

**Committee of the Whole  
Approved Minutes  
March 2, 2022, at 6:00 pm**

<b>1. Call to Order</b>	Mayor Boyer called the meeting to order at 6:01 pm, and shared a heritage moment from 1927
<b>2. Present</b>	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Hafting, Councillor Sanford (joined via Zoom), Councillor Tompkins Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Grear.
<b>3. Regrets</b>	none
<b>4. Additions to the Agenda</b>	<ul style="list-style-type: none"> <li>New Business 9.ix. Support for Ukraine</li> </ul>
<b>5. Approval of the Agenda</b>	<b>MOTION #CoW2022-03-02-01</b> It was regularly moved and seconded to approve the agenda with the addition. <b>Motion carried.</b>
<b>Edits to the Minutes</b>	
<b>6. Approval of the Minutes</b>	<b>MOTION #CoW2022-03-02-02</b> It was regularly moved and seconded to approve the minutes of February 2, 2022, as presented. <b>Passed by unanimous consent.</b>

**7. PRESENTATIONS:**

Angelika Waldow presented the Tree Budget, outlining purpose and scope of budget. It was noted that there was an historical agreement to maintain trees at the Court House. Ms. Waldow also noted that Fortier Mills tree maintenance is a significant amount of work with 70 crab apple trees, and that sometimes homeowners will attend to the trees (usually improperly trimming). Crab apple trees require a lot of annual pruning and mulch to avoid damage from whipper snipping. Ms. Waldow suggests that perhaps homeowners could be asked to maintain trees near their property and to provide them with direction as to what needs to be done and how, it could be like an adopt a tree type project. She also shared that the new trees at the train station are all maples and that about 10 elm trees are on Town property and receive injections against Dutch elm disease.

**8. PUBLIC INPUT:** none

**9. NEW / UNFINISHED BUSINESS:**

- i. REMO Mutual Aid Agreement

**MOTION #CoW2022-03-02-03**

It was regularly moved and seconded to recommend to Council approval and signing of the Municipal Emergency Management Mutual Aid Agreement dated March 2022. **Motion carried.**

- ii. Request for Decision, Zoning Request for Liquor Licenses

**MOTION #CoW2022-03-02-04**

It was regularly moved and seconded to recommend to Council approval of entering into a memorandum of understanding with Alcohol, Gaming, Fuel, and Tobacco Division of Nova Scotia to streamline the process for obtaining liquor licenses. **Motion carried.**

Brief discussion held noting that this process will still allow for public consultation as needed and will reduce red tape for applicants and approvals.

iii. Public Works Fuel Storage Tanks

**MOTION #CoW2022-03-02-05**

It was regularly moved and seconded to proceed with the quote received from Multiserve Petroleum Equipment Ltd. to replace the two fuel storage tanks at the Public Works lot not to exceed \$18,500 from the 2021-2022 capital budget. **Motion carried**

It was noted that the fuel storage tanks' internal seals have expired, the gauges need to be replaced and that the tanks have effectively reached the end of their 20-year lifecycle. Two quotes were received and discussed, noting that the used tanks in the second quote had only been filled three times and were returned because the owner opted for larger tanks; they are considered basically new. It was suggested that the fuel storage tanks could be in the capital replacement policy.

iv. Appointment of Development Officer

**MOTION #CoW2022-03-02-06**

It was regularly moved and seconded to recommend to Council appointment of Kenneth Knox as the Municipal Development Officer from April 1 to December 31, 2022. **Motion carried.**

v. Amending of Building By-law

**MOTION #CoW2022-03-02-07**

It was regularly moved and seconded to recommend to Council first reading of the Building By-law dated March 1, 2022. **Motion carried.**

Staff presented an outline of changes to the By-law, noting that they include the removal of references to the former the Annapolis District Planning Commission, as well as a new Town process.

vi. Fees and Fines Policy

**MOTION #CoW2022-03-02-08**

It was regularly moved and seconded to recommend to Council approval of the Fees and Fines Policy, Policy number 2022-01, dated March 1, 2022. **Motion carried.**

Staff presented a suggested new format for the Fees and Fines Policy which includes removing all fees and fines from by-laws. This will allow for easier changes and/or additions to fees or fines. It was noted that a new call out fee of \$150 has been added for after-hours emergency works for Public Works. The Active Living Coordinator also suggested that the tennis court key deposit be changed to \$20, fully refunded upon return. Currently, at the \$5 deposit rate, keys are frequently not returned resulting in an expense for multiple new keys to be cut annually. Council members suggested investigating the need for locking the tennis courts. It was further noted that fees were reviewed and adjusted last year, and that in this policy document, other than the addition and suggestion, uses fees and fines are as listed in the current by-laws.

- vii. Request for Decision, Town Crier

**MOTION #CoW2022-03-02-09**

It was regularly moved and seconded to recommend to Council approval of the process for recruiting a new Town Crier. **Motion carried.**

Staff presented and outlined a proposed process for the selection of the next Town Crier. The process includes a call for video submissions, followed by a review and selection of finalists. Finalists would compete live at a future event to be determined.

- viii. New Hub Café, request to use outdoor picnic tables and space

**MOTION #CoW2022-03-02-10**

It was regularly moved and seconded to recommend to Council that the Town put in place an agreement to allow the section measuring 16' x 8' adjacent to the front of the building at 143 Ritchie to be used by Brown Dog Kitchen to install picnic tables at the Hub Café commercial unit.

It was noted that the Condo Board has given approval for the placement of picnic tables on the property and that the Café will have to provide its own picnic tables. It was further noted that because the Town is the lease holder with the Condo Board, that the use of this space remains the responsibility of the Town.

- ix. Support for Ukraine

CAO Millett-Campbell noted that she received an AMA listserve notice regarding support for Ukraine and stating that municipalities are choosing to show their support by shining or hanging blue and yellow lights on Town Hall buildings. It was noted that the Town has spotlights that can be used for this purpose and that the purchase of coloured light bulbs may be required.

**MOTION #CoW2022-03-02-11**

It was regularly moved and seconded to shine blue and yellow lights on Town Hall in support of Ukraine. **Motion carried.**

**10. CORRESPONDENCE**

- i. Order of Nova Scotia  
Provided for informational purposes only
- ii. Platinum Jubilee Government House  
Provided for informational purposes only. It was noted that there is a request regarding possible partnerships and that perhaps the Town Crier competition could be a Jubilee event or partner with the Gardens' activities.

**11. ROUND TABLE:**

- i. Mayor Boyer  
Noted that she attended the Blue Routes Hub meeting finding it very educational. Mayor Boyer also noted that a presentation of the tidal power pilot project was made to the Town of Digby indicating that it was well received and that they will consider the Town's ask of a \$22,333 contribution to the required municipal cost share. Mayor Boyer noted that she will follow up to

confirm that the contribution would be over the two years of the project. Mayor Boyer shared a proposal to the Twinning Committee to have a French Intern who would collect and prepare a list of Acadian collections, cart, sites, and items of historical significance and produce a booklet. She further shared that Parks Canada has plans for demarcating the Acadian cemetery they found with LiDAR, and the possible erection of a silhouette replica of the first church (or second) on the site, and that it has plans for raising Queens Wharf due to the threat of climate change.

- ii. Deputy Mayor Power  
Noted that she it is pleased to be back around the table after a long couple of challenging years, and hopefully nothing sets us back before March 21 when all restrictions are set to be lifted.
- iii. Councillor Hafting  
Noted that in the last month, Council met with the Minister of Municipal Affairs Lohr and MLA Carman Kerr and that both meetings were enjoyable with lots of good information shared. Councillor Hafting shared that she attended Blue Route Hubs with ALC Scanlon; the meeting focused on the development of a provincial network of cycling routes and she found it to be very interesting. She also expressed her thanks to Public Works for cleaning up after the big ice storm.
- iv. Councillor Sanford  
Noted that tonight at 8pm, the CBC television show *Still Standing* is airing its episode in Middleton and that our most recent Town Crier is featured.
- v. Councillor Tompkins  
Noted that it is lovely to be out in public and meeting in person again and shared a reminder that next Tuesday at 6pm at the Hub gym is the MEDC meet and greet and information session at the Hub gymnasium.

**MOTION #CoW2022-03-02-12**

It was regularly moved and seconded to move in camera at 7:19 pm. **Motion carried.**

**MOTION #CoW2022-03-02-14**

It was regularly moved and seconded to exit in-camera at 7:55 pm. **Motion carried.**

**MOTION #CoW2022-03-02-15**

It was regularly moved and seconded to award the sidewalk repair tender to Dexter Construction, which shall include the revised recommendations from the Town's engineers, and the addition of colour to the cement to be used, from the 2021-2022 operating budget. **Motion carried.** One nay from Councillor Hafting.

### **13. ADJOURNMENT**

It was regularly moved to adjourn at 7:57 pm

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Mayor Amery Boyer

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Krista Gear, Recording Secretary