

**Town of Annapolis Royal
Council Meeting
APPROVED MINUTES
March 15, 2023, at 6:00 p.m.**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:01 pm acknowledging that the meeting was taking place in the ancestral territory of the Mi'kmaq People and read the live stream notice
2. PRESENT	Mayor Amery Boyer, Deputy Mayor Pat Power, Councillor Paula Hafting, Councillor Holly Sanford (joined virtually by Zoom), Councillor Michael Tompkins, CAO Sandi Millett-Campbell, DoF Melony Robinson (joined virtually by Zoom, exited at 7:32 pm), Chief Mark Kane (exited at 8:07 pm), Recording Secretary Krista Gear, Ian Tenhaaf, AIM Network, exited at 6:37 pm
3. REGRETS	
4. ADDITIONS TO AGENDA	NEW Business 10.ii. Emergency Room Closures at Soldiers Memorial Hospital IN CAMERA business item iv. Legal NEW Business 10.iii Donations Policy
5. APPROVAL OF AGENDA	MOTION #C2023-03-15-01 The agenda with additions was approved by unanimous consent.
EDITS TO THE MINUTES	
6. APPROVAL OF MINUTES	MOTION #C2023-03-15-02 The Council Meeting Minutes of February 15, 2023 were approved by unanimous consent.

7. PRESENTATIONS

- i. Town Infrastructure, AIM Network, Ian Tenhaaf

Mr. Tenhaaf gave a presentation and answered questions about the Municipal Asset Management Program. He noted that the Town is in a healthy (sustainable) position in relation to asset management. He also noted that the largest future capital project is the proposed sea wall, where basic cost projections have been calculated and, based on current asset management would be manageable barring any major events; such events would require re-evaluation and new financial/risk planning.

8. PUBLIC INPUT

None

9. BUSINESS ARISING:

- i. Budget
 - a. Operating Budget

DoF Robinson provided an overview of parts of the 2023-2024 proposed operating budget and answered questions. CAO Millett-Campbell and Mayor Boyer noted the lateness of the hour and proposes scheduling another meeting to complete budget review and approval. Council agreed to halt discussions and selected the date of April 6th at 5:15 pm for the next budget meeting.

b. Capital Budget

To be included in the special budget meeting on April 6th at 5:15 pm

ii. Meeting Rules of Procedure: Debate

One outstanding suggested change included limiting the speakers to two 10-minute opportunities per discussion/topic. Mayor Boyer noted that this was taken directly from Robert's Rules of Order. Council decided to exclude this as a rule and opted to put a person on notice if discussion was going on too long or off topic.

CAO Millett-Campbell noted that Suggestion #5 which states that members are to provide 24 hrs' notice of proposed additions to the agenda, was previously agreed upon. This is to allow staff time to prepare but does not apply to emergencies/time sensitive matters and members of Council will run items by the CAO first to see if and how they can be added/fit within the agenda.

iii. Flood Risk Assessment and Adaptation Concepts Report - Public Meeting

CAO Millett-Campbell noted that the public meeting was well attended with 23 people. The presentation was well received, and presenters received good input from members of the public. AIM Network is working on revisions to the draft report. Mayor Boyer noted that the Town needs cost information for grant applications. CAO Millett-Campbell noted that she requested and received a 12-month extension for the Flood Risk Infrastructure Investment Program grant that funded the report.

10. NEW BUSINESS:

i. NSFM Spring Conference

Brief discussion held. Cost is \$459/person, and it is being held in Digby. Members have been asked to inform CAO Millett-Campbell if they plan to attend.

ii. Emergency Room Closures at Soldiers Memorial Hospital

Council directs staff to indicate the Town's support of the Town of Middleton's letter regarding the Hospital.

Councillor Hafting shared the letter from Middleton with the Task Team which supports the Town signing this letter and further recommends that the Town also send its own letter that is specific to the needs of the Town. The Task Team will discuss further and prepare something for consideration at the next CoW meeting.

- iii. Donation policy
Councillor Tompkins suggested that since the Town does not currently have a policy for donations coming into the Town, that this be considered. Council directed staff to investigate and propose a policy.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2023-05-15-03

It was regularly moved and seconded that Council approve the creation of a CanadaHelps.org fundraising campaign for the Grant Potter Memorial Playground and the 2023 Twinning Delegation. **Motion carried.**

MOTION #C2023-03-15-04

It was regularly moved and seconded that Council approve the grant to Encourage New and Interesting Events Policy # 2023-05 dated February 2023. **Motion carried.**

MOTION #C2023-03-15-05

It was regularly moved and seconded that Council approve the Projects to Improve Quality of Life Policy #2023-06 dated February 2023 to include a maximum of \$500 per application in the policy. **Motion carried.**

MOTION #C2023-03-05-06

It was regularly moved and seconded that Council repeal the Donations and Grant Policy #2021-03 to be replaced with Encourage New and Interesting Events Policy and Improve Quality of Life Policy. **Motion carried.**

MOTION #C2023-03-15-07

It was regularly moved and seconded that Council give first reading to the Orderly and Peaceful Conduct By-Law dated March 15th, 2023. **Motion carried.** Nay votes: Councillor Hafting, Mayor Boyer.

Brief discussion held noting that this is not a new policy, rather a revision of an existing policy. In accordance with public input received, changes to quiet times on Sundays and holidays have been included, but there is continued concern with the decibel levels. CAO Millett-Campbell noted that she had contacted the Town's solicitor regarding decibel level inclusion and was advised that it is okay to include this providing there is some way to measure decibel levels.

MOTION #C2023-03-15-08

It was regularly moved and seconded that Council set the date for the Public Hearing and Second Reading as April 19, 2023 at 6:00 pm. **Motion carried.** Nay votes: Councillor Hafting, Mayor Boyer.

MOTION #C2023-03-15-09

It was regularly moved and seconded that Council approve and send a letter to MP Chris d'Entremont to support funding for a national school food program in Budget 2023. **Motion carried.**

MOTION #C2023-03-15-10

It was regularly moved and seconded that Council agree to direct staff to sign the lease agreement with FAPS and add the pool and buildings to the list of town assets. **Motion carried.**

Environment Advisory Committee

MOTION #C2023-03-15-11

It was regularly moved and seconded that Council nominate John Bottomley for the 2023 Gulf of Maine Visionary Award. **Motion carried.**

Councillor Hafting noted that the Environment Advisory Committee had a special meeting regarding this, and members believe that he is an exceptional candidate for this award based on his work with the Committee and the Flood Risk Assessment Report.

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

- i. Mayor's Report:
As submitted. For Council's information.
- ii. Chief Administrative Officer's Report
As submitted. For Council's information. CAO Millett-Campbell responded to questions stemming from her report.
- iii. Planning Services Report
As submitted. For Council's information.
- iv. Water Report
As submitted. For Council's information.
- v. Marketing and Economic Development Committee
As submitted. For Council's information.
- vi. Board of Police Report
As submitted. For Council's information.
- vii. Twinning Committee
As submitted. For Council's information.
- viii. Library Report
Deputy Mayor Power – no meeting
- ix. Traffic Flow Advisory Committee
Councillor Tompkins – no meeting

- x. IMSA Interim Board
 As submitted. For Council's information.
- x. Environment Advisory Committee
As submitted. For Council's information.
- xii. Academy Condo Board
 As submitted. For Council's information.
- xiii. Friends of the Annapolis Pool Society
 As submitted. For Council's information.
- xiv. Accessibility Committee
 As submitted. For Council's information.

13. CORRESPONDENCE:

- iv. Order of Nova Scotia
 The Town received a request for nominations.
- v. Enabling Access Funding
 Decision letter received regarding funding application. The Town did not receive approval but may have a future opportunity to reapply.

MOTION #C2023-03-15-12

It was regularly moved and seconded to move in camera at 8:07 pm to discuss matters relating to personnel, contract negotiations and two legal matters. **Motion carried.**

MOTION #C2023-03-15-14

It was regularly moved and seconded to move out of camera at 8:52pm. **Motion carried.**

14. ADJOURNMENT

The meeting was adjourned at 8:54 pm.

Amery Boyer, Mayor

Krista Gear, Recording Secretary