

**Council
 Approved Minutes
 April 20, 2022**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:02 pm and offered a heritage moment
2. PRESENT	Mayor Amery Boyer, Deputy Mayor Pat Power, Councillor Holly Sanford, Councillor Paula Hafting, Councillor Michael Tompkins, Chief Administrative Officer (CAO) Sandi Millet-Campbell, Director of Finance (DoF) Melony Robinson (joined virtually by Zoom and exited the meeting at 6:32 pm), Police Chief Mark Kane, Recording Secretary Krista Gear
3. REGRETS	None
4. ADDITIONS TO AGENDA	None
5. APPROVAL OF AGENDA	MOTION #C2022-04-20-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.
EDITS TO THE MINUTES	None
6. APPROVAL OF MINUTES	MOTION #C2022-04-20-02 The minutes of March 16, 2022, were approved by unanimous consent

- 7. PRESENTATIONS:** Public hearing for the second reading of the Building By-law: as there were no written submissions received and no members of the public present, the public hearing closed at 6:04 pm.

MOTION #C2022-04-20-03

It was regularly moved and seconded that Council approve the second and final reading of the Building By-law dated March 1 2022. **Motion carried**

8. BUSINESS ARISING:

- i. Town budget

DoF Robinson shared highlights and answered questions regarding changes to the budget since last budget meeting noting that the Town will be receiving only \$3,741 in grants for summer students, there is a \$25,000 increase from operating reserves to address needed roof repairs, an additional \$500 to address sewage treatment cost increases, and an increase to \$1,000 to cover actual costs of the Tesla charging station. Tax rates will remain unchanged for residents and commercial operators. There were no changes to the capital budget from the previous meeting.

MOTION #C2022-04-20-04

It was moved by Councillor Tompkins and seconded by Councillor Sanford that Council to approve the \$2,594,697 Town Operating budget for 2022-2023 with tax rates remaining unchanged at \$1.70 and \$3.20 respectively for Residential and Commercial. **Motion carried**

MOTION #C2022-04-20-05

It was moved by Deputy Mayor Power and seconded by Councillor Tompkins that Council approve the \$213,653 General Capital budget 2022-2023. **Motion carried**

- ii. Valley Waste Budget

MOTION #C2022-04-20-06

It was moved by Deputy Mayor Power and seconded by Councillor Sanford that Council approve the Town's Guarantee Share Amount of \$75,770.00 for the Valley Region Solid Waste-Resource Management Authority 2022-2023 operating budget. **Motion carried**

It was noted that the Town's share is 1.08% of Valley Waste's budget and that Valley Waste is currently working on a capital reserve plan.

9. NEW BUSINESS:

- i. CoW date change

MOTION #C2022-04-20-07

It was regularly moved and seconded that Council change the May 4, 2022 Committee of the Whole meeting date to May 5, 2022 at 6:00 pm. **Motion carried**

10. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2022-04-20-08

It was regularly moved and seconded that Council approve the Videoconferencing Policy, Policy # 2022-02, dated April 1, 2022. **Motion carried.**

MOTION #C2022-04-20-09

It was regularly moved and seconded that Council approve the Fees and Fines Policy, Policy number 2022-01, dated March 1, 2022. **Motion carried.**

MOTION #C2022-04-20-10

It was regularly moved and seconded that Council repeal and replace the Low Income Tax Exemption Policy, Policy # 2022-03 dated April 1, 2022. **Motion carried.**

Planning & Heritage Advisory Committee

MOTION #C2022-04-20-11

It was regularly moved and seconded that Council give the applicant at 219 St George Street approval to relocate the projecting wall sign and add a facial sign as detailed in application 22-08-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

Marketing and Economic Development

MOTION #C2022-04-20-12

It was regularly moved and seconded that Council appoint Daniela Siggia and Jim Wight to the Marketing and Economic Development Committee with a term ending December 31, 2022. **Motion carried.**

Traffic Flow Advisory Committee

MOTION #C2022-04-20-13

It was regularly moved and seconded that Council create a pedestrian-only accessible wharf on which there will be no parking due to weight load restrictions, maintenance requirements, and to reduce potential for liability issues, and install no parking signage and a barrier that can be opened by authorized persons. **Motion carried.**

Discussion was held regarding the responsibility for monitoring this, noting that it will fall to either the Police and/or Public Works. Parking on Market days was also discussed, noting that on Market days parking will be available at the Legion and other locations and the Market organizers have been made aware of this change. Fishing boats working from the wharf will have access as needed. Currently there are 4 or 5 accessible parking spots across from the comfort station and this can be reassessed as needed. There is sufficient parking for customers at the Legion or other locations. TFAC has had some conversations about the possibility of using golf carts to carry customers from parking spots to the downtown core.

MOTION #C2022-04-20-14

It was regularly moved and seconded that Council contact residents on St. James Street to propose three options to address parking issues on St. James Street. **Motion carried.**

Discussion was held noting that on Market days there have been incidents of residents not being able to enter or exit their parking spots/driveways.

MOTION #C2022-04-20-15

It was regularly moved and seconded that Council approve the winter parking regulations for the 2022-2023 winter season. **Motion carried.**

Discussion was held noting that these are new regulations to be put into place by the Traffic Authority to give Public Works and/or Police the authority to remove/tow and/or ticket vehicles should the need arise.

Environment Advisory Committee

MOTION #C2022-04-20-16

It was regularly moved and seconded that Council write a letter in support of the Annapolis Climate and Ecological Research Centre (ACERC) Coalition efforts and send it to ACERC. **Motion carried.**

11. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report – Mayor Boyer

Fire Services Negotiations

On April 11, a second meeting was held to develop a bilateral agreement between Town and Fire Services. Negotiations went very well and there will likely be a document to present at the next meeting.

Mayor Boyer and Deputy Mayor Power attended a REMO meeting noting that all parties have signed the agreement, good discussions were held, and it is good to know that all required emergency management pieces and plans are in place.

The Town will be receiving \$25,000 for engineering services to address flood risk for the downtown core from Parks Canada. John Bottomley prepared a Flood Risk Assessment (an estimated \$40,000 in-kind contribution). There will be a meeting with a representative from Parks Canada and then a tender will be developed and posted.

AIRO will be hosting two community meetings to talk about the next 40 years in Annapolis Royal titled "40 Years Forward Survey", on April 25 and May 31. There is also opportunity to complete the survey online for those who are unable to attend in person.

Tourism Operators and members of the business community should also be made aware that there will be a presentation on the STAR Program (Strategic Tourism for Areas and Regions) on April 28 at 6:30 pm at the Annapolis Royal Fire Hall. The lead for the program is the Valley Regional Enterprise Network.

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

CAO Millett-Campbell shared some highlights from the report submitted noting that there are multiple grant proposals under development and that there was one summer climate change intern applicant interviewed who declined the position. As a result, the Town will not be participating in that internship program this summer. The sidewalk completion date is targeted for the end of July. The Victim Services contract was signed for a 7-year term. The Town has not yet received any proposals for the gardening contract. The tender for water saddle replacement is active as is the Public Works Labourer job advertisement. It was noted that the Town has one Building Inspector, Mark Jamieson. The Peter Davies Legacy Clock Project clock has been ordered and several donations have been received through CanadaHelps.org. The cost of the scissor lift to install the clock is being donated by Home Hardware and Charles Stewart will be providing electrical services as an in-kind donation.

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

There was a meeting on April 26 and the Committee now has 2 new members.

vi. Board of Police Report – Deputy Mayor Power

Previously reported at the March meeting. The April meeting did not have a quorum.

vii. Twinning Committee – Mayor Boyer

Correspondence of interest from Chris D’Entremont’s office has been received.

viii. Library Report – Deputy Mayor Power

The Regional Library Board meets tomorrow. The Friends of the Library are contributing \$5,000 to the Regional Library Board for staffing at the Innovation Lab as well as \$2,000 towards the purchase of supplies for teen activities. They have also given away books to all grade five students. The Speaker Series in winter had little response. They continue to raise funds in honour of Wayne Melanson. Talks are underway regarding way-finding signage and a new outdoor sign at the library.

As the representative on the Health Foundation Board, Deputy Mayor Power stated that the Health Centre will be having weekend closures again due to lack of staffing.

ix. Traffic Flow Advisory Committee – Councillor Tompkins

No report due to the lack of a quorum for the April meeting. The next meeting will be in May.

x. Valley Waste Resource Management – Deputy Mayor Power

Deputy Mayor Power attended the meeting this morning, noting that it was a welcome 1.5 hr long meeting during which finances were discussed. She is looking forward to receiving the signed cost share agreements from the municipal units. Plans are underway to undertake a salary review and possibly apply for a federal funding program to help offset costs associated with beach clean-ups. It was also noted that Valley Waste has done a lot of work on the eastern and western stations.

xi. Environment Advisory Committee – Councillor Hafting

The Committee met on March 23 and welcomed new member County Councillor Clyde Barteaux. The Committee reviewed sea level rise and the climate change plan, discussed CARP’s plans to host energy saving/conversion presentations, and reviewed the Renewable Energy By-law with respect to renewable energy devices. John

Bottomley has completed the Flood Risk Assessment report and written a letter regarding the rare lichens discovered in the Last Hope forest.

xii. Academy Condo Board – CAO Millett-Campbell

Due to a power outage, yesterday's meeting was cancelled

xiii. Friends of the Annapolis Pool Society – Councillor Hafting

The March 22 AGM was well attended. Preseason preparations are underway, and the accessible washroom is almost complete. There is some concrete work to be done to ensure safety/remove tripping hazards. Summer staff interviews were held today, and the Society is looking forward to additional grants to come.

xiv. Accessibility Committee – Mayor Boyer

The Committee met today. It is now focusing on grant applications to address associated costs now that the plan has been approved by Council.

12. CORRESPONDENCE:

- I. Municipal Asset Management Program Funding Approval
- II. Minister Lohr letter of response rehousing
- III. Tourism Marketing Assistance Program grant approval
- IV. Day of Smiles proclamation request

It was noted that Town policy states that proclamations are made only when there is an event in Town related to the topic of the proclamation.

- V. Letter re: provincial deed and property tax
Mayor Boyer and CAO Millett-Campbell will be attending an upcoming information session.

MOTION #C2022-04-20-17

It was regularly moved and seconded to move in camera at 7:09 pm to address the March in-camera minutes and personnel matters. **Motion carried.**

MOTION #C2022-04-20-19

It was regularly moved and seconded to move out of camera at 7:30 pm

14. ADJOURNMENT

MOTION #C2022-04-20-20

It was regularly moved to adjourn the meeting at 7:30 pm

Mayor Amery Boyer

Recording Secretary Krista Grear