

**Town of Annapolis Royal
 Council Meeting APPROVED MINUTES
 December 21, 2022, at 6:00 p.m.**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:00 pm stating that it was taking place on the traditional territory of the Mi'kmaq People.
2. PRESENT	Mayor Boyer, Deputy Mayor Power, Councillor Paula Hafting, Councillor Sanford, Councillor Tompkins, CAO Millett-Campbell, Chief Mark Kane, Recording Secretary Krista Gear
3. REGRETS	
4. ADDITIONS TO AGENDA	
5. APPROVAL OF AGENDA	MOTION #C2022-12-21-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.
EDITS TO THE MINUTES	
6. APPROVAL OF MINUTES	MOTION #C2022-12-21-02 It was regularly moved and seconded to approve the minutes of November 16, 2022. Motion carried.

7. PRESENTATIONS:

None

8. PUBLIC INPUT

None

9. BUSINESS ARISING:

i. Livestreaming Council Meetings

Mayor Boyer referred to the report submitted and read the recommendation – “Should livestreaming be implemented for all Council meetings, that YouTube be the social media platform used. Should it be determined that meetings only be recorded (for later viewing), that the video recordings can either be uploaded to the Town’s YouTube channel or provided upon request. Further it is recommended that a meeting livestreaming and/or recording policy be developed.”

MOTION #C2022-12-21-03

It was regularly moved and seconded to develop a livestreaming policy which will include the social media platform to be used. **Motion carried.**

Action: prepare a draft livestreaming policy

Responsibility: staff

Date: February 2023

10. NEW BUSINESS:

i.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2022-12-21-04

It was regularly moved and seconded that Council accept the Climate Change Plan 2022. **Motion carried.**

Council members noted that Kayla Winsor did a nice job on the plan, that it is user friendly, easy to read, educational and well laid out. CAO Millett- Campbell noted that Kayla is finalizing a grant proposal for a solar project due tomorrow. Mayor Boyer also noted that Kayla's last day is tomorrow and that there was a lovely farewell today.

MOTION #C2022-12-21-05

It was regularly moved and seconded that Council approve the Sustainable Communities Challenge Fund application and to commit to the required 20% matching contribution to a maximum of \$48,000, cash and/or in-kind from the 2023-2024 operating budget. **Motion carried.**

It was noted that this grant is for installation of solar panels at the sewage treatment facility.

MOTION #C2022-12-21-06

It was regularly moved and seconded that Council accept and sign the agreement to use NSCC Annapolis Valley Campus for an emergency shelter/reception centre, emergency coordination centre and/or comfort centre. **Motion carried.**

MOTION #C2022-12-21-07

It was regularly moved and seconded that Council approve the Twinning Committee funding request of \$3000 from the 2023-2024 operating budget. **Motion carried.**

It was noted that the Twinning Committee has been very active and busy and has done lots of prep work for the Royan visit; as well, it has an upcoming screening of the Dugua film at Kings Theatre in February.

MOTION #C2022-12-21-08

It was regularly moved and seconded that Council accept the December 2022 strategic plan. **Motion carried.**

It was noted that there are just a few minor changes to be made.

MOTION #C2022-12-21-09

It was regularly moved and seconded to approve all the following staff, Council, and citizen appointments for the assigned terms. **Motion approved.**

MOTION #C2022-12-21-10

that Council appoint Mark Jamieson as the Town of Annapolis Royal Building Inspector until December 2023. **Motion carried.**

MOTION #C2022-12-21-11

that Council appoint Chris Millier as the Town of Annapolis Royals Planner until December 2023. **Motion carried.**

MOTION #C2022-12-21-12

that Council appoint Ken Knox as the Civic Addressing Coordinator for the Town of Annapolis Royal until December 2023. **Motion carried.**

MOTION #C2022-12-21-13

that Council appoint Chief Mark Kane as the Traffic Authority for the Town of Annapolis Royal until December 2023. **Motion carried.**

MOTION #C2022-12-21-14

that Council appoint Ken Knox as the Development Officer for the Town of Annapolis Royal until December 2023. **Motion carried.**

MOTION #C2022-12-21-15

that Council appoint Daniel Wade as the Town of Annapolis Royal Engineer effective December 22, 2022. **Motion carried.**

MOTION #C2022-12-21-016

that Council appoint Christine Igot as the Town Crier for the Town of Annapolis Royal until December 2023. **Motion carried.**

MOTION #C2022-12-21-17

that Council appoint Councillor Hafting as the Council representative on the Environment Advisory Committee for a two-year term ending in November 2024. **Motion carried.**

MOTION #C2022-12-21-18

Council appoint Councillor Hafting as the Council representative on the Pool Committee for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-19

that Council appoint Councillor Sanford and Councillor Tompkins as the Council representatives on the Board of Police Commissioners for a two-year term ending in November 2024. **Motion carried.**

MOTION #C2022-12-21-20

that Council appoint Councillor Tompkins and Councillor Sanford as the Council representatives on the Marketing and Economic Development Committee for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-21

that Council appoint Councillor Hafting and Councillor Sanford as the Council representatives on the Planning Heritage Advisory Committee for a two-year term ending in November 2024. **Motion carried.**

MOTION #C2022-12-21-22

that Council appoint Councillor Tompkins and Deputy Mayor Power as the Council representatives on the Traffic Flow Advisory Committee for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-23

that Council appoint Mayor Boyer as the Council representative on the Accessibility Committee for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-24

that Council appoint Deputy Mayor Power and Councillor Tompkins as the Council representatives on the Audit Committee for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-25

that Council appoint Councillor Hafting as the Town representative on the Condo Board for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-26

that Council appoint John Bottomley, Stephen Hawboldt, and Starr Cardwell to the Environment Advisory Committee for a term of two years ending in December 2024 subject to policy change. **Motion carried.**

MOTION #C2022-12-21-27

that Council appoint Teresa Carlisle, Daniella Siggia and Jim Wight to the Marketing and Economic Development Committee for a term of one year ending December 2023. **Motion carried.**

MOTION #C2022-12-21-28

that Council appoint Anne Crossman and Mike Bernard to the Planning and Heritage Advisory Committee for a term of two years ending in December 2024. **Motion carried.**

MOTION #C2022-12-21-29

that Council appoint Roy Stagg to the Board of Police Commissioners for a term of one year ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-30

that Council appoint Chief Mark Kane and Regional Director of Public Works Daniel Wade to the Traffic Flow Advisory Committee for a term of one year ending December 2023. **Motion carried.**

MOTION #C2022-12-21-31

that Council appoint Anna Kate Newman, Lesley Hodder and Catherine Ewer to the Pool Committee (Friends of the Pool) for a one-year term ending in December 2023. **Motion carried.**

MOTION #C2022-12-21-32

that Council appoint Brant Hamilton Brown, Brenda MacDonald, Sharon Elliot to the Accessibility Committee for a one-year term ending in December 2023. **Motion carried.**

Planning & Heritage Advisory Committee

MOTION #C2022-12-21-33

It was regularly moved and seconded that Council grant the applicant at 558 St George Street heritage approval change the window insert material to vinyl as detailed in application 22-46-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

It was noted that the window inserts shouldn't create any significant visual difference.

MOTION #C2022-12-21-34

It was regularly moved and seconded that Council grant the applicant at 499 St George Street heritage approval to change the property's carriage house by adding vinyl windows in keeping with the main house, adding a new garage door and front and rear wooden entry doors as detailed, and the addition of a deck to the rear of the carriage house as detailed in application 22-47-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

It was noted that the owner had attended a previous meeting and outlined planned changes, most of which were to the interior of the structure and that these exterior changes should have little effect on the heritage appearance of the home and carriage house.

Environment Advisory Committee

MOTION #C2022-12-21-35

It was regularly moved and seconded that Council request a moratorium on aerial spraying until a formal report on the net benefits or net losses of such activity to the residents of Nova Scotia can be obtained by requisition of the provincial government. **Motion carried.**

It was noted that the County had raised this issue and that it was previously presented to Council which requested a recommendation from the Environment Advisory Committee (EAC). It was also noted that there is a County representative on the EAC. The aerial spraying refers to herbicides, primarily Glyphosate used on forests. Councillor Hafting read the letter previously received (September 2022) from the County.

Action: send a letter to the provincial government from the Town

Responsibility: EAC and/or staff

Date: January

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

i. Mayor's Report

Written report attached as Appendix 1

Mayor Boyer shared that she and Councillor Hafting attended the math games competition awards ceremony at the high school, and that Councillor Hafting toured the classrooms the week before to see their games. It was lovely and well organized and there are opportunities for future partnerships with the high school.

Mayor Boyer also shared a reminder for the New Years Levée on January 1 at the Legion.

ii. Chief Administrative Officer's Report

CAO Millett-Campbell noted that she had attended a workshop on rules of order and meeting processes in New Minas, running smooth meetings, staying on track, etc. and has passed the information to Mayor Boyer. She has also attended quite a few REMO (regional emergency management organization) meetings. The Community Place Making grant development team has been meeting every two weeks and a proposal is coming along.

Regional Director of Public Works Dan Wade has started and is getting up to speed on processes in both Middleton and Annapolis Royal.

She further noted that she is working with the County and a third party to develop a fair sewer agreement. Additionally, she and Mayor Boyer met with the AIM engineers regarding the flood mitigation and adaptation plan. The final report is due at the end of December.

CAO Millett-Campbell noted that she has attended EDI (equity, diversity, and inclusion) and anti racism training. Also, that the staff entry into the Gingerbread House Competition didn't win but was fun. Lastly, work is still being done to investigate a second water source, hoping for the report early next year.

iii. Planning Services Report

For information purposes. It was noted that it is nice to see another new build and year to date totals higher than last year. Also, it is good to see so many fire inspection reports completed.

iv. Water Report

For information purposes.

v. Marketing and Economic Development Committee

No quorum at last meeting, members casually discussed opportunities.

vi. Board of Police Report

No December meeting, next meeting is January 11. Deputy Mayor Power noted that Councillors Sanford and Tompkins will be taking this on for the next two years. It was also noted that there is a training session on January 5 in Kentville.

vii. Twinning Committee

Mayor Boyer noted that this was covered earlier in the meeting and in her written report.

viii. Library Report

Deputy Mayor Power noted that there was no meeting of the regional board but did receive news from the Acting CAO that in mid January, new CAO Julia Merrit will be starting. Friends of the Library met on the 7th, noting wonderful results from the giant used book sale with proceeds were high enough to order an AED (automated external defibrillator).

ix. Traffic Flow Advisory Committee

Michael Tompkins

No meeting. Next meeting is January 12.

x. IMSA Interim Board

Mayor Boyer

CAO Millett-Campbell and Mayor Boyer attended the meeting where the Board reviewed the 2023-2024 budget, noting that it is very high level/big picture and that the Board is following up on all the deliverables from the plan developed by municipal units including a new strategic plan to be developed in the new year.

xi. Environment Advisory Committee

No meeting in December. The flood mitigation report will be coming out in January.

xii. Academy Condo Board

No meeting. CAO Millett-Campbell will be attending with Councillor Hafting next month to acquaint her with the role.

xiii. Friends of the Annapolis Pool Society

Councillor Hafting noted that there is a lot of work behind the scenes prepping for grant applications in January and the year-end fundraising drive. She also noted that there will be a big announcement to come next month. It was further noted that there are lots more youth going through to become certified lifeguards.

xiv. Accessibility Committee

Mayor Boyer has contacted the Annapolis Board of Trade regarding an option that could help with the labour shortage in town. She and the CAO met with PeopleWorx which can help access programs to support employers facing hiring challenges and accommodations for employees with different abilities. PeopleWorx will also help employers with their applications for these programs.

13. CORRESPONDENCE:

i. Code of Conduct Consultation Report

Brief discussion held noting that a standard code of conduct for all is a good idea.

ii. Affordable Housing

Mayor Boyer noted that there has been communication from a city of Halifax Councillor with good to information to have and be aware of. No action required by the Town at this time.

MOTION #C2022-12-21-36

It was regularly moved and seconded to move in camera to discuss contract negotiations at 6:32 pm.
Motion carried.

MOTION #C2022-12-21-38

It was regularly moved and seconded to move out of camera at 6:58 pm. **Motion carried.**

14. ADJOURNMENT

It was regularly moved to adjourn at 7:00 pm

Amery Boyer, Mayor

Krista Grear, Recording Secretary