

**Town of Annapolis Royal
Council Meeting APPROVED MINUTES
June 21, 2023, at 6:00 p.m.**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:03 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 Michael Tompkins, Councillor Holly Sanford, Councillor Wear, CAO Sandi Millett-Campbell, DoF Melony Robinson (joined virtually by Zoom, exited at 7:29 pm), Recording Secretary Krista Gear, Kassia Régnier of Foodcycle Science (joined via Zoom for their presentation)
3. REGRETS	
4. ADDITIONS TO AGENDA	In camera ii. Personnel In camera iii. Contract Negotiations In camera iv. Contract Negotiations
5. APPROVAL OF AGENDA	The agenda was approved by unanimous consent.
EDITS TO THE MINUTES	
6. APPROVAL OF MINUTES	The Council Meeting Minutes of May 17, 2023 were approved by unanimous consent.

1. PRESENTATIONS

Foodcycle Science, Kassia Régnier

Ms. Régnier gave a presentation regarding a food waste composting program and answered questions.

2. PUBLIC INPUT: None

3. BUSINESS ARISING:

- i. Water Operating and Capital Budgets

DoF Robinson gave an overview of the water budgets and answered questions.

MOTION #C2023-06-21-01

It was regularly moved and seconded to approve the Water Operating budget as presented. **Motion carried.**

MOTION #C2023-06-21-02

It was regularly moved and seconded to approve the three-year Water Capital budget at \$727,550 with an offset from the PCAP grant of \$275,00, the 2024-2025 fiscal year at \$33,3333 for 389 water meters, and the 2025-2026 fiscal year for \$103,333 which includes \$33,333 for water meters and \$70,000 for a generator for the water plant.

Motion carried. One Nay from Councillor Hafting

It was noted that the Town will only proceed with the second water source project upon receipt of grant funding.

ii. Canada Community Building Fund (CCBF)

DoF Robinson gave an overview of the CCBF and answered questions. Dredging is recommended to be done every 5-7 years. It was suggested that this be included in the Town's strategic plan. It was further noted that the submission does not commit the Town on moving forward with the project.

MOTION #C2023-06-21-03

It was regularly moved and seconded that Council approve the CCBF preconstruction report for the Annapolis Royal sludge storage project with the estimated total project cost of \$250,000, for the 2023-2024 fiscal year. **Motion carried.**

iii. Seasonal Business Reduction

MOTION #C2023-06-21-04

It was regularly moved and seconded that Council approve the provincially mandated Seasonal Business Reduction for 2023 for the following properties: roll #92274 an amount of \$3,524.80; roll #1408402 an amount of \$955.20; roll #2466988 an amount of \$3,190.40; roll #3144577 an amount of \$1,866.40; roll #4542975 an amount of \$3,408.80 and roll #4032829 in the amount of \$1,175.20. **Motion carried.**

It was noted that certain businesses can apply to Property Valuation Services for seasonal reduction. The business must be closed for four consecutive months to qualify.

iv. Request for Decision: Flood Risk Infrastructure Investment Program

CAO Millett-Campbell noted that the grant was received in 2022-2023, and an extension to complete project activities was approved.

MOTION #C2023-06-21-05

It was regularly moved and seconded that Council approve that AIM Network move forward with contracting the geotechnical investigations along the waterfront for input in the final report on the seawall project at a cost of \$22,000. **Motion carried.**

v. Regional Library Board Appointment

CAO Millett-Campbell noted that she has set up a meeting with the Library Executive Director regarding the agreement for the bequest for July 20 and that the new Town representative is welcome to attend.

MOTION #C2023-06-21-06

It was regularly moved and seconded that Council appoint Councillor Wear to the Annapolis Valley Regional Library Board for a term ending October 31, 2024. **Motion carried.**

4. NEW BUSINESS:

- i. Request for Decision: Water On/Off Charges

It was brought to staff's attention that the \$20 charge has been the same since 2010 and that other municipalities regularly charge \$50.

Deputy Mayor Tompkins excused himself due to conflict of interest at 7:36 pm.

MOTION #C2023-06-21-07

It was regularly moved and seconded that Council give direction to staff to send an official request to the Nova Scotia Utility Review Board requesting that the water on /off charges be increased to \$50 per on or off charge, effective October 2, 2023. **Motion carried.**

Deputy Mayor Tompkins returned at 7:38 pm.

5. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2023-06-21-08

It was regularly moved and seconded that Council approve First Reading of the Municipal Planning Strategy amendment to meet the Minimum Planning Requirements as set forth by the Province. **Motion carried.**

MOTION #C2023-06-21-09

It was regularly moved and seconded that Council set the date for the Public Hearing as July 19, 2023, at 5:00 pm. **Motion carried.**

MOTION #C2023-06-21-10

It was regularly moved and seconded that Council approve a change in the Fees and Fines policy to increase the cost of a sewage connection to \$50 administration fee plus \$2,300 or total material cost, whichever is greater, per lateral. **Motion carried.**

MOTION #C2023-06-21-11

It was regularly moved and seconded that Council sign the Information Sharing Agreement with the Province of Nova Scotia for short-term accommodations. **Motion carried.**

MOTION #C2023-06-21-12

It was regularly moved and seconded that Council approve the construction of a shed in the Market Square area using monies from Annapolis Royal Refresh!, providing the conditions of the Land Use By-law are met. **Motion carried.**

MOTION #C2023-06-21-13

It was regularly moved and seconded that Council approve and read a statement of support for 2SLGBTQIA+ persons, for National Pride month, at the Council meeting, on June 21, and the Town's annual Pride event. **Motion carried.**

Councillor Hafting read the following statement: "The Town of Annapolis Royal prides itself on being a welcoming and inclusive community and Mayor Amery Boyer, Council, and staff of the Town of Annapolis Royal are committed to supporting visibility, dignity, and equality for 2SLGBTQIA+ people in our diverse community.

The Town of Annapolis Royal voices its support of National Pride Month in Canada and the right of all citizens to experience equality and freedom from discrimination. To quote the Halifax-born actor Elliot Page, "This world would be a whole lot better if we just made an effort to be less horrible to one another."

MOTION #C2023-06-21-14

It was regularly moved and seconded that Council agree that the Environment Advisory Committee proceed with the development of the Environmental Visionary Award concept. **Motion carried.**

MOTION #C2023-06-21-15

It was regularly moved and seconded that Council appoint Meg Carroll as an Animal Control Officer for the Town with a term ending December 31, 2023. **Motion carried.**

Planning Heritage Advisory Committee

MOTION #C2023-06-21-16

It was regularly moved and seconded that Council grant the applicant at 683 St George Street heritage approval to change the window material of 16 windows from wood to vinyl keeping the same mullioned style and to change 1 window (which is not visible from the road) from mullioned to non-mullioned, as detailed in application AR23-14-HER, providing all conditions of the Land Use By-Law are met. **Motion carried.**

A brief discussion regarding vinyl windows vs wood cased windows was held.

Marketing and Economic Development Committee

MOTION #C2023-06-21-17

It was regularly moved and seconded that Council authorize a public engagement session for possible uses of First Lake to be held within the next month. **Motion carried.**

Councillor Sanford noted that the aim is for the public meeting to coincide with the next Marketing and Economic Development Committee meeting.

Board of Police Commissioners

A motion tabled at Council May 17 and Committee of the Whole June 7, 2023, according to Roberts Rules, is now expired as it was not removed from the table by the end of the second meeting.

MOTION #C2023-06-21-18

It was regularly moved and seconded that Council approve the creation of a Police Department capital reserve using 30% of Triton revenue. Any disbursements of reserve funding must be approved by Council upon the recommendation of the BoPC. **Motion tabled.**

DoF Robinson noted that she reviewed best practices, and that this would not be considered a best practice. She further noted that this may be the last year of the grants in lieu of taxes from NS Power, and that any revenues should be included in the overall operating budget/pool of the Town. Deputy Mayor Tompkins noted that the Triton funds are not tax related, rather it is a separate/standalone revenue source, and that the Chief of Police shared that there is at least one municipality that has set up a Police Capital Reserve using such funds. Staff will reach out to the other municipality to investigate how it went about setting up a Police capital reserve fund.

CAO Millett-Campbell noted that according to Robert's Rules of Order, a tabled motion must be cleared from the table by the end of its second meeting, otherwise it is considered expired.

6. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

- i. Mayor's Report
Mayor Boyer noted that Twinning events took up most of her available time. She gave a 'hats off' to the Committee and Christine Igot for a well-organized program of events. The Committee raised over \$17,000 cash and in-kind and created multiple partnerships. Everything that was planned was accomplished, except coffee and dessert before boarding the return flights.
- ii. Chief Administrative Officer's Report
CAO Millett-Campbell noted that she attended Bear River First Nation with the Twinning Committee and that she met with CAO McNeil from the County to discuss potential partnerships.
- iii. Planning Services Report
For Council's review.
- iv. Water Report
For Council's review.
- v. Marketing and Economic Development Committee
Deputy Mayor Tompkins provided last meeting highlights including opportunities for Annapolis Royal podcasts and stated that there will be a public meeting upcoming pertaining to First Lake opportunities.
- vi. Board of Police Report
Councillor Sanford noted that the Board spent a fair amount of time on the police survey which was submitted by CAO Millett-Campbell shortly thereafter. It was the last meeting chaired by Don Droy, who has now stepped down. Mike Bernard will now be the Chair. Members discussed the possibility of meeting quarterly. Triton activity/processing police checks is increasing, and the Department may need another computer.
- vii. Twinning Committee

Noted under Mayor's Report.

- viii. Library Report
None.
- ix. Traffic Flow Advisory Committee
Councillor Wear noted that the Committee met on June 13 and addressed some old business, parking concerns, and a request for signage.
- x. IMSA Interim Board
Mayor Boyer noted that the Board this morning and that the agendas are being streamlined, helping to keep meetings under 1.5 hrs. The Board is seeking root cause analysis for accidents/incidents and the related reporting format will be changed. Overall, things are good, Kings Transit ridership is up, and work is progressing on a strategic plan. There have been some challenges with confirming landfill costs in Chester resulting in a delay in budget approval.
- xi. Environment Advisory Committee
Councillor Hafting noted that the Committee will be meeting next week.
- xii. Academy Condo Board
Councillor Hafting noted that the Board meeting was postponed.
- xiii. Friends of the Annapolis Pool Society
Councillor Hafting read her report. It is attached as Appendix 1.
- xiv. Accessibility Committee
Mayor Boyer noted that the Committee is looking into a bench program based on recommendations regarding distance between benches from the World Health Organization (WHO).

7. CORRESPONDENCE:

- i. Gulf of Main Awards

Mayor Boyer noted that there are two winners in the Town and that she is thinking of having a small reception for them. John Bottomley received the Visionary Award and St. George and St. Andrew United Church of Nova Scotia received a Sustainable Communities Award.

MOTION #C2023-06-21-19

It was regularly moved and seconded to move in camera at 8:11 pm. **Motion carried.**

MOTION #C2023-06-21-20

It was regularly moved and seconded to move out of camera at 8:50 pm. **Motion carried.**

MOTION #C2023-06-21-21

It was regularly moved and seconded to pay out the Regional Director of Public Works' contract at two months making his last day June 23, 2023. **Motion carried.**

8. ADJOURNMENT

The meeting was adjourned at 8:55 pm.

Amery Boyer, Mayor

Krista Grear, Recording Secretary

Appendix 1

Pool Report June 2023

The pool is officially open for the 2023 season. Currently, 3pm to 5pm every afternoon for FREE after-school open swims (generous sponsorship courtesy of the Thistle Hospitality Group - Whiskey Teller). And lane swimming 5-6pm, for \$5. Three local schools have had successful school trips to the pool, and some will be revisiting the pool more than once.

The swim lesson online platform has been launched and most of the group lessons and private lessons have already been reserved. All these are FREE thanks to the generous funding from the Annapolis West Health Foundation. Families are encouraged to add themselves to the waitlists if a specific level/lesson is sold out.

The Annapolis Community Pool, in partnership with the pool at Upper Clements Cottages, recently hosted lifeguarding and swim instructor training. This lines up with the Annapolis Pool's plan to become a regional training hub.

The starting date for opening the pool was delayed due to the unexpected failure of the main water pump. This is an expensive piece of equipment to replace. However, thanks to the supplier, the shipping company and Charles Stewart Electrical, the pump was installed in record time.

Hours of operation have expanded to include evenings and Saturdays. Therefore, staffing has tripled. Eleven staff have been hired.

Hats off to many of the local youth who, in order to become fully qualified as a life guard, hustled to become qualified as quickly as possible. They travelled to Yarmouth SIX weekends in a row. A huge thanks to the parents who drove, organized air bnbs, cooked and chaperoned. July & August will see lane swims - day AND evening, Free group swim lessons, private & semi-private lessons, swim-club, Aquafit lessons, public swims and Saturday rentals. In September, there will be lane swims and after-school swims.

A fundraising campaign has begun, organized by the pool staff, so that a healthy cash flow can be maintained. This will hopefully offset the balance left between the current amount received so far (\$124K) and the total cost to run the pool for the season (\$157K). It's worth noting that a total of 25 grants have been applied for.

With the expansion of programming, and the organizational restructuring, the pool is on track to easily surpass last year's success. Lengthening the season, expanding the hours of operation, and creating/expanding programs WHILE simultaneously reducing ALL the barriers for their patrons, shows that the facility has moved from a purely volunteer-based organization to a more structured and professional organization. All in all, a very successful start to the season. Well done!