of the County of Annapolis as a paved parking area with associated amenities; and that Municipal Council authorize the withdrawal of up to \$186,702 from the Capital Reserve to be used for this purpose; pursuant to the recommendation of Committee of the Whole.</p>	Motion 230919.02	Complete (December)