

Committee of the Whole
APPROVED MINUTES
September 7, 2022, at 6:00 p.m.

“I/We would like to acknowledge that we are in Mi’kma’ki (MEEG-MA-GEE), the traditional (or ancestral) territory of the Mi’kmaq People”

i. Call to Order	Mayor Boyer called the meeting to order at 6:01 pm and gave the land acknowledgement
ii. Present	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Sanford, Councillor Tompkins, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (joined via zoom, exited meeting at 7:07 pm), Recording Secretary Krista Grear, Christine Igot (joined via zoom for presentation, exited after presentation), Angela Reynolds, Interim CEO and Janet Ness, Board Chair Annapolis Valley Regional Library (exited meeting after presentation)
iii. Regrets	Councillor Hafting
iv. Additions to the Agenda	Remove New Business 9.xii. building bylaw Add In Camera iii. legal item
v. Approval of the Agenda	MOTION #CoW2022-09-07-01 It was regularly moved and seconded to approve the agenda with change and addition. Motion carried.
Edits to the Minutes	
vi. Approval of the Minutes	MOTION #CoW2022-09-07-02 It was regularly moved and seconded to approve the minutes of July 6, 2022, as presented. Motion carried.

7. PRESENTATIONS:

i. Annapolis Valley Library, Angela Reynolds

Ms. Reynolds and Ms. Ness presented the Annapolis Valley Regional Library annual report and answered questions. Presentation attached as Appendix 1

ii. Twinning Committee, Christine Igot

Ms. Igot made a presentation and requested the direction and approval of Council to proceed with the proposal of the Twinning Committee which includes reaching out to Bear River First Nation to determine their interest in participation. Presentation attached as Appendix 2

MOTION #CoW2022-09-07-03

It was regularly moved and seconded to support the Twinning Committee proposal as presented. **Motion carried.**

8. PUBLIC INPUT – none

9. NEW / UNFINISHED BUSINESS:

i. Quarterly Financial Reports, Director of Finance (DoF) Robinson

a. Operating

DoF Robinson presented first quarter results for the fiscal year report (covers period from April to June 2022). A few minor differences/variations between actual and budgeted numbers were reported for example, as of June the Town had not yet received the HST offset and the budget line for rental leases and sales includes the Peter Davies Legacy Clock project funds.

b. Capital

DoF Robinson presented the first quarter fiscal year report (covers period from April to June 2022). A few minor differences/variations between actual and budgeted numbers were reported.

c. Water

DoF Robinson presented the first quarter fiscal year report (covers period from April to June 2022). A few minor differences/variations between actual and budgeted numbers were reported.

d. Draft financial statements

DoF Robinson presented the draft 2021-2022 financial statements as prepared by the Auditors. She noted the following:

- Surplus dollars must be put into reserve
- Grouping? errors will be corrected prior to the final draft
- Surplus dollars are due in large part to grants and deed transfer tax as well as the one-time double equalization payment

The Audit Committee will be meeting Friday September 16 at noon to go over the financial statements in greater detail. Auditor Beth Crosby will be attending the September Council meeting to answer any additional questions.

MOTION #CoW2022-09-07-04

It was regularly moved and seconded to recommend to Council acceptance of the draft financial statements as prepared and presented by the Auditors. **Motion carried.**

e. WCB annual rates

DoF Robinson explained the rates supplied by Worker's Compensation Board highlighting that the police rate is higher due to three significant claims since 2019.

ii. Condominium fee change

It was noted that the Town currently pays \$2487.50/month. The new fee effective October 1, 2022 will be \$3233.38 for seven months, after which it may further increase. This increase is the result of the Condo Corporation taking advantage of the one-time per year opportunity allowed to increase fees outside of a board meeting.

This increase of \$700/month is significant for a small town, and it was further noted that revenues generated by the Community Hub and Recreation programs do not cover these costs fully.

- iii. **Flagpole gift from Condo Corporation**
In July, Council directed staff to ask the Condo Corp. about the flagpole that it was not using. The Condo Corp. has agreed to gift the flagpole to the Town. It will need a new base, but this option is significantly less expensive than a completely new flagpole.
- iv. **Flag Flying Policy**
The Policy has been updated to include two flag poles, with the primary one located at Town Hal and the secondary one to be located at the Oqwa'titek Amphitheatre, as well as the procedure and form for flag flying requests. The definition of 'recognized flag' will be added to the request form. It was further noted that when nothing is going on, no special dates or events, no flag whether Town flag, provincial or Canada flag may be flown.

MOTION #CoW2022-09-07-05

It was regularly moved and seconded to recommend to Council the repeal of Flag Flying Policy # 2011-1, dated March 15 and approval of Flag Flying Policy, # 2022-05 dated June 30. **Motion carried.**

- v. **Sewage Treatment Plant odour update**
A report from Able Engineering has been received and it was noted that it was nicely detailed. It was in the Town's budget to investigate the cause of the odour, and the cause has been identified as a lack of oxygen in the pond along with the presence of sludge. The report outlines six recommendations, none of which have been costed out or budgeted for this year. Discussion led to the suggestion to have these costed out now and, if financially possible, do some this year, and include the rest in the next budget. It was also recommended that the Town obtain an order of magnitude for the project and the sequence in which the recommendations should be implemented. It was noted that there would also be a cost share with the County since the treatment plant also includes sewage from some County locations.
- vi. **NSURB Hearing Date**
The hearing for the Boundary Review will be held on Wednesday Oct 19 at 11:30 am. If anyone wishes to speak at the hearing, they must pre-register by Oct 5. CAO Millett-Campbell noted that all previously received email submissions have been submitted to the NSURB.
- vii. **2022 Provincial Volunteer Awards update**
CAO Millett-Campbell noted that at the last Council meeting a secret ballot was held to nominate an individual for the Provincial Volunteer Award. The individual was Anna Kate Newman who has accepted the nomination and will attend the September 26 awards ceremony along with Mayor Boyer.
- viii. **Strategic Plan Review, selection of date to review**
Brief discussion held noting that there have been many changes since it was developed, and it is due to be reviewed and updated. Council and staff agreed to the date of Wednesday September 28 at 5 pm (two hour maximum) to conduct the review.

- ix. Queens Platinum Jubilee nomination of staff
There was a request for municipal units to nominate two staff – one management representative and one staff representative. Mayor Boyer asked Council members to send their nominations to her.
- x. Approval of PCAP grant
CAO Millett-Campbell noted that a grant to conduct a second water source study in the amount of \$17,990 has been approved.
- xi. Approval of FRIIP grant
CAO Millett-Campbell noted that a grant for a sea level rise engineering study in the amount of \$43,278 has been approved and that this study is the foundational work needed for future Federal adaptation grant applications

10. CORRESPONDENCE

- i. YMCA thank you card
Summer camp card signed by staff and participants was received.
- ii. Garden Tour thank you email
Lilian Stewart sent in an email thank you for helping with the successful Garden Tour.
- iii. Nova Scotia Gaming Corporation
For information only
- iv. Property Valuation Services Corporation (PVSC) annual report
For information only. CAO Millett-Campbell noted that PVSC representative, Jimmy McAlpine, recently met with her and Mayor Boyer and offered the opportunity for representatives of the PVSC to come and make presentation(s) if so desired. CAO Millett-Campbell suggested that perhaps a presentation on how the taxation system works in relation to condominiums, and clarification of the general level of assessment. Council agreed that this would be beneficial. Mayor Boyer noted that there is also a new contact person for elected officials at PVSC.

11. ROUND TABLE:

- i. Mayor Boyer
Mayor Boyer gave an overview of her activities From July 29 to date. Mayor Boyer's written report is attached as Appendix 3.
- ii. Deputy Mayor Power
Deputy Mayor Power noted that this summer has been like pre-COVID days with lots of international and out of province licence plates around Town. She mentioned the lovely Garden Party for the Queen's Jubilee, and a productive meeting with MLA Carman Kerr regarding health centre closures.
- iii. Councillor Sanford
Councillor Sandford stated that it has been a great summer, it feels a bit like the good old days, that the Natal Day event was great and gave a big thanks to the volunteers. She

further noted that she has loved all the music at the amphitheatre and seeing packed events. The Lt. Governor event was lovely and well put together. It has been great to see the wandering interpreters and she would like to see them next summer if possible. She also noted that she attended the service for Reg Ritchie.

iv. Councillor Tompkins

Councillor Tompkins echoed the sentiments of the other Councillors and also noted that the waterfront meeting went well with good insights, as did the initial first pond meeting. Great to see restaurants and theatres full too.

12. IN-CAMERA: MOTION at 7:35 pm
Under Section 22(2) of the *Municipal Government Act*:

MOTION #CoW2022-09-07-06

It was regularly moved and seconded to move in camera at 7:35 pm to discuss in-camera minutes, property lease and sale and one legal matter. **Motion carried.**

MOTION #CoW2022-09-07-08

It was regularly moved and seconded to move out of camera at 7:58 pm. **Motion carried.**

MOTION #CoW2022-09-07-09

It was regularly moved and seconded to recommend to Council acceptance of the proposal for the full amount of \$49,900 for the residential property identified as Lot 1 on Victoria St. with a closing date of two months from date of signing. **Motion carried.**

13. ADJOURNMENT

It was regularly moved to adjourn the meeting at 8:00 pm.

Amery Boyer, Mayor

Krista Grear, Recording Secretary