

**Committee of the Whole**  
**APPROVED MINUTES**  
**December 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"

1. <b>Call to Order</b>	Mayor Boyer called the meeting to order at 6:00 pm and gave the land acknowledgement
2. <b>Present</b>	Mayor Boyer (Chair), Deputy Mayor Power, Councillor Sanford, Councillor Tompkins, Councillor Hafting, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Recording Secretary Krista Gear, Presenters: Anne Crowell, Lynn Moar, and Don Hyslop (all exited meeting at 6:16 pm), Twinning Committee members: Christine Igot, Rick Ketchison, Kathy Brook (all exited meeting at 6:49 pm)
3. <b>Regrets</b>	
4. <b>Additions to the Agenda</b>	New Business 9.xiii. One Queens Jubilee Medal announcement
5. <b>Approval of the Agenda</b>	<b>MOTION #CoW2022-12-07-01</b> It was regularly moved and seconded to approve the agenda with addition. <b>Motion carried.</b>
<b>Edits to the Minutes</b>	
6. <b>Approval of the Minutes</b>	<b>MOTION #CoW2022-12-07-02</b> It was regularly moved and seconded to approve the minutes of November 7, 2022. <b>Motion carried.</b>

**7. PRESENTATIONS: Physician Recruitment Nova Scotia Health**

Don Hyslop, Chair and Anne Crowell, Vice Chair, Treasurer Lynn Moar were in attendance. Mr. Hyslop gave an overview of the work of the Physician Recruitment Committee and provided brochures to members of Council. Committee members remained available for questions and answers. It was noted that this is a group of 12 volunteers who provide supports to clinical staff at four locations and they would like to extend their services to Annapolis Royal. Should Annapolis Royal opt to participate in/take advantage of the committee's offer, they would also extend a position for an Annapolis Royal representative on their committee.

**8. PUBLIC INPUT**

Christine Igot, Chair of the Twinning Committee gave an overview regarding the official Royan 2023 visit. The information is attached as Appendix 1.

**9. NEW / UNFINISHED BUSINESS:**

- i. Date Change for January Meeting to January 9, 2023

It was noted that Staff have requested the date change and holiday closure to ensure there is sufficient time to prepare and post the agenda. Council agreed to move the January Committee of the Whole meeting to January 9 at 6 pm. A sign will be posted on the front door and the website calendar will be updated to reflect this change.

ii. Climate Change Plan

**MOTION #CoW2022-12-07-03**

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

iii. Physician Recruitment and Retention Letters of Support

A brief discussion was held noting that the Town has now seen two group presentations. It was noted that Council can recommend letter of support for both. It was further noted that Council wishes to see and encourage cooperation between the two groups.

**MOTION #CoW2022-12-07-04**

It was regularly moved and seconded that Council writes a letter of support for both groups for the recruitment and retention funding. **Motion carried.**

iv. Sustainable Communities Challenge Fund, Solar Garden Project Proposal

**MOTION #CoW2022-12-07-05**

It was regularly moved and seconded to recommend to Council to 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.**

CAO Millett-Campbell noted that Staff are working on proposal to install solar garden at the sewage treatment plant to offset the approximately \$1200-1400 in electric bills. The application deadline is December 23.

v. Request for Decision Ground Penetrating Radar of the Wharf

It was noted that the community group had previously asked Council to investigate the cost of conducting a ground penetrating radar assessment of the wharf. It was further noted that the group reached out this week stating they feel that this is no longer necessary. Council tabled this topic to the new year.

vi. REMO and NSCC Facility Use Agreement

**MOTION #CoW2022-12-07-06**

It was regularly moved and seconded to recommend to Council to 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.**

It was noted that cost for this would be dependent upon the emergency and that the REMO Advisory Committee has reviewed and vetted the agreement.

vii. Twinning Committee Request

**MOTION #CoW2022-12-07-07**

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

Brief discussion and questions/answers held with Committee Chair Christine Igot.

viii. Strategic Plan

**MOTION #CoW2022-12-07-08**

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

Brief discussion held regarding methods of presentation of the information to the public.

ix. Rescinding the Building and Alterations Guidelines Policy

**MOTION #CoW2022-12-07-09**

It was regularly moved and seconded that Council rescind the Building and Alteration Policy originally adopted by Town Council on the 1<sup>st</sup> day of April 2011. **Motion carried.**

It was noted that this was due to the new Building, Alteration and Renovation By-law adopted last month, which negates the need for this policy.

x. Committee Appointments

**MOTION #CoW2022-12-07-10**

It was regularly moved and seconded to recommend that Council appoint Dale Roberts as the Valley Waste Resource Management By-law Enforcement Officer until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-11**

It was regularly moved and seconded to recommend that Council appoint Zach Cromwell as the Animal Control Officer until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-12**

It was regularly moved and seconded to recommend that Council appoint Hank Sawchuck as the Town of Annapolis Royal Fire Inspector until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-13**

It was regularly moved and seconded to recommend that Council appoint Mark Jamieson as the Town of Annapolis Royal Building Inspector until December 2023.

**Motion carried.**

**MOTION #CoW2022-12-07-14**

It was regularly moved and seconded to recommend that Council appoint Chris Millier as the Town of Annapolis Royals Planner until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-15**

It was regularly moved and seconded to recommend that Council appoint Ken Knox as the Civic Addressing Coordinator for the Town of Annapolis Royal until December 2023.

**Motion carried.**

**MOTION #CoW2022-12-07-16**

It was regularly moved and seconded to recommend that Council appoint Chief Mark Kane as the Traffic Authority for the Town of Annapolis Royal until December 2023.

**Motion carried.**

**MOTION #CoW2022-12-07-17**

It was regularly moved and seconded to recommend that Council appoint Ken Knox as the Development Officer for the Town of Annapolis Royal until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-18**

It was regularly moved and seconded to recommend that Council appoint Daniel Wade as the Town of Annapolis Royal Engineer effective December 22, 2022. **Motion carried.**

**MOTION #CoW2022-12-07-19**

It was regularly moved and seconded to recommend that Council appoint Christine Igot as the Town Crier for the Town of Annapolis Royal until December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-20**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-21**

It was regularly moved and seconded to recommend that Council appoint Councillor Hafting as the Council representative on the Pool Committee for a one-year term ending in December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-22**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-23**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-24**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-25**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-26**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-27**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-28**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-29**

It was regularly moved and seconded to recommend 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.**

Brief discussion held about the potential for changing the policy to increase the numbers of committee members.

**MOTION #CoW2022-12-07-30**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-31**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-32**

It was regularly moved and seconded to recommend that Council appoint Roy Stagg to the Board of Police Commissioners for a term of one year ending in December 2023. **Motion carried.**

**MOTION #CoW2022-12-07-33**

It was regularly moved and seconded to recommend 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 #CoW2022-12-07-34**

It was regularly moved and seconded to recommend 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.**

xi. Selection/Appointment of Committee Chairs

Discussion held regarding policies identifying the appointment of committee chairs. It was noted that the committees appoint the chair. There was a suggestion that Councillors do not put their names forward as chair. Recruitment may also be an issue – to get people with the appropriate skills to chair meetings. There may be times when people may not be comfortable chairing and there can be a steep learning curve. It was recommended that when committees are selecting a chair that it be stated that first option not be a member of Council. Council members and Staff can assist newly appointed chairs as required.

xii. Livestreaming Meetings

Discussion held regarding the need for all Council meetings to be livestreamed on Facebook noting that there appears to be an expectation that this would continue beyond the state of emergency and lifting of public health mandates. It was noted that there is no written policy in place stating that this is a requirement. It was further noted that often the livestreaming can make active participation in discussions uncomfortable or result in having one's comments misinterpreted online. People can attend meetings in person. There was a suggested option to have just the main Council meeting livestreamed. There was an additional suggestion amending the policy to include livestreaming of all Council meetings. It was suggested that Staff come up with some policy options. The topic was tabled until the December Council meeting.

xiii. Queens Jubilee Medal Announcement

Mayor Boyer stated that she had the great privilege to announce that CAO Sandi Millett-Campbell is receiving one of the two (allotted to the Town) official Queen's Jubilee Medals for all her outstanding work in the community and beyond.

**10. CORRESPONDENCE**

- i. Response from Department of Justice – It was suggested to get an interpretation of this response from Chief Kane as it appeared to be a kind of blanket response with no new information or rationale presented.
- ii. Service Exchange and MGA, Municipal Survey Results - Mayor Boyer noted that on page 6 under the list of 'not acceptable new services' physician recruitment and retention was listed.
- iii. Basic Income – It was noted that there is call to action and to determine if the Town wants to support Basic Income program going forward. Basic Income programming would be administered through the tax system and operate independently from EI or other financial supports. Council members requested more information be brought to a future meeting.
- iv. Animal Control – It was noted that CAO Millett-Campbell had reached out to the new CAO at the County regarding this matter and that they have agreed to continue.

**11. ROUND TABLE:**

- i. Mayor Boyer  
No report.
- ii. Deputy Mayor Power  
Deputy Mayor Power wish all a Merry Christmas and stated that she is looking forward to the Staff-Council gathering and the parade of lights on December 10.
- iii. Councillor Hafting  
Councillor Hafting noted that she attended the making of a documentary presentation and found it very interesting, is enjoying all the beautiful decorations around town and friendly holiday spirit decorating challenge as well as attended the recent Christmas markets.
- iv. Councillor Sanford  
Councillor Sanford noted that the Lion's club is selling Christmas trees outside of Home Hardware.
- v. Councillor Tompkins  
Councillor Tompkins noted that the Christmas spirit alive and well in the town. He also commended staff for making the date change for the parade of lights, staff noted that it was Board of Trade decision that the Town shared through its social media platform. He also noted that he received a weird call about a Board of Trade dinner event and perhaps the Town can help the Board of Trade with their social media notifications.

**12. IN-CAMERA:**

Under Section 22(2) of the *Municipal Government Act*:

**MOTION #CoW2022-12-07-35**

It was regularly moved and seconded to move in camera to discuss the matters of legal advice and contract negotiations at 8:14. **Motion carried.**

**MOTION #CoW2022-12-07-37**

It was regularly moved and seconded to move out of camera at 8:33 pm. **Motion carried.**

**13. ADJOURNMENT**

It was regularly moved to adjourn the meeting at 8:33 pm

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Amery Boyer, Mayor

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Krista Grear, Recording Secretary