

**Council
Approved Minutes
June 21, 2021 at 5:00 p.m.**

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| 1. Call to Order | Mayor Boyer called the meeting to order at 5:05 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 Millet-Campbell, Planner Chris Millier (left at 5:30 p.m.), Recording Secretary Taylor Robinson. All members joined via Zoom. |
| 3. Regrets | None |
| 4. Additions to the Agenda | - Under section 14. IN CAMERA iii. Contract Negotiation |
| 5. Approval of the Agenda | MOTION #C2021-06-21-01 It was moved by Councillor Sanford, seconded by Councillor Tompkins to approve the June 21, 2021 agenda as amended. Motion carried. |
| Edits to the Minutes | None |
| 6. Approval of the Minutes | i. Council Minutes – May 17, 2021 MOTION #C2021-06-21-02 Regularly moved and seconded to approve the May 17, 2021 Council minutes by unanimous consent. Motion carried. |

7. PUBLIC INPUT: None

Mayor Boyer declared a conflict of interest and left the meeting at 5:09 p.m.

8. PRESENTATIONS:

- i. Rezoning 82 St. Anthony, 170 St. George, and 401 St. George Street – Planner Chris Millier
Mr. Miller briefly went over each application that was reviewed by the Planning & Heritage Advisory Committee and by the public at the Public Hearing. Members of Council asked for some clarifications on the rezoning applications which Mr. Millier answered. Council thanked Mr. Millier for his work.

MOTION #C2021-06-21-03

It was moved by Councillor Hafting, seconded by Deputy Mayor Power that Council agrees that the Annapolis Royal Land Use By-law (Zoning Map, Schedule A) be amended to rezone lands of Amery C. Boyer at 401 St. George Street (PID 05004007) from Residential Single Unit (RSU) to Residential Two Unit (RTU). **Motion carried.**

Mayor Boyer returned to the meeting at 5:15 p.m.

MOTION #C2021-06-21-04

It was moved by Councillor Sanford, seconded by Councillor Tompkins that Council agrees that the Annapolis Royal Land Use By-law (Zoning Map, Schedule A) be amended to rezone lands of Thomas Harry Meisner at 170 St. George Street (PIDs 05003553, 05217609) from Residential Single Unit (RSU) to Commercial General CG). **Motion carried.** (1 Nay)

MOTION #C2021-06-21-05

It was moved by Councillor Tompkins, seconded by Councillor Hafting that Council agrees that the Annapolis Royal Land Use By-law (Zoning Map, Schedule A) be amended to rezone a portion of lands of 3339060 Nova Scotia Limited lands at 82 St. Anthony Street (PIDs 05002712) from Commercial Highway (CHW) to Environmentally Sensitive Area 2 (ESA 2). **Motion carried.**

9. BUSINESS ARISING:

i. 2021-22 Capital Budget Amendment

CAO Millett-Campbell explained that there was an item missed on the 2021-22 capital budget and asked Council to rescind the previous motion and make an amendment.

MOTION #C2021-06-21-06

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council rescind MOTION #CoW2021-06-03-04 to amend the general capital budget for an additional \$3,500 to continue the transition of the PROS ARPD software from the RCMP to host in-house. **Motion carried.**

MOTION #C2021-06-21-07

It was moved by Councillor Hafting, seconded by Councillor Tompkins that Council agree to amend the general capital budget for an additional \$7,500 for the new pump for the Railbed Pumping Station and \$3,500 to continue the transition of the PROS ARPD software from the RCMP to in-house for a total of \$416,000 in the 2021-22 general capital budget which is largely to be funded from Gas Tax funds. **Motion carried.**

ii. State of Emergency

CAO Millett-Campbell stated that it was exciting to see that there were zero new cases that day and there are only 79 total active cases in the province. It was announced that there is a tentatively booked mobile vaccine unit for Annapolis Royal for half of the day on June 29th and a full day on June 30th. CAO Millett-Campbell explained that you should book ahead online or by phone. The information will be soon shared on the Town's website and Facebook page. Citizens can ask questions by contacting CAO Millett-Campbell or the Nova Scotia Health Authority.

iii. Property Assessed Clean Energy (PACE) Program

CAO Millett-Campbell explained that Council has been deliberating implementing the PACE Program for a few months now and Council has to decide on how to move forward. Council discussed the program and how it could possibly tie up future reserves that the Town may need to operate. It was decided to table the matter again until the three-year budget draft is completed but to keep moving forward on finding alternative funding options for residents to make their homes environmentally friendly.

MOTION #C2021-06-21-08

It was moved by Councillor Sanford, seconded by Councillor Tompkins that Council agrees to direct the Environment Advisory Committee to explore ways in which it could establish a sub-committee whose role to educate residents regarding PV (photovoltaic) and energy retrofit options, offer local contractors the opportunity to be listed as meeting certain standards, and provide information regarding funding options. **Motion carried.**

10. NEW BUSINESS

i. Environment Advisory Committee Member Appointment

Council reviewed the application for the Environment Advisory Committee and agreed to appoint the individual.

MOTION #C2021-06-21-09

It was moved by Councillor Hafting, seconded by Councillor Tompkins that Council approve Susan Jost's application and appoints her to the Environment Advisory Committee until December 2021. **Motion carried.**

ii. Ratification of Electronic Vote on June 10, 2021

MOTION #C2021-06-21-10

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to ratify the electronic vote that Council permits the homeowner to remove the chestnut tree at 494 St George Street to allow the necessary work to continue on the new single-family dwelling. **Motion carried.**

iii. Affordable Housing Report

Mayor Boyer informed Council that she attended a virtual meeting to discuss the Affordable Housing Commission report with several mayors, wardens, and their deputies. It was noted that there were no representatives from the Nova Scotia Federation of Municipalities (NSFM) even though the affordable housing issue is being referred back to municipalities to deal with.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS, AND COMMISSIONS

Committee of the Whole

MOTION #C2021-06-21-11

It was moved by Deputy Mayor Power, seconded by Councillor Hafting that Council approves the 3-year Water Operating and Water Capital budgets as presented for the years 2021-2024. **Motion carried.**

MOTION #C2021-06-21-12

It was moved by Councillor Hafting, seconded by Councillor Sanford that Council approves the Strategic Plan dated June 2021. **Motion carried.**

MOTION #C2021-06-21-13

It was moved by Councillor Tompkins, seconded by Deputy Mayor Power that Council agrees to instruct staff to draft and send a letter to indicate such support for the accessible funding for the doors in the Community Hub for the Friends of the Library. **Motion carried.**

MOTION #C2021-06-21-14

It was moved by Councillor Sanford, seconded by Councillor Hafting that Council agrees to move the July's Committee of the Whole meeting date to Wednesday June 30, 2021, due to the Canada Day holiday. **Motion carried.**

Planning & Heritage Advisory Committee

MOTION #C2021-06-21-15

It was moved by Councillor Hafting, seconded by Councillor Tompkins that Council approves that the applicant at 228 St. George Street be given heritage approval to add commercial signage as detailed in application AR21-16-HER be approved, providing all conditions of the Land Use By-Law are met. **Motion carried.**

MOTION #C2021-06-21-16

It was moved by Councillor Tompkins, seconded by Deputy Mayor Power that Council approves that the applicant at 780 St George Street be given heritage approval to windows changing materials (vinyl) but keeping the same pattern as detailed in application AR21-17-HER be approved, providing all conditions of the Land Use By-Law are met. **Motion carried.**

MOTION #C2021-06-21-17

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that Council approves that the applicant at 158 St George Street be given heritage approval to erect a brick chimney, as detailed in application AR21-18-HER, providing all conditions of the Land Use By-Law are met. **Motion carried.**

12. REPORTS FROM COMMITTEES, BOARDS, AND COMMISSIONS:

- i. Mayor's Report – Mayor Boyer
Mayor Boyer thanked members of the public and staff for their participation in the strategic planning process. The end result was a better-informed plan and agreement on the priorities as we move ahead. The Management Team is already at work assessing how to follow up on the plan and it has been agreed that the plan will be revisited and updated annually. Mayor Boyer responded to a request for an update on the NSPI situation. The members of the NSPI Task Team assisted with putting together the update which included background information. The Task Team will be meeting over the next two weeks to determine if a further submission to the NSURB is required and to review the draft three-year budget. The Town has suggested that we use task teams for specific tasks which has been mutually agreed upon by all Committees. Any interested members of the public can reach out to CAO Millett-Campbell to join a task team. Mayor Boyer also reminded members of Council about the online panel discussion for BEYOND OQWA'TITEK that will take place on June 26th at 6:00 p.m. on Facebook Live.
- ii. Chief Administrative Officer's Report
Council reviewed the report. CAO Millett-Campbell noted that it has been a busy month with workshops and meetings. She is happy to have the strategic plan approved and has been working on several grant applications. CAO Millett-Campbell also noted that two summer students have been hired and they start July 5th. Town Hall is scheduled to open to the public on July 5th as well.
- iii. Planning Services Report
Council reviewed the report.
- iv. Water Report

Council reviewed the report.

- v. Marketing and Economic Development Committee
Councillor Tompkins shared that Chief Kane presented a public outreach program idea at the Committee's last meeting and they are currently looking into it. The Committee also formed a Task team for Wayfinding at the Comfort Station and a marketing plan update from a committee member was presented and was very well received.
- vi. Board of Police Commissioners Report
Deputy Mayor Power stated that the Board was briefed on the unfortunate incident of Constable Shefter's house fire. It was also noted that the Board discussed the two new police cadets, some issues with the Triton system, and the first draft of the business case for the relocation of the Police Department was presented. The Board asked Chief Kane to gather more data on deficiencies in the Police Department before presenting it to Council.
- vii. Library Report
Deputy Mayor Power stated that the Board met for the Annual General Meeting where the auditor's reports were presented. The Board is in great financial standing with a one-million dollar surplus and has been working on developing an investment policy. It was also noted that the library will be losing 3-4 staff members due to retirements soon.
- viii. Valley Waste Resource Management
Deputy Mayor Power shared that there was a surplus of money from the 2019 budget and the group has started the beginning a process for a strategic plan. There was also an updated human resource manual presented at June's meeting.
- ix. Environment Advisory Committee
Councillor Hafting informed Council that there was a presentation by a local PhD Ecologist to discuss future climate change effects and what we can do in Annapolis Royal. Members reviewed the draft climate change plan and the anti-idling policy at the last meeting. Staff have been asked to draft a new anti-idling by-law. Councillor Hafting also mentioned that the Committee is going to be looking into starting a cigarette butt campaign and to stay tuned for more information.
- x. Academy Condo Board
CAO Millett-Campbell reported that the Condo Board hired an engineer to investigate infrastructure problems in some condo units and will update its five-year plan. Auditors are currently working on the year end financials which will be presented at the Annual General Meeting. CAO Millett-Campbell is also working on an application to get the library a heat pump.
- xi. Friends of Annapolis Pool Society
Councillor Hafting stated they have hired all their staff for the season. The opening date is July 1st with the last day being August 27th. The group received money from a community fund that will allow the pool to offer free afternoon swims all season long. Councillor Hafting mentioned that there has been a shortage of lifeguard training in the area and the Society is looking into it for its succession plan. The aquatic chair and new gate have been installed which the grand reveal to be presented soon. Councillor Hafting shared that she was saddened to see the closure of the Basinview Centre in Cornwallis Park.

- xv. Accessibility Committee
Mayor Boyer informed Council that the Committee had to cancel the Inventory Event due to Covid restrictions. They did meet on June 2nd where the Committee discussed its accessibility statement and plan. The next meeting is July 7th.

13. CORRESPONDENCE:

- i. Yard Debris Drop-Off Policy Comments
Council reviewed the feedback on the Yard Debris Drop-Off Policy. Members of Council brought up their concerns with the size limits of the debris and asked that Council discuss the policy at the next meeting.
- ii. Letter from Western Regional Housing Authority
For information only.
- iii. Letter from Minister of Environment and Climate Change
For information only. Council asked that the letter be referred to the Environment Advisory Committee as well.
- iv. NSPI Disconnection Letter
For information only.
- v. Church Street Closure
Received and acknowledged.

MOTION #C2021-06-21-18

It was moved by Councillor Sanford, seconded by Councillor Hafting to move in-camera at 6:49 p.m. to discuss 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 – May 17, 2021

Business Items:

- i. Personnel
- ii. Contract Negotiation
- iii. Contract Negotiation

MOTION #C2021-06-21-20

It was moved by Councillor Sanford, seconded by Councillor Hafting to move out of in-camera at 7:05 p.m. **Motion carried.**

MOTION #C2021-06-21-21

It was moved by Councillor Sanford, seconded by Councillor Tompkins that Council support the grant application for the upgrades at the lift station at the Home Hardware location. **Motion carried.**

15. ADJOURNMENT: Councillor Sanford moved adjournment at 7:08 p.m.

Mayor Amery Boyer

Recording Secretary Taylor Robinson