

2023-05-16 Council Agenda Package

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

MUNICIPAL COUNCIL AGENDA

10:00 a.m. – Tuesday, May 16, 2023

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

PAGES	1.	ROLL CALL
	2.	DISCLOSURE OF INTEREST
	3.	APPROVAL OF THE ORDER OF THE DAY
	4.	APPROVAL of MUNICIPAL COUNCIL MINUTES
3-11	4.1	2023-04-18 Regular
12	4.2	2023-04-19 Special
13-14	4.3	2023-04-26 Special
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	5.	COTW RECOMENDATIONS
		<i>2022-05-09 Committee of the Whole</i>
51	5.1	SR2023-42 Tom's Cool Bus Vendor on Municipal Property Application
51	5.2	SR2023-43 Lawrencetown VFD Release of Funds
51	5.3	SR2023-44 Bridgetown VFD Request to Call for Quotes
51	5.4	SR2023-45 M10 Sewer Charges Bylaw 1 st Reading
51	5.5	SR2023-46 AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy Amend
51	5.6	SR2023-47 Participate in Municipal Physical Activity Leadership Program (MPAL) - Active Living Coordinator Position
51	5.7	Municipally-Registered Heritage Property St. John's Anglican Church – Application for Alteration
51	5.8	Name Change Consideration for Heritage Advisory Committee
51	5.9	Southwest Nova Biosphere Reserve – Sponsor Lunch for June Board Meeting
	6.	NEW BUSINESS
52	6.1	Warden's Update May
	6.2	Staff Report – <i>M13 Brooklyn Sewer and Water Connection Charges Bylaw</i>
53	6.3	2023-05-16 Volunteer Week Selection Committee Memo
	7.	COUNCILLOR COMMENTS
54-63	8.	Council Motion Tracking List (<i>February, March, April</i>)
	9.	ADJOURNMENT

**2023-04-18 Municipal Council
Summary of Motions**

MOTION 230418.01	SR2023-23 AM-1.4.11 Community Contributions Policy Amend	2
MOTION 230418.02	SR2023-28 AM-1.4.12 Tax Exemption and Reduction Policy Amend	2
MOTION 230418.03	SR2023-35 Granville Street Parking Redevelopment / Use of Funds from Sale of Former Town Hall	2
MOTION 230418.04	SR2023-34 NS UARB Submission Boundary Review	2
MOTION 230418.05	SR2023-28 (2) AM-1.4.12 Tax Exemption and Reduction Policy Amend	3
MOTION 230418.06	SR2023-30 AM-1.2.3 Warden and Deputy Warden Policy Amend	3
MOTION 230418.07	SR2023-36 MRHP St. John’s Anglican Church Application for Alterations	3
MOTION 230418.08	SR2023-037 Former Upper Clements Park Structure	4
MOTION 230418.09	Staff to Bring Information Report on Stone Collected.....	4
MOTION 230418.010	SR2023-38 2023-24 Sewer Rates County	4
MOTION 230418.011	SR2023-38 2023-24 Sewer Rates Bridgetown.....	4
MOTION 230418.012	SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena	5
MOTION 230418.013	Speeding in Granville Ferry – Letter to Minister Public Works.....	5
MOTION 230418.014	SR2023-28 (3) AM-1.4.12 Tax Exemption and Reduction Policy	5
MOTION 230418.015	SR2023-40 Mountains and Meadows Offer to Purchase Portion of PID 05142039	5

Minutes of the regular session of Municipal Council held on Tuesday, April 18, 2023, at 10:00 a.m., at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

Roll Call

District 1 – Bruce Prout, present
District 2 - Brian “Fuzzy” Connell, present
District 3 – Dustin Enslow, present
District 4 – Clyde Barteaux, present
District 5 – Lynn Longmire, present
District 6 – Alex Morrison, 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: Interim CAO Doug Patterson, Municipal Clerk Carolyn Young; other staff including A. Anderson, A. Atwell, L. Bent, D. Campbell, S. Hudson (10:45 a.m.), N. McCormick, E. Melanson, Janice Young (10:54 a.m.) and Jim Young.

Disclosure of Interest

Order of the Day

Request to add 22(2)(c) personnel to In-Camera.

That municipal council approve the Order of the Day as amended.

Moved: Councillor Sheridan

Seconded: Councillor LeBlanc

Motion carried.

In-Camera

That municipal council meet *in-camera* from 10:05 a.m. until 10:40 a.m. in accordance with Sections 22(2)(c) personnel and (d) labour relations of the *Municipal Government Act*.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Minutes

2023-03-14 Municipal Council Special, approved with no errors or omissions

2023-03-21 Municipal Council Regular, approved with no errors or omissions.

2023-03-21 Public Meeting, approved with no errors or omissions

Committee of the Whole Recommendations 2023-03-17

SR2023-23 AM-1.4.11 Community Contributions Policy Amend

MOTION 230418.01 SR2023-23 AM-1.4.11 Community Contributions Policy Amend

That municipal council amend *AM-1.4.11 Community Contributions Policy* by:

- listing the Visitor Information Centres annually receiving funding, in accordance with 7-day notice given on March 17, 2023.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

SR2023-28 AM-1.4.12 Tax Exemption and Reduction Policy Amend**MOTION 230418.02 SR2023-28 AM-1.4.12 Tax Exemption and Reduction Policy Amend**

That Municipal Council amend *AM-1.4.12 Tax Exemption and Reduction Policy* by adding Port Royal Lighthouse Association – AAN 03390721, Bridgetown Curling Club – AAN 00475602 and removing Bridgetown Curling Club – AAN 00475602 from the partial tax exemption, pursuant to 7-day notice given on March 17, 2023.

Moved: Deputy Warden Redden

Seconded: Councillor Enslow

Motion carried.

Committee of the Whole Recommendations 2023-04-11***SR2023-35 Granville Street Parking Redevelopment***

That municipal council hold a public meeting in the community of Bridgetown to discuss Granville Street Parking Redevelopment project.

Moved: Councillor Enslow

Seconded: Councillor Connell

To amend the motion to change '*Granville Street Parking Redevelopment Project*' to '*use of funds from the sale of the former town hall*'

Moved: Councillor Enslow

Seconded: Councillor Hudson

Motion carried.

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

MOTION 230418.03 SR2023-35 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 *use of funds from the sale of the former town hall*

Moved: Councillor Enslow

Seconded: Councillor Connell

Motion carried.

SR2023-34 NS UARB Submission Boundary Review**MOTION 230418.04 SR2023-34 NS UARB Submission Boundary Review**

To authorize the Warden and Municipal Clerk to submit an application to the Nova Scotia Utility and Review Board (NS UARB) to confirm the number and boundaries of polling districts at 11, and to confirm the number of councillors at 11 pursuant to Section 369 of the *Municipal Government Act*.

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

SR2023-28 (2) AM-1.4.12 Tax Exemption and Reduction Policy Amend

MOTION 230418.05 SR2023-28 (2) AM-1.4.12 Tax Exemption and Reduction Policy Amend

That Municipal Council amend AM-1.4.12 *Tax Exemption and Reduction Policy* by adding, Carleton Road Industries Association – AAN 01127705, in accordance with 7-day notice given on April 11, 2023.

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

SR2023-30.2 AM-1.2.3 Warden and Deputy Warden Policy Amend

MOTION 230418.06 SR2023-30 AM-1.2.3 Warden and Deputy Warden Policy Amend

That municipal council amend AM-1.2.3 *Warden and Deputy Warden Policy* as revised and circulated, pursuant to 7-day notice given on April 11, 2023.

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

SR2023-36 MRHP St. John's Anglican Church Application for Alterations

MOTION 230418.07 SR2023-36 MRHP St. John's Anglican Church Application for Alterations

That Municipal Council refer the substantial alteration application for the replacement of the existing green asphalt shingles to black metal roofing material for Municipally-Registered Heritage Property St. John's Anglican Church, 694 Highway 201, Moschelle, to the Heritage Advisory Committee.

Moved: Councillor Barteaux
Seconded: Councillor LeBlanc
Motion carried.

SR2023-37 Former Upper Clements Park Structure

That Municipal Council authorize staff to proceed with the cleanup of the remains of the structure that was destroyed by fire on March 30, 2023 at the former Upper Clements Park with funding to come from operational reserves.

Moved: Deputy Warden Redden
Seconded: Councillor Gunn

To amend the motion to insert after March 30, 2023 '*and that the stones be preserved.*'

Moved: Councillor Gunn
Seconded: Councillor Prout

Recess:

11:08 a.m. – 11:18 a.m.

Councillor Gunn withdrew the amendment.

To amend the motion by adding at the end *'and that the stones be preserved for future use'*

Moved: Councillor Gunn

Seconded: Councillor Sheridan

To amend the amendment by adding *'and that they be preserved for sale'*.

Moved: Councillor Barteaux

Seconded: Councillor Longmire

Motion withdrawn.

Councillor Gunn called for the question to be put.

9 in favour, 2 opposed.

The question was called on the amendment.

Motion carried.

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

MOTION 230418.08 SR2023-037 Former Upper Clements Park Structure

That Municipal Council authorize staff to proceed with the cleanup of the remains of the structure that was destroyed by fire on March 30, 2023 at the former Upper Clements Park with funding to come from operational reserves, and that the stones be preserved for future use.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

MOTION 230418.09 Staff to Bring Information Report on Stone Collected

That municipal council direct staff to bring an information report on how much stone was collected from the former Upper Clements site.

Moved: Councillor LeBlanc

Seconded: Councillor Connell

Motion carried.

SR2023-38 2023-24 Sewer Rates County

MOTION 230418.010 SR2023-38 2023-24 Sewer Rates County

That Municipal Council authorize an increase to the County Sewer Rate of 2% resulting in a flat rate annual charge of \$590.39 per equivalent unit.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

SR2023-38 2023-24 Sewer Rates Bridgetown

MOTION 230418.011 SR2023-38 2023-24 Sewer Rates Bridgetown

That Municipal Council authorize an increase to the Bridgetown Sewer Rate of 2% to both the base and variables rates resulting in a base rate of \$13.08 per quarter and \$2.12 per cubic meter.

Moved: Councillor Hudson

Seconded: Councillor Connell

Motion carried.

Moment of Silence

At noon, Councillor Prout requested that municipal council join him to observe a moment of silence to join other Nova Scotians to honour the victims and survivors of the 2020 mass shooting and to reflect on the tragedy.

SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena

MOTION 230418.012 SR2023-39 Letter of Awareness Lawrencetown Exhibition Youth Arena

That municipal council provide a letter of awareness to the Lawrencetown Exhibition Youth Arena to accompany their 2023-2024 Recreation Facility Development Grant application, noting that no funding has been requested from the municipality for their Warm Room Extension and Insulation project.

Moved: Deputy Warden Redden

Seconded: Councillor Enslow

Motion carried.

Speeding in Granville Ferry – Letter to Minister

MOTION 230418.013 Speeding in Granville Ferry – Letter to Minister Public Works

That municipal council request the Minister of Public Works to review the speed limit of 80km and the passing zone approaching the community of Granville Ferry from Victoria Beach with a view to eliminate the passing zone and/or reduce the speed on this approach, and to review the speed limit in the community of Granville Ferry.

Moved: Councillor Barteaux

Seconded: Councillor Connell

Motion carried.

SR2023-28 (3) AM-1.4.12 Tax Exemption and Reduction Policy

MOTION 230418.014 SR2023-28 (3) AM-1.4.12 Tax Exemption and Reduction Policy

That municipal council accept late applications from Atalanta Hospice Society AAN#09-148-698, AAN#09-149-295; and The Friends of Margaretsville Lighthouse AAN#03-390-594, and add them to AM-1.4.12 Tax Exemption and Reduction Policy for 2023-24, in accordance with 7-day notice given on April 11, 2023.

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion carried.

New Business

Re: Warden Report to April 2023

Re: SR2023-40 Mountains and Meadows Offer to Purchase Portion of PID05142039

MOTION 230418.015 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.

Moved: Councillor Enslow

Seconded: Councillor Gunn

Motion carried.

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

Councillor Prout noted he was sad to report on racist graffiti that recently appeared on the road and signage at the junction of Hwy 221 and Stronach Mountain Road in District 1. He is saddened and disappointed by this action. On behalf of his residents, he apologized for this action and the harm it has caused. He strongly condemns this act and noted that racism has no place in our community, county or province.

Good morning and greetings from District 1. The 2023 Eastern Canadian Gymnastics Championships are being held in Sherbrooke Quebec in May. The Rainbow Riders Gymnastics & Trampoline Club in Middleton has ten athletes who have qualified to compete based on the scores they achieved in competitions held in the last few months. These ten athletes will join twenty-nine others from around the province and compete as Team Nova Scotia in Trampoline and Tumbling. Included in these ten local athletes are Annapolis County youth: Rylee Armstrong from Spa Springs, MacKenzie Roach from Wilmot, Coco Kucharski from New Albany, and Addison Roscoe from Paradise. Other team members include Charlotte Green, Leanne Bent, Lola Hutchison and Addisyn Spinney from Kings County along with Zara Kenley and Laurelle Comeau from Digby County. The team coaches are Carol McGean and Carol Anne Prost. I am sure that we wish them all the best as they represent Nova Scotia.

Looking forward, I would encourage everyone to take part in any local activities on Earth Day, Saturday, April 22nd. In addition, a reminder that Wednesday, April 26th is Administrative Professionals Day. These are truly the people who are the backbone of our companies, schools, businesses and governments including our own county.

Finally, I would encourage everyone to support our local markets, flower shops and nurseries as they help us to prepare for the upcoming gardening season. AND Auntie Dorns on Highway 1 in Wilmot will be opening on Thursday, May 4th.

District 2 – Councillor Connell noted that spring is here, and brings lots of activities in our communities.

Hopes everyone supports events in the county. Margaretsville has a breakfast on the 1st Saturday of the month, and on the 1st Sunday is breakfast in Port George. The Farm Café at NSCC Middleton is hosting a pay-what-you-can meal on Wednesday, April 26th from 2-6 pm. Enjoy the weather.

District 3 – Councillor Enslow noted a busy month, lots of meetings. Has enjoyed working together as a

team. Past month attended various events and businesses in his district, and met with new citizens. Attended the Lion's breakfast which happens the 1st Saturday of the month at the Bridgetown Legion. He has visited, Arlington site, and is providing updates to his constituents to be open and transparent – and is receiving positive feedback. He noted the huge lineups at Pearls in Paradise. 4H meets at the Clarence Hall on Thursdays. The Bridgetown And Area Chamber had its AGM on April 20 at Lunns Mill. There is an Earth Day workshop taking place at the Bridgetown Library from 1130-2 on April 22nd. He also noted the various job opportunities in municipality and at the county.

*District 4 – Councillor Barteaux get out and support communities – farms, recreational events, community associations. Halls have current events – check them out in all our districts. Be part of being vibrant and productive.**District 5 – Councillor Longmire visited Bear River and ate the Breakfast Burger at Myrtle and Rosies –*

outstanding. Visited the shops in Bear River and purchased a drum. Fundy Thread and Thimble hosted a bake sale for accessible ramp and steps and heating source for their hall. Shaffners Point lighthouse – Association still active raising funds. Their lobster roll fundraiser held on April 7 sold out, and items were

raffled. It is important to volunteer, and celebrate your volunteers .Motorcycles – be aware of them – please don't put your grass on the roadways. Beautiful weather, enjoy.

District 6 – Warden Morrison

Briefed participants at meeting of Cornwallis Park Community Association on 13 April and exchanged views on various municipal matters - referred them to County staff.

Attended Cornwallis Community Centre lunch on 15 April, thanking community volunteers.

Clementsport Legion "Frenchy's Fashion Show", evening of Friday 21 April.

Dinner theatre returns to Clementsport Legion Saturday 6 May and Sunday 7 May - directed, as usual by Dr. Simon Bonnington

Cornwallis Community Garden Association is gearing up for a bumper season: adult gardeners, including some Ukrainians, as well as school children. Stay tuned for information on the Garden Party to be held in August - post-COVID resumption.

Frank & Dora's Eating Palace in Deep Brook is now open.

District 7 – Councillor Hudson noted April is Autism Awareness month – shout out to everyone who is caring for loved ones for whatever reasons. This commitment needs to be commended. Their lives are quite different.

District 8 – Councillor Gunn (as submitted)

Good morning, and happy Earth Month.

My phone calls and communications this month almost all related to the lack of potable water in downtown Bear River, and there is a concern that we are again changing hands and gaining another CAO, yet the prospect of getting water to the Annapolis side is not advancing. For a few years now, the County Council has agreed that this issue is of utmost importance, and the people of Bear River want us to remember to see this issue through, imminently.

We have a busy week coming up in District 8.

Saturday is the long anticipated return of Maplefest, the annual fundraiser for the Milford Community Hall. There are two sittings, noon to 2 and 4 to 6, if you'd like a fantastic meal and great company.

Saturday is also the Earth Day waterfront clean up in Bear River, between 9 and noon, for any interested volunteers.

The following Saturday, April 29, is the Spring Market at the Forrester's Hall in Clementsvalle, and between 10 am and 2 pm you'll find seeds, starters for your garden, baked goods and more.

Also in Bear River on Thursday the 27th at 3pm is a meeting with the Bear River Economic Development Society. This Society, like many in our area, is being driven by an ageing group who are for the most part in their seventies and they are tired. They would like to engage some younger people who can take the lead. They want to discuss ways to increase volunteerism with the residents and to bring more tourism through the area.

I'd also like to promote something happening in District 6 at the Upper Clements Community Hall on Saturday the 22nd as it relates to FORESTRY. Between 1 and 6pm, there will be a series of films and discussions relating to forestry, species conservation and other topics relating to ecology. It is organized through cooperation of environmentally active groups in the area, and they are hoping to encourage citizens to participate in local initiatives. I strongly encourage anyone interested in environmental issues to join in and see how you can participate.

He added that citizens will get a chance to comment to UARB regarding 11 districts.

District 9 – Councillor Sheridan noted her thanks to staff today as we went in a lot of circles – their patience is appreciated! Turkey dinner at Lions Hall in Nictaux – April 23rd at 5:00. Up and coming next month – bingo will be starting at Nictaux fire hall.

District 10 – Deputy Warden Redden (*as submitted*)

Upcoming events in District 10:

Springfield Fire Hall Breakfast Saturday April 22nd, 8am to 11am 12\$ Large 8\$ Small Bacon Pancakes, Sausage etc.

Lawrencetown Area Seniors Association, 130pm May 8th, Downstairs at the Lawrencetown Legion
Annapolis Valley Exhibition August 18th Yuk Yuk's line up Peter Anthony, Travis Lindsey, Francis Weber.
Annapolis Valley Exhibition August 19th is the Main Musical Event at the River Side stage, Grammy Nominated singer-songwriter BIG REVEAL coming on May 1st

Lawrencetown Consolidated School Spring Bingo, Friday, May 5th 6pm

Springfield Loop Yard Sale, Springfield Ridge Rd. and Lake Pleasant. May 20th. Sign up at Tammy's Store
Brickton Hall, Jam Sessions Wednesdays, 7pm

District 11 – Councillor LeBlanc spring is in the air, people are outside, children's voices can be heard playing, and people are walking and preparing gardens. It's nice to see. All the ice-cream business are opening. Reminder – second week of spring clean-up – put your stuff out in case someone else can use it.

Adjournment

The Warden declared the meeting adjourned at 12:36 p.m.

Unapproved draft

Warden

Municipal Clerk

Minutes of a special **Municipal Council** meeting held on Wednesday, April 19, 2023, at 3:00 p.m., via Zoom Videoconference.

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

Also Present: Interim CAO Doug Patterson, Municipal Clerk Carolyn Young; other staff: A. Anderson, and S. Hudson.

That municipal council meet in-camera from 3:07 p.m. to 4:21 p.m. in accordance with Section 22(2)(f) litigation or potential litigation of the *Municipal Government Act*.

Moved: Councillor Gunn

Seconded: Councillor Longmire

Motion carried.

Adjournment

The Warden adjourned the special session of council at 4:22 p.m.

Warden

Municipal Clerk

Minutes of a special **Municipal Council** meeting held on Wednesday, April 26, 2023, at 3:00 p.m., at the Municipal Administration Building, 752 St. George Street, Annapolis Royal, NS.

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

Also Present: Interim CAO Doug Patterson, Municipal Clerk Carolyn Young; other staff: W. Atwell, D. Campbell, K. McLean.

Disclosure of Interest

Deputy Warden Redden disclosed an interest in item 4.1 under New Business SR2023-41 Sale of Municipal Building Lawrencetown PID 05125646 and left the room. His mother recently purchased the property next door.

That municipal council meet in-camera from 3:03 p.m. to 3:45 p.m. in accordance with Section 22(2)(a) acquisition, sale, lease and security of municipal property and (d) labour relations of the *Municipal Government Act*.

Moved: Councillor Hudson

Seconded: Councillor Barteaux

Motion carried.

Amend the Order of the Day

To add *Warden and Clerk to Sign CUPE Local 4549 Collective Agreement Effective to March 31, 2027*

Moved: Councillor Connell

Seconded: Councillor Longmire

Motion carried.

Re: Warden and Clerk to Sign CUPE Local 4549 Collective Agreement Effective to March 31, 2027

MOTION 230426.01 Warden and Clerk to Sign CUPE Local 4549 Collective Agreement Effective to March 31, 2027

That municipal council authorize the Warden and Clerk to sign the collective agreement with the Canadian Union of Public Employees Local 4549 effective to March 31, 2027.

Moved: Councillor Connell

Seconded: Councillor Longmire

Motion carried.

New Business

Declaration of Interest

Deputy Warden Redden declared an interest in the item under New Business SR2023-41 Sale of Municipal Building Lawrencetown PID 05125646 and left the table at 3:47 p.m. His mother recently purchased the property next door.

Re: SR2023-41 Sale of Municipal Building Lawrencetown PID 05125646

MOTION 230426.02 SR2023-41 Sale of Municipal Building Lawrencetown PID 05125646

That municipal council approve the sale of the municipal building in Lawrencetown located at 396 Main Street, PID# 05125646, for \$285,490 per the Agreement of Purchase and Sale conditions.

Moved: Councillor Connell

Seconded: Councillor Gunn

Motion carried.

Deputy Warden Redden returned to his seat.

Adjournment

The Warden adjourned the special session of council at 3:50 p.m.

Unapproved draft

Warden

Municipal Clerk

Special Council
2023-05-09
Summary of Motions

MOTION 230509.01	2023-24 Operating Budget	2
MOTION 230509.02	Levy and Collection of Tax Rate for Fiscal Year 2023-24	2
MOTION 230509.03	Collection of Area Rates for 2023-24	3
MOTION 230509.04	Application to Supreme Court NS Building Code Act PID05285135	3

Unapproved draft

Minutes of the Special Municipal Council meeting held on Tuesday, May 9, 2023, at 12:12 p.m., at the Municipal Administration Building, 752 St. George St. Annapolis Royal, NS.

ROLL CALL

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

Also Present: CAO Chris McNeill; Municipal Clerk Carolyn Young; other staff, W. Atwell, L. Bent, D. Campbell, and Janice Young

Disclosure of Interest

None.

Amend the Order of the Day

Request to add under New Business: *Application to Supreme Court*

Moved: Councillor Sheridan

Seconded: Councillor LeBlanc

Motion carried.

NEW BUSINESS

• 2023-24 Operating Budget

MOTION 230509.01 2023-24 Operating Budget

To approve the 2023-24 operating budget pursuant to the recommendation of Committee of the Whole. (***Schedule A***)

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried, 9 in favour, 2 against. (Enslow, Hudson)

• Levy and Collection of Tax Rate for Fiscal Year 2023-24

MOTION 230509.02 Levy and Collection of Tax Rate for Fiscal Year 2023-24

Pursuant to section 72 of the *Municipal Government Act*, the Municipal Council of the Municipality of the County of Annapolis estimates that sums amounting to \$14,307,124 are required for the lawful purpose of the Municipality for the year ending March 31, 2024, to be raised from the residential assessment and the sums amounting to \$1,243,955 are required as aforesaid to be raised from commercial assessment, after crediting the probable revenue from all sources other than rates for the said year and making due allowances for the

abatement and losses which might occur in the collection of the taxes for the said year which may not be collected or collectible;

I move, in accordance with the recommendation of Committee of the Whole, that municipal council authorize the levying and collection of the rate of \$1.025 on each one hundred dollars of the assessed value of residential and resource property assessed in the assessment roll and the rate of \$1.80 on each one hundred dollars of the assessed value of commercial property assessed in the assessment roll, which rates the Council deems sufficient to raise the sums required to defray expenditures of the said Municipality for the said year, and any deficit from any preceding year; **and**

Authorize that interest at the rate of 12% per annum be charged on current rates and taxes remaining unpaid on or after June 30, 2023; **and**

Authorize the payment of said taxes to be made to the Municipal Treasurer of the said Municipality on or before the last day of June in the said year; **and**

That Municipal Council fixes June 30, 2023, as the day after which the Clerk may proceed to issue warrants for the collection of all rates and taxes unpaid.

Moved: Deputy Warden Redden

Seconded: Councillor Gunn

Motion carried.

• **Collection of Area Rates for 2023-24**

MOTION 230509.03 Collection of Area Rates for 2023-24

That municipal council set the area rates for streetlights, fire hydrants, paving, sidewalks and other specified rates as presented for the 2023-24 fiscal year; in accordance with section 75 of the *Municipal Government Act*, the area rate shall apply to the residential, commercial, resource, and business occupancy assessment in the area, as attached, pursuant to the recommendation of Committee of the Whole. (*Schedule B*)

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried, 9 in favour, 2 against (Enslow)

Re: Application to Supreme Court

MOTION 230509.04 Application to Supreme Court NS Building Code Act PID05285135

To instruct the municipal solicitor to bring legal action to the Supreme Court under section 20 of the NS Building Code Act against PID 05285135.

Moved: Deputy Warden Redden

Seconded: Councillor Longmire

Motion carried.

Adjournment

The Warden declared the meeting adjourned at 12:20 p.m.



2023/24 DRAFT OPERATING BUDGET

COUNTY *of* ANNAPOLIS
NATURALLY ROOTED

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Demographic Profile

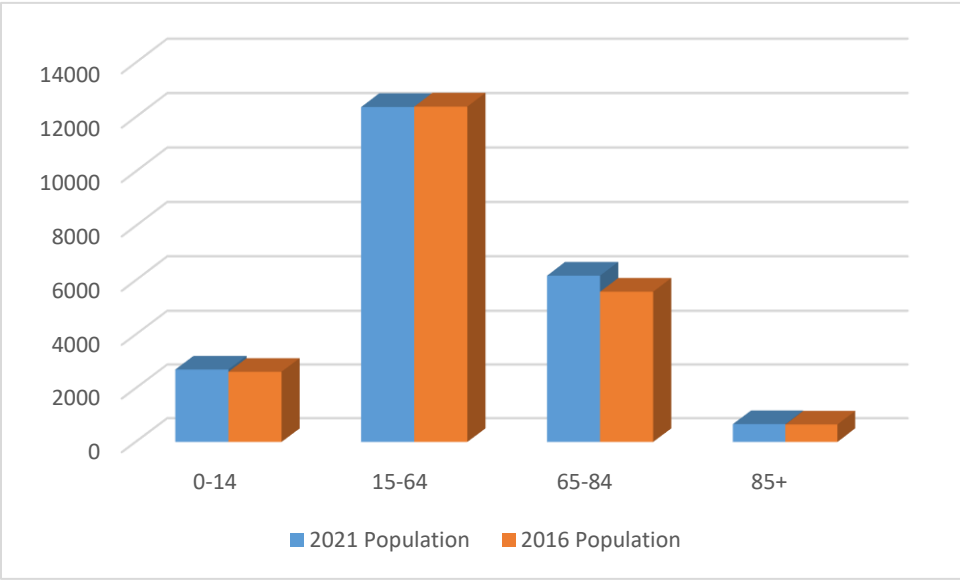
The County of Annapolis is located on the French shore of the Province of Nova Scotia along the shores of the Bay of Fundy. ¹



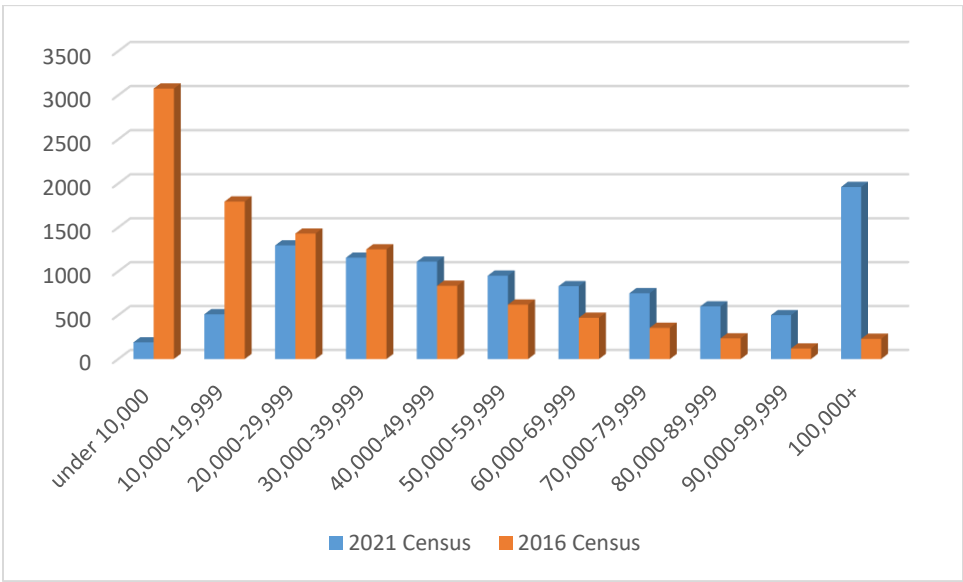
The population for the County is 18,834 per the 2021 census resulting in a growth rate of 3.23%. Growth is a new trend in the County as the population had been trending downward since at least 1996. The following table shows the breakdown of that population with the majority of people in the 15-64 age category. This total number of private dwellings has increased from 11,391 to 11,612 from the 2016 census to the 2021 census. The median age has also increased from 52.7 to 54.

¹ 2021 Census Data. Statistics Canada. <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=Annapolis&DGUIDlist=2021A00031205&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0>; 2016 Census Data. Statistics Canada. <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=CD&Code1=1205&Geo2=PR&Code2=12&SearchText=Annapolis&SearchType=Begins&SearchPR=01&B1=All&GeoLevel=PR&GeoCode=1205&TABID=1&type=0>

Household Income

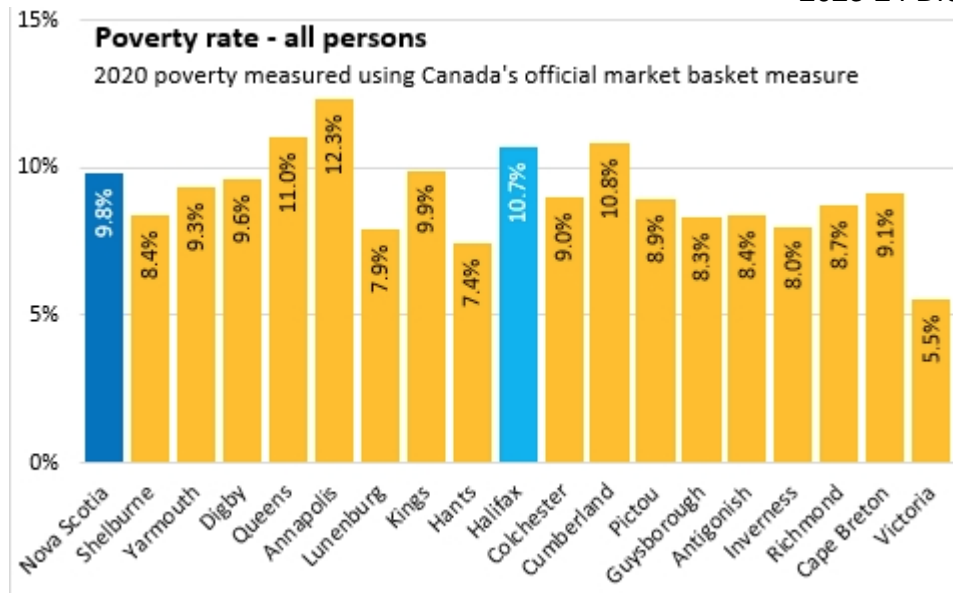


The median total household income in 2021 is \$56,800, which is up from \$49,589 in 2016 though it remains below the Provincial rural average. The following table shows a shift to increasing total household income in 2021.



The provincially issued financial condition indicators measures the residential tax effort, which is calculated as the total residential tax per dwelling unit / median household income. This is used to assess basic affordability of property taxes in the area. In 2020/21 the ratio was 2.6% indicating low risk and acceptable affordability. Re-calculation of this ratio using statistics available in 2023/24 result in a ratio of 2.17% assuming the same tax rate of 1.025%. This suggests a slight increase in affordability overall, however, individual circumstances may contradict.

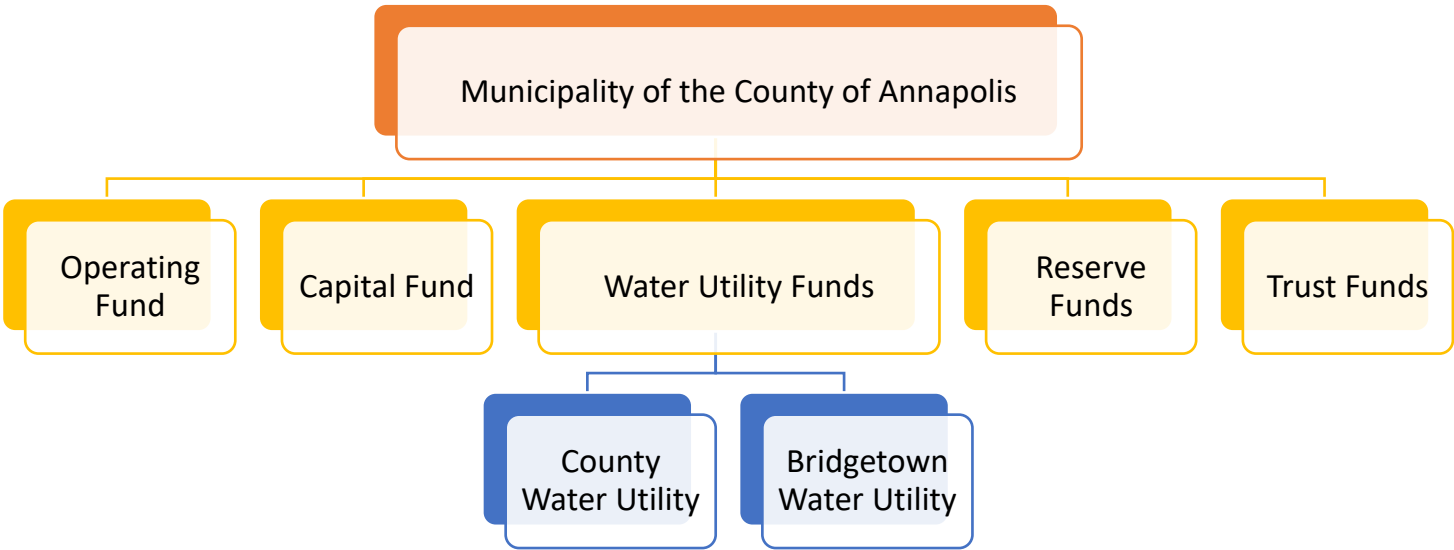
Nova Scotia’s poverty rate as a Province, from the 2021 census is 9.8% which is tied for the highest in Canada (with British Columbia). A further breakdown of the areas in Nova Scotia the highest poverty rates within the Province are in Annapolis County with 12.3% (see below).



2

² Nova Scotia. Finance and Treasury Board Economics and Statistics.
https://novascotia.ca/finance/statistics/archive_news.asp?id=18263&dg=&df=&dto=0&dti=3

Municipal Funds



Operating Fund

This fund includes the day to day operation of the Municipality and provision of services to the residents. These services include everything from governance and administration to roads, sewer services, garbage collection and disposal, recreation services, and protection services. Included in this fund is the replenishment of reserves and reserve funds for future capital financing and fiscal responsibility.

Capital Fund

The capital fund supports the infrastructure and assets utilized by the Municipality to provide the aforementioned services to the residents. Capital budgets are funded through the use of capital reserve funds, Canada Community Building Funds (CCBF), other capital grant sources, and rated services (ex. Sewer).

Water Utility Funds

The water utilities are governed by the Nova Scotia Utility and Review Board and are prescribed to ensure the safe supply, processing and distribution of potable water. The costs associated with operations and capital infrastructure replacement are financed through water rates and are billed to users accordingly. The Municipality has two water utilities including County Water and Bridgetown Water and each system operates independently.

Reserve Funds

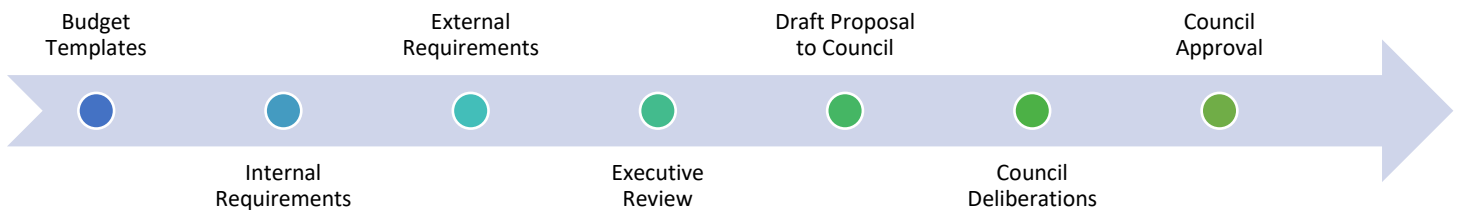
Section 99(1) of the Municipal Government Act (MGA) requires Municipalities to maintain a capital reserve fund for investment in capital assets and replacement/major maintenance of existing infrastructure and assets. Operating reserves are set aside as a tool to fund future expenses and support the Municipality’s ability to respond to emergency situations, out of budget expenses that arise unexpectedly, and to ensure business continuity. Specific purpose reserves and reserve funds are permitted as directed by Council and are used to save for pre-defined uses. For example: excess sewer rates are saved in reserve to fund the capital requirements for the sewer systems.

Trust Funds

This fund is minor as the Municipality holds specific funds in trust as a result of the dissolution of the former Town of Bridgetown. These items include school trusts, the Max Young Trust, and a few others. The use is legislated and restricted.

Budgeting Process

The development of the annual budget includes input from various stakeholders that is combined into a draft budget for Council's consideration. The process undertaken is as follows:



Economic Pressures

As the economic landscape is transitioning from a pandemic there are a number of factors that add both positive and negative pressures on the annual budget.

Inflation

Inflation for January 2023 for the Province of Nova Scotia was 6.9%, which is significantly higher than what is traditionally expected. Inflation used to hover around the 2% mark. This has resulted in a substantial increase in the cost of goods and services as well as added pressure on households.

Municipalities don't use every basket of goods/services that factor into the overall 6.9% calculation. Therefore, a simplified version of a Municipal Price Index has been used to inform the budget process as follows:

Expense	Total Budget (\$) 22/23	Total Budget (%)	CPI Increase	Levy Increase (\$)	Levy Increase (%)
Insurance	154,511	0.72%	15.00%	23,177	0.11%
Energy Costs (heat/hydro)	202,000	0.94%	46.10%	93,122	0.43%
Salaries & Benefits (COLA)	4,688,935	21.72%	1.50%	70,334	0.33%
Fleet & Equipment	73,300	0.34%	18.00%	13,194	0.06%
Fuel	118,035	0.55%	48.20%	56,893	0.26%
Infrastructure	8,517,673	39.45%	1.90%	161,836	0.75%
Other Expenses	7,835,148	36.29%	6.70%	524,955	2.43%
	21,589,602			943,510	4.37%

The table above indicates a more reasonable inflationary pressure for the Municipality is 4.37%, slightly less than the unadjusted consumer price index. This table contains estimates that represent the best information available as of the date of preparation.

Other Economic Pressures

There are numerous pressures in today's economy that include both cyclical as well as recoveries from a global pandemic. The following is not an exhaustive list, but include pressures that have been felt throughout the Municipality:

- High interest rates – increased cost of borrowing and debt financing, but also increased interest revenues on deposit accounts and guaranteed investment certificates (GIC)
- Equity market fluctuations – though the investment with returns tied to the equity market is safe the market conditions may prolong the time before we receive the cash gains.
- Increasing fuel prices – resulting in cost of contract increases as well as in-house service provision increases
- Labour force – with the baby boomers exiting the workforce it is becoming increasingly difficult to attract skilled, experienced staff. This is not a reflection of unemployment but a demographic shift. This includes contractors and skilled trades for project completion as well

Property Assessments

Assessments are calculated and provided to the Municipality by Property Valuation Services Corporation (PVSC). The 2023/24 assessment year has been very substantial resulting in a significant increase in overall assessments. The total assessment has increased approximately \$176 million, resulting in additional revenues of approximately \$1.89 million. It is important to note, as presented by PVSC, assessment has appeared to have peaked at a high in 2023/24. Over the next few years it is expected to decrease which will also result in a decrease in revenues. Considering cost pressures and reserve replenishment, this may result in the need for an increase in property tax rates at that time.

Taxable Assessment	2024	2023	\$ Change	% Change
Residential Assessment	1,395,817,000	1,238,463,400	157,353,600	12.71%
Resource Assessment	66,983,400	57,904,700	9,078,700	15.68%
Commercial Assessment	69,108,600	58,708,900	10,399,700	17.71%
Uniform Assessment	1,441,713,759	1,317,154,762	124,558,997	9.46%

The following table reflects the impact of the increased assessment on the revenue generation by property classification. These increased revenues are offset by a decrease in other revenues such as the equalization grant returning to original amounts, and the decrease in property sales is resulting in lower deed transfer tax revenues.

Property Tax Revenues	2023 Revenues	2024 Revenues	\$ Change	% Change
Residential	12,694,250	14,307,124	1,612,874	12.71%
Commercial	1,056,760	1,243,955	187,195	17.71%
Resource	593,523	686,580	93,057	15.68%
Recreation	6,548	6,876	328	5.01%
Forest (commercial - 40 cents/acre)	9,698	8,749	(949)	-9.78%
Forest (residential - 25 cents/acre)	54,040	54,007	(33)	-0.06%
Total	14,414,819	16,307,291	1,892,472	13.13%

Tax Rate Comparisons

The following table shows the residential and commercial tax rates for Municipalities with similar uniform assessment amounts. The Towns and surrounding Municipalities have been included for information, but the assessment bases are quite different.

Municipality	Residential Tax Rate	Commercial Tax Rate
Similar Uniform Assessment		
Municipality of the County of Annapolis	1.025	1.80
Town of Antigonish	1.11	2.63
Municipality of Cumberland	1.17	2.76
Municipality of the County of Inverness	1.05	1.91
Town of Pictou	1.69	4.34
Region of Queens	1.07	2.17
Geographic Proximity		
Town of Middleton	1.79	4.27
Town of Annapolis Royal	1.70	3.20
District of Digby	1.30	1.85
Municipality of the County of Kings	0.853	2.287

The draft budget includes no change to the existing \$1.025 and \$1.80 residential and commercial tax rates for the County of Annapolis. The table above indicates that with the exception of the County of Kings, Annapolis has the lowest residential tax rates, and possesses the lowest commercial tax rate of all displayed. The top part of the graph show those with similar uniform assessments which translates into similar tax bases. The geographic proximity locations are shown as potential places to reside, however, they have very different assessment bases than the County.

The commercial tax rate has remained unchanged since prior to 2012, which is worth keeping in mind to ensure the increasing tax burden is shared between both residents and commercial properties, rather than one bearing the increase over the other.

In order to decrease the residential tax rate by one penny to \$1.015 it would require the removal of approximately \$139,000 of expenses. The reduction required for the commercial rate to decrease by a penny to \$1.80 requires the reduction of approximately \$6,900. Conversely, an increase to the residential tax rate of a penny would result in an increase in revenues of approximately \$139,000 and \$6,900 respectively.

Budget Categories

Budget Category	Details
Professional Development	This includes all professional development from course fees to mileage and meals.
Utilities	Utilities includes heat, hydro, water and sewer charges.
Materials & Supplies	Materials and supplies are purchases for provision
Repairs & Maintenance	Repairs and maintenance includes facilities, vehicles and equipment. These represent lifecycle costs for the larger assets.
Professional Services	Professional services are third party services such as legal, audit, and consulting services.
Contracted Services	Contracted services are those provided by external businesses by contract or agreement that are not otherwise performed in house.
External Transfers	External transfers are typically to outside boards, agencies, and other government organizations. These can include transfers to other funds, like the water utilities.

Operating Budget Summary

The following table is a summary of the revenue sources and expenses by type included in the 2023/24 draft operating budget.

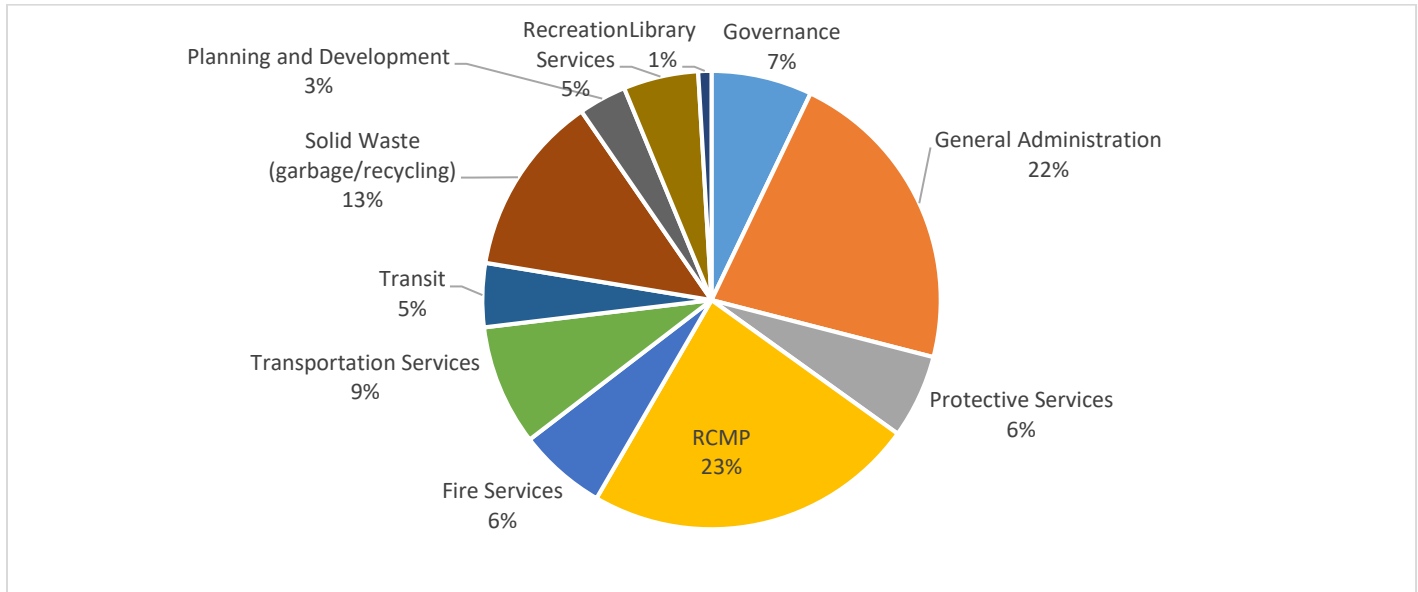
	2022/23 Budget	2023/24 Budget	Increase (Decrease)
Revenue			
Area Rates	1,505,180	1,831,417	326,237
Bridgetown Community Rate	295,086	260,980	(34,106)
User Fees	1,294,523	1,550,362	255,839
Conditional Grants	20,539	50,333	29,794
Cost Recovery - rates	163,955	312,059	148,104
Interest Income	12,000	12,500	500
Other Municipal Contributions	36,329	41,842	5,513
Other Revenues - own source	199,100	286,985	87,885
Payment in Lieu of Taxation (PIL)	373,310	386,645	13,335
Sales	4,500	4,600	100
Taxation - Assessable Property	16,909,499	18,322,392	1,412,893
Transfer from Reserve	-	81,000	81,000
Unconditional Grants	1,357,199	963,842	(393,357)
Total Revenues	22,171,220	24,104,956	1,933,736
Expense			
Annapolis Valley Regional Center for Education	4,000,000	4,418,238	418,238
Transfer to Reserve	943,690	1,600,321	656,631
Community Events	4,000	2,500	(1,500)
Contracted Services	7,117,000	7,382,753	265,753
Cost Recovery	421,509	549,245	127,736
Debt Repayment	250,614	328,484	77,870
External Transfers	1,626,085	1,992,359	366,274
Insurance	209,829	307,396	97,567
Interest on Short-term Borrowing	12,000	176,400	164,400
IT Services	92,311	96,129	3,818
Materials & Supplies	737,198	798,107	60,909
Nova Scotia Housing Contribution	145,000	145,000	-
Professional Development	270,435	261,150	(9,285)
Professional Services	267,872	222,900	(44,972)
Repairs & Maintenance	202,753	182,065	(20,688)
Salaries & Benefits	4,785,357	5,089,964	304,607
Strategic Initiatives	110,000	35,000	(75,000)
Tax Exemptions	171,646	205,000	33,354
Utilities	322,702	311,945	(10,757)
Total Expenses	21,690,001	24,104,956	2,414,955

Summary of Significant Changes

Budget Item	Pre-budget Adjustment	23/24 Budget Impact	Total Budget Impact
Increase (Decrease) in Revenues			
Increase in property tax revenues		1,892,472	1,892,472
Deed Transfer Tax		(600,000)	(600,000)
Equalization Grant		(405,628)	(405,628)
Reduction of BT Community Rate		(68,385)	(68,385)
Hydrant Area Rates	160,171	-	160,171
Increase (Decrease) in Expenses			
Insurance	48,676	77,637	126,313
Kings Transit Authority	39,585	51,712	91,297
Low Income and Tax Exempt Properties		33,354	33,354
RCMP Contract Cost		171,164	171,164
Education Contribution	45,271	372,967	418,238
Microsoft 365		15,008	15,008
Cost of Living Adjustment (COLA)		44,873	44,873
New Staff		172,670	172,670
Annualization of Existing Staff		152,576	152,576
Interest on ST Borrowing	164,400	-	164,400
Remittance for Lawrencetown	242,508	-	242,508
Fire Services Review		75,000	75,000
Reduction of Legal Costs		(100,000)	(100,000)
Annual Financial Statement Audit		13,800	13,800
Removal of one-time initiatives		(140,000)	(140,000)
Reserve Replenishment			
Elections Reserve		38,500	38,500
Capital Reserve		35,000	35,000
Recreation & Culture Reserve		55,000	55,000
Operating Reserve		90,040	90,040
Capital Reserve		400,000	400,000
BT Sewer Reserve		123,804	123,804
County Sewer Reserve		394,393	394,393
Streetlighting Reserve	38,250	30,228	68,478

Budget Breakdown by Service

This figure represents the percentage breakdown of services that make up the expenses funded by the tax rates. For example, 23% of the tax funded expenses are related to the RCMP. There are other substantial services that are rate funded and not reflected in the figure below such as, sewer services and water utility services. General administration includes items such as the contracted amount paid to PVSC for valuation services, overhead for IT that services the Municipality as a whole, and all the legal/professional services that are provided for the organization as a whole as well.



Average Tax Bill Breakdown

This shows where each \$100 of assessment goes as well as the average tax bill based on the updated 2023/24 average residential dwelling assessment of \$177,935, up from \$147,560 in the prior year. This considers only the tax rate (no area rates) of \$1.025 per \$100 of assessment, which is proposed to remain unchanged for the upcoming fiscal year.

<i>Service</i>	<i>Per \$100</i>	<i>Per Average Tax Bill</i>
<i>Governance</i>	7.11	129.77
<i>General Administration</i>	21.89	399.33
<i>Protective Services</i>	5.91	107.71
<i>RCMP</i>	23.45	427.79
<i>Fire Services</i>	6.22	113.48
<i>Transportation Services</i>	8.51	155.19
<i>Transit</i>	4.50	82.12
<i>Solid Waste (garbage/recycling)</i>	12.80	233.39
<i>Planning and Development</i>	3.38	61.70
<i>Recreation Services</i>	5.29	96.49
<i>Library</i>	0.93	17.01
Total	100.00	1,824.00

The average tax bill is calculated using the average assessment for a dwelling multiplied by 1.025% to reach \$1,824 for the fiscal year. The same logic can be utilized by residents to anticipate the property tax portion of the bill (area rates are in addition to the tax rates).

\$177,935 x 1.025%

Human Resource Requests

As a result of recent growth and direction of the Municipality there are requests for additional staff in the proposed budget. Some of these requests have been made over the years and others are addressing current and future needs (including succession planning).

In 2022/23 the Municipality underwent a Human Resources and Compensation Review to provide an objective review and recommendation for the organizational structure. This is intended to remove the bias and ensure the right people are in the right jobs and adding value to the organization. Additionally, it serves as a market check on salary and compensation to ensure the Municipality is in line with industry expectations to remain competitive and responsible.

Though the project is not officially complete, there has been substantial progress and staff have been sure to include only the highest priority staff requests that are in line with the review.

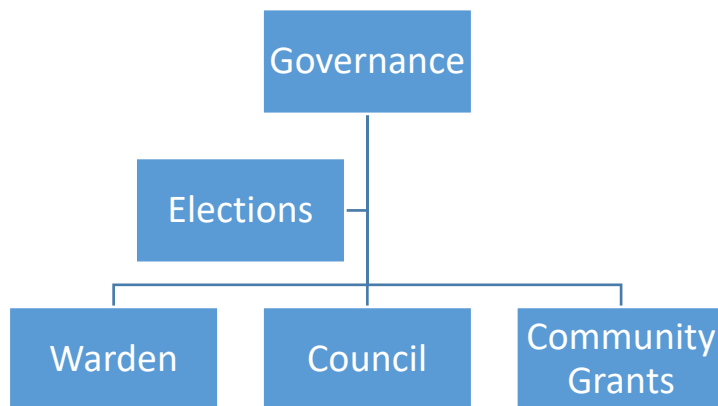
The table below includes all staff considerations at this time. The new staff requests for consideration have been included in the budget for 6-9 months due to the time required to post and hire the positions. The Junior Engineer position is included in this table with the cost impacting the levy. This position is expected to support rated budgets as well, such as water utilities and sewer services.

The annualization section includes positions that were accommodated in the 2022/23 budget but the full annual cost of the positions are in the current proposed budget. There are staff currently filling these positions.

Lastly, in the removed section staff prioritized the requests and voluntarily removed positions to ensure a balanced budget with adequate reserve replenishment. This is also a result of pre-budget adjustments required and other increases in mandatory contributions such as Education and RCMP to name a few.

Position	Salary	Benefits	Total Cost
NEW – 50-75%			
<i>Sr. Administrative Assistant</i>	47,153	11,788	58,941
<i>Legislative Services Coordinator</i>	32,149	8,037	40,186
<i>Active Living Coordinator (net)</i>	14,154	9,788	23,942
<i>Junior Engineer</i>	39,681	9,920	49,601
Total New Positions			172,670
ANNUALIZATION - 100%			
<i>Customer Service Representative</i>	42,502	6,375	48,877
<i>REMO Coordinator</i>	29,471	7,928	37,399
<i>Heavy Equipment Operator</i>	53,040	13,260	66,300
Total Annualization			152,576
REMOVED - 0%			
<i>Development Officer</i>	41,208	10,302	51,510
<i>Records Management Clerk</i>	24,059	6,015	30,074
Total Annualization			81,584

Governance

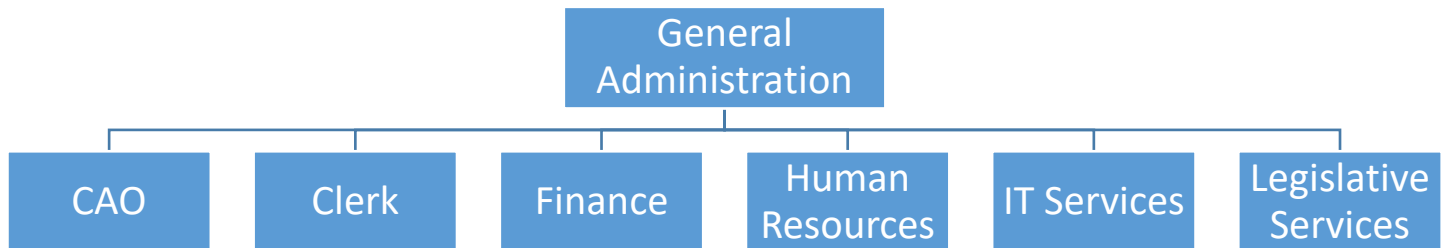


	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries and Benefits	518,772	488,200	(30,572)	459,024
Professional Development	61,200	59,000	(2,200)	66,985
Materials & Supplies	25,525	21,000	(4,525)	18,461
Community Events	4,000	2,500	(1,500)	1,650
IT Services	10,960	10,000	(960)	7,109
Professional Services	-	-	-	20,538
Contracted Services	67,238	42,368	(24,870)	-
External Transfers	315,150	335,500	20,350	251,636
Transfer to Reserve	-	38,500	38,500	-
Total Governance	1,002,845	997,068	(5,777)	825,402
% Change over prior year			-0.58%	

Summary of Key Changes

- Reduction in benefits as they were budgeted at full-time staff rates in the 22/23 budget
- Reduction in contracted services per the IMSA Agreement which indicates a 23/24 contribution of \$42,368 down from \$67,238 for 22/23
- Establishment of a transfer to reserve for elections to reduce the large impact in the year of the election. It is one quarter of the estimated cost for a hybrid election
- Includes increase of \$20,000 for TCTS

General Administration



Chief Administrative Officer

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	373,379	386,743	13,364	491,103
Professional Development	32,920	23,000	(9,920)	2,251
Materials & Supplies	5,600	7,900	2,300	6,115
Contracted Services	-	-	-	5,759
Strategic Initiatives	90,000	-	(90,000) ³	28,812
Total CAO	501,899	417,643	(84,256)	534,040
% Change over prior year			-16.79%	

Clerk

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	218,375	292,105	73,730 ⁴	201,890
Professional Development	11,925	11,100	(825)	1,210
Materials & Supplies	5,180	10,300	5,120	2,821
Total Clerk	235,480	313,505	78,025	205,921
% Change over prior year			33.13%	

³ Removal of \$45,000 for strategic plan and \$45,000 for physician recruitment that was budgeted in excess of the Policy Amounts per AM-1.4.9.1 Medical Assistance Recruitment Program.

⁴ Includes the Sr. Administrative Assistant to the Clerk.

Finance

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Charges	9,000	9,000	-	6,225
Cost Recover - rates	163,955	130,703	(33,252)	23,792
Total Revenues	172,955	139,703	(33,252)	30,017
Expenses				
Salaries & Benefits	799,133	761,695	(37,438)	618,287
Professional Development	21,650	20,500	(1,150)	13,787
IT Services	-	-	-	-
Insurance	-	-	-	-
Materials & Supplies	55,950	56,000	50	41,674
Repairs & Maintenance	-	-	-	-
Professional Services	30,200	44,000	13,800	45,131
Contracted Services	473,351	474,000	649	445,163
Tax Exemptions	171,646	205,000	33,354	166,956
Total Expenses	1,551,930	1,561,195	9,265	1,330,997
Total Finance	1,378,975	1,421,492	42,517	1,300,980
% Change over prior year			3.08%	

IT Services

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	152,313	184,169	31,856 ⁵	147,010
Professional Development	8,050	11,800	3,750	6,306
IT Services	75,000	70,000	(5,000)	67,905
Insurance	200	200	-	169
Materials & Supplies	12,520	38,282	25,762 ⁶	10,899
Repairs & Maintenance	-	-	-	-
Professional Services	3,500	27,000	23,500 ⁷	2,526
Contracted Services	25,000	30,000	5,000	29,978
Transfer to Reserve	-	15,000	15,000 ⁸	-
Total IT Services	276,583	376,451	99,868	264,793
% Change over prior year			36.11%	

⁵ Provision to replace the Assistant Manager with a Manager position as discussed with Council.

⁶ Includes the conversion from Microsoft Office 2013 to Microsoft Office 365 as this is the primary software utilized by all staff and Council (excel, word, powerpoint, outlook, etc.) for \$15,008. Also included is around \$10,000 for server licences and \$3,600 for Laserfiche licencing for records management.

⁷ Includes \$20,000 for offsite enhanced cyber security to minimize the liability to the Municipality.

⁸ For IT lifecycle replacement.

Human Resources

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	228,480	193,508	(34,972)	207,960
Professional Development	24,450	12,710	(11,740)	10,157
Materials & Supplies	29,250	10,800	(18,450)	19,469
Professional Services	-	-	-	75,943
Contracted Services	50,000	-	(50,000)	25,811
Total Human Resources	332,180	217,018	(115,162)⁹	339,340
% Change over prior year			-34.67%	

Legislative Services

This is a new cost centre for 2023/24 and includes the costs for liability insurance for the Municipality as a whole, legal expenses including FOIPOP costs. The Director was previously included in Human Resources but has been split out between the two cost centres. Certain costs have been transferred from Human Resources to Legislative Services.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	-	81,672	81,672	-
Professional Development	-	15,550	15,550	-
Insurance	105,000	121,221	16,221	113,294
Materials & Supplies	-	3,700	3,700	-
Professional Services	200,500	100,000	(100,500)	83,145
Total Legislative Services	305,500	322,142	16,642	196,438
% Change over prior year			5.45%	

Corporate Services

This cost centre includes all the general revenues and general transfers to other government entities, as well as reserve replenishment.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Taxation - Assessable Property	14,414,819	16,307,291	1,892,472	14,391,534
Taxation - other	2,494,680	1,894,807	(599,873)	2,794,760
Payment in Lieu of Taxation (PIL)	373,310	386,645	13,335	119,867
Area Rates	216,335	244,204	27,869	227,792
Bridgetown Community Rate	295,086	260,980	(34,106)	300,220
Unconditional Grants	1,357,199	944,305	(412,894)	550,847
Other Revenues - own source	199,100	286,985	87,885	455,407
Total Revenues	19,350,529	20,465,047	1,114,518	18,840,426

⁹ Part of the Director previously included in HR has been split between HR and Legislative Services. The professional development has also been shared. The HR and compensation review has been removed.

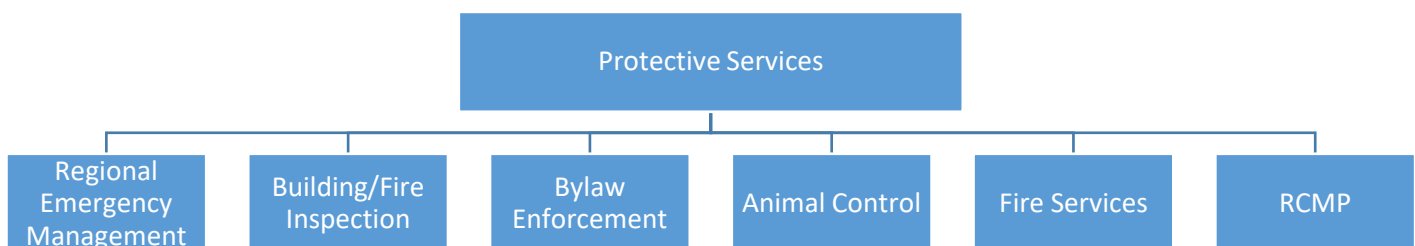
	2023 Budget	2024 Budget	Budget Change	Actual YTD
Expenses				
External Transfers	50,000	292,508	242,508	264,627
Interest on Short-term Borrowing	12,000	176,400	164,400	102,339
Nova Scotia Housing Contribution	145,000	145,000	-	-
Education Contribution	4,000,000	4,418,238	418,238	4,045,272
Operating Reserve Replenishment	525,545	100,000	(435,505)	-
Capital Reserve Fund Replenishment	-	849,895	400,000	-
Total Expenses	4,732,545	5,982,041	1,249,496	4,412,238
Total Corporate Services	(14,617,984)	(14,483,006)	134,978	3,884,226
% Change over prior year			-0.92%	

The increase in revenues from property assessments is \$1,892,472. This increase in revenues is offset by other decreases in revenue such as:

- Reduction in unconditional grants for the equalization payment that was doubled for the 2022/23 fiscal year only
- Reduction in deed transfer tax as house sales decrease. The estimate of lost revenues in this line item is \$600,000

The education contribution is based 50% on uniform assessment at a rate of 0.3048% and 50% student enrolment rates. This has resulted in an increased overall contribution of \$418,238.

Protective Services



Regional Emergency Management Organization (REMO)

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Town Contributions	11,329	16,842	5,513	
Total Revenues	11,329	16,842	5,513	-
Salaries & Benefits	34,442	71,841	37,399 ¹⁰	33,507
Professional Development	4,450	6,240	1,790	2,234
IT Services	350	4,329	3,979	-
Materials & Supplies	2,920	4,550	1,630	636
Repairs & Maintenance	1,000	2,000	1,000	-
Professional Services	-	300	300	-
Contracted Services	11,250	5,270	(5,980)	5,431
Total Expenses	54,412	94,530	40,118	41,808
Total REMO	43,083	77,688	34,605	41,808
% Change over prior year			80.32%	

Building/Fire Inspection Services

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Permits	26,000	38,000	12,000	36,549
Total Revenues	26,000	38,000	12,000	36,549
Expenses				
Salaries & Benefits	360,316	403,665	43,349	292,267
Professional Development	34,410	19,550	(14,860)	12,044
Materials & Supplies	6,300	9,300	3,000	3,745
Cost Recovery	-	48,362	48,362 ¹¹	14,058
Total Expenses	401,026	480,877	79,851	322,115
Total Building/Fire Inspection	375,026	442,877	67,851	285,566
% Change over prior year			18.09%	

¹⁰ Increased from a part-time REMO Coordinator to a full-time service model. This includes additional revenues from the Town to support the regional initiative.

¹¹ This is a cost recovery for fleet. All costs have been included in a centralized fleet budget with cost recovery proportionate to the department vehicles.

Bylaw Enforcement

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	159,627	183,502	23,875	144,705
Professional Development	7,300	6,300	(1,000)	1,026
Materials & Supplies	2,740	2,500	(240)	1,301
Repairs & Maintenance	1,000	1,000	-	-
Professional Services	8,000	25,000	17,000 ¹²	35,528
Contracted Services	1,000	1,040	40	18
Cost Recovery	-	24,181	24,181	11,716
Total Bylaw Enforcement	179,667	243,523	63,856	194,295
% Change over prior year			35.54%	

Animal Control

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	3,500	2,500	(1,000)	
Total Revenues	3,500	2,500	(1,000)	-
Expenses				
Salaries & Benefits	59,398	45,462	(13,936)	60,102
Professional Development	400	400	-	-
Materials & Supplies	9,650	9,150	(500)	1,369
Professional Services	1,500	1,000	(500)	1,332
Contracted Services	11,200	10,000	(1,200)	7,632
Total Expenses	82,148	66,012	(16,136)	70,434
Total Animal Control	78,648	63,512	(15,136)	70,434
% Change over prior year			-19.25%	

Salaries are shared between animal control and bylaw services. There is a decrease in animal control, offset by an increase in bylaw services.

Policing – RCMP

Policing is a mandatory contribution for provision of the RCMP services.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	600	600	-	-
Professional Development	500	500	-	-
Professional Services	18,472	18,600	128	16,903

¹² Legal services estimate to deal with bylaw issues that are in legal proceedings. The actual spending from 22/23 was higher than anticipated and is dependent on external factors.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Contracted Services	2,833,127	3,004,291	171,164 ¹³	2,124,845
External Transfers	257,783	262,939	5,156	250,534
Total RCMP	3,110,482	3,286,930	176,448	2,392,282
% Change over prior year			5.67%	

Fire Services

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Area Rates	1,080,917	1,341,508	260,591 ¹⁴	1,076,065
Total Revenues	1,080,917	1,341,508	260,591	1,076,065
Expenses				
Salaries & Benefits	14,908	14,908	-	10,249
Professional Development	1,000	-	(1,000)	100
Materials & Supplies	4,000	1,100	(2,900)	3,350
Contracted Services	712,807	802,063	89,256 ¹⁵	712,804
External Transfers	846,452	944,713	98,261 ¹⁶	233,039
Cost Recovery	400,704	400,704	-	400,704
Debt Repayment	51,368	49,954	(1,414)	17,368
Total Expenses	2,031,239	2,213,442	182,203	1,377,615
Total Fire Services	950,322	871,934	(78,388)	301,550
% Change over prior year			-8.25%	

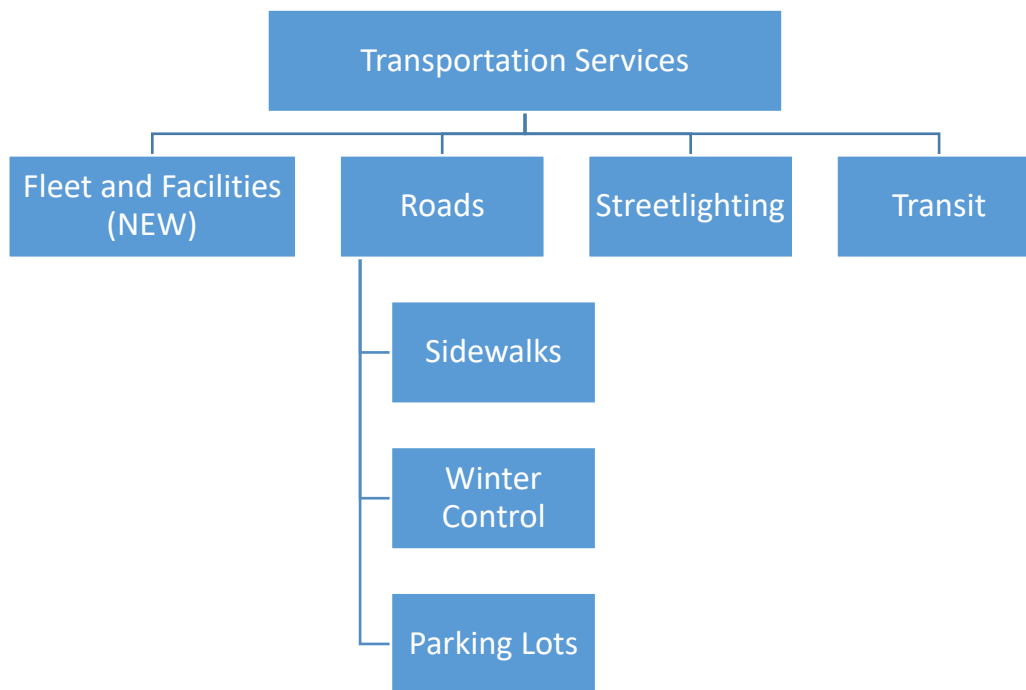
¹³ 6.04% increase over the prior year as confirmed by the Justice department.

¹⁴ The full revenues were not included in the prior budget to offset the “cost recovery” expense for water use in the hydrants. This is set out in the UARB Board Order.

¹⁵ This includes \$75,000 for the fire services review requested by Council.

¹⁶ External transfers are based on assessment which has increased.

Transportation Services



Fleet and Facilities

This is a new cost centre as there has been an operational shift in how fleet and facilities are managed internally. The cost recoveries represent the share of cost for the provision of various other Municipal services. As these are new cost centres there is no inclusion for year-to-date (YTD) costs. Council will be kept apprised of the status of these cost centers in future variance reporting throughout 2023/24.

Centralized Fleet

	2023 Budget	2024 Budget	Budget Change
Revenues			
Cost Recovery	-	181,356	181,356
Total Revenues	-	181,356	181,356
Expenses			
Insurance	42,060	63,898	21,838
Materials & Supplies	109,543	115,000	5,457
Repairs & Maintenance	47,550	55,000	7,450
Transfer to Reserve	-	20,000	20,000
Total Expenses	199,153	253,898	54,745
Total Fleet	199,153	72,542	(126,611)
% Change over prior year			-63.57%

Public Works Facilities

	2023 Budget	2024 Budget	Budget Change
IT Services	253	300	47
Insurance	24,924	29,202	4,278
Utilities	17,745	18,000	255
Materials & Supplies	8,500	8,500	-
Repairs & Maintenance	19,800	20,000	200
Contracted Services	2,614	4,500	1,886
Debt Repayment	75,000	75,000	-
Total PW Facilities	148,836	155,502	6,666
% Change over prior year			4.48%

Other Facilities – including administration building(s) and recreational facilities

	2023 Budget	2024 Budget	Budget Change
Salaries & Benefits	41,693	500	(41,193)
IT Services	1,012	1,000	(12)
Insurance	17,669	45,005	27,336
Utilities	68,850	61,100	(7,750)
Materials & Supplies	1,100	3,000	1,900
Repairs & Maintenance	70,738	30,200	(40,538)
Contracted Services	73,000	53,540	(19,460)
External Transfers	26,000	26,000	-
Cost Recovery	(15,000)	(15,000)	-
Debt Repayment	35,302	34,997	(305)
Total Facilities	320,364	240,342	(80,022)
% Change over prior year			-24.98%

Public Works Administration

This cost centre represents the overhead for the provision of transportation services including items like training and development, health and safety. For reporting purposes it will be allocated on a percentage basis to the service areas in which it supports.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	659,531	726,323	66,792	431,395
Professional Development	17,525	17,500	(25)	9,071
IT Services	-	3,600	3,600	2,789
Materials & Supplies	23,500	44,000	20,500	15,903
Contracted Services	5,000	5,000	-	-
Cost Recovery	(58,764)	-	58,764	-
Debt Repayment	-	13,866	13,866	31,909
Total Public Works Admin.	646,792	810,289	163,497	491,067
% Change over prior year			25.28%	

Roads

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Area Rates	11,097	11,123	26	10,936
Total Revenues	11,097	11,123	26	10,936
Expenses				
Insurance	-	1,093	1,093	-
Materials & Supplies	-	30,000	30,000	-
Contracted Services	411,837	351,278	(60,559)	363,767
Transfer to Reserve	10,958	10,891	(67)	10,936
Total Expenses	422,795	393,262	(29,533)	374,703
Total Roads	411,698	382,139	(29,559)	363,767
% Change over prior year			-7.18%	

The roads budget has a reduction in contracted services and increase in materials and supplies to reflect the provision of services internally as opposed to contractors.

Streetlighting

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Area Rates	196,831	234,582	37,751 ¹⁷	195,739
Total Revenues	196,831	234,582	37,751	195,739
Expenses				
Insurance	-	11,087	11,087	-
Utilities	65,000	60,000	(5,000)	52,223
Repairs & Maintenance	6,700	10,000	3,300	4,237
Debt Repayment	86,881	85,017	(1,864)	8,319
Transfer to Reserve	-	68,478	68,478 ¹⁸	-
Total Expenses	158,581	234,582	76,001	64,780
Total Streetlights	(38,250)	0	38,250	(130,959)
% Change over prior year			-100.00%	

Kings Transit Authority (KTA)

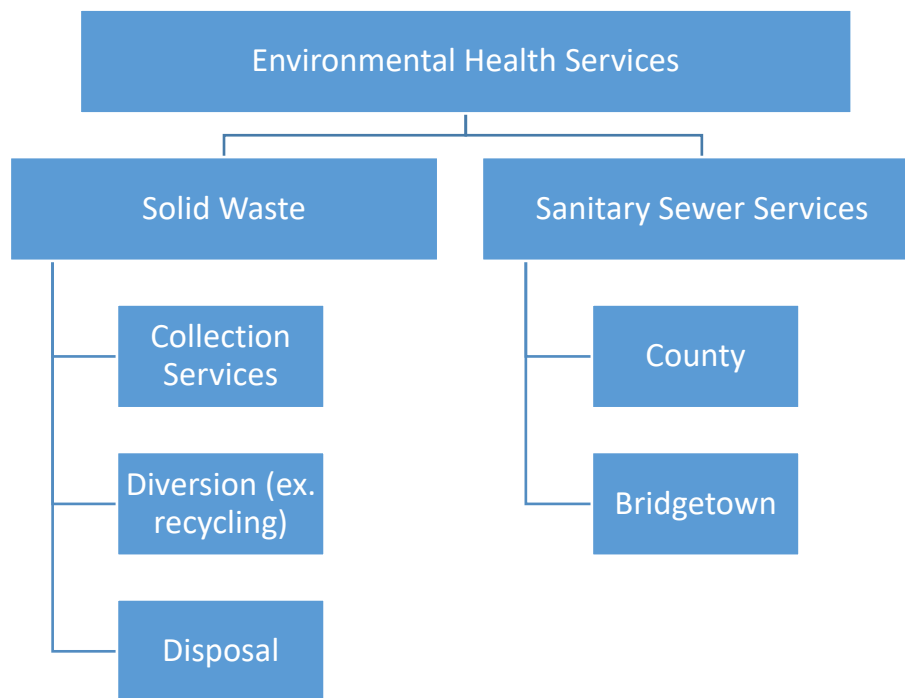
	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Other Municipal Contributions	25,000	25,000	-	25,000
Total Revenues	25,000	25,000	-	25,000
Expenses				
Contracted Services	564,706	656,003	91,297 ¹⁹	604,291
Total Expenses	564,706	656,003	91,297	604,291
Total Transit	539,706	631,003	91,297	579,291
% Change over prior year			16.92%	

¹⁷ This is keeping the area rate the same as the prior year, but reflects the increase in assessment.

¹⁸ This is to balance the budget and reflects the capital replacement of the assets.

¹⁹ See attached Kings Transit Authority Budget.

Environmental Health Services



Solid Waste Services (garbage/recycling)

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	25,830	-	(25,830) ²⁰	20,310
Materials & Supplies	6,750	5,000	(1,750)	-
Contracted Services	1,685,000	1,718,600	33,600	2,805
Debt Repayment	-	69,650	69,650	22,422
Total Solid Waste Services	1,717,580	1,793,250	75,670	45,537
\$ Change over prior year			4.41%	

Bridgetown Sanitary Sewer System

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	150,000	312,166	162,166	121,873
Interest Income	1,000	1,500	500	1,308
Total Revenues	151,000	313,666	162,666	123,182
Expenses				
Salaries & Benefits	27,888	74,738	46,850	21,663
Professional Development	1,180	6,000	4,820	1,388
Insurance	1,386	1,421	35	1,549

²⁰ These salaries have been reallocated to Public Works Admin cost centre as the bin replacements and distribution is expected to be completed by Valley Waste this fiscal year.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Utilities	13,100	10,000	(3,100)	8,952
Materials & Supplies	57,100	57,100	-	38,811
Repairs & Maintenance	-	-	-	2,556
Contracted Services	4,800	14,800	10,000	-
Cost Recovery	51,025	27,363	(23,662)	-
Debt Repayment	2,063	-	(2,063)	32
Transfer to Reserve	40,000	122,244	82,244	-
Total Expenses	198,542	313,665	115,123	74,950
Total Bridgetown Sewers	47,542	(0)	(47,542)	(48,231)
% Change over prior year			-100.00%	

County of Annapolis Sanitary Sewer System

This includes the sewer services in Granville Ferry, Lequille, Bear River, Carleton Corner, Nictaux and Cornwallis Park/Deep Brook.

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	1,076,398	1,159,496	83,098	1,251,519
Interest Income	11,000	11,000	-	13,320
Total Revenues	1,087,398	1,170,496	83,098	1,264,838
Expenses				
Salaries & Benefits	258,159	287,731	29,572	262,316
Professional Development	5,650	8,500	2,850	1,117
IT Services	1,400	1,600	200	1,064
Insurance	12,990	16,949	3,959	13,882
Utilities	146,600	129,750	(16,850)	105,725
Materials & Supplies	228,503	226,200	(2,303)	167,162
Repairs & Maintenance	15,000	18,000	3,000	13,629
Professional Services	200	1,000	800	1,365
Contracted Services	162,070	121,000	(41,070)	58,951
Cost Recovery	43,544	39,454	(4,090)	11,860
Transfer to Reserve	312,187	320,313	8,126	-
Total Expenses	1,186,303	1,170,497	(15,806)	637,070
Total Bridgetown Sewers	98,905	0	(98,905)	(627,769)
% Change over prior year			-100.00%	

Community Development Services



Planning and Development

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	12,000	14,600	2,600	14,525
Conditional Grants	-	7,233	7,233	-
Transfer from Reserve	-	81,000	81,000 ²¹	-
Total Revenues	12,000	102,833	90,833	14,525
Expenses				
Salaries & Benefits	508,322	564,740	56,418 ²²	360,778
Professional Development	15,950	17,500	1,550	6,024
IT Services	3,036	5,000	1,964	6,711
Materials & Supplies	22,383	22,933	550	5,601
Professional Services	5,500	6,000	500	4,800
Contracted Services	-	81,000	81,000	-
Total Expenses	555,191	697,173	141,982	383,914
Total Planning and Development	543,191	594,340	51,149	369,389
% Change over prior year			9.42%	

Area Advisory Committees	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	13,100	16,900	3,800	9,541
Professional Development	2,700	3,900	1,200	2,624
Materials & Supplies	6,100	6,000	(100)	420

²¹ This is a carry-forward project for the County Wide Plan. It was previously included as a capital item, however it does not meet the definition of a Tangible Capital Asset. It is offset by the expenses anticipated and has a net zero impact on the tax rate.

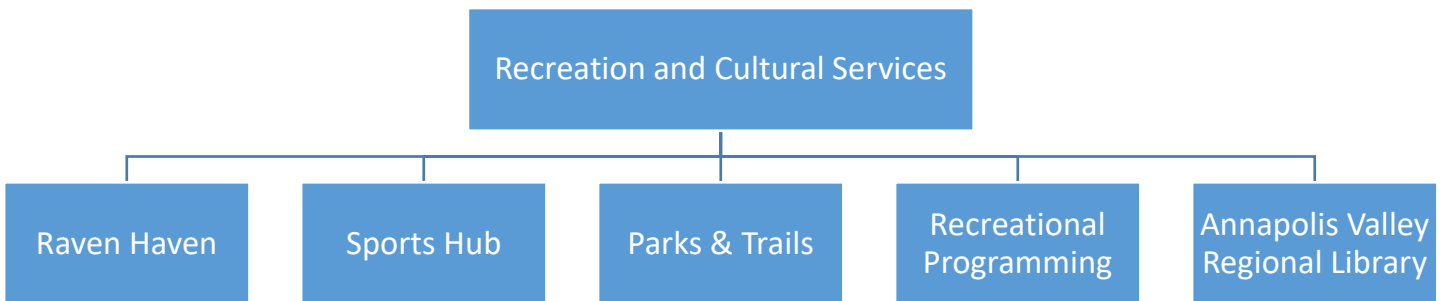
²² This includes annualization for the GIS Technician that was hired in 2022/23 as only part of the year was included.

Area Advisory Committees	2023 Budget	2024 Budget	Budget Change	Actual YTD
Total Planning and Development	21,900	26,800	4,900	12,584
% Change over prior year			22.37%	

Outreach/Tourism

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	97,271	101,447	4,176	39,414
Professional Development	8,600	8,300	(300)	1,603
Materials & Supplies	41,750	39,750	(2,000)	2,089
Strategic Initiatives	20,000	35,000	15,000	2,476
Total Outreach/Tourism	167,621	184,497	16,876	45,583
% Change over prior year			10.07%	

Recreation and Cultural Services



Raven Haven

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
Sales	4,500	4,600	100	4,451
Total Revenues	4,500	4,600	100	4,451
Expenses				
Salaries & Benefits	34,229	36,842	2,613	21,816
Professional Development	1,200	1,600	400	205
IT Services	300	300	-	30
Insurance	4,700	8,212	3,512	-
Utilities	1,400	1,600	200	1,479
Materials & Supplies	14,940	14,040	(900)	8,306
Repairs & Maintenance	6,200	6,600	400	876
Total Expenses	62,969	69,194	6,225	32,712

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Total Raven Haven	58,469	64,594	6,125	28,261
% Change over prior year			10.48%	

Sports Hub

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	2,200	-	(2,200)	
Conditional Grants	10,000	10,000	-	10,000
Total Revenues	12,200	10,000	(2,200)	10,000
Expenses				
Salaries & Benefits	4,373	15,024	10,651	7,407
Utilities	9,807	9,000	(807)	1,853
Insurance	2,500	22,295	19,795 ²³	12,575
Materials & Supplies	11,992	-	(11,992)	12,979
Repairs & Maintenance	15,500	20,000	4,500	5,315
Total Expenses	44,172	66,319	22,147	40,129
Total Sports Hub	31,972	56,319	24,347	40,129
% Change over prior year			76.15%	

Parks & Trails

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Salaries & Benefits	49,610	143,002	93,392 ²⁴	38,379
Insurance	900	9,109	8,209	-
Repairs & Maintenance	15,765	15,765	-	16,683
Contracted Services	15,000	-	(15,000)	-
Cost Recovery	-	24,181	24,181	-
Total Parks & Trails	81,275	192,057	110,782	55,063
% Change over prior year			136.31%	

²³ The majority of the increase for the Sports Hub is the insurance costs associated with the facility, washroom facility, turf, and running track.

²⁴ Previously these salaries have not been allocated to parks and trails, however, with the addition of new parks and trails and the inability to keep up in 2022/23 with maintenance requirements resources have been allocated this year.

Recreation Programming

	2023 Budget	2024 Budget	Budget Change	Actual YTD
Revenues				
User Fees	15,425	14,600	(825)	
Conditional Grants	10,539	33,100	22,561 ²⁵	
Total Revenues	25,964	47,700	21,736	-
Expenses				
Salaries & Benefits	145,608	161,681	16,073	125,897
Professional Development	9,375	11,200	1,825	2,428
Utilities	200	200	-	142
Materials & Supplies	45,402	52,002	6,600	20,807
Repairs & Maintenance	3,500	3,500	-	358
Contracted Services	8,000	8,000	-	7,091
Transfer to Reserve	55,000	55,000	-	-
Total Expenses	267,085	291,583	24,498	156,723
Total Recreation Programming	241,121	243,883	2,762	156,723
% Change over prior year			1.15%	

Annapolis Valley Regional Library

	2023 Budget	2024 Budget	Budget Change	Actual YTD
External Transfers	130,700	130,700	-	130,700
Total Library	130,700	130,700	-	130,700
% Change over prior year			0.00%	

The Annapolis Valley Regional Library mandatory contribution remains unchanged, which is great news for the Municipality considering all the great events, programs and services available to the residents.

²⁵ This is a grant for an Active Living Coordinator Position where the expenses are included in the salaries & benefits line.

**Municipality of the County of Annapolis
2023/24 Property Tax and Area Rates**

Property Taxes	District #	Rate
Residential		1.025
Resource		1.025
Commercial		1.80
Commercial Forest (per acre)		0.40
Forest (per acre)		0.25
Farm		Exempt
Recreation (per acre)		47.19

Fire Hydrants	District #	Rate
Margaretsville	2	0.002587
Inglewood	3	0.002345
Granville Ferry	4, 5	0.002125
Carleton Corner	7	0.001950
Church Road	3	0.001946
Middleton	2, 10	0.002413
Cornwallis Park	6	0.002567
Bridgetown	3, 7	0.002890

Paving Rates	District #	Rate
Chipman/Baxter	1	0.000617
Cameron Dr.	1	0.000261
Brookside/Pine Grove	1	0.000583
Bradley St.	1	0.000403
Ward Estates	11	\$ 431.18

Fire Services	District #	Rate
Kingston Fire Protection	1, 11	0.000550
Fire Capital	remaining	0.000611

Community Rates	District #	Rate
Village of Lawrencetown	10	0.006600
Bridgetown - Residential		0.003995
Bridgetown - Commercial		0.006514

Other Area Rates	District #	Rate
Streetlighting	all	0.000428
Water Supply Lending	115661	\$ 1,696.18

Note: all rates are expressed as a \$ value per \$100 of assessed value of the property, with the exception of the Ward Estates and Water Supply Lending rates which are an annual lump sum payment

**2023-05-09 Committee of the Whole
Recommendations to
2023-05-16 Municipal Council**

- ***SR2023-42 Tom's Cool Bus Vendor on Municipal Property Application***

That municipal council authorize the Clerk to issue a 2023-24 Vendor on Municipal Property permit to Tom Marshall for the operation of Tom's Cool Bus Canteen at the Annapolis River Causeway Park in accordance with S6 Commercial Activity on Municipal Property Bylaw, and permit the canteen to stay at the park overnight for the May-October season, subject to reasonable requests from the Municipality to move it from time to time.

- ***SR2023-43 Lawrencetown VFD Release of Funds***

That Municipal Council authorize a withdrawal of \$407,272.50 from the Fire Services Capital Reserve to the Lawrencetown & District Volunteer Fire Department in the 2023-24 fiscal year to assist with the purchase of their tanker.

- ***SR2023-44 Bridgetown VFD Request to Call for Quotes***

That municipal council acknowledge that the Bridgetown Volunteer Fire Department is proceeding with obtaining quotes for a replacement of their pumper.

- ***SR2023-45 M10 Sewer Charges Bylaw 1st Reading***

That municipal council give first reading to *M10 Sewer Charges Bylaw*.

- ***SR2023-46 AM-1.2.0 Committees of Council and Council Meetings – Procedures Policy Amend***

That municipal council amend *AM-1.2.0 Committees of Council and Council Meetings - Procedures Policy* by adding the words "*and such consideration shall be deemed as fulfilling the requirement for seven days' notice to Municipal Council before a policy is passed, amended or repealed in accordance with Sub-section 48 (1) of the Municipal Government Act*" in Subsection 47 a) 1); 7-day notice.

- ***SR2023-47 Participate in Municipal Physical Activity Leadership Program (MPAL) - Active Living Coordinator Position***

That Municipal Council authorize that the County join the Municipal Physical Activity Leadership Program (MPAL), partnering with the Province of Nova Scotia to hire an Active Living Coordinator who will develop and implement a physical activity strategy.

- ***Municipally-Registered Heritage Property St. John's Anglican Church – Application for Alteration***

That Municipal Council allow the replacement of the existing light green asphalt shingles to a copper green colour metal roofing material for the municipally-registered heritage property St. John's Anglican Church & Columbarium at 694 Highway 201, Moschelle and to advise the contractor of the heritage status of the building.

- ***Name Change Consideration for Heritage Advisory Committee***

That municipal council refer the matter of *changing the name of the Heritage Advisory Committee to the Heritage & History Committee* to the Heritage Advisory Committee for consideration and recommendation back to Council.

- ***Southwest Nova Biosphere Reserve – Sponsor Lunch for June Board Meeting***

That municipal council approve funds to sponsor a light lunch for the Southwest Nova Biosphere Reserve board meeting being held on June 14th at the Upper Clements Hall.

The recent Federation of Nova Scotia Municipalities (NSFM) spring conference held at the Digby Pines was well attended, informative, interesting, and educational. The keynote address was delivered by Danny Graham, CEO of Engage Nova Scotia. He illustrated the benefits municipalities could gain from an analysis of the study his organization conducted in 2019. Thirteen thousand citizens completed the extensive set of questions on many matters. He and his cooperators have mined the results to produce an impressive array, by location, of statistics covering social habits and how those interact with views on practical, important-to-citizen subjects. It would be worthwhile to consider inviting him to brief Council, in cooperation with other area municipalities.

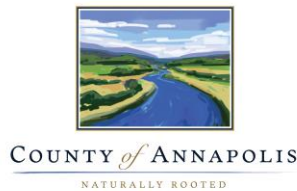
Mayor Brenda Chisholm-Beaton, President of NSFM, presented extensive information on the status of the work completed thus far by the members of the Municipal Elected Code of Conduct Committee. It appears to me that great progress has been made but much still needs to be done. It is well to remember that the committee will make recommendations to the provincial government where the report will be examined before enactment.

The Honourable John Lohr, Minister of Municipal Affairs and Housing, spoke on many subjects. On the matter of housing he announced a new project for Windsor and indicated more like endeavours are coming. The Service Exchange committee continues to make progress. Dealing with the Coastal Protection Act, he indicated that shortly there will be an extensive education and consultation process with Nova Scotians. I remember attending an introductory meeting on this subject many years ago. This new public initiative stems from the government's view that the public is not as well informed as it should be.

Kevin Bekkers, Director of Resource Sustainability, NS Department of Agriculture spoke on the work currently being conducted on dykes. There is a \$50 million repair project at the western Annapolis Royal-Annapolis County line area.

The Deputy Warden and I have established a pattern of working closely together on many active files. We consult and inform on a regular basis. He represented me and the County at the recent Fundy Hospice public dinner and carries out other representational duties on a case by case basis. In addition he is my designate at meetings of the Inter Municipal Service Agreement (IMSA) meetings.

As a result of Council discussion on the matter of a living wage and our letter of support for consideration sent to the Prime Minister and the Premier, I was interviewed, along with HRM Mayor Mike Savage, by the CBC and featured on CBC TV news, CBC radio and CBC web page. This subject is of increasing interest and I look forward to federal and provincial replies.



MEMO

To: Warden, Deputy Warden and Councillors
From: Nadine McCormick
Date: May 16, 2023
Subject: Volunteer Week Selection Committee – Two Volunteers Needed!

The Municipality of the County of Annapolis will be recognizing the achievements of dedicated volunteers throughout our region, and in line with the Province of Nova Scotia's timeline, we will be planning an event to acknowledge all our nominated County volunteers in the fall.

However, in the meantime, we need to select one volunteer from those nominated from Annapolis County to be our Provincial representative.

I need your help to accomplish this task by having two councillors volunteer their time to represent the Municipality on the Selection Committee. As part of the process, a Selection Committee will select an individual to be recognized at the annual Provincial Volunteer Awards ceremony in September 2023.

The Selection Committee meeting is tentatively scheduled for **Wednesday, June 7th**. We are preparing for an all-morning meeting commencing at **9:00 am** in the Council Chambers at the Annapolis Municipal Office.

If you are interested and able to volunteer your time, please let me know by May 26th. You can reach me at 526-2907 or by email at nmccormick@annapoliscounty.ca. Thank you for your continued support of this program.



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

OUTSTANDING ITEMS				
Month Requested	Staff Report #	Description	Council Approval	Follow Up Expected
July 2022	Recommendation Report	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: <ol style="list-style-type: none"> 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	December 2023
May 2022	Recommendation Report	Road Naming Process for Shared Access Road at Long Lake, Hampton THAT Municipal Council initiate the road naming review process to name the shared access road at Long Lake in Hampton.	MOTION 220517.08	Beginning Summer 2023
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	In progress
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	Pending Receipt of funds
January 2023	Council	Annapolis County Environmental Impact and Climate Change Committee NEW That Municipal Council create a new committee called "Annapolis County Environmental Impact and Climate Change Committee" to address related issues as referred to it by council; to be made up of 3 councillors, and 2 citizen members who preferably own land abutting the river.	Motion 230117.10	June COTW
January 2023	Council	Annapolis County Environmental Impact and Climate Change Committee NEW – Terms of Reference That municipal council refer the new Annapolis County Environmental Impact and Climate Change Committee to staff to develop a terms of reference and other associated administrative matters.	Motion 230117.11	June COTW

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

March 2023		Speed Data Collection to RCMP That Municipal Council direct staff to provide speed collection data to the RCMP Annapolis Detachment for their use and follow up action.	Motion 230321.19	
		SR2023-35 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	
April 2023		Staff to Bring Information Report on Stone Collected That municipal council direct staff to bring an information report on how much stone was collected from the former Upper Clements site.	Motion 230418.09	June COTW
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	In progress To be placed in Capital Reserve

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
June 2022	Council	Fire Services Review Direction given to CAO that staff to prepare a recommendation report regarding carrying out a fire services review.	Direction to staff	February COTW
June 2022	Council	Refer Matters to Fire Services Committee as Discussed THAT Municipal Council refers to the Fire Services Committee all matters as discussed with representatives of the Fire Services Association at an information meeting on June 20 th for consideration and recommendation back to the Committee of the Whole.	MOTION 220621.19	2023-03-14 COTW
December 2022	SR2022-35	NSPI Easement 2239 Virginia Road PID 05057211 That Municipal Council authorize the Warden and Clerk to sign an easement to Nova Scotia Power Inc. for PID 05057211 for the sum of \$1.	Motion 221220.10	February 2023
December 2022	Council	Development Agreement Application MacBeth's Grooming and Kennel Boarding First Reading and Public Hearing Set That municipal council give first reading of its intent to support the Development Agreement amendment application submitted by Harry Wilson to amend the MacBeth's Grooming and Kennel Boarding Development Agreement by permitting the future expansion of the business on the property located at 10301 Highway 201 (PID 05292347); and set a Public Hearing for this matter on Tuesday, February 21, 2023, at 11:00 a.m.	Motion 221220.16	PH held February 21, 2023
January 2023	Council	2023-01-03 Draft Letter to TIR Referred to Fire Services Committee To refer the 2023-01-03 draft letter to Transportation and Infrastructure Renewal to the Fire Services Committee for review and recommendation.	Motion 230117.12	February 28
February 2023	SR2022-36	AM-1.2.1 Remuneration for Warden, Deputy Warden and Councillors Policy Amend That municipal council amend AM-1.2.1 Remuneration for Warden, Deputy Warden and Councillors Policy as revised and circulated in accordance with 7 day notice given.	Motion 230221.5	February 2023
February 2023	SR2022-33	AM-6.6.6 Signing Authorities Policy Amend That municipal council amend AM-6.6.6 Signing Authorities Policy as circulated pursuant to 7-day notice given.	Motion 230221.6	February 2023
February 2023	SR2023-06	M10 Sewer Charges Bylaw Amend – 1st Reading That municipal council give first reading to amend <i>M10 Sewer Charges Bylaw</i> by deleting “ <i>point nine (0.9)</i> ” in Sub-section 2(2)(c) and replacing with “five (5).”	Motion 230221.7	Ad placed March 9, 2023

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

February 2023	SR2023-07	ICIP Agreement Execution – Church Street Sewer Main Extension That Municipal Council authorize the Warden and Clerk to execute the Investing in Canada Infrastructure (ICIP) agreement for the Church Street Sewer Main Extension.	Motion 230221.8	February 2023
February 2023	SR2023-10	Release of Fire Capital Reserve – Middleton Fire Dept. That Municipal Council authorize the withdrawal of \$31,115 from Capital Fire Services Reserve Fund for the Middleton Fire Department to purchase four self-contained breathing apparatus.	Motion 230221.9	February 2023
February 2023	SR2023-11	Kings Transit Authority Deficit Funding 2021-22 That Municipal Council authorize the payment of the deficit from the 2021/22 fiscal year per the adjusted financial statements in the amount of \$78,623 from the operating reserve.	Motion 230221.10	February 2023
February 2023	SR2023-12	2022-23 Tax Sale Procedure That Municipal Council authorize, pursuant to Section 141(2) of the <i>Municipal Government Act</i> , that all tax sale properties for the 2022/23 process be advertised by tender.	Motion 230221.11	February 2023
February 2023	SR2023-13	Park Trust Termination 7 Park Street PID 05144787 That Municipal Council direct staff to hold a public meeting on March 21, 2023, at 11:00 a.m. in Council Chambers regarding the termination of a land trust dated December 13, 1887, that declared that the present 7 Park Street, Bridgetown lands were to be used for the “purposes of a public park for the citizens of Bridgetown for their use forever.”	Motion 230221.12	Public meeting to be held March 21
February 2023	Nominating Committee	Citizen Appointments - Bridgetown Source Water Protection Advisory Committee That Municipal Council appoint Robert Feagan and C. Stephen Clayton as a citizen members of the Bridgetown Source Water Protection Advisory Committee (satisfying Section 28(d) of the policy) for a two-year term ending November 30, 2024.	Motion 230221.13	February 2023
February 2023	Nominating Committee	Citizen Appointments Bridgetown Source Water Protection Advisory Committee That Municipal Council appoint John Osborne as a citizen member of the Bridgetown Source Water Protection Advisory Committee (satisfying Section 28(c) of the policy) for a two-year term ending November 30, 2024.	Motion 230221.14	February 2023
February 2023	Nominating Committee	Citizen Granville Ferry Source Water Protection Advisory Committee That Municipal Council appoint Charles Stewart as a citizen member of the Granville Ferry Source Water Protection Advisory Committee (satisfying Section 28(e) of the policy) for a two-year term ending November 30, 2024.	Motion 230221.15	February 2023

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

February 2023	Council	Start Fire Services Review and Issue RFP That municipal Council start a fire services review and that a Request for Proposal be put out by the end of March 2023.	Motion 230221.15	March COTW
February 2023	Council	Dissolve CAO Review Committee That municipal council dissolve the CAO Review Committee	Motion 230221.16	February 2023
February 2023	Council	Establish CAO Review Working Group That municipal council establish a CAO Review Working Group, composed of those who were on the CAO Review Committee.	Motion 230221.17	February 2023
February 2023	Council	Request Staff Reports for Village of Lawrencetown CCBF Projects That municipal council request recommendation reports for the lagoon maintenance and solar panel projects from Village of Lawrencetown to March Committee of the Whole.	Motion 230221.19	March COTW
March 21, 2023		Support Basic Income Guarantee That municipal council send a letter supporting a Basic Income Guarantee	Motion 230321.01	March 2023
March 21, 2023		2023-24 Capital Budget That Municipal Council authorize the remaining total capital budget <i>less \$150,000 for software initiatives</i> , as presented for a total project cost of \$3,298,900 for the County and \$350,000 for the County Water Utility.	Motion 230321.04	March 2023
March 21, 2023		SR2023-15 2023 FCM Delegate Selection That municipal council appoint Councillors Gunn and LeBlanc and Deputy Warden Redden as delegates and Councillors Longmire and Barteaux as alternates, to attend 2023 FCM Annual Conference in Toronto, ON.	Motion 230321.05	March 2023
March 21, 2023		SR2023-16 Letter of Awareness Melvern Square and Area Community Centre That municipal council provide a letter of awareness to the Melvern Square Community Centre to accompany their 2023-2024 Recreation Facility Development Grant application, noting that no funding has been requested from the municipality for their roof replacement project.	Motion 230321.06	March 2023
March 21, 2023		SR2023-17 Joint Letter Causeway That Municipal Council direct the Warden to sign the letter to the Hon. Kim Masland requesting assistance in the maintenance and management of the Granville Ferry Causeway in tandem with a signature from the mayor of the Town of Annapolis Royal.	Motion 230321.07	March 2023

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

March 21, 2023		SR2023-09 Animal Control Annapolis Royal That Municipal Council authorize the Warden and Municipal Clerk to sign the renewal of the Animal Control Agreement with the Town of Annapolis Royal for 2-year term with a 2% cost of living increase each year on the administration fee.	Motion 230321.08	April 2023
March 21, 2023		SR2023-08 Animal Control Middleton That Municipal Council authorize the Warden and Municipal Clerk to sign the renewal of the Animal Control Agreement with the Town of Middleton for 2 year term with a 2% cost of living increase each year on the administration fee.	Motion 230321.09	April 2023
March 21, 2023		SR2023-19 Grant Application Annapolis Valley Frugal Moms Society That Municipal Council approve a grant in the amount of \$2,000 to Annapolis Valley Frugal Moms Society to assist with their Continuing to Bridge Gaps, food rescue program from the Community Programs Assistance Fund in accordance with <i>AM-1.4.9 Community Grants Policy</i> .	Motion 230321.10	March 2023
March 21, 2023		SR2023-20 Grant Application Port George Regional Recreation Centre That Municipal Council approve a grant in the amount of \$2,400 to the Port George Regional Recreation Centre to assist with upgrades to the centre from the Community Halls and Centres Assistance Program in accordance with <i>AM-1.4.9 Community Grants Policy</i> .	Motion 230321.11	March 2023
March 21, 2023		SR2023-21 Grant Application Granville Ferry Community Association That Municipal Council approve a grant in the amount of \$2,400 to the Granville Ferry Community Association to assist with upgrades to the centre from the Community Halls and Centres Assistance Program in accordance with <i>AM-1.4.9 Community Grants Policy</i> .	Motion 230321.12	March 2023
March 21, 2023		SR2023-22 Grant Application Survivors of Abuse Recovering Society That Municipal Council approve a grant in the amount of \$2,400 to the Survivors of Abuse Recovering (S.O.A.R.) Society to assist with the cost of Strategic Planning Professional Services from the Organizational Restructuring & Planning Grants in accordance with <i>AM-1.4.9 Community Grants Policy</i> .	Motion 230321.13	March 2023

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

March 21, 2023		SR2023-31 Appoint Connor MacQuarrie as a Development Officer That Municipal Council appoint Connor MacQuarrie as a Development Officer for the Municipality of the County of Annapolis to administer the Municipality's Land Use Bylaws and Subdivision Bylaw.	Motion 230321.16	March 2023
March 21, 2023		\$10,000 to Soldiers Memorial Hospital Foundation for Dr. Ama Asiedu That Municipal Council, in accordance with <i>AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy</i> , approve a payment of \$10,000 to the Soldiers Memorial Hospital Foundation for the purpose of providing a grant to Dr. Ama Asiedu.	Motion 230321.16	April 2023
March 21, 2023		\$10,000 to Soldiers Memorial Hospital Foundation for Dr. Omorede Osayande That Municipal Council, in accordance with <i>AM-1.4.9.1 Medical Recruitment Financial Assistance Program Policy</i> , approve a payment of \$10,000 to the Soldiers Memorial Hospital Foundation for the purpose of providing a grant to Dr. Omorede Osayande.	Motion 230321.17	April 2023
March 21, 2023		Granville Ferry Source Water Protection Advisory Committee – Appoint Alain Cottreau as Citizen Member That Municipal Council appoint Alain Cottreau as a citizen member of the Granville Ferry Source Water Protection Advisory Committee (satisfying Section 28(f) of the policy) for a two-year term ending November 30, 2024.	Motion 230321.18	March 2023
March 21, 2023		2023-24 Municipal Priorities for RCMP That Municipal Council provide the following to the RCMP Annapolis Detachment as the Municipality's priorities for inclusion in their Annual Performance Plan for the 2023-24 fiscal year – 1. Data Led Traffic Enforcement; 2. Property Crimes; and 3. Comprehensive Education.	Motion 230321.20	March 2023
March 21, 2023		SR2023-06 M10 Sewer Charges Bylaw Amend – Final Reading That municipal council give final reading to amend the <i>M10 Sewer Charges Bylaw</i> by deleting “ <i>point nine (0.9)</i> ” in Sub-section 2(2)(c) and replacing with “ <i>five (5).</i> ”), in accordance with 1 st reading given on February 21, 2023.	Motion 230321.22	Ad placed March 2023

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

March 21, 2023		SR2023-33 Letter of Support Soldiers Memorial Hospital Emergency Room That municipal council support the vital community services provided by the emergency room of the Solder's Memorial Hospital by authorizing the warden to sign a multi-municipality joint letter that will request help and information from the province.	Motion 230321.23	March 2023
March 21, 2023		Termination of Park Trust Bridgetown That Municipal Council instruct the municipal solicitor to make application to the Court to terminate the land trust dated December 13, 1887, that declared that the present 7 Park Street, Bridgetown lands (PID 05144787) were to be used for the "purposes of a public park for the citizens of Bridgetown for their use forever."	Motion 230321.24	March 2023
February 2023	Council	MacBeth's Grooming and Kennel Boarding Development Agreement Amendment – Final Reading That, upon receiving a favourable recommendation from the East End Area Advisory Committee, and the Planning Area Advisory Committee, Municipal Council give second and final reading of its intent to approve the Development Agreement amendment application submitted by Harry Wilson to amend the MacBeth's Grooming and Kennel Boarding Development Agreement to permit the future expansion of the business on the property located at 10301 Highway 201 (PID 05292347), pending approval of Schedule 1 from the Municipal Development Officer.	Motion 230221.20	April 19, 2023
June 2022	Recommendation Report	Governance and Boundaries – Public Consultation THAT municipal council consult the public regarding governance and boundary input by: <ol style="list-style-type: none"> 1. initiating an on-line survey throughout the summer regarding Governance and Boundaries; and 2. circulating the same information in a local publication in early September adding an in-bound telephone number to complete the survey; and 3. mailing the same information to all Annapolis County addresses in mid-September guiding public to the on-line and in-bound telephone number to complete the survey; and 4. conduct eleven in-person meetings, one in each district; In order that municipal council can make a decision on Governance and prepare a submission to the NS Utility and Review Board regarding boundaries; and That municipal council submit an application for extension to the December 31, 2022 deadline to the NS Utility and Review Board in order to accommodate the	MOTION 220621.03	July 2022 complete Sept 2022 complete October 20, 2022 Oct 24 – Nov 9

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

May 2022		<p>addition of eleven in-person meetings, pursuant to the recommendation of Committee of the Whole.</p> <p>Mayor vs Warden System of Governance THAT Municipal Council seek public input regarding the move to a mayoral system in conjunction with the 2022 polling district review public consultations and bear in mind the potential of an extension from the NS Utility and Review Board, in accordance with the recommendation of Committee of the Whole</p>	MOTION 220517.09	<p>June 21, 2022</p> <p>Sept/Nov 2022</p>
March 2023		<p>SR2023-29 Annapolis County Comfort Centre Funding – Hurricane Dorian That municipal council approve the issuing of the reimbursement of costs associated with facilities that activated as comfort centres during Hurricane Dorian in September 2019 (\$4,230.43) from the current REMO 2022-23 budget.</p>	Motion 230321.15	March 30, 2023
January 2023	SR2023-1	<p>Boundary Review Submission to NS Utility and Review Board To authorize the Municipal Clerk to commence submission proceedings to the Nova Scotia Utility and Review Board (NSUARB) to consider the number and boundaries of polling districts and councillors at 11 pursuant to Section 369 of the <i>Municipal Government Act</i>.</p>	Motion 230117.03	April 26, 2023
April, 2023		<p>Warden and Clerk to Sign CUPE Local 4549 Collective Agreement Effective to March 31, 2027 That municipal council authorize the Warden and Clerk to sign the collective agreement with the Canadian Union of Public Employees Local 4549 effective to March 31, 2027.</p>	Motion 230426.01	May 5, 2023
April, 2023		<p>SR2023-41 Sale of Municipal Building Lawrencetown PID 05125646 That municipal council approve the sale of the municipal building in Lawrencetown located at 396 Main Street, PID# 05125646, for \$285,490 per the Agreement of Purchase and Sale conditions.</p>	Motion 230426.02	Conditions not met. Back on the market.
December 2022		<p>SR2022-23 Sewer Invoice Town of Annapolis Royal Defer Decision Re Payment for Sewer Service That Municipal Council defer the decision regarding payment to the Town of Annapolis Royal for sewer services to be paid following the completion of the recommendation from the consultant.</p>	Motion 221220.07	Payment made April 27, 2023
March, 2023	Council	<p>2022-23 Capital Request Village of Lawrencetown That municipal council approve the release of \$51,000 of Canadian Community-Building Funds to the Village of Lawrencetown from the 2022-23 budget.</p>	Motion 230321.02	April 2023

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

March 2023	Council	Emergency Funds for Fire Department That Municipal council increase each fire department's operating funding by 5% for the fiscal year of 2022-23.	Motion 230321.03	April 2023
March 2023		2023-24 Capital Request Village of Lawrencetown That municipal council approve the release of \$30,200 of Canadian Community-Building Funds to the Village of Lawrencetown from the 2023-24 budget.	Motion 230321.21	May 11, 2023