

**Town of Annapolis Royal  
Council Meeting  
Approved Minutes  
November 15, 2023, at 6:00 pm**

<b>1. CALL TO ORDER</b>	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.
<b>2. PRESENT</b>	Mayor Boyer, Deputy Mayor Michael, Councillor Paula Hafting, Councillor Holly Sanford, Councillor Paul Wear, Interim Director of Public Works Ken Knox, Planner Chris Millier and Anya Chin left the meeting at 6:14 pm, and Recording Secretary Kim Dunning
<b>3. REGRETS</b>	CAO Sandi Millett-Campbell
<b>4. ADDITIONS TO AGENDA</b>	New Business 9. iv. MEDC Bank Closure Recommendation from MEDC New Business 9. v. Move of the Ferry Fundy Rose to the Magdalene Islands Recommendation from MEDC
<b>5. APPROVAL OF AGENDA</b>	<b>MOTION #C2023-11-15-01</b> The agenda was approved by unanimous consent with above additions.
<b>EDITS TO THE MINUTES</b>	
<b>6. APPROVAL OF MINUTES</b>	<b>MOTION #C2023-11-15-02</b> The regular Council Meeting Minutes of October 16, 2023 were approved by unanimous consent.

**7. PRESENTATIONS:**

i. LUB Amendment

Planner Chris Millier reviewed the application with the Committee and answered questions. Next step is for the Public Notice of Adoption to be advertised in the paper. Planner Millier also advised Interim Director of Public Works Knox that they had provided him with a revised report as there was a typo in the recommendation which was corrected.

**MOTION #C2023-11-15-03**

It was regularly moved and seconded that Council amend Schedule A (Map 4) of the Town of Annapolis Royal Land Use By-law (Zoning Map) to rezone lands of Annapolis Royal at St. George Street (PID 05002001) from Residential Single Use (RSU) to Residential Medium Density (RMD).  
**Motion carried.**

**8. PUBLIC INPUT:** None

**9. NEW BUSINESS:**

i. Reappointments

Council reviewed all the public appointments as presented and recommended removal of the term for all the motions listed.

**MOTION #C2023-11-15-04**

It was regularly moved and seconded that Council appoint Dale Roberts as the Valley Waste-Resource Management By-law Enforcement Officer for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-05**

It was regularly moved and seconded that Council appoint Meg Carroll and Zachary Cromwell as Animal Control Officer for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-06**

It was regularly moved and seconded that Council appoint Hank Sawhuck as the Town of Annapolis Royal's Fire Inspector for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-07**

It was regularly moved and seconded that Council appoint Mark Jamieson as the Town of Annapolis Royal's Building Inspector for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-08**

It was regularly moved and seconded that Council appoint Chris Millier as the Town of Annapolis Royal Planner for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-09**

It was regularly moved and seconded that Council appoint Christine Igot as the Town Crier for Annapolis Royal for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-10**

It was regularly moved and seconded that Council appoint Anna Kate Newman, Lesley Hodder and Catherine Ewer to the Pool Committee for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-11**

It was regularly moved and seconded that Council appoint Levi Cliché and Spencer Reynolds to the Environment Advisory Committee for the term ending December 31, 2025. **Motion carried.**

**MOTION #C2023-11-15-12**

It was regularly moved and seconded that Council appoint Daniella Siggia **Beasant**, Anne Crossman, and Jim Wight to the Marketing and Economic Development Committee for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-13**

It was regularly moved and seconded that Council appoint Brian Bohaker and Wilfred Allan to the Planning and Heritage Advisory Committee for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-14**

It was regularly moved and seconded that Council appoint Brenda MacDonald, Spencer Reynolds, and Sharon Elliot to the Accessibility Committee for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-15**

It was regularly moved and seconded that Council appoint Roy Stagg to the Board of Police Commissioners for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-16**

It was regularly moved and seconded that Council appoint Ken Knox as the Civic Addressing Coordinator for the Town of Annapolis Royal for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-17**

It was regularly moved and seconded that Council appoint Chief Mark Kane as the Traffic Authority for the Town of Annapolis Royal for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-18**

It was regularly moved and seconded that Council appoint Chief Mark Kane and Interim Regional Director of Public Works Ken Knox to the Traffic Flow Advisory Committee for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-19**

It was regularly moved and seconded that Council appoint Ken Knox as the Development Officer for the Town of Annapolis Royal for the term ending December 31, 2024. **Motion carried.**

- ii. Annapolis County Inter Municipal Working Group (ACIMWG) Update  
Council reviewed the reports on recommendations made by the three County CAOs on recreation facilities, housing, and economic development. Mayor Boyer has advised all of these are high level recommendations and that thoughts or comments should be directed to CAO Millett-Campbell, Mayor Boyer, or Deputy Mayor Tompkins.

**ACTION:** Members of Council to send any thoughts or comments to CAO Millett-Campbell, Mayor Boyer or Deputy Mayor Tompkins

**OWNER:** Council

**DATE:** As soon as possible

- iii. Congrès mondial acadien (World Acadian Congress) 2024  
Mayor Boyer has been contacted by the Acadian Odyssey Commission and they would like to place a monument in Annapolis Royal, on the land of Parks Canada, by the site of the Deportation at Queen's Wharf. This will be a Parks Canada decision, but Parks Canada would like to hear back from Council regarding this suggestion. Council confirmed its support for a monument at Fort Anne.
- iv. Bank Closure Letter

MEDC has reviewed the draft letter proposed and suggested the addition of concerns about phishing, fraud and scams for seniors who do not use digital banking. Council supported the amendment and agreed that the letter can be mailed out. Mayor Amery will share the letter that Wayne Boucher sent regarding the closure.

**ACTION:** Letter sent from Wayne Boucher to be shared with Council

**OWNER:** Mayor Boyer

**DATE:** As soon as possible

**ACTION:** Letter to be sent to Bank of Nova Scotia

**OWNER:** Mayor Boyer

**DATE:** As soon as possible

**MOTION #C2023-11-15-20**

It was regularly moved and seconded that Council to send the letter to Bank of Nova Scotia on behalf of Town Council and its residents with the addition of concerns of digital banking for residents who do not use online banking as there is the possibility of phishing, fraud, or being scammed. **Motion carried.**

v. Move of the Ferry Fundy Rose to the Magdalene Islands

Council reviewed the letter drafted by MEDEC and Mayor Boyer asked Council to send her any recommendations/suggestions to be added to it

**MOTION #C2023-11-15-21**

It was regularly moved and seconded that Council send a letter voicing its concerns to to the various local/affected municipalities and provincial entities about the possible move of the Ferry Fundy Rose to the Magdalene Islands for an indefinite period. **Motion carried.**

**10. UNFINISHED BUSINESS:**

i. Strategic Plan Update

**MOTION #C2023-11-15-22**

It was regularly moved and seconded that Council add the updated Strategic Plan Update to the Website for public review and comments. **Motion carried.**

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

**Committee of the Whole**

**MOTION #C2023-11-15-23**

It was regularly moved and seconded that Council approve the installation of half-height barriers and parking curbs at the wharf to replace the wooden curbs that have rotted due to age.

**Motion tabled.**

Councillor Sanford asked if staff could visit Digby Wharf to see what they have as the concrete barriers match the wooden ones, before proceeding with the recommendation. Deputy Mayor Tompkins requested that this go on the record as it is a safety issue, and his preference is to get

this done sooner rather than later. Council agreed for this to be tabled until Ken can report back on his findings for Digby.

**ACTION:** Ken Knox to inspect/investigate Digby Wharf

**OWNER:** Ken Knox

**DATE:** As soon as possible

**MOTION #C2023-11-15-24**

It was regularly moved and seconded that Council write off roll 00092398 and roll 04997409 final taxes in the amounts \$680.85 and \$2465.60 respectively for the Town of Annapolis Royal.

**Motion carried.**

**MOTION #C2023-11-15-25**

It was regularly moved and seconded that Council appoint Paul Kellogg to join Board of Police Commissioners for the term ending December 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-26**

It was regularly moved and seconded that Council hold a second public meeting on the seawall on November 23, 2023, at 6:00pm. **Motion carried.**

**MOTION #C2023-11-15-27**

It was regularly moved and seconded that Council appoint Deputy Mayor Michael Tompkins and Councillor Paul Wear to the Audit Committee until October 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-28**

It was regularly moved and seconded that Council appoint Councillor Paula Hafting to the Environment Advisory Committee until October 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-29**

It was regularly moved and seconded that Council appoint Deputy Mayor Michael Tompkins and Councillor Holly Sanford to the Marketing & Economic Development Committee until October 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-30**

It was regularly moved and seconded that Council appoint Councillor Holly Sanford and Councillor Paula Hafting to the Planning and Heritage Advisory Committee until October 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-31**

It was regularly moved and seconded that Council appoint Mayor Amery Boyer to the Accessibility Committee until October 31, 2024. **Motion carried.**

**MOTION #C2023-11-15-32**

It was regularly moved and seconded that Council appoint Councillor Holly Sanford and Deputy Mayor Michael Tompkins to the Board of Police Commissioners Board until October 31, 2024.

**Motion carried.**

**MOTION #C2023-11-15-33**

It was regularly moved and seconded that Council appoint Deputy Mayor Michael Tompkins and Councillor Paul Wear to the Traffic Flow Advisory Committee until October 31, 2024. **Motion carried.**

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

- i. Mayor's Report  
As circulated. Sustainable Communities Challenge Fund (Province of NS) completed screening application for the feasibility study for the small-scale community tidal power project on November 8. Town will submit two additional applications.
- ii. Chief Administrative Officer's Report  
As circulated.  
Councillor Hafting asked for an update on street painting. Interim Director of Public Works Knox advised that next week they are holding Traffic Control and Signage courses, and once certified, Town staff will be able to complete the work internally. Currently, there isn't anyone certified for traffic control and signage within the Town.
- iii. Planning Services Report  
As circulated.
- iv. Water Report  
As circulated.  
Councillor Hafting asked if the metal and minerals reports are quarterly. Interim Director of Public Works Knox will share the most recent one.
- v. Marketing and Economic Development Committee  
Committee currently working on marketing plan and are working on a few revisions which have been shared with Chair Siggia. This will be reviewed at next MEDC meeting. MEDC have recommended that Council send letters regarding the bank closure and the Digby Ferry which they discussed during their meeting yesterday.
- vi. Board of Police Report  
Meeting deferred to November 23, 2023.
- vii. PHAC  
Meeting deferred to December 4, 2023.
- viii. Twinning Committee  
Mayor Boyer advised that a delegation will be going to France in 2025.
- ix. Library Report  
Meeting will be held tomorrow night.
- x. Traffic Flow Advisory Committee  
Meeting deferred to December 14, 2023.

- xi. IMSA Interim Board  
Included in Mayor's Report.
- xii. Environment Advisory Committee  
Meeting deferred to November 22, 2023.
- xiii. Academy Condo Board  
Councillor Wear advised that there are a few changes on the Board, and as a result Councillor Hafting didn't receive an invite to the last meeting, but he was able to attend. Most of the discussions during the meeting were regarding parking issues at the back of the building. Issues are hub users taking the spots of residents. Possible options are to increase signage and trading spots between residents and the Town. One elm tree will be taken down on the school property, and possibly another one due to Dutch elm disease.
- xiv. Friends of the Annapolis Pool Society  
Councillor Hafting advised that the winterisation of the facility is almost complete. Have had the site visit for the pool liner replacement, and currently waiting on report. Some funding has been secured and a full campaign and more details will be available once the report has been received with the costs for replacement of the liner.
- xv. Accessibility Committee  
No meeting.

**13. CORRESPONDENCE:**

- i. YourHealthNS app  
For information only

**MOTION #C2023-11-15-34**

It was regularly moved and seconded that Council move in camera at 5:26 pm.



**MOTION #C2023-11-15-36**

It was regularly moved and seconded that Council move out of camera at 5:28 pm. **Motion Carried.**

**14. NEXT MEETING:** December 20, 2023 at 6:00 pm

**15. ADJOURNMENT**

The meeting was adjourned at 7:14 pm.

  
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Amery Boyer, Mayor  
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Kim Dunning, Recording Secretary

