

Committee of the Whole  
APPROVED MINUTES  
July 5, 2023, at 6:00 p.m.

1. <b>Call to Order</b>	Deputy Mayor Tompkins gave the land acknowledgment and called the meeting to order at 6:01 pm.
2. <b>Present</b>	Mayor Boyer, Deputy Mayor Tompkins, Councillor Sanford, Counsellor Hafting, Counsellor Wear, CAO Millett-Campbell, Recording Secretary Krista Grear
3. <b>Regrets</b>	
4. <b>Additions to the Agenda</b>	<ul style="list-style-type: none"> <li>i. (N/UB 9.x.) Response to Province's response to Town's letter requesting moratorium on aerial herbicide (glyphosate) spraying</li> <li>ii. (N/UB 9.xi.) Ecology Action Centre request for support encouraging Province to apply the measures within the Coastal Protection Act</li> <li>iii. (N/UB 9.xii.) Request for Decision: Water meter replacement</li> <li>iv. (N/UB 9.xiii.) Appointment to Annapolis County Intermunicipal working group</li> </ul>
5. <b>Approval of the Agenda</b>	<b>MOTION #CoW2023-07-05-01</b> It was regularly moved and seconded to approve the agenda with additions. <b>Motion carried.</b>
<b>Edits to the Minutes</b>	
6. <b>Approval of the Minutes</b>	<b>MOTION #CoW2023-07-05-02</b> It was regularly moved and seconded to approve the minutes of June 7, 2023. <b>Motion carried.</b>

7. PRESENTATIONS  
None

8. PUBLIC INPUT  
None

9. NEW / UNFINISHED BUSINESS:

- i. Request for Decision: Public Participation Policy update

CAO Millett-Campbell noted that this is part and parcel with the MPS amendment/update. Mayor Boyer noted a few minor updates/changes.

**MOTION #CoW2023-07-05-03**

It was regularly moved and seconded to recommend to Council the updating of the Public Participation Policy #2023-08 to better align with the amended Municipal Planning Strategy. **Motion carried.**

Changes noted will be presented at the Council meeting.

- ii. Request for Decision: Natal Day street closure request

**MOTION #CoW2023-07-05-04**

It was regularly moved and seconded that Council recommend the road closure from the corner of Victoria St and St George Street to the corner of St George Street and Drury Lane from 5pm to midnight on August 4, 2023. **Motion carried.**

This is an annual request for the Natal Day weekend street dance. Deputy Mayor Tompkins noted that parades and large events require additional policing which affects the Department's budget and this should be taken into consideration during future budget planning.

- iii. Request for Decision: Beer Garden permission on Town property

**MOTION #CoW2023-07-05-05**

It was regularly moved and seconded to recommend to Council to allow the Natal Day Committee to have a beer garden in Market Square on August 4th, 2023 as part of Natal Day, provided the Committee obtains a special event liquor license and special event insurance coverage and the documentation is presented to Town Hall before the event. **Motion carried.**

Brief discussion held regarding special event insurance. Councillor Sanford noted that special event insurance will be obtained by the Whiskey Teller as it will be running the beer garden and that the Natal Day Committee is responsible for the liquor license. The Whiskey Teller will also be hiring security for the beer garden. Deputy Mayor Tompkins suggested that the Committee also be listed on the event insurance.

- iv. Request for decision: Fees & Fine Policy - water on/off charge

Deputy Mayor Tompkins declared a conflict of interest and exited at 6:12 pm. Mayor Boyer chaired the meeting in his absence.

CAO Millett-Campbell noted that this is to align with the letter that was sent to the Utility Review Board.

**MOTION #CoW2023-07-05-06**

It was regularly moved and seconded to recommend that Council update the Fees and Fines Policy to reflect the new \$50 Water On/Off fee subject to URB approval. **Motion carried.**

Deputy Mayor Tompkins returned and resumed chairing at 6:14pm.

- v. TFAC Victoria Street letter re recommendation about parking  
CAO Millett- Campbell noted that there was a request that was sent directly to the Traffic Flow Advisory Committee. The Police Department will monitor the parking situation on Victoria St. Councillor Hafting noted that she has observed church patrons having trouble obtaining parking. CAO Millett-Campbell will send a reply to the Church.

- vi. Amend Operating Capital Budget

CAO Millett-Campbell noted that this reflects the total budget after multiple changes/amendments for which there had been individual motions and the Director of Finance had requested one motion confirming approval of the updated total capital budget.

**MOTION #CoW2023-07-05-07**

It was regularly moved and seconded that Council approve the general capital budget for 2023/2024 of \$660,654 which includes all amendments. **Motion carried.**

- vii. Free parking sign for Market Square

It was noted that this was discussed at Traffic Flow Advisory and Marketing and Economic Development Committees. CAO Millett-Campbell noted that there was already a pad in place that could be used for a sign approximately 3'x4' in size. Discussion held regarding branding, use of Town logo and colours, etc. Updated draft sign will be available at Council meeting.

- viii. Memorial Tree Update

CAO Millett-Campbell noted that the Nova Scotia Town Criers Guild asked about planting a tree in memorial of Peter Davies. The Guild has been notified of the memorial tree/leaves at the Historic Gardens and will consider this option.

- ix. Ratification of Electronic Vote

**MOTION #CoW2023-07-05-08**

It was regularly moved and seconded that Council appoint Andrew Cranton, John Webber, and James Jenner as the Overall Direct Responsible Charge for the Town of Annapolis Royal's water and wastewater system for a term ending December 2023. **Motion carried.**

CAO Millett-Campbell noted that there was a third member added to the motion as they all have the appropriate certifications. Cost is yet to be determined but will be based on use of service.

- x. Response to Province's response to Town's letter requesting moratorium on aerial herbicide (glyphosate) spraying

Mayor Boyer noted that this has come from the Environment Advisory Committee. The Committee was not pleased with the response from the Province and would like to see a letter go back to the Minister regarding glyphosate toxicity. Councillor Wear questioned one of the study links. Mayor Boyer will review the draft, update as required, and bring it back to Council.

- xi. Ecology Action Centre request for support encouraging Province to apply the measures within the Coastal Protection Act

Mayor Boyer noted that this has come about because the Province had promised regulations to protect coastline from development. It was noted that development of regulations was announced in 2019 and a draft was subsequently issued in 2021. Discussion held regarding the status of the draft regulations pursuant to the Acts.

**MOTION #CoW2023-07-05-09**

It was regularly moved and seconded that Council support the Ecology Action Centre request by agreeing to sign the joint Municipalities letter which calls for the immediate release and implementation of the regulations of the Coastal Protection Act. **Motion tabled.**

Tabled to Council meeting.

- xii. Request for Decision: Water Meter replacement

CAO Millett-Campbell noted that there was another water meter breakdown at the Fire Hall. A quote was included in the agenda package.

**MOTION #CoW2023-07-05-10**

It was regularly moved and seconded that Council approve the purchase of the OMNI drop-in unit and register for the 3" water meter at the fire hall in the amount of \$2,700.00. **Motion carried.**

- xiii. Appointment to Annapolis County Inter-municipal Working Group.

**MOTION #CoW2023-07-05-11**

It was regularly moved and seconded to appoint Mayor Boyer and Deputy Mayor Tompkins to the Annapolis County Intermunicipal Working Group with a term ending December 31, 2023. **Motion carried.**

**10. CORRESPONDENCE**

- i. Municipal Affairs and Housing Letter  
Discussion held regarding three Town properties that may be appropriate for a proposed housing initiative. Council decided to send response to the request and disclose the property and conditions.

**11. ROUNDTABLE:**

- i. Mayor Boyer  
Included as Appendix 1
- ii. Deputy Mayor Tompkins  
Noted that the Royan visit was excellent, and graduation was very well done. He also noted that he will be attending July 7<sup>th</sup> Pride flag raising and July 8<sup>th</sup> Pride parade.
- iii. Councillor Hafting  
Noted that the Town Crier did a lovely job at the graduation. She is looking forward to the three-day Pride festival and offered thanks to all the organizers and volunteers. She is also looking forward to the public meeting regarding First Lake. She further shared her personal observation that the Town is looking a bit shabby with overgrown weeds on sidewalks in downtown core and encouraged local businesses and community members to help keep the Town looking good.
- iv. Councillor Sanford  
Noted that she will be attending Pride events and offered congratulations to the organizers. She thanked the Volunteer Fire Department for a very successful car wash, barbecue and boot drive raising over \$5,000 for Natal Day fireworks. And of course, there will be no fireworks if there is a fire ban.
- v. Councillor Wear

Noted that he is settling in and getting up to speed. He has been in touch with the Regional Library regarding the Board and will be attending an orientation meeting soon. He noted that he is also looking forward to the Pride events this coming weekend.

**MOTION #CoW2023-07-05-12**

It was regularly moved and seconded to move in camera at 7:16 pm. **Motion carried.**

**MOTION #CoW2023-07-05-14**

It was regularly moved and seconded to move out of camera at 7:35 pm. **Motion carried.**

**12. ADJOURNMENT**

The meeting was adjourned at 7:36 pm.

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Michael Tompkins, Deputy Mayor

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Krista Gear, Recording Secretary