

**Council  
Approved Minutes  
January 19, 2022**

<b>1. CALL TO ORDER</b>	Mayor Boyer called the meeting to order at 6:01 pm and offered a heritage moment
<b>2. PRESENT</b>	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 Krista Gear
<b>3. REGRETS</b>	None
<b>4. ADDITIONS TO AGENDA</b>	New Business 9 i. Ratification of electronic motion regarding police department relocation In-camera 13 ii. Litigation In-camera 13 iii. Legal advice
<b>5. APPROVAL OF AGENDA</b>	<b>MOTION #C2022-01-19-01</b> It was regularly moved and seconded to approve the agenda as amended. <b>Motion carried.</b>
<b>EDITS TO THE MINUTES</b>	None
<b>6. APPROVAL OF MINUTES</b>	<b>MOTION #C2022-01-19-02</b> The minutes of December 15, 2021, were approved by unanimous consent

**7. PRESENTATIONS:** Debt Affordability Plan with Municipal Advisor Jason Haughn

- Mr. Haughn provided an update on the financial analysis/cash flow/debt indicators analysis tool that is used to create multi-year projections for municipalities. Some additional pieces of information/projections are still needed and once these are received, the modelling of multi-year projections can begin. The modelling process takes about three weeks to complete. Once completed, Mr. Haughn will schedule a meeting with CAO Millett-Campbell and DoF Robinson to review, after which a presentation will be made to Council.

**8. BUSINESS ARISING:**

- i. None

**9. NEW BUSINESS:**

- i. Ratification of electronic vote on the Police Department move  
CAO shared history/background on the rationale for the department's move. The move will help to better meet the health and safety and accessibility needs of staff and citizens.

**MOTION #C2022-01-19-03**

That Council ratify the electronic vote approving the acceptance of the quote from S. Squared Renovations and Contracting to relocate the Police Department to the old Library location at Town Hall to address health and safety, accessibility, and police department operating standards to a maximum of \$250,000. **Motion carried**

## 10. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

### Committee of the Whole

#### **MOTION #C2022-01-19-04**

It was regularly moved and seconded that Council approve the Accessibility Draft Plan moving to next steps. **Motion carried**

#### **MOTION #C2022-01-19-05**

It was regularly moved and seconded that Council approve that staff seek Utility Review Board approval to transfer \$138,000 of depreciation funds to the Water Utility for the fiscal year 2021-2022, due to the Granville Ferry water leak and wherever possible to deposit recuperated funds back into the depreciation fund. **Motion carried**

#### **MOTION #C2022-01-19-06**

It was regularly moved and seconded that Council approve the equipment replacement policy in the amount of \$56,500 for schedule B for the fiscal year 2022-2023. **Motion carried**

#### **MOTION #C2022-01-19-07**

It was regularly moved and seconded that Council approve the purchase of Industrial™ Electric Walk-Behind Auto Floor Scrubber in the amount of \$4800.00 + hst in the current 2021-22 budget. **Motion carried**

## 11. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

- i. Mayor's Report – Mayor Boyer
  - Assisted CAO Millett-Campbell with Parks Canada grant submission. If awarded, this grant will be used for the required engineering report for the Town's Climate Change Plan
  - Application has also been made to the Clean Foundation for summer Climate Change intern for 15 weeks
  - Green Municipal Funds have notified the Town that the tidal pilot project meets requirements and is invited to make a full application for funding
  - Intermunicipal service agreement for a pilot project for the management of Valley Waste and Kings Transit (has been signed by the seven municipal units in King's and Annapolis counties)
- ii. Chief Administrative Officer's Report – CAO Millett-Campbell
  - Full details have been provided in the agenda package. CAO Millett-Campbell noted that it has been a very busy month with lots of new and ongoing projects and grant applications
- iii. Planning Services Report
  - For information purposes only
- iv. Water Report – For Council Review
  - Noted that in the agenda package, the print is small

v. Marketing and Economic Development Committee – Councillor Tompkins

- Did not have quorum at last meeting. We did however have time to work with Greg Barr to proceed with public meeting and will schedule follow up meeting with Mr. Barr to complete the process.
- It was asked if the purpose (or part of the purpose) of MEDC is to strengthen Annapolis Royal as a destination and work with other stakeholders? It was answered that this may be addressed at public meeting, that the public meeting will help to define the purpose/goals of MEDC and how to work together with stakeholders.
- It was asked about the parking on Wharf. It was answered that this can fall under MEDC and TFAC. With MEDC because we'd like to see something functional and revenue generating at or near the site.

vi. Board of Police Report – Deputy Mayor Power

- Met on January 12 where topic of upcoming budget was discussed, noting that the process has been started and that Chief Kane plans to bring a draft forward to the Commission in February.
- Chief Kane also expressed concern regarding the recent power outage and need for a generator/back up power.
- It was noted that tender has been awarded for the relocation and hopefully the move will be completed in May.
- It was also noted that Triton revenues are looking good and that these funds could also be directed to relocation.
- It was further noted that application has been made to ACOA for grant of \$50,000 to help offset the department's move.

vii. Twinning Committee

- Postponed Royan visit until 2023 due to COVID.

viii. Library Report – Deputy Mayor Power

- There have been no meetings. The Friends of the Library AGM is scheduled for January 25 and regular meeting resumed in February.
- It was noted that they are looking at alternate spaces to host COVID test kits for the public. It was asked if the library will be receiving a supply of 3-ply masks for distribution. It was answered that they have not heard that they would be receiving, nor have they received any new masks.

ix. Traffic Flow Advisory Committee – Michael Tompkins

- Parking at wharf remains a priority issue which Public Works and Chief Kane continue to investigate.
- Replacement of the convex mirror was discussed and determined that it is not required at this time due to installation of stop signs at the intersection. It was noted that Chief Kane will continue to review traffic flow at this intersection and should the need arise, replacement of the mirror will be revisited.

x. Valley Waste Resource Management – Deputy Mayor Power

- Met via WebEx this morning noting that they are looking at development of an equipment and vehicle replacement policy based on the one provided for Annapolis Royal and the Municipality of the County of Kings.
  - It was noted that extended producer responsibility for packaging is finally being addressed by the Province signifying potential for increased types of recyclables, helping to redirect waste from landfills.
  - It was further noted that they are looking into employee benefits and succession planning and that budget work is in progress.
- xi. Environment Advisory Committee – Councillor Hafting
- Nothing to report, there was no meeting in December, but will be meeting next week
- xii. Academy Condo Board – CAO Millett-Campbell
- Had an extra meeting this month, with decorating committee to discuss whether residents can display their art outside their doors and investigating wallpaper options for common areas.
- xiii. Friends of the Annapolis Pool Society – Councillor Hafting
- The Society is working on grants, will be meeting next month. No further progress on accessible washroom, likely delayed due to inclement weather.
- xiv. Accessibility Committee – Mayor Boyer
- Plan has been finalized and the next steps to making the plan operational include website and policy review and determining how the plan is to be funded.

## 12. CORRESPONDENCE:

- i. Annapolis Community Health Board (ACHB), Healthy School Food Program (HSFP)
- It was noted that the ACHB is asking Council to support/endorse the HSFP program, that it is not asking for any financial or other commitment.
  - It was also noted that the ACHB Chair offered to make a presentation to Council, and Council would like to schedule this.
- Action:** to schedule ACHB  
**Responsibility:** EA Grear  
**Date:** February
- ii. Government of Canada call for nominations for exceptional educators
- discussion held noting that this information will also be posted on the Town's Facebook page
- Action:** to post nomination information to Facebook page  
**Responsibility:** EA Grear  
**Date:** January
- iii. Minister Rushton letter re: tidal pilot project – discussion held
- iv. Minister Lohr letter re: tidal pilot project - discussion held
- v. Community Resident re: grants and donations policy

- CAO Millett-Campbell replied to the individual noting that it was Council's decision to put a hold on grants and donation due to the uncertainty of the NS Power grant in lieu of taxes.
- DoF Robinson and CAO Millett-Campbell have been working on the Town's budget noting that the Town currently does not have any funds identified for grants and donations.
- It was decided that this topic be moved to budget discussions, and if there are any funds available, we may be able to consider a modified grants process

**Action:** to bring to budget process

**Responsibility:** DoF Robinson

**Date:** February

**MOTION #C2022-01-19-08**

It was regularly moved and seconded that Council to move in camera session at 6:54 pm. **Motion carried**

**MOTION #C2022-01-19-10**

It was regularly moved and seconded to exit in camera at 7:13 pm. **Motion carried**

**14. ADJOURNMENT – It was regularly moved to adjourn at 7:13 pm**

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**Mayor Amery Boyer**

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**Recording Secretary Krista Grear**