

**Council
Approved Minutes
February 16, 2021 at 5:00 p.m.**

1. Call to Order	Mayor Boyer called the meeting to order at 4:52 p.m.
2. Present	Mayor Amery Boyer (Chair), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor Paula Hafting, Councillor Michael Tompkins, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Taylor Robinson. One member of the public joined the meeting to provide a presentation under 14. IN CAMERA. All members joined via Zoom.
3. Absent	None
4. Additions to the Agenda	None
5. Approval of the Agenda	MOTION #C2021-02-16-01 Regularly moved and seconded. Motion carried.
Edits to the Minutes	None
6. Approval of the Minutes	i. Council Minutes – January 18, 2021 MOTION #C2021-02-16-02 It was moved by Deputy Mayor Power, seconded by Councillor Tompkins to approve the January 18, 2021 Council minutes as presented. Motion carried.

7. PUBLIC INPUT: None

8. PRESENTATIONS: None

9. BUSINESS ARISING:

i. State of Emergency

CAO Millett-Campbell reported that cases are staying low throughout all zones in Nova Scotia, but the Province is asking everyone to continue to follow all public health guidelines. Nova Scotia Health Authority is also looking for volunteers to help with COVID-19 vaccine clinics.

ii. Strategic Planning

Mayor Boyer reported there were 22 public input submissions on the draft plan. Deputy Mayor Power and Councillor Hafting are currently collating the information and will bring this forward to the next strategic planning session on February 23, 2021. Mayor Boyer mentioned that there will be a second opportunity to submit feedback near the end of the month.

10. NEW BUSINESS

i. Basic Emergency Management (BEM) Training and Advisory Committee

CAO Millett-Campbell asked Council if members would like to have in-house basic emergency management training. The course relates to prevention, preparedness, response, and recovery. Members of Council indicated that they were interested. CAO Millett-Campbell will coordinate a training date.

Action: Organize BEM training course

Responsibility: CAO Millett-Campbell

Date: TBD

ii. Right of Way Request PID 05131362

CAO Millett-Campbell stated that a prospective purchaser would like to purchase property between the French Basin waterfront and the Harvest Moon Trail but the subject property is landlocked. The applicant is requesting that a right of way be established for a distance of approximately 130 meters that would cross the multipurpose trail. Council discussed the possibility of the right of way and requested more information before making a decision. CAO Millett-Campbell will request more information from the applicant and will keep Council updated.

Action: Ask applicant for more information on the right of way

Responsibility: CAO Millett-Campbell

Date: By March Committee of the Whole meeting on March 4, 2021

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS, AND COMMISSIONS

Committee of the Whole

MOTION #C2021-02-16-03

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council approve the Character Defining elements for buildings numbered 129, 144, 208, 266, 324, 396, 424, 438, 530, 540, and 762, all on St. George Street, as recommended by the Planning and Heritage Advisory Committee and that they be posted to the Town's website. **Motion carried.**

MOTION #C2021-02-16-04

It was moved by Councillor Tompkins, seconded by Councillor Sanford that Council appoint Mayor Boyer, CAO Millett-Campbell, and Byron Mersereau to the NSPI Task Team for risk management planning. **Motion carried.**

MOTION #C2021-02-16-05

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council appoint Mike Bernard to the Planning & Heritage Advisory Committee for a term of 2 years until December 2022. **Motion carried.**

Planning & Heritage Advisory Committee

MOTION #C2021-02-16-06

It was moved by Councillor Hafting, seconded by Deputy Mayor Power that Council agree that the applicant at 223 St George Street be given heritage approval to install a wall sign and window decal as detailed in the application AR21-03-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

Board of Police Commissioners

MOTION #C2021-02-16-07

It was moved by Deputy Mayor Power, seconded by Councillor Hafting that Council receive and referred the 2021-22 police budget to budget discussions. **Motion carried.**

12. REPORTS FROM COMMITTEES, BOARDS, AND COMMISSIONS:

i. Mayor's Report – Mayor Boyer

Mayor Boyer stated that she and CAO Millett-Campbell met with the Fire Chief and noted that it was a great meeting; they will brief Council in greater depth once they collect their

notes. Mayor Boyer also reported that she worked on the Town ad for the Explorer and joined a meeting with the Board of Trade and Annapolis Investments in Rural Opportunities(AIRO).

- ii. Chief Administrative Officer's Report
CAO Millett-Campbell stated that the cleaning tender closes on February 19, 2021. It was also noted that the Board of Trade is pleased to have the Visitor Information Centre in the Comfort Station this upcoming season and that a contract will be drafted soon.
- iii. Planning Services Report
Deputy Mayor Power asked about the development at 180 St. Anthony Street. CAO Millett-Campbell confirmed that it is for interior renovations at the Nova Scotia Liquor Corporation.
- iv. Water Report
Council reviewed the report.
- v. Marketing and Economic Development Committee
Councillor Tompkins shared that the Valley and Western Regional Enterprise Network provided two presentations at their last meeting and both were well done. The Committee also has been working on donations and grants and developing programs.
- vi. REMO
Mayor Boyer stated that there has not been a meeting so there is nothing to report.
- vii. Planning and Heritage Advisory Committee
Councillor Sanford reported that the Committee met on February 1st to discuss a new dwelling at Fortier Mills and the character defining elements for heritage properties.
- viii. Traffic Flow Advisory Committee
Councillor Tompkins informed Council that the Committee discussed the speed limit on St. George and St. Anthony Street and the possibility of a sidewalk on Prince Albert Road. Superintendent of Public Works Kevin McLean is currently determining the estimated cost.
- ix. Board of Police Report
Deputy Mayor Power stated that the Board met on February 10th and went over the proposed police budget line by line and approved it as presented. The Board also agreed to change the cost for criminal record checks from \$25 to \$30 starting April 1, 2021. It was noted that Constable Lack was sworn in on February 12th and has been training with the other officers. Chief Kane will also be providing the number of calls on a monthly and year to date basis.
- x. Library Report
Deputy Mayor Power reported that the Regional Board meets February 17, 2021. The Friends of Annapolis Library have accepted the proposed changes to their by-laws and have their new officers. The new President of the Friends of the Library is Leslie MacDonald. It was also mentioned that the new branch manager has been hired and will start as soon as her two-week quarantine is completed.

- xi. Valley Waste Resource Management
Deputy Mayor Power attended a meeting on February 3rd where there was much discussion on budget, tonnage, and demolishing gear. The next Valley Waste meeting is scheduled for February 17, 2021.
- xii. Environment Advisory Committee
The Committee is looking at possible future solutions to relocate beavers if they return, finalizing the changes to the Invasive Species Policy, reaching out to 3D Wave Design to see if they will make a model of Annapolis Royal's coastline, collating sources for sea level rise, and trying to organize someone from another Municipality to present the PACE program to Council.
- xiii. Academy Condo Board
CAO Millett-Campbell stated the next meeting was rescheduled for February 22, 2021.
- xiv. Friends of Annapolis Pool Society
Councillor Hafting stated that there was nothing to report.
- [OBJ] Accessibility Committee
Mayor Boyer shared that the Committee had its first meeting on February 3, 2021 with a virtual meet and greet. The Committee received information to review and agreed on meeting times.

13. CORRESPONDENCE:

- i. Inclusion Diversity Fund Media Release
For information purposes.
- ii. 2020 Year End Report for Annapolis County Ground Search and Rescue
For information purposes.
- iii. Annapolis Valley Regional Economic Recovery Taskforce
CAO Millett-Campbell noted that she has signed up to attend the meeting. Councillor Tompkins will attend the meeting as well on behalf of MEDC.

MOTION #C2021-02-16-08

It was moved by Councillor Tompkins, seconded by Councillor Sanford to move in-camera at 5:34 p.m. to discuss the two contract negotiations and one personnel matter. **Motion carried.**

14. IN CAMERA:

Under Section Under Section 22(2) of the *Municipal Government Act*:

Approval of Minutes:

- i. Council In-Camera Minutes – January 18, 2021

Business Items:

- i. Contract Negotiations
- ii. Contract Negotiations
- iii. Personnel

MOTION #C2021-02-16-10

It was moved by Councillor Tompkins, seconded by Councillor Sanford to move out of in-camera at 6:37 p.m. **Motion carried.**

MOTION #C2021-02-16-11

It was moved by Councillor Sanford, seconded by Councillor Hafting to approve the Chief Administrative Officer's updated terms and conditions of employment. **Motion carried.**

MOTION #C2021-02-16-12

It was moved by Councillor Sanford, seconded by Councillor Tompkins to approve the recommendation from staff to appoint Able Engineering Services Inc as the Town's engineer for a period from April 1, 2021 to March 31, 2026. **Motion carried.**

15. ADJOURNMENT: Councillor Tompkins moved adjournment at 6:44 p.m.

16. NEXT MEETINGS:

Valley Waste Regional Management, February 17th @ 9:00 a.m.
Strategic Planning Session, February 23rd @ 5:00 p.m.
Marketing & Economic Development Committee, February 24th @ 6:00 p.m.
Planning & Heritage Advisory Committee, March 1st @ 9:00 a.m.
Environment Advisory Committee, March 3rd @ 2:00 p.m.
Committee of the Whole, March 4th @ 5:00 p.m.
Marketing & Economic Development Committee, March 9th @ 6:00 p.m.
Board of Police Commissioners, March 10th @ 10:00 a.m.
Traffic Flow Advisory Committee, March 11th @ 9:00 a.m.
Council, March 15th @ 5:00 p.m.

Mayor Amery Boyer

Recording Secretary Taylor Robinson