

Committee of the Whole
APPROVED MINUTES
June 1, 2022, at 6:00 p.m.

1. Call to Order	Mayor Boyer called the meeting to order at 6:03 pm
2. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Hafting, Councillor Sanford, Councillor Tompkins, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (exited meeting at 6:38 pm), Recording Secretary Krista Gear.
3. Regrets	none
4. Additions to the Agenda	New Business 9. xiii. Exterior Signage for Library
5. Approval of the Agenda	MOTION #CoW2022-06-01-01 It was regularly moved and seconded to approve the agenda with the addition. Motion carried.
Edits to the Minutes	
6. Approval of the Minutes	MOTION #CoW2022-06-01-02 It was regularly moved and seconded to approve the minutes of May 5, 2022, as presented. Motion carried.

7. PRESENTATIONS:

- i. None

8. PUBLIC INPUT

- i. None

9. NEW / UNFINISHED BUSINESS:

- i. Water budget
 - a. Operating

Director of Finance (DoF) Robinson went over the draft water operating budget. She noted that the Utility Review Board (URB) requires a three-year budget. An annual index of 3% was used to calculate revenues for the three years. She further noted that the highlighted expenses of Public Works General Office, Equipment, General Shop and Truck, along with the Admin expenses of General Office and Other Expense Building represent 35% of the overall Town operating costs. In the 2022-2023 fiscal year there is a proposed surplus of \$229.27.

DoF Robinson noted that CAO Millett-Campbell and SoPW McLean reviewed the budget of \$373,500.73, and answered questions from the floor.

b. Capital

DoF Robinson presented and reviewed the water capital budget noting that there is \$135,000 set aside this year for 10" water main saddle replacement, a mobile water tank, a fire hydrant on the causeway, and for a water study.

It was noted that the portable water tank has a shelf life of 10 years and that this was included because of the water emergency of last year. Councillor Tompkins noted that a stainless steel water tanker holding 70,000 gallons costs approximately \$45,000. Council noted that it would like more information about the proposed portable tank and other water storage/transport options prior to making a motion of adoption of the water capital budget.

MOTION #CoW2022-06-01-03

It was regularly moved and seconded to recommend to Council to approve the water operating budget 2022-2023 of \$373,500.73 as presented. **Motion carried.**

ii. Non-profit Tax rebate

MOTION #CoW2022-06-01-04

It was regularly moved and seconded to recommend to Council to approve the tax rebate / reduction for the following not-for-profit properties for the 2022 year: roll 00479993 in the amount of \$2,311.50; roll 02355256 in the amount of \$2,914.50; roll 00092428 in the amount of \$768.00; roll 02045486 in the amount of \$178.50; roll 02045494 in the amount of \$1,716.00; roll 03611957 in the amount of \$1,231.50; roll 1033204 in the amount of \$858.00, and roll 06445721 in the amount of \$1,939.50 **Motion carried.**

It was noted that there were no new additions to this list and that the tax rebate is only given if interim taxes are paid in full.

iii. Seasonal Business Reduction

MOTION #CoW2022-06-01-05

It was regularly moved and seconded to recommend to Council to approve the provincially mandated Seasonal Business Reduction for 2022 for the following properties: roll #92274 an amount of \$3,432.00; roll #1408402 an amount of \$842.40; roll #2466988 an amount of \$3,468.00; Roll #3144577 an amount of \$1,755.20; and roll #4542975 an amount of \$3,412.80. **Motion carried.**

It was noted that these are primarily B&B's and Inns, and that this reduction does not automatically transfer to new owners with the sale of the property, but if the sale of the property closes after the roll closes around end of November, then the new owners do get the reduction for that year.

iv. Valley Waste, Municipal Partner Resolution

MOTION #CoW2022-06-01-06

It was regularly moved and seconded to recommend to Council to accept and sign the Valley Waste Municipal Partner Guarantee Resolution in the amount of \$22,735. **Motion carried.**

v. Road resurfacing

Council had asked staff to investigate the cost of resurfacing another five sections of road. With the share of HST that comes back, it will cost approximately \$62,000. Public Works highlighted the sections with paint for the quote. It was noted that the transfer of money from operating reserve for first repair was approved. And that there is still over \$625,000 in operating reserves so that if this approved there will still be over half a million in operating reserve. This also won't affect tax rates. Patch paving will be done by Public Works for other areas/potholes that this work doesn't cover.

MOTION #CoW2022-06-01-07

It was regularly moved and seconded that Council include further paving from project "Mill and Re-Pave 5 sections of St George Street" as per Dexter Construction quotation E22-1577, dated May 31, 2022 from the 2022-2023 operating budget. **Motion carried.**

MOTION #CoW2022-06-01-08

It was regularly moved and seconded that Council approve the amended amount \$2,656,697 Town Operating budget for 2022-2023 with tax rates remaining unchanged at \$1.70 and \$3.20 respectively for Residential and Commercial. **Motion carried**

vi. Request for Decision, Flag Raising

The Twinning Committee has requested that the French flag be flown at Town Hall from June 23-30 in honour of the French dignitaries visit. The Town's Flag policy requires a motion from Council prior to raising any flags.

MOTION #CoW2022-06-01-09

It was regularly moved and seconded to recommend to Council to allow staff to fly the French flag from June 23rd to June 30th to honour the Association Maritime Acadie Charente. **Motion carried.**

vii. Wharf petition

Discussion held noting that the petition has been received and any related procedures. Mayor Boyer noted that in the Meeting Procedures Policy, section 7 states:

Addressing Council/Advisory Committee/Sub-Committees

7.1 Every ratepayer or resident of the Town, and every corporation doing business therein, shall have the right to be heard before Council/Advisory Committee/Sub-Committee as a petitioner, and every petitioner shall be entitled to be heard at the time of presentation of the petition.

7.2 Persons accompanying the petitioner may be heard, in support of such petition, if they have obtained consent by a majority vote of the Council/Advisory Committee/Sub-Committee.

7.3 Every petition shall be presented to the Council/Advisory Committee/Sub-Committee by a member of Council/Advisory Committee/Sub-Committee. The petition should not concern an impertinent or improper matter and that the petition should show due respect in its language and contents.

7.4 When petitioners, or persons speaking in support of a petition, address Council/Advisory Committee/Sub-Committee, they shall exhibit the appropriate respect for the members both in

speech and in action; and they shall at no time argue in answer to any question put by a member, but they shall answer the same respectfully. The petitioner shall be treated in the same manner.

7.5 Every communication, including a petition designed to be presented to the Council/Advisory Committee/Sub-Committee, shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one person when submitted.

7.6 The filing of a petition with the Council/Advisory Committee/Sub-Committee shall be done at least one week before the meeting at which it is to be considered, and the Council/Advisory Committee/Sub-Committee shall keep a record of all petitions filed.

It was stated that the above procedures are to be applied at the upcoming public meeting. The petition received is now background in preparation for the public meeting. Ken Knox will prepare a report to be available at the meeting to help answer questions. CAO Millett-Campbell noted that the Town's engineers are scheduled for an inspection on June 7 and will be in attendance to report on what they saw/provide an initial assessment; this will not be the full report, which would come later. The Public Meeting will be June 8 at 6 pm at the Community Hub Gymnasium. Ken Knox has talked to the engineer (author of the original report) from Hatch, but there is not confirmation of their attendance at this point.

viii. Land Acknowledgement

The task of selecting a land acknowledgment has been ongoing for about a year. Three options were been selected for consideration.

MOTION #CoW2022-06-01-10

It was regularly moved and seconded to recommend to Council to adopt the land acknowledgment from the NS Office of Aboriginal Affairs as the official land acknowledgement to be used by Mayor, Council and Town representatives at Council meetings, Committee of the Whole meetings and optionally at other meetings and special events. **Motion carried.**

Passed with a 3-2 vote. It was noted that it can be changed later if Council so chooses.

ix. Ways to support Bear River First Nation

To provide some assistance after the loss of their administration building. Mayor Boyer noted that she has reached out and is awaiting a reply, once received it will be circulated amongst Council (and staff?). CAO Millett-Campbell suggested that the Town could offer the use of Council chambers for meetings as needed. Council agrees to make this offer.

x. Boundary review update

Section 369 of the Municipal Government Act requires that municipal units conduct a Boundary review every eight years. This was first discussed in January 2022 where Council directed staff to move forward with the process. A Public Meeting was held last Wednesday. There was one person in attendance and eight email submissions. The majority of the responses indicated maintaining status quo.

MOTION #CoW2022-06-01-11

It was regularly moved and seconded to recommend to Council to maintain the total number of polling districts at one and the number of Councillors at five (Mayor and four Councillors). **Motion carried**

- xi. Request for Decision, Orderly and Peaceful Conduct Request for Extension (TAB 7) DM

Councillor Sanford departs at 7:00 stating conflict of interest.

A request for a noise exemption for a wedding reception on July 24, 2022 has been received. The Town's Policy requires notification of neighbouring homes/businesses of the request and to invite them to the next Council meeting to voice any concerns. Current bylaw ends at 10pm, request to extend until 1pm. Not aware of any of these requests that have been declined.

MOTION #CoW2022-06-01-12

It was regularly moved and seconded to recommend to staff to notify the property owners according to the by-law and review the application on the June 15, 2022, agenda. **Motion carried.**

- xii. Request for Decision, Street Closure (TAB 8) DM

A request from the Natal Day committee has been received asking for street closure for the street dance, there hasn't been a street dance since before Covid. Streets can only be closed by a motion of Council.

MOTION #CoW2022-06-01-13

It was regularly moved and seconded to recommend to Council to allow staff to close St George Street from Victoria Street to Drury Lane on July 29, 2022, from 5pm to midnight and that the Natal Day Committee communicate the closure to the public and businesses in the area of closure. **Motion carried.**

- xiii. Exterior Library Signage

Deputy Mayor Power noted that she received a request from Anna Kate Newman, treasurer of the Friends of the Annapolis Royal Library, regarding the need for better signage for the library and if there were any updates regarding this request. As such the request was brought forward today for Council's consideration. They could have simple, nice signs, wayfinding signs and some by the doors/fascia sign on the brick, it is unclear if there has been any progress or movement towards implementing any or all of these. It was suggested that a ground sign may be warranted to ensure better visibility from the street. Way finding signage, that encompasses multiple groups, sites, organizations, etc. is something that the Town could support, but not signage for individual organizations. It was also noted that no money has been allocated to signage in this year's budget.

10. CORRESPONDENCE

- i. Mayor Boyer noted that she received and responded to a number of pieces of correspondence.

11. ROUND TABLE:

- i. Mayor Boyer

Due to a scheduling conflict, the Mayor was unable to attend the AIRO event yesterday evening. She is very much looking forward to the report that will be coming out summarizing the community ideas that have come out of two open sessions.

The Twinning Committee will be welcoming members of the Association Maritime-Acadie Charente (AMAC) from Royan, France on June 23, 2022. Chair Christine Igot has prepared a full agenda for them. The Mayor will be hosting a lunch for them on their first day at her home at her cost. Any member of Council or Town staff who would like to attend is most welcome. Just let her know ahead of time for numbers. The lunch will be at your own risk given the Mayor's notorious cooking skills.

Tomorrow, the Mayor will be attending the Town Crier's official cry on the occasion of the Queen's Platinum Jubilee. After the cry, she will be making a short speech written by our very own Queen Anne for the occasion. Queen Anne regrets that she cannot be in attendance due to personal reasons. She will be in costume as the Lady in Waiting to the Queen, Lady Marlborough. We will see if the costume from the 300th anniversary in 2010 still fits!

The Mayor will also be attending the official opening of a new business in Town, the Crown and Anchor.

On Friday, there will be an interview with Portia Clark on sea-level rise and what the Town's experience has been with dealing with it over the years. The interview is scheduled to air on the following Monday.

The SERGMGAR member survey has been received and Mayor and Council will work together to develop the official position of Council on the survey questions.

- ii. Deputy Mayor Power

Deputy Mayor Power indicated that she attended both sessions put on by AIRO, noting that they were well attended, but was surprised by the amount of vitriol expressed towards Council.

- iii. Councillor Hafting

Councillor Hafting indicated that she is looking forward to the Queen's Jubilee event tomorrow. Councillor Hafting also noted that she is pleased to see that Premier Houston has reversed course on the out of province property tax increase. She further shared that she is looking forward to the First Friday/Night Market on June 3.

Councillor Hafting also offered sincere thanks to 10 year old, Grace Newman, for her second annual garbage pick up, last year Grace collected garbage on 75% of Town streets and this year collected on every street!

iv. Councillor Sanford

Councillor Sanford noted that she is also really excited that First Fridays are restarting and is excited to see what's going to happen at the Market. She noted that the last two markets were very successful. Councillor Sanford also attended the AIRO event and the Boundary review meeting and noted that she has spoken to a number of people individually about the wharf and sharing why she came to the decision to support the no parking.

v. Councillor Tompkins

Councillor Tompkins shared that he too is excited for the Night Market and First Fridays and further noted that the parking spots on the wharf seems to be being used well and appropriately.

MOTION #CoW2022-06-01-14

It was regularly moved and seconded to move in camera at 7:20 pm to approve the in camera minutes of May 2022 and to discuss one personnel matter. **Motion carried.**

MOTION #CoW2022-06-01-16

It was regularly moved and seconded to move out of camera at 7:32 pm. **Motion carried.**

12. ADJOURNMENT

MOTION #CoW2022-06-01-17

It was regularly moved to adjourn at 7:32

Amery Boyer, Mayor

Krista Gear, Recording Secretary