

**Town of Annapolis Royal
Council Meeting
Approved Minutes
October 16, 2023, at 6:00 pm**

1. CALL TO ORDER	Mayor Boyer called the meeting to order at 6:02 pm acknowledging that the meeting was taking place in the ancestral territory of the Mi'kmaq People.
2. PRESENT	Mayor Amery Boyer, Deputy Mayor Michael Tompkins (arrived at 6:13 pm), Councillor Paula Hafting, Councillor Holly Sanford, Councillor Paul Wear, Director of Finance Melony Robinson (left at 6:26 pm), CAO Sandi Millett-Campbell, and Recording Secretary Kim Dunning
3. REGRETS	None
4. ADDITIONS TO AGENDA	
5. APPROVAL OF AGENDA	MOTION #C2023-10-16-01 The agenda was approved by unanimous consent.
EDITS TO THE MINUTES	
6. APPROVAL OF MINUTES	MOTION #C2023-10-16-02 The regular Council Meeting Minutes of September 20, 2023 were approved by unanimous consent.

7. PRESENTATIONS: None

8. PUBLIC INPUT:

9. BUSINESS ARISING: None

10. NEW BUSINESS:

- i. Quarterly Finance updates
 - a. General Operating Budget
Director of Finance gave an overview of the General Operating Budget.
 - b. Capital Budget
Director of Finance gave an overview of the Capital Budget.

Director of Finance would like to change the schedule for presentation of quarterly financial reports. Recommendation was for Director of Finance to present on February 7th meeting instead of in January.

11. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole

MOTION #C2023-10-16-03

It was regularly moved and seconded that Council write off the Water Utility account 640.02 in the amount of \$320.85. **Motion carried.**

MOTION #C2023-10-16-04

It was regularly moved and seconded that Council approve the revised Annapolis REMO - Intermunicipal Emergency Services Agreement between the Municipality of the County of Annapolis, the Town of Annapolis Royal and the Town of Middleton. **Motion carried.**

MOTION #C2023-10-16-05

It was regularly moved and seconded that Town Hall be closed from December 22, 2023, to January 2, 2024 (inclusive) and further, that Town Hall staff use vacation time, unpaid leave, or time in lieu in the equivalent amount of three days. **Motion carried.**

Planning Heritage Advisory Committee

MOTION #C2023-10-16-06

It was regularly moved and seconded that Council give first reading for an amendment to Schedule A of the Land Use By-law to rezone lands of Michael and Jessica D'Anna at 558 St. George Street from Residential Single Use (RSU) to Residential Medium Density (RMD). **Motion carried.**

MOTION #C2023-10-16-07

It was regularly moved and seconded that Council set the public hearing date of November 15, 2023, at 5 pm. **Motion carried.**

12. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

- i. Mayor's Report
As circulated. Meeting arranged with CAO Millett-Campbell on Strategic Planning on October 24th to prepare for the meeting on October 30th with Council.
- ii. Chief Administrative Officer's Report
As circulated. Councillor Sanford asked a question regarding signs (what signs? You are here signs?) around the Town, and if there is a plan to place more. CAO MillettCampbell advised that the *Annapolis Refresh!* Group is working on this at present. There are large ones at the Farmers Market and Historic Gardens and there are plans to place a smaller one at the Amphitheatre.
- iii. Planning Services Report As circulated.
- iv. Water Report
As circulated.
- v. Marketing and Economic Development Committee Included in Mayor's Report.

Mayor Boyer has received two copies of Royan City Council's "mid-mandate" reports and will bring them to the next meeting for everyone to look at.

viii. Library Report

Councillor Wear informed Council that the library circulation materials are up to 15,000 being lent out. The branch is averaging 1,873 wireless connections per month, and this is the highest number in all the branches. The Board is currently in a precarious financial position, and operating costs are outstripping their total funding. In 2025, the provincial funding formula is due to change, and if there isn't money coming in from the Province, there is the possibility of cutbacks in the future. The Board has also set aside \$33,732 for a heat pump to be installed at the library. From the \$1.2 million that was bequeathed to the library, the Board's intention is to spend 3.5% of this each year on the library. The Board has also lost two more staff. Councillor Wear will be joining the Investment Committee, and the first meeting is on Monday, October 23rd.

ix. Traffic Flow Advisory Committee

No meeting this month.

x. IMSA Interim Board

Included in Mayor's Report.

xi. Environment Advisory Committee

Discussion regarding promoting Plant Based Food and Mayor Boyer shared a copy of the Treaty with the Committee. Committee is currently working on a letter regarding Glyphosate Spray, and a Q&A regarding Extended Producer Responsibility (EPR) for an upcoming article in the Town Crier Newsletter. It was agreed that the Committee does not proceed with comments on the Province's Critical Mineral Strategy as this doesn't impact the Town.

xii. Academy Condo Board

No meeting.

xiii. Friends of the Annapolis Pool Society

Councillor Hafting advised that plans are being made with respect to facility maintenance work that needs to be completed before next summer. A pool liner expert will be making a site visit soon, and early estimates for replacing the liner (as it is collapsing) is approximately \$200,000. The plan is for funding and fundraising to pay for this replacement.

xiv. Accessibility Committee

No meeting as quorum.

13. CORRESPONDENCE:

- i. WCB Strategic Plan
For information only

- ii. Provincial Capital Assistance Program (PCAP) – Annapolis Royal Upgrades 2023
For information only

MOTION #C2023-10-16-08

It was regularly moved and seconded that Council move in-camera to discuss Labour Relations and Contract Negotiations, and Personnel Matters at 6:54 pm.

MOTION #C202310-16-10


It was regularly moved and seconded that Council move out-camera at 7:25 pm. **Motion Carried.**

14. NEXT MEETING: November 15, 2023 at 6:00 pm

15. ADJOURNMENT

The meeting was adjourned at 7:29 pm.



Amery Boyer, Mayor

Kim Dunning, Recording Secretary