

**Committee of the Whole
Unapproved Minutes
September 2, 2021 at 5:00 p.m.**

1. Call to Order	Mayor Boyer called the meeting to order at 5:04 p.m.
2. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Sanford, Chief Administrative Officer (CAO) Sandi Millet-Campbell, Director of Finance (DoF) Melony Robinson (left meeting at 6:15 p.m.), Recording Secretary Taylor Robinson. Presentations were made by Lawrence Lake from Morse Brewster Lake (left meeting at 5:15 p.m.), Jason Haughn Municipal Affairs Advisor (left meeting at 5:23 p.m.), and Police Chief Mark Kane (left meeting at 5:37 p.m.). One member of the public joined the meeting.
3. Regrets	Councillor Hafting, Councillor Tompkins
4. Additions to the Agenda	<ul style="list-style-type: none"> - Addition under 9. NEW/UNFINISHED BUSINESS xii. Request for Hospice - Addition under 9. NEW/UNFINISHED BUSINESS xiii. Mural for Beyond Oqwa'titek - Remove 9. NEW/UNFINISHED BUSINESS iv. AIM Funding Not through Gas Tax - Move 9. NEW/UNFINISHED BUSINESS x. AVCC Funding Request to iv.
5. Approval of the Agenda	MOTION #CoW2021-09-02-01 It was moved by unanimous consent to approve the September 2, 2021 agenda as amended. Motion carried.
Edits to the Minutes	None
6. Approval of the Minutes	MOTION #CoW2021-09-02-02 It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the June 30, 2021 Committee of the Whole minutes as presented. Motion carried.

7. PRESENTATIONS:

- i. Auditor Reports – Lawrence Lake from Morse Brewster Lake
Mr. Lake quickly went over the draft audited financial statements and stated that it was a clean audit. Deputy Mayor Power mentioned that the Audit Committee was pleased with the summary of the statements. Council thanked Mr. Lake and his team for the excellent work.

MOTION #CoW2021-09-02-03

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to recommend to Council the acceptance and approval of the audited financial statements for the 2020-2021 fiscal year. **Motion carried.**

- ii. Debt Affordability – Jason Haughn, Municipal Affairs Advisor
Mr. Haughn asked Council if they would be interested in participating in a debt affordability financial analysis. The analysis would present a five-year horizon/estimate and give suggestions to Council and staff. The approximate start time for the project would be a couple weeks, near the end of September after the financial index report is complete. Council indicated that they would like to participate in the financial analysis and would be in contact Mr. Haughn.
- iii. Annapolis Royal Police Department Business Case for Relocation – Police Chief Mark Kane
Chief Kane provided additional information for the business case and answered various questions from members of Council. It was stated that the estimated price for the project is

\$176,000 and the construction period would be 14 weeks. Council thanked Chief Kane for all his work and providing so much helpful information on the business case.

8. PUBLIC INPUT: None

9. NEW/UNFINISHED BUSINESS:

- i. First Quarter Financial Update
DoF Robinson went over the first quarter operating and capital financials. There was nothing significant to note on the operating summary except that deed transfer has almost surpassed the yearly budgeted total. It was also stated that the capital budget has come in lower than budgeted.
- ii. Request for Decision - Water Rate Study
DoF Robinson explained that despite the water woes that were accrued during the water emergency, the water utility still has an accumulated surplus, and the deficit is a one or two-year blip. The Utility and Review Board would not require or pressure the Town to file a rate application and suggested that if the Town feels that these deficits may continue, it might make sense to consider a rate application sooner rather than later. DoF Robinson does not foresee that these deficits will continue and recommends doing nothing at this time as the Town is currently in compliance with all regulations. Council agreed with staff's suggestion.
- iii. PVSC Annual Report
For information purposes. Mayor Boyer mentioned that the study provided great information and asked that some of it be shared in the next edition of the Town Crier.
- iv. AVCC Funding Request
Council quickly reviewed the funding request for \$1000 each year for the next three years. DoF Robinson stated that the Town has to be mindful of the budget due to the unforeseeable future of the Tidal Generating Station. Members of Council discussed and ultimately agreed not to grant the funding request. CAO Millett-Campbell will send a letter to the organization.
- v. Request for Decision - Not for Profit Tax Reductions
DoF Robinson explained that the Town has to permit not-for-profit tax reductions as it is mandated in the Municipal Government Act. Council discussed that it is vital for these organizations to get the tax reductions. The discussion was tabled until the next meeting.
- vi. Request for Decision - National Truth & Reconciliation Day
DoF Robinson stated that staff recommends the observance of the new Federal Holiday for the National Day of Truth and Reconciliation for all staff and Council regardless of Town's collective agreements. It was also noted that all other municipalities in the province appear to be observing the holiday. Members of Council asked that the matter be tabled to a Human Resource meeting.
- vii. State of Emergency Update
CAO Millett-Campbell informed Council that the province is currently in phase 4 of the reopening plan. The province estimates phase 5 to start in the middle of September. There are currently 60 active cases with no hospitalizations. A mobile testing unit will be available at the Fire Department on September 3rd and is open to anyone.

- viii. NSPI Task Team Update for UARB Hearing
Council reviewed the revised opening statement and agreed that it was satisfactory for the Utility and Review Board Hearing on September 13th. The task team will submit the opening statement and have their practice session for the hearing on September 3rd.
- ix. Request for Noise Exemption – 494 St. George Street
Council reviewed the request for the noise exemption and agreed to grant the exemption. CAO Millett-Campbell will send correspondence to the owners to let them know.

MOTION #CoW2021-09-02-04

It was moved by Councillor Sanford, seconded by Deputy Mayor Power that Council grants the Queen Ann Inn (494 St. George Street) a noise exemption on September 18, 2021 until 12:00am on September 19, 2021 for a small wedding and the \$50 fee to be waived. **Motion carried.**

- x. Draft Climate Change Plan
Mayor Boyer stated that there was already a new version of the plan drafted since the agenda package was sent out and explained that the plan will be everchanging due to the intricate work that is being completed on a day-to-day basis. It was noted that Environment Advisory Committee members and the Clean Annapolis River Project have been very helpful with the draft plan. Mayor Boyer asked Council if she could share the proposed plan to a reporter from CBC to publicize how the Town is approaching climate change which Council agree it was a great idea.
- xi. Relocation of the Police Department / Council Chambers
Discussion tabled until next meeting.
- xii. Request for Hospice
Mayor Boyer reported that there is a group working to get develop a five-bed hospice facility in Cornwallis Park. The group is looking for support from the Town. Members of Council were in favor of the request. Mayor Boyer stated that she will attend their fundraising event to ensure support from the Town.
- xiii. Mural for Beyond Oqwa'titek
CAO Millett-Campbell explained that the Oqwa'titek Committee sent in a request yesterday to have a mural painted on the wall between the O and Jerry Ackerman's house. The Committee wants to do it during the celebrations as part of the weekend events. The Committee would be paying for the commission of the painting but needs Council's approval for the mural. It was discussed and members of Council shared their concerns with the proposed artwork. CAO Millett-Campbell suggested that the Town ask for a more descriptive version of the mural before deciding. A Special Council meeting will be scheduled to discuss the matter further.

10. CORRESPONDENCE:

- i. Response for Financial Assistance from Province
For information purposes. CAO Millett-Campbell explained that she would like to send new letters due to the change in government. Council agreed it was a good idea.

- ii. Compliment – Pride Day
Received and noted.
- iii. Compliment – 5K Run Event Annapolis Royal
Received and noted.
- iv. Annapolis West Health Foundation Request for Representative
Council reviewed the request and decided to appoint Deputy mayor Power as a representative to the Board.

MOTION #CoW2021-09-02-05

It was moved by Councillor Sanford, seconded by Mayor Boyer to recommend to Council to appoint Deputy Mayor Pat Power as a member of the Annapolis West Health Foundation Board as an ex officio representative. **Motion carried.**

11. ROUND TABLE:

Deputy Mayor Power shared that she was delighted to see out of province license plates around Town. She stated that it's been busy the past couple months, but people are still being respectful of the provincial covid regulations.

Councillor Sanford stated that she was very pleased with the entertainment and turn out with the "O" music series. It was also noted that she was excited the 400th Anniversary event and Phase 5 of the reopening plan that's anticipated for mid-September.

Mayor Boyer shared that she met with the Warden Alan Parish from the County of Annapolis and that the meeting went very well.

MOTION #CoW2021-09-02-06

It was moved by Councillor Sanford, seconded by Deputy Mayor Power to move into in-camera at 6:33 p.m. to discuss two potential litigations, a contract negotiation, and one personnel matter. **Motion carried.**

12. IN CAMERA:

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

Approval of Minutes:

- i. Committee of the Whole, In-Camera – June 30, 2021

Business Items:

- i. Contract Negotiation
- ii. Potential Litigation
- iii. Personnel
- iv. Potential Litigation

MOTION #CoW2021-09-02-08

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to move out of in-camera at 7:00 p.m. **Motion carried.**

- 13. ADJOURNMENT:** Councillor Sanford moved adjournment at 7:00 p.m.

Mayor Amery Boyer

Recording Secretary Taylor Robinson