Annapolis Royal
Nova Scotia

PUBLIC HEARING
TOWN HALL – COUNCIL CHAMBERS
Wednesday, November 18, 2026
6:00 PM
AGENDA

1. **Meeting Opening – Mayor Boyer**

2. **Second Reading Streets and Sidewalks By-law #209**
   i. **Streets and Sidewalks By-law #209 (TAB 1)**
   ii. **Written Submissions Received**
   iii. **Public Input**

3. **Second Reading Sewer By-law #210**
   i. **Streets and Sidewalks By-law #210 (TAB 2)**
   ii. **Written Submissions Received**
   iii. **Public Input**

4. **Adjournment**

TOWN OF ANNAPOLIS ROYAL
STREETS AND SIDEWALKS BY-LAW #209

1. This By-law is entitled the *Streets and Sidewalks By-law #209*. This By-law applies only to streets, sidewalks, and other property owned by the Town and to activities or conditions affecting such Town streets, sidewalks, and property. It is intended to be applied together with the Town's Land Use By-law.

2. CONTENTS

3. Definitions
4. Cuts and Excavations
5. Security
6. Temporary Closing of Streets
7. Moving Buildings on Streets
8. Removal of Snow
9. Particular Encroachments
10. Temporary Sidewalk Leases
11. Vegetation in Street Right-Of-Way
12. Encroaching Vegetation
13. Vegetation and Litter in Street Right-Of-Way (North of Traffic Signals)
14. Penalties
15. Repeal
16. Effective Date

3. DEFINITION

3.3. "abutter" means the owner, lessee or occupier of any premises or lot in the Town which abuts a Town street, and where the premises or lot has been registered as a condominium under the *Condominium Property Act.* includes the condominium corporation which manages the premises or lot;

3.4. "crosswalk" means that portion of a Town roadway ordinarily included within the prolongation or connection of curb lines or

the edge of a roadway and property lines at intersections or any portion of a roadway clearly indicated for pedestrian crossings by lines or other markings on the road surface;

3.5. "Director of Public Works" (DPW) means the individual appointed as the Director of Public Works or Director of Municipal Operations and Development for the Town of Annapolis Royal and includes a person acting under the supervision, and direction of the DPW;

3.6. "roadway" means that portion of a Town street between the curb lines or the traveled portion of a street designed for vehicular traffic and, except where the context indicates otherwise, includes a crosswalk;

3.7. "sidewalk" means that portion of a Town street between the curb line and adjacent property linc or any part of the street especially set aside for pedestrian travel and separated from the roadway;

3.8. "street" means a Town street, highway, road, lane, sidewalk, thoroughfare, bridge, square and the curbs, gutters, culverts and retaining walls in connection therewith and, without restricting the generality of the foregoing, includes the full right-of-way width;

3.9. "Town" means the Town of Annapolis Royal:

3.10. "Town infrastructure" includes infrastructure that supports the provision of Town services as well as water services, and without restricting the generality of the foregoing includes public trees, street lighting, traffic lights, traffic signs and other Town signs;

3.11. "Town sewer or water system" means a sewer or water system owned and operated by the Town or by a water utility owned by the Town;

3.12. "utility" includes any person or corporation that provides water, electric power, telecommunications service, natural gas or other gas intended for use as fuel to the public, except a water utility owned by the Town

3.13. "utility facilities" includes any pole, pole lines (including braces and anchors), aerial cables, manholes, conduits, underground cables, pipes for the carriage of gas or liquids, and associated apparatus for the provision of utility services, including amplifiers, connection panels, transformers, valves and other fittings or equipment.

4. CUTS AND EXCAVATIONS

4.3. No person shall install a culvert in any street right of way or cut into or excavate any part of a sidewalk, curb or street within the Town without first applying to the DPW for permission to do so and hereafter obtaining-permission by way of a Street Excavation Permit;

4.4. The DPW shall be responsible for supplying application forms for Street Excavation Permits and for signing Street Execution Permits, on behalf of the Town Council.

4.5. The fee for a Street Excavation Permit shall be defined in the “Fees and Fines Policy".

5. SECURITY

5.3. Every applicant for a Street Excavation Permit shall, as part of the application, sign an Undertaking acknowledging responsibility for costs associated, with the respective project. This includes costs related to completion of the project by the Town of Annapolis Royal should this become necessary due to delay or substandard work.

5.4. Every applicant carrying out work pursuant to a Street Excavation Permit shall be responsible for maintaining his or her own insurance liability coverage and shall be responsible for fulfilling all safety requirements so as to give notice to the traveling public of such excavation, including, but not limited to barricades, signage, lighting, road signalers etc.

6. TEMPORARY CLOSING OF STREETS

6.3. Notwithstanding Town Council's right to close any street or part thereof, the DPW, may temporarily close any street or part thereof while work related to the Public Works function is being done thereon.

6.4. No person shall travel on any portion of a street which has been temporarily closed.

7. MOVING BUILDING ON STREETS

7.3. No person shall move a building over or along a public street in the Town without first applying to the Town Council for permission to do so and thereafter obtaining permission by way of a Street Transport Permit;

7.4. The applicant shall submit in writing all information required by the DPW to safely move a building over or along a public Street. The DPW shall be responsible for the relevant Street Transport Permits and for signing Street Transport Permits, on behalf of the Town Council, once permission to issue such a Permit has been given by a positive motion from Town Council;

7.5. The fee for a Street Transport Permit shall be defined in the "Fines and Fees Policy"

8. REMOVAL OF SNOW

8.3. Occupiers, owners. or persons in charge of houses, stores, lots, and pieces of land situate on that portion of St. George Street in the Town extending northerly from and including the property at 324 St George Street on the one side and from the Town Hall Building at 285 St George Street on the other side to the Town Wharf, shall, after every snowfall, clear away the snow from the sidewalks adjoining their respective properties as follows:

8.4. When the snow ceases falling during the day within four (4) hours after it has ceased falling; and

8.5. When the snow ceases falling during the night, within four hours after daylight on the following day.

9. PARTICULAR ENCROACHMENTS

9.3. When any part of a street or other Town property has been built upon, the encroachment may be authorized to continue upon obtaining an Encroachment Permit.

9.4. Application for an Encroachment Lease shall be made to the DPW and the DPW may issue such permit upon determination by the DPW that the encroachment was made in error;

9.4.1. payment of a permit fee as defined in the “Fines and Fees Policy";

9.4.2. submission of an application in writing, on such form as may be specified by the DPW from time to time, and signed by the person applying therefore;

9.4.3. determination by the DPW that the encroachment does not significantly impede pedestrian er wheelchair traffic on a sidewalk or vehicular traffic on a roadway;

9.4.4. determination by the Traffic Authority that the encroachment does not pose a traffic hazard having regard to sight lines or otherwise;

9.4.5. provision of an acknowledgement that the permission of the own to encroach may be withdrawn without payment of any compensation.

9.5. Notwithstanding the issuance of an Encroachment Permit, no person shall permit or cause a further or renewed encroachment once the original encroaching structure is demolished, destroyed or removed to the extent of 75% or more.

9.6. Notwithstanding sections 9.1 to 9.3, Council may by Agreement, authorize an encroachment or the continuation of an encroachment upon under or over a street for such period of time and upon at least one of the following conditions:

9.6.1. To provide for wheelchair access in accordance with the National Building Code of Canada
9.6.2. To alleviate an existing or future problem relating to access to Town infrastructure
9.6.3. To provide access to Town infrastructure
9.6.4. To improve pedestrian or vehicular flow
9.6.5. To replace an existing structure

9.7. Sections 9.1 to 9.4 do not apply to utility facilities.

10. TEMPORARY SIDEWALK LEASES

10.3. The Town may enter into leases, containing such terms and conditions as it deems appropriate, for the seasonal or temporary use of a sidewalk or other suitable Town property. Nothing in this section limits any other authority of Council or the Chief Administrative Officer to make leases of other Town property.

11. VEGETATION IN STREET RIGHT-OF-WAY

11.3. Except in areas designated by Council resolution as exempt from this requirement, abutters shall maintain any grass between the edge of the roadway and a sidewalk

abutting their property, except in areas designated by Council's resolution as exempt from this requirement including:

11.3.1. clipping, cutting, or mowing the grass to a height of not greater than 8 cm;

11.3.2. raking and renewing grass as necessary in order to maintain a neat and tidy appearance.

12. ENCROACHING VEGETATION

12.3. Abutters shall trim the branches of trees, hedges, bushes, or other shrubbery which encroaches from the abutting property over a street so as to prevent such tree, hedge, bush, or other shrubbery:

12.3.1. from interfering with pedestrian traffic on a sidewalk;

12.3.2. from interfering with, or affecting the sight lines of any person on a bicycle or in a motor vehicle travelling on the roadway, from the ground up to a minimum height of 2.25 meters; or

12.3.3. from interfering with any structure on or in a street.

13. VEGETATION AND LITTER IN STREET RIGHT-OF-WAY (NORTH OF TRAFFIC SIGNALS)

13.3. Except in areas designated by Council resolution as exempt from this requirement**,** abutters north of the traffic signals on St. George Street, shall maintain any grass between the edge of the roadway and a sidewalk abutting their property, except in areas designated by Council's resolution as exempt from this requirement including:

13.3.1. clipping, cutting, or mowing the grass to a height of not greater than 8 cm;

13.3.2. raking and renewing grass as necessary in order to maintain a neat and tidy appearance

13.3.3. In areas where no grass median exists, abutters shall trim weeds growing between buildings and the sidewalk; and

13.3.4. Collect and remove litter or waste.

14. PENALTIES

14.3. Any person who contravenes any provision of this By-law is punishable on summary conviction by a fine as defined in the Town's "Fines and Fees Policy";

14.4. Any person who contravenes any provision of this By-law and who is given notice of the contravention may pay to the Town, at the place specified in the notice, 50% of the minimum fine specified, pursuant to the Town's Payment in Lieu of Prosecution Policy within 14 days of the date of the notice and shall thereby avoid prosecution for that contravention.

15. REPEAL

A By-law titled Streets and Sidewalks, adopted by Town Council on February 15, 2023 is hereby repealed.

16. EFFECTIVE DATE

This By-law shall be effective on the date of publishing.

THIS IS TO CERTIFY that the foregoing is a true copy of a By-law duly passed at a duly called meeting of the Town Council of the Town of Annapolis Royal held on the _____ day of _____ 2026.

GIVEN under the hand of the Town CAO and under the seal of the Town of Annapolis Royal this _____ day of _____ 2026.

MAYOR	CAO

FIRST READING:	October 21, 2026
"NOTICE OF INTENT" PUBLICATION:	October 30, 2026
SECOND READING:	November 18, 2026
MINISTERIAL APPROVAL:	
DATE OF PUBLISHING:	
FORWARDED TO THE MINISTER:	
FORWARDED TO TOWN WEBSITE:	

Town of Annapolis Royal
Sewer By-law #210

Part I – General

Definitions

1. In this By-law:
   (a) "Biochemical Oxygen Demand" (hereinafter abbreviated as B.O.D) means the quantity of oxygen, expressed in milligrams per litre, utilized in the biochemical oxidation of organic matter contained in sewage, over a period of five (5) days in twenty degrees centigrade, as determined in accordance with the latest edition of "Standard Methods";

   (b) Building service connection means a piping system that conveys sewage, liquid waste, stormwater or surface runoff from a property to a Town sewer.

   (c) "CAO" means the Chief Administrative Officer of the Town of Annapolis Royal;

   (d) "Chemical Oxygen Demand" (hereinafter abbreviated as C.O.D.) means the measure of chemically decomposable materials in domestic or industrial sewage as represented by the oxygen utilized as determined in accordance with the latest edition of "Standard Methods";

   (e) "Combined sewer" means a sewer owned by the Town and intended to function simultaneously as a storm sewer and sanitary sewer;

   (f) "Council" means the Council of the Town of Annapolis Royal;

   (g) "Equivalent dwelling unit" means a single family home or a commercial or institution that has five or less plumbing fixtures (or one equivalent unit for each five fixtures or part thereof);

   (h) "pH" means the measure of the intensity of the acid or alkaline condition of a solution determined by the hydrogen ion activity

of the solution in accordance with the latest edition of "Standard Methods";

(i) "Private drain" means any means of regulating or controlling or channeling the flow of water, stormwater, wash water, floor drain water or effluent, domestic sewage or commercial sewage and which is located on privately-owned property and which is not owned by the Town;

(j) "Public stormwater system" means a system which makes use of any combination of pipes, ditches, drains, or swales owned and maintained by the Town and which system includes laterals to private property boundaries and which system is designed to gather and transport natural surface water;

(k) "Sanitary sewer" means a sewer receiving and carrying liquid and water-carried wastes and to which storm, surface, or groundwaters are not intentionally admitted;

(l) "Sewage" means the combination of liquid and water-carried wastes from buildings, containing animal, vegetable, or mineral matter in suspension or solution, together with such groundwater, surface water or stormwater as might be present;

(m) "Sewer lateral" means that portion of a sewer system leading from a main public sewer collector line to the boundary of the private property which adjoins or abuts the land in which the main public sewer collector is installed;

(n) "Standard Methods" means the procedures, with amendments applicable at the date of testing, as set out in a publication titled "Standard Methods for Examination of Water and Waste Water" which is published by the American Public Health Association and the Water Pollution Control Federation, or an equivalent procedure which has received the approval of the Department of Environment (N.S.);

(o) "Stormwater" means water from precipitation of all kinds and includes water from the melting of snow and ice, groundwater discharge and surface water;

(p) “Director of Public Works"(DPW) means the individual appointed as the Director of Public Works or Director of Municipal Operations and Development for the Town of Annapolis Royal and includes a person acting under the supervision, and direction of the DPW;

(q) “Town” means the Town of Annapolis Royal;

(r) “Wastewater facilities” means the structures, pipes, devices, equipment, process or things used, or intended, for the collection, transportation, pumping or treatment of sewage and disposal of the effluent.

2. Any person who owns a property upon which, or under which, a private drain is installed shall be responsible to maintain and repair such private drain.

3. Every owner of a dwelling or equivalent dwelling unit shall maintain the sewage building service connection to the Town’s wastewater facilities. Any dwelling or equivalent dwelling unit that has flow in excess of 720 imperial gallons (3,273 litres) per day will be deemed to have excessive infiltration and must be repaired and/or replaced at the owner’s expense.

4. Excluding the amount of infiltration, should the Town through its investigations determine that a dwelling sewage building service connection is damaged, the dwelling owner shall repair or replace the sewage building service connection immediately, at the owner’s expense.

5. No person shall connect a private drain, carrying domestic sewage or effluent or commercial sewage or effluent, to a public stormwater system.

Part II – Protection of Public Sewers

6. (1) In relation to the Town’s wastewater facilities, the Town’s stormwater system or a combined system, no person shall:

(a) damage or remove any manhole cover, catch basin, flag, vent, shaft, French drain, grating or any other item forming part of any such system; or

(b) obstruct or interfere with the flow of water or effluent or material in any such system.

(2) No person shall discharge, or cause or permit the discharge, into any part of the Town's wastewater facilities, or a stormwater system, or building service connection connecting with the Town's wastewater facilities or stormwater system of the Town, the following:

(a) sewage of a temperature in excess of sixty-five degrees Celsius (65C) (150F);

(b) any inflammable or explosive matter such as, but not limited to, gasoline, benzene, naptha, fuel oil or acetone;

(c) any quantity of matter capable of obstructing the flow in, or interfering with the proper operation of any part of such system such as, but not limited to, ashes, underground garbage, sand, gravel, straw, mud, shavings, metal, glass, rags, feathers, plastic, wood or cellulose;

(d) sewage having a pH of less than five and one-half (5.5) or greater than ten and one-half (10.5) or having any other corrosive characteristic which renders it hazardous to any such system or to personnel working with any such system such as, but not limited to, battery plating waste, battery acid wastes, copper sulphate, chromium salts, chromium compounds or brine;

(e) sewage which emits an offensive odour or foam or which otherwise causes a nuisance, such as, but not limited to, sewage containing hydrogen sulphide, n-Butyl-Mercaptan, carbon disulphide, ammonia, trichloroethylene, sulphur dioxide, formaldehyde, chlorine, bromine or pyridine;

(f) sewage containing fish, animal or human offal or containing pathological or medical waste;

(g) sewage in which the concentration of any of fats, wax, grease, mineral or vegetable oil in the liquid or solid form exceeds one hundred (100) milligrams per litre in the case of sewage of animal or vegetable origin, or exceeds fifteen (15) milligrams per litre in the case of sewage of mineral origin;

(h) sewage containing herbicides, pesticides, xenobiotics, including polychlorinated biphenols (PCB's), or radioactive materials that are not approved for disposal in a sanitary sewer by the Atomic Energy Control Board of Canada;

(i) sewage which results in an unacceptable level of discoloration such as, but not limited to, dry wastes or tanning solutions;

(j) sewage in which the concentration of suspended solids exceeds three hundred (300) milligrams per litre;

(k) sewage in which the concentration of B.O.D. exceeds three hundred (300) milligrams per litre;

(l) sewage in which the concentration of C.O.D. exceeds one thousand (1,000) milligrams per litre;

(m) sewage in which the concentration of any of the substances listed in the table below exceeds the allowable concentration noted and expressed in milligrams per litre;

Substance	Allowable Concentration
Aluminum	50.0
Antimony	5.0
Arsenic	1.0
Barium	5.0
Bismuth	5.0

Cadmium	1.0
Chloride	1500.0
Chromium	5.0
Cobalt	5.0
Copper	2.0
Cyanide	2.0
Fluorides	10.0
Iron	0.0
Lead	2.0
Manganese	5.0
Mercury	0.1
Molybdenum	5.0
Nickel	2.0
Phenol	1.0
Phosphorus	10.0
Selenium	5.0
Silver	1.0
Sulphate	1500.0
Tin	5.0
Titanium	5.0
Vanadium	5.0
Zinc	2.0

(n) sewage consisting of the contents of septic tanks or holding tanks, sludge from a sewage treatment plant or wastes from marine vessels or vehicles;

(o) sewage containing substances for which special treatment or disposal practices are required by Provincial or Federal legislation.

Part III – Connections - General

7. No person shall:
   (a) permit stormwater, surface water, ground water, roof runoff, subsurface drainage, cooling water or industrial process waters to be discharged into a sanitary sewer;

   (b) connect a sump pump to a sanitary sewer;

(c) discharge sewage anywhere except into a municipal sewer, private on-site sewage system or central sewage collection and treatment system;

(d) permit any contents of a septic tank or cesspit to be discharged into a Town sewer or watercourse.

8. No person shall begin work to connect any building service connection to the Town's wastewater facilities stormwater system or combined system without:

(a) filling out an application and paying the applicable fee (refer to Fines and Fees Policy) and obtaining the appropriate permit or letter of permission from the DPW to do so; and

(b) if necessary, filling out an application and paying the applicable fee and obtaining the appropriate permit or letter of permission from the DPW to break up the soil and pavement of a Town street;

(c) obtaining information from DPW, or authorized staff representative of DPW as to appropriate size, design, rate of descent, materials and other specifications applicable to the proposed work.

9. No person shall make the actual connection of a private drain to a building service connection to the Town's wastewater facilities, stormwater system or combined system, without:

(a) ensuring that the DPW or authorized staff representative of the DPW, is contacted and has an opportunity to make an inspection of the building service connection as constructed and of the proposed connection to such system so as to determine that the work is in compliance with the requirements of the By-law; and

(b) receiving from the DPW or representative a certificate of approval authorizing the actual connection.

10. In the event that the said DPW or representative is unable to authorize the actual connection, the person wishing to make the connection shall be informed of such refusal and the reason therefore, in writing, within four (4) business days of the date of the inspection.

11. Any person refused permission to so connect a building service connection may appeal to Town Council within fourteen (14) days of receipt of the refusal provided under Section 7.

12. If no sanitary sewer lateral is in place to receive the connection of the building service connection and carry it to the main sanitary sewer collector line, the cost of installing such sanitary sewer lateral shall be borne by the person wishing to make connection of the building service connection to the main sanitary sewer collector line even though the said sanitary sewer lateral will be installed. All such work shall be carried out in accordance with the National Plumbing Code of Canada and only if signed off by the DPW of the Town.

13. Any person constructing a building service connection, or connecting a building service connection to the Town's wastewater facilities or stormwater system or a combined system, shall do so in accordance with the National Plumbing Code of Canada which, by reference in Part 7 of the National Building Code of Canada, applies in the Town of Annapolis Royal as a result of the Town's Building By-law.

Part IV – Compulsory Connection

14. Every owner of property, the nearest part of which is not more than one hundred (100) feet (approx.30.48 metres) from any portion of a Town sewer, when served with a notice in writing by the DPW***,*** shall;

    (a) construct a building service connection to the Town sewer no later than thirty (30) days from the service of the notice, whether by personal service or registered mail addressed to the last known address of that person; and

    (b) The property owner shall pay the Town a lump sum of $1,500 per lateral and the Town will install a gravity sewer lateral from the Town's sewer main to the property line and the property

owner shall install and pay for the lateral from the property line to the building.

(c) follow Part III of this By-law as regards obtaining any required permits and permissions or approvals; and

(d) connect the building service connection to the Town sewer according to the provisions of this By-law.

15. Council may exempt any such owner from the requirements of Section 14 if it appears to Council that the subject property:

(a) is adequately served with sewer and drainage; or

(b) would not be adequately served by connection with the Town sewer.

16. (a) If required by the DPW pursuant to a notice given under Section 14, the owner shall cause any septic tank, cesspool, privy or private on-site sewage disposal system on the property to be abandoned and removed or filled with suitable material in a manner acceptable to the DPW.

(b) Where the owner of a property is notified by the DPW pursuant to a By-law or an enactment, to remove or close up a cesspit, septic tank, privy or private on-site sewage disposal system on the property, and the owner fails to comply with the notice, or where the owner of a property fails to comply with a notice requiring the construction of a building service connection in accordance with this By-law, the DPW may cause to be done all work necessary for compliance with the notice.

(c) The DPW may require, as part of the work necessary for compliance, the installation of a suitable water closet and its connection with a Town sewer.

17. The DPW shall not give any notice under this Part unless and until the Town sewer, to which the property is to be connected, has been in place for at least one (1) year.

Part V – Penalties

18. (a) When the DPW or Council lawfully directs that anything be done pursuant to this By-law and it is not done, the DPW or Council may cause it to be done at the expense of the person in default.

(b) Where the DPW or Council lawfully causes work to be done pursuant to the By-law, the rest of the work, with interest at the rate of 12% from the completion of the work until the date of payment is a first lien on the property on the property upon which, or for the benefit of which the work was done.

Part VI – Repeal

19. A By-law titled Sewer, adopted by Town Council on July 17, 2006 is hereby repealed.

3. EFFECTIVE DATE

This By-law shall be effective on the date of publishing.

THIS IS TO CERTIFY that the foregoing is a true copy of a By-law duly passed at a duly called meeting of the Town Council of the Town of Annapolis Royal held on the _____ day of _____ 2026.

GIVEN under the hand of the Town CAO and under the seal of the Town of Annapolis Royal this _____ day of _____ 2026.

MAYOR

CAO

FIRST READING:	October 21, 2026
"NOTICE OF INTENT" PUBLICATION:	October 30, 2026
SECOND READING:	November 18, 2026
MINISTERIAL APPROVAL:	N/A
DATE OF PUBLISHING:	
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