

**Town of Annapolis Royal  
Council Meeting  
Approved Minutes  
September 20, 2023, at 6:00 pm**

<b>1. CALL TO ORDER</b>	Mayor Boyer called the meeting to order at 6:03 pm acknowledging that the meeting was taking place in the ancestral territory of the Mi'kmaq People and read the live stream notice.
<b>2. PRESENT</b>	Mayor Amery Boyer, Deputy Mayor Michael Tompkins, Councillor Paula Hafting, Councillor Holly Sanford, Councillor Paul Wear, Director of Finance Melony Robinson (left at 6:08pm), CAO Sandi Millett-Campbell (also Recording Secretary for this meeting). Beth Crosby from Kent & Duffett for the questions from Council (left at 6:08pm) and Beth Earle from Annapolis Basin Conference Centre (left at 6:00).
<b>3. REGRETS</b>	None
<b>4. ADDITIONS TO AGENDA</b>	New Business 10.iv. Budget request: Acrobat Pro license New Business 10.v. Change October Council meeting date
<b>5. APPROVAL OF AGENDA</b>	<b>MOTION #C2023-09-20-01</b> The agenda was approved by unanimous consent with the additions.
<b>EDITS TO THE MINUTES</b>	
<b>6. APPROVAL OF MINUTES</b>	<b>MOTION #C2023-09-20-02</b> The regular Council Meeting Minutes of July 19, 2023 were approved by unanimous consent.

**7. PRESENTATIONS**

i. Audited Financial Statements – Beth Crosby

The Director of Finance updated Council: the Audit Committee met this afternoon and reviewed the financial statements. The statements were shared with Council and no questions were asked at this time. Mayor Boyer asked a question regarding the audited statements for Valley Waste and Kings which include a statement to the effect that the District of Digby and Annapolis County reports included in the package are unaudited. Beth Crosby stated that it was a pleasure to work with the staff again this year and it is a good financial audit.

**MOTION #C2023-09-20-03**

It was moved and seconded that Council accept the 2022-2023 financial statements as prepared and presented by the Auditors. **Motion Carried.**

ii. Annapolis Basin Conference Centre – Beth Earle

Her organization is normally named Cornwallis Park Developments, but it is mostly known as ABCC. It has ownership of all the buildings from the former military base. In April, it was advised that it no longer has the contract for sea cadet training. The Board decided to move forward with the opportunities for residential development on its beautiful sites. It contracted out for a comprehensive plan for both locations (Cornwallis

and Annapolis Royal). The sites appear on the website. The Annapolis Royal site would be mostly residential. Beth showed the possible site with residential units including many options for duplexes, town houses and affordable housing. At this point, no decisions have been made, just preliminary talks with contractors and developers and to the gauge the interest in building in Annapolis Royal. There is also the option for the sale of property in Annapolis Royal. The Board has not made any decisions at this point. Beth answered questions from Council.

**8. PUBLIC INPUT: None**

**9. BUSINESS ARISING:**

i. Wharf Repairs for Curb Stops

CAO Millett-Campbell asked Council to review the correspondence received late today on the use of jersey barriers along the wharf where the rotten wood curb stops. Council discussed options on the how to proceed with moving forward to replace the rotten wood areas on the wharf. Council agreed that the jersey barriers are not the right fit for the wharf atmosphere/aesthetics. Council directed staff to do more research on rock and wood options, timeline for the wood, and piling rocks on the haul-upside to stop cars from driving over the edge.

**10. NEW BUSINESS:**

i. Audit Committee Appointment

**MOTION #C2023-09-20-04**

It was regularly moved and seconded that Council appoint Jane Hatcher to the Audit Committee with the term ending December 31, 2023. **Motion carried.**

ii. Royan Visit Fall 2025

Mayor Boyer reported that the delegation from Royan visit in 2023 was appreciated and the Mayor of Royan is looking to host a delegation from the Town in France for the fall of 2025. Council agreed to accept the invitation. Mayor Boyer will send a reply to accept the invitation.

iii. Status of Coastal Protection Act Regulations

Mayor Boyer updated Council on the status on the Coastal Protection Act.

iv. Budget Request for Acrobat Pro license

**MOTION #C2023-09-20-05**

It was regularly moved and seconded that Council approve the purchase of two subscriptions for Acrobat Pro for the remaining fiscal year in the amount of \$700 from the general operating budget. **Motion Carried.**

v. Change October Council Meeting Date

**MOTION #C2023-09-20-06**

It was regularly moved and seconded that the October Council meeting will be moved to Monday October 16, 2023 at 6 pm. **Motion Carried.**

## 11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

### Committee of the Whole

#### **MOTION #C2023-09-20-07**

It was regularly moved and seconded that Council appoint Councillor Sanford to the REMO Advisory Committee with the term ending October 2024. **Motion carried.**

#### **MOTION #C2023-09-20-08**

It was regularly moved and seconded that Council approve of the temporary borrowing resolution for Valley Waste with the Town of Annapolis Royal's share of the 2023-2024 capital budget at 1.31% in the amount of \$7,244. **Motion carried.**

### Planning Heritage Advisory Committee

#### **MOTION #C2023-09-20-09**

It was regularly moved and seconded that Council give the applicant at 144 St George Street heritage approval to change the remaining windows from wood to vinyl (keeping the same pattern) and the remaining roof materials from asphalt shingle to metal as detailed in application 23-16-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

#### **MOTION #C2023-09-20-10**

It was regularly moved and seconded that Council give the applicant at 407 St George Street heritage approval to replace one garage door with a standard door, to change a second garage door from wood to metal, to remove a small garage roof extension, and to change roofing material from shingle to metal as detailed in application AR23-20-HER, providing the requirements of the Land Use By-law are met. **Motion Carried.**

#### **MOTION #C2023-09-20-11**

It was regularly moved and seconded that Council give the applicant at 8 Victoria Street heritage approval to replace the large window at the front with double doors and add a window at the rear of the property on the second floor, as detailed in application AR23-22-HER, providing all conditions of the Land Use By-law are met. **Motion Carried.**

#### **MOTION #C2023-09-20-12**

It was regularly moved and seconded that Council give the applicant at 651 St George Street heritage approval to change one window from wood to vinyl while keeping the same pattern on the window which has rotted due to age, as detailed in application 23-21-HER, providing the requirements of the Land Use By-law are met. **Motion Carried.**

## 12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

### i. Mayor's Report

As circulated.

### ii. Chief Administrative Officer's Report

As circulated. CAO Millett-Campbell updated Council that the paving was to start on Thursday. Currently there is an issue with finding the proper people to flag the areas that

need to be paved. Staff also informed the contractor that using the Town Police may also be an option.

iii. Planning Services Report  
As circulated.

iv. Water Report  
As circulated.

v. Marketing and Economic Development Committee  
As circulated.

vi. Board of Police Report  
No meeting this month.

vii. Twinning Committee  
As circulated.

viii. Library Report  
Councillor Wear noted that the next meeting is on September 21, 2023.

ix. Traffic Flow Advisory Committee  
No meeting this month.

x. IMSA Interim Board  
Mayor Boyer reported that the meeting was this morning and that the Board reviewed the financial statements.

xi. Environment Advisory Committee  
Attached as Appendix A (where is the attachment?)

xii. Academy Condo Board  
Councillor Hafting as Appendix A?

xiii. Friends of the Annapolis Pool Society  
Attached as Appendix A

xiv. Accessibility Committee  
Mayor Boyer reported that today's meeting was cancelled due to the lack of a quorum.

### **13. CORRESPONDENCE:**

- i. Nova Scotia Utility Review Board Decision Letter  
Mayor Boyer summarized the correspondence on the decision to decline the Town's request to increase the water on/off costs until such time as the Town completes a general rate study next fiscal year.

ii. Champlain Drive Tree Concern

Angelika Waldow updated Council on the linden trees on Champlain Drive. The Town does not take down healthy trees and these trees are in good condition. Our trees are an asset to the Town, have value and make the Town look good. Angelika spoke with Joey Peters on the linden tree and they both agree that pruning them is not an option at this point. If the Town prunes the trees, then the Town will have to continue to prune this tree at least every two years and pruning will only encourage quicker growth.

**MOTION #C2023-09-20-13**

It was moved and seconded to direct staff to remove the linden tree on 62 Champlain drive due to the homeowners concerns of the safety and debris on the roof. **Motion defeated.**

**MOTION #C2023-09-20-14**

It was regularly moved and seconded that Council move in-camera to discuss sale of Town-owned land, , contract negotiations, and a personnel matter at 8:09 pm.

**MOTION #C2023-09-20-16**

It was regularly moved and seconded that Council move out of camera at 9:04 pm. **Motion Carried.**  
**(out of camera, no hyphen)**

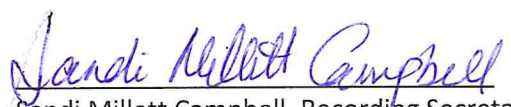
**MOTION #C2023-09-20-17**

It was regularly moved and seconded that Council accept the offer as presented for Lot #1, as is, where is with the condition that the build occur within the first two years and be completed by year three. **Motion Carried.**

**14. ADJOURNMENT**

The meeting was adjourned at 9:05 pm.

  
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Amery Boyer, Mayor

  
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Sandi Millett Campbell, Recording Secretary

