

**Council  
Approved Minutes  
February 16, 2022**

<b>1. CALL TO ORDER</b>	Mayor Boyer called the meeting to order at 6:04 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 Millet-Campbell, Recording Secretary Krista Gear
<b>3. REGRETS</b>	None
<b>4. ADDITIONS TO AGENDA</b>	7. Presentations additional TAB for reference purposes 8. Business Arising add: ii. Tidal Pilot Project Draft Motion 9. New Business add: iv. Update Town Crier position process 10. PHAC additional TAB for reference 12. Correspondence remove: item ii. TAB 13
<b>5. APPROVAL OF AGENDA</b>	<b>MOTION #C2022-02-16-01</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 #C2022-02-16-02</b> The minutes of January 19, 2022, were approved by unanimous consent

7. **PRESENTATIONS:** John Smith, Annapolis Community Health Board (ACHB): Healthy School Food Program

Mr. Smith gave a presentation outlining the purpose and role of the ACHB and the rationale for supporting a national school food program. Mr. Smith also shared that municipal and community endorsement for healthy school food programs has been growing nationally and is well represented across Nova Scotia. Mr. Smith asked Council if it would make a motion to add endorsement for the National Coalition for Healthy School Food from the Town of Annapolis Royal.

Council agreed to take the presentation on advisement and added agenda item New Business v. to discuss further.

**8. BUSINESS ARISING:**

- i. Land acknowledgement

Staff prepared and presented research for Council's consideration when developing a Land Acknowledgement.

- ii. Tidal Pilot Project – **DM**  
**MOTION #C2022-02-16-03**

It was regularly moved and seconded that Council approve a contribution of \$22,300 towards the Federation of Canadian Municipal Green Funds Signature Pilot Project application for the community tidal project as its share of a \$67,000 municipal contribution towards the total project cost of \$335,000, noting that this process will only proceed upon confirmation of the contributions of other municipal funding partners. **Motion Carried.** One nay vote received from Councillor Tompkins.

Mayor Boyer shared a brief overview of the funding request process. Mayor Boyer noted that the application process changed after the initial first two rounds of applications. A question was raised as to the urgency of the motion to contribute. The Town is required to show that it has confirmed municipal support for this project to proceed to the next phase of the application. It was also noted that the project will be dependent on the support of a minimum of two additional municipal units. CAO Millett-Campbell noted that additional funders are being sought and a presentation will be given to the Town of Digby later this month. Additionally, correspondence has been sent to multiple other municipalities seeking participation.

#### 9. NEW BUSINESS:

- i. Resuming in person meetings March 1, 2022

Recent changes to Provincial health guidelines, dated February 14, 2022 will allow Town Hall to reopen to the public and to conduct meetings in person. The date of March 1 was selected to allow a two-week buffer in the event that the health guidelines are rescinded.

- ii. Letter to Minister of Housing on the funding formula

It was noted that during discussions at the last budget meeting, Council suggested that a letter be drafted to the Minister of Housing to request clarification on the process used to determine a municipal unit's housing budget line. It was further noted that Council will be attending a meeting with the Minister next week and could discuss at that time. Council decided to draft and send letter ahead of this meeting.

**Action:** Draft letter to Minister of Housing

**Responsibility:** CAO Millett-Campbell

**Date:** February

- iii. Public Works gas tank damage

It was shared that there has been significant damage from recent storms in the Public Works yard including large tree branches that fell on and around the fuel storage tanks. It was noted, upon further inspection of the tanks. that the tanks are now 20 years old and are required by the insurance company to be replaced in the 2022-2023 fiscal year. Council was presented with the option to replace the fuel tanks in this fiscal year (2021-2022); staff are collecting quotes and early indications suggest that the cost will be approximately \$15,000 for both tanks. Council decided to take some time to consider options as well as to review during budget meetings.

- IV. Town Crier position

A brief discussion was held to determine the process for finding a new Town Crier. It was noted that the process will begin in Spring and that the previous Town Crier would like to meet to discuss the process.

V. National Coalition for Healthy School Food endorsement consideration

**MOTION #C2022-02-16-04**

It was regularly moved and seconded that Council endorse the National Coalition for Healthy School Food. **Motion carried.**

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

**Committee of the Whole**

**MOTION #C2022-02-16-05**

It was regularly moved and seconded that Council give first reading to approve the Regional Emergency Management By-law as circulated. **Motion carried**

**MOTION #C2022-02-16-06**

It was regularly moved and seconded that Council approve the intermunicipal service agreement as revised and circulated. **Motion carried**

**MOTION #C2022-02-16-07**

It was regularly moved and seconded that Council approve the Town of Annapolis Royal Accessibility Plan dated March 2022. **Motion carried**

**Planning & Heritage Advisory Committee**

**MOTION #C2022-02-16-08**

It was regularly moved and seconded that Council give heritage approval to the applicant at 170 St. George Street to change downstairs window material from wood to vinyl but retaining the same pattern and color and to add a projecting wall sign as detailed in the application 22-02-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

**Board of Police Commissioners**

**MOTION #C2022-02-16-09**

It was regularly moved and seconded that Council purchase one Police vehicle camera for a total cost of \$4600.00. **Motion carried.**

Chief Kane presented the rationale for the camera at the Board of Police Commissioners meeting, the purpose being to promote safety of officers and persons as well as to provide a record of any occurrences. It is proposed that Triton revenue be used to cover this cost. Chief Kane joined the meeting at 6:53 pm to share rationale and answer additional questions. It was

also noted that the camera can record forward (like a dash cam) as well as record the audio and visual inside the vehicle. Chief Kane exited the meeting at 7:01 pm.

### **Marketing and Economic Development Committee**

#### **MOTION #C2022-02-16-10**

It was regularly moved and seconded that Council approve the MEDC Meet & Greet and Public Information session to be held March 8, 2022. **Motion carried.**

It was noted that this will be a public meeting at the gymnasium, meet and greet style with light refreshments and an opportunity for the public to provide input.

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

i. Mayor's Report – Mayor Boyer

Mayor Boyer shared that she and CAO Millett-Campbell have been converting the Federation of Canadian Municipalities grant application to the new format. Mayor Boyer also shared that the Climate Change Intern application was approved, and an Intern has been hired, and further noted that the Board of Police reported an interesting statistic; due to the storms, over 50% of calls reported have been on the preventive side of policing.

ii. Chief Administrative Officer's Report – CAO Millett-Campbell

CAO Millett-Campbell shared highlights from the written report submitted to Council noting upcoming meetings with the Fire Department to develop a service agreement, the sidewalk tender deadline this coming Friday, and several new and renewing leases being prepared for April 1.

iii. Planning Services Report

As presented in the agenda package for information purposes

iv. Water Report – For Council Review

As presented in the agenda package for information purposes

v. Marketing and Economic Development Committee – Councillor Tompkins

It was noted that meetings have been focused on the upcoming March public event and that the Committee will be meeting next week to work on budget items.

vi. Board of Police Report – Deputy Mayor Power

It was noted that during the meeting of February 9, the Commission reviewed the draft Department budget. It was also noted that Chief Kane shared his concern with vehicles being left outside in extreme weather, particularly the potential to delay response time

due to frozen-in or stuck vehicles. Chief Kane also suggested that a police emergency phone could be installed as an alternative to the payphone. Relocation prep work is being done by members of the Department to help offset construction costs. It was further noted that Chief Kane is very active in the community in his role. He sits on the Board of Provincial Police Chiefs and actively attends other police-related meetings, and recently met with Bear River Chief and Council to discuss community outreach opportunities.

vii. Twinning Committee – Mayor Boyer

No report

viii. Library Report – Deputy Mayor Power

The Friends of the Library will be meeting on February 22 and the Regional Library Board is meeting tomorrow. It is expected that we will see recommendations and discussions about salaries and staff transition plans.

ix. Traffic Flow Advisory Committee – Councillor Tompkins

It was noted that at the most recent meeting, the issue of the damage to the Public Works yard and potential for continued health and safety concerns were discussed.

There were also significant discussions about parking issues, including an initial discussion for a pilot project about permit parking

A question was posed about the replacement of the traffic mirror on St. Anthony St. It was shared that this matter was discussed at previous meetings and that due to the installation of the stop sign, there is now no requirement for the mirror. It was decided to hold off on replacement. Chief Kane will attend to the intersection during heavy traffic season to reassess and should it be deemed necessary; the Committee will reconsider at that time.

x. Valley Waste Resource Management – Deputy Mayor Power

It was shared that the most recent meeting was this morning and that as a virtual attendee, much technical difficulty was experienced. Deputy Mayor Power has requested that presentations made during the meeting be sent directly to members for review. It was also noted that much time was spent on budget deliberations.

xi. Environment Advisory Committee – Councillor Hafting

The Committee met on January 26 at which time it elected the Chair and Vice Chair for the next year. Members discussed and shared updates about the Climate Change Intern funding application and the Climate Change Plan. Committee member Levi Cliche of CARP suggested possible presentations about home energy conservation. There was also an excellent presentation made by members of ACERC sharing their proposal for future use of the tidal power station.

xii. Academy Condo Board – CAO Millett-Campbell

It was shared that the Condo Board met yesterday and included work on the draft budget to present at the general meeting on March 15, noting that it looks like an increase in fees of around 10% which would result in annual fees of approximately \$30,800 for the Town.

xiii. Friends of the Annapolis Pool Society – Councillor Hafting

It was shared that the Friends of the Annapolis Pool Society are busy behind the scenes applying for federal and provincial funding, that the Society's Secretary had sent a report to Council members, and that they are currently advertising for staff for the upcoming season.

xiv. Accessibility Committee – Mayor Boyer

No report

**12. CORRESPONDENCE:**

i. Clean Foundation Grant

Application for a 15-week Summer Internship was successful, the Summer Intern will work with our Climate Change Intern

ii. Utility Review Board (URB)

It was noted that the Town received communication from the URB in response to its request to address funding matters for the Water Utility.

**MOTION #C2022-02-16-11**

It was regularly moved and seconded to move in camera at 7:24 pm. **Motion carried.**

**MOTION #C2022-02-16-12**

It was regularly moved and seconded to move out of camera at 7:45 pm. **Motion carried.**

**14. ADJOURNMENT**

**MOTION #C2022-02-16-13**

It was regularly moved to adjourn the meeting at 7:45 pm

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Mayor Amery Boyer

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Recording Secretary Krista Grear