

**Council
Approved Minutes
March 16, 2022**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:06 pm and offered a heritage moment
2. PRESENT	Mayor Amery Boyer (Chair, joined virtually by Zoom), Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor Paula Hafting, Councillor Michael Tompkins, Chief Administrative Officer (CAO) Sandi Millet-Campbell, Community Development coordinator Ken Knox, Recording Secretary Krista Grear and three members of the public
3. REGRETS	None
4. ADDITIONS TO AGENDA	<ul style="list-style-type: none"> • 13. In camera Business item ii. contract negotiations • Move Business Arising item 8.i in camera • Request to address new business first to accommodate guests
5. APPROVAL OF AGENDA	MOTION #C2022-03-16-01 It was regularly moved and seconded to approve the agenda as amended. Motion carried.
EDITS TO THE MINUTES	None
6. APPROVAL OF MINUTES	MOTION #C2022-03-16-02 The minutes of February 16, 2022, were approved by unanimous consent

- 7. PRESENTATIONS:** Public hearing for the second reading of the Regional Emergency Management By-law: as there were no members of the public present, the public hearing closed at 6:07 pm.

MOTION #C2022-03-16-03

It was regularly moved and seconded that Council approve the Regional Emergency Management By-law dated March 2022. **Motion carried.**

8. BUSINESS ARISING:

- i. Sidewalk Tender moved to in camera

9. NEW BUSINESS:

- i. Deregistration of 634 St. George St.
Community Development Coordinator Knox shared that there are only two reasons for deregistration allowed under the Heritage Property Act: destroyed/damaged by any means or loss of its heritage value and shared the reasons the homeowners would like to deregister.

Discussion was held noting that the property was originally registered in 1982, it is in the style of a Queen Anne revival and previous alterations to the home do not fit within the style. It was also noted that some people find insuring heritage properties problematic.

It was noted that there needs to be 30 days between the initial request to deregister and a public hearing and that at the time of this meeting, Council will only decide whether or not to move on to next steps in the process, not the actual deregistration.

This request was shared with PHAC for informational purposes; the Committee noted concern that the loss of designated heritage properties may affect the Town's ability to seek heritage funding sources.

MOTION #C2022-03-16-04

It was regularly moved and seconded that Council initiate the deregistration process under the conditions set forth under the Heritage Property Act for the applicant at 634 St. George St. **Motion carried.**

MOTION #C2022-03-16-05

It was regularly moved and seconded that Council schedule a Public Hearing for May 18th at 5:00 pm regarding application for deregistration of 634 St. George St. **Motion carried.**

ii. Clock tower project

A brief message was circulated prior to the meeting outlining that a request has come forward from a community group to place a new clock, with chimes, in the clock tower of Town Hall in recognition of Peter Davies. Group members spoke to the purpose of the project, the intent to raise sufficient funds to cover all associated costs and answered questions from Council members. Samples of chimes were played, and it was noted that Peter Davies' favourite is the Westminster chime. It was noted that the chimes are completely programmable and the placement of the second clock, facing Fort Anne, would be more visible from the street/sidewalk.

It was also noted that the Town has applied to CanadaHelps.org, a website service for the collection and disbursement of donations and accompanying tax receipts. Once this application is confirmed, all fundraising can be directed through this service.

The pricing is \$7,500 for the clock and \$3,000 for the chimes, both in USD. There will also be associated installation costs and potential duties, customs and/or shipping costs. It was agreed that the community group would promote the project and solicit donations, and that the Town would assist with these efforts where appropriate.

MOTION #C2022-03-16-06

It was regularly moved and seconded that Council approve the purchase of a town clock and chimes from the 2022-2023 budget, with the arrangement that the funds will be reimbursed through community fundraising efforts. **Motion carried.**

10. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2022-03-16-07

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

MOTION #C2022-03-16-08

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

MOTION #C2022-03-16-09

It was regularly moved and seconded that Council appoint Kenneth Knox as the Municipal Development Officer with a term expiring on December 31, 2022. **Motion carried.**

MOTION #C2022-03-16-10

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

It was regularly moved and seconded that Council set the Public Hearing date for April 20, 2022 at 6:00 pm to receive comments on the revised Building By-law. **Motion carried.**

MOTION #C2022-03-16-11

It was regularly moved and seconded that Council approve the process for recruiting a new Town Crier. **Motion carried.**

MOTION #C2022-03-16-12

It was regularly moved and seconded that Council approve 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 for the Hub Café commercial unit. **Motion carried.**

Planning & Heritage Advisory Committee

MOTION #C2022-03-16-13

It was regularly moved and seconded that Council give the applicant at 285 St George Street heritage approval to remove one window and replace it with a door, change a second window to a clerestory style, widen an existing door for accessibility, and add a window on the southwest façade, as detailed in application AR22-06-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

MOTION #C2022-03-16-14

It was regularly moved and seconded that Council give the applicant at 280 St George Street heritage approval to install one vinyl window sign as detailed in application 22-03-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

Board of Police Commissioners

... that Council approve the Police Department budget of \$441,223.09 as amended for the 2022-2023 fiscal year. **Motion tabled.**

11. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report – Mayor Boyer

Small Scale Community Tidal Project

The Mayor and CAO are still working on the balance of funding for this \$335,000 project, or \$67,000. \$22,333 has been committed by the Town and a matching amount by Soluna Energy Inc. To move the project forward, the Town now needs just one municipal contribution of \$22,333 over two fiscal years. The Town is waiting to hear back from three municipal units. Bill Crossman and Mayor Boyer have made one presentation in person, have sent out one information package and direct "ask", and they will be making a second in person presentation next week.

Fire Services Negotiations

The CAO and the Mayor will begin negotiations with the Annapolis Royal Volunteer Fire Department on Thursday, March 17. Andrew Cranton and Andrew Sharpe will be representing the Department.

IMSA Working Group

The Group meets this Friday to see where they are with the recruitment of qualified people to proceed with the pilot project for the joint management of Valley Waste and Kings Transit.

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

CAO Millett-Campbell shared some highlights from the report submitted, notably the negotiation and completion of numerous leases and contracts, completion of required after action reviews and providing orientation and direction for Climate Change Intern Kayla Winsor.

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

MEDC recently held a successful public meeting, with over 20 people and new residents in attendance. There was good feedback and discussions. It plans to host another public meeting at the end of March.

vi. Board of Police Report – Deputy Mayor Power

The Commission met on March 9 with much discussion about the ARPD's budget. It was noted that Chief Kane had made some reductions to the budget. There was also

discussion about the limited supply and supply chain issues involved with obtaining training ammunition. ARPD radios are 18 years old but remain functional so there is no request for replacements. Chief Kane reported on the ability to operate effectively over the coming five years and the status of the relocation, noting that considerable mold was found under the windows. It was also shared that the total number of calls were down last month.

Audit Committee

The Audit Committee met with the new auditor. The auditor was pleased with support received from staff and work on the audit is underway. The auditor will be on site on May 30 to perform the required field work.

vii. Twinning Committee – Mayor Boyer

The Twinning Committee will be greeting members of Association des Maritimes Acadie Charentes (AMAC) to Annapolis Royal. There is an opportunity to involve the Mayor of Wolfville at Grand Pré and the Chief of Bear River First Nation. The dates of the visit are from June 23 to 28, 2022. This visit is outside of the formal Twinning Committee with Royan France. There is also a proposal for a French Intern to work on a bilingual publication on Acadian sites/collections/archives in 2023. Friends of the Library have expressed a potential interest in the project as well as we prepare for the Congrès Mondial acadien in 2024.

viii. Library Report – Deputy Mayor Power

Friends of the Library have not met, but there was a regional library board meeting on Feb 17 that included a review of the draft budget which indicated that there will be no increase for the Town. There was a recent Zoom meeting at which the accessibility document was approved. It was noted that the Town had the accessible door opener on the washroom outside of the library installed.

ix. Traffic Flow Advisory Committee – Councillor Tompkins

No report – meeting tomorrow

x. Valley Waste Resource Management – Deputy Mayor Power

Deputy Mayor Power noted that the meeting was almost 3 hours in length with lots of conversation about the draft budget. It was decided that the budget will go back to the General Manager for redrafting and will be presented again at the April meeting. It was also noted that there was a suggestion to request refund of surplus funds submitted and that these will be returned upon request. Deputy Mayor Power shared that the Province is moving forward with the EPR (extended producer responsibility) program and that a large part of the budget discussion focused on developing the capital reserve process.

xi. Environment Advisory Committee – Councillor Hafting

(in the Councillor's absence, for the first part of the EAC meeting, Mayor Boyer provided the report)

At the last EAC meeting, the Committee welcomed Kayla Winsor as our new Climate Change Intern. The Town was successful in securing two grants to support this position. The Committee will also be welcoming Clyde Barteaux as the representative for the County of Annapolis to the Committee, and a representative for the Town of Middleton. As a result, Kayla will be working on a regional climate change plan and public consultations for all of Annapolis County.

Using previous climate change plans and reports, Chair John Bottomley has also recently completed a Flood Risk Analysis for the Committee which will save us money in the event that the Committee's grant application for engineering services is successful. The Town applied for a cost-sharing program from Parks Canada for a study on best options for protecting the downtown core of Annapolis Royal against sea level rise.

Clean Annapolis River Project is considering facilitating several public meetings around renewable energy to assist people in learning about what expertise and resources are available for their homes and businesses.

The Committee also discussed the recent discovery of rare lichens in Last Hope Forest in Annapolis County and the importance of protecting species at risk

xii. Academy Condo Board – CAO Millett-Campbell

CAO Millett-Campbell attended the general meeting where budget was discussed as well as a potential change to the condo by-laws to add an additional position to the Board to ensure sufficient attendance at meetings. It was also noted that condo fees will be increasing by 6.5% on May 1, 2022.

xiii. Friends of the Annapolis Pool Society – Councillor Hafting

Meeting on March 22 – no report

xiv. Accessibility Committee – Mayor Boyer

Now that the Committee has completed its plan and it has been approved by Council, the next step is to explore sources for funding for the work ahead.

12. CORRESPONDENCE:

i. Healthy School Food Coalition

A letter was received thanking the Town for providing its endorsement to the Coalition.

MOTION #C2022-03-16-14

It was regularly moved and seconded to move in camera at 7:12 pm

MOTION #C2022-03-16-15

It was regularly moved and seconded to move out of camera at 7:37 pm

MOTION #C2022-03-16-16

It was regularly moved and seconded that Council award the sidewalk repair tender to Dexter Construction from the 2022-2023 operating budget to a maximum of \$144,125 + HST, to perform repairs on both sides of lower St. George Street. **Motion carried.** One nay from Councillor Hafting

14. ADJOURNMENT

MOTION #C2022-02-16-17

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

Mayor Amery Boyer

Recording Secretary Krista Grear