

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

1. Call to Order	Mayor Boyer called the meeting to order 6:00 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, Councillor Paula Hafting, Councillor Holly Sanford, Councillor Paul Wear, CAO Sandi Millett-Campbell, Matt Delorme AIM Network (left at 7:08 pm) and Recording Secretary Kim Dunning
3. Regrets	
4. Additions to Agenda	New Business 9. vi. Christmas Message by MEDC In-camera – Labour relations and contract negotiations
5. Approval of Agenda	MOTION#C2023-12-20-01 The agenda was approved by unanimous consent with above additions. Motion carried
Edits to the Minutes	None
6. Approval of Minutes	MOTION #C2023-12-20-02 The regular Council Meeting Minutes of November 15, 2023 were approved by unanimous consent. Motion carried MOTION #C2023-12-20-03 The Public Meeting Minutes of November 15, 2023 were approved by unanimous consent. Motion carried MOTION #C2023-12-20-04 The Special Council Minutes of November 30, 2023 were approved by unanimous consent. Motion carried

7. Presentations

Matt Delorme from AIM Network presented the Flood Adaptation and Asset Management Report. This is currently at conceptual design stage, and the report will be sent to the Town for their review by tomorrow (Thursday, December 21, 2023). This report would then need to go to Environment Advisory Committee for their review. Deputy Minister Tomkins asked if there was an option of waiting until the boardwalk needs to be replaced (life expectancy is 15 years approximately), and Matt Delorme advised that, yes you can wait, but there may not be any funding available then. Councillor Hafting asked why the previous reports were more expensive and was advised that there were some errors on AIMS Network part and they had refined the flooding estimates. Councillor Wear asked if the barriers could be put between the other side of the boardwalk and was informed that this did not belong to the Town. Any additional questions or comments can be sent direct to AIM Network.

8. Public Input

None

9. New Business

i. Change January 2024 Council Meeting

The Town would like to move the Council meeting from January 17, 2024, to January 24, 2024.

MOTION #C2023-12-20-05

It was regularly moved and seconded that Council change the January 2024 Council meeting on January 17, 2024, to January 24, 2024, at 6pm. **Motion carried.**

ii. Save the Date: Invite to attend MEDC (January 9, 2024) Twinning Visit of 2023 Presentation

Christine Igot would like to invite Council members to attend the next Marketing Economic Development Committee (MEDC) meeting on January 9, 2024, at 6:00 pm where she will be presenting the Twinning Visit of 2023.

iii. Discussion on Fire Rate 2024/25 Budget

CAO Millett-Campbell has been asked to bring to Council a recommendation to change the layout of resident's tax bills. The Volunteer Fire Department would like to have a separate line showing how much has gone to the Volunteer Fire Department, as previously this is not shown on the bills clearly. Council confirmed that they would want to see financials before further discussion on this request.

MOTION C#2023-12-20-06

It was regularly moved and seconded that Council agree to proceed with the Fire Rate 2024/25 Budget process in principal. **Motion carried.**

iv. Vehicle Replacement Policy

CAO Millett-Campbell asked that as the Town has its own Vehicle Replacement Policy should the fire truck be added to this policy. The Fire Department will be presenting this to Council in the new year. Currently, each year the Town sets aside an amount for the replacement of the fire truck. Deputy Mayor Tompkins asked if this money is currently being invested, and CAO Millett-Campbell will check with the Director of Finance on this question.

ACTION: Establish if the money being set aside each year for the replacement fire truck is being invested, and report back at Committee of the Whole

NAME: CAO Millett-Campbell

DATE: Before January 10, 2024, Committee of the Whole meeting

v. Letter of Request to Annapolis Valley Regional Library (AVRL)

The attachment was for information only. CAO Millett-Campbell has been in contact with the CAO, and AVLr are having a meeting in February. They have requested a letter from the Town to advise them what capital improvements requests, or any other requests we have currently. Councillor Wear advised that the MOU doesn't include operating costs and the MOU may need to be updated/amended. He also suggested asking the library users what their preference is, and due to the short timeline, this would not be possible (holidays). CAO Millett-Campbell does need the letter sent to AVLr by the end of January 2024. Recommendation is for Council to send comments to CAO Millett-Campbell to be included in the letter.

ACTION: Council members to send any comments directly to CAO Millett-Campbell

NAME: Council members

DATE: Before January 10, 2024, Committee of the Whole meeting

vi. Christmas Message by MEDC

CAO Millett-Campbell shared the video that Chair Siggia-Beasant (MEDC) MEDC would like the video to be shared on Facebook. Concerns were raised if people in the video had given their consent for this to be shared. CAO Millett-Campbell to contact Chair Siggia-Beasant to confirm if consent has been received.

ACTION: Confirm if consent has been received to release this video

NAME: CAO Millett-Campbell

DATE: December 21, 2023

10. Unfinished Business

11. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION C#2023-12-20-07

It was regularly moved and seconded that Council submit a letter to demonstrate municipal support for our Community Climate Capacity application. **Motion carried.**

MOTION C#2023-12-20-08

It was regularly moved and seconded that Council approve the updated Snow and Ice Control Policy #2023-09. **Motion carried.**

MOTION C#2023-12-20-09

It was regularly moved and seconded that Council approve the installation of boulders in front of the wooden curbs that have rotten due to age. **Motion carried.**

MOTION C#2023-12-20-10

It was regularly moved and seconded that Council appoint Ken Knox for the Position of Director of Municipal Operations and Development as of December 30, 2023.

Motion carried.

Environment Advisory Committee

MOTION C#2023-12-20-11

It was regularly moved and seconded that Council change the Environment Advisory Committee Policy #2018-1 from five committee members to a maximum of seven.

Motion carried.

MOTION C#2023-12-20-12

It was regularly moved and seconded that Council approved the updated letter on glyphosate spray to be sent out. **Motion tabled.**

Councillor Wear has reviewed the letter and attachment and disagrees with the suggestion that this causes cancer as Health Canada and regulatory bodies have concluded that this isn't the case. Recommendation is for anyone who has concerns to email them to Councillor Hafting who is the Council representative for EAC, and she will share the concerns at the next EAC meeting.

ACTION: Anyone who has concerns to email Councillor Hafting

NAME: Council

DATE: Before next EAC meeting (January 12, 2024)

Board of Police Commissioners

MOTION C#2023-12-20-13

It was regularly moved and seconded that Council approve the change to quarterly meetings for the Board of Police Commissioners By-law with the understanding that the By-law requires updating and Ministerial approval. **Motion carried.**

MOTION C#2023-12-20-14

It was regularly moved and seconded that Council send a letter to the Minister of Justice on behalf of addition officer program funding. **Motion carried.**

12. Reports from Committees, Boards and Commissions

i. Mayor's Report

Update to the attached report. Mayor Boyer advised that the Town did not receive the Net Zero Energy Concepts and Technical Resources Program funding. Applications for \$105k and \$30k grants have been submitted. New Year Levee will be hosted at the Legion on January 1, 2024, from 12pm.

- ii. Chief Administrative Officer's Report
As circulated.
- iii. Planning Services Report
As circulated. Mayor Boyer asked the question if the formula is wrong for YTD 2023-2024 and Total Estimate Value YTD 2022-2023 as these are the same amounts.

ACTION: Check formula is correct for the above amounts.

NAME: Kim Dunning

DATE: Before January 10, 2023

- iv. Water Report
As circulated.
- v. Marketing and Economic Development Committee
As circulated.
- vi. Board of Police Report
As circulated.
- vii. PHAC
Meeting deferred to January 8, 2024
- viii. Twinning Committee
No meeting, presentation to MEDC on January 9, 2024
- ix. Library Report
Councillor Wear attending the Library Board meeting on November 16, 2023, and consideration is being considered to contracting out most of their financial operations. Fiscally, the Board is under budget, and the Library Board is planning to acknowledge the Evans Bequest to AVRIL with a press release, and a name unveiling on February 21, 2024. The numbers at the library remain strong and have increased over 13% since last year, and wireless internet usage is 3528 hours per month on average. The highest for all libraries in the region. Next meeting will be held in February 2024.
- x. Traffic Flow Advisory Committee
Councillor Wear advised that they met on December 7, 2023, and there were only a couple of items on the agenda. The main item was the proposed request from the Condo Board to re-assign some parking for residents/visitors. This committee agreed that this did not have much impact on traffic flow in the town, and only ask that the Condo Board make it clear that this is their decision and not the town. Next meeting is January 11, 2024.
- xi. IMSA Interim Board

Included in Mayor's Report. Mayor Boyer did include that they had a meeting this morning and problems with old buses, delays getting parts and driver issues were discussed.

- xii. Environment Advisory Committee
As circulated.
- xiii. Academy Condo Board
As circulated. Scaffolding was being used to change the smoke alarms, and Mayor Boyer advised that Valley Waste have recently had training on using scaffolding, and there may be the possibility of the Town using this in future.
- xiv. Friends of the Annapolis Pool Society
Deferred to next month.
- xv. Accessibility Committee
No meeting.

13. Correspondence

- i. News Release: Evans Bequest
For information only.

MOTION C#2023-12-20-15

It was regularly moved and seconded that Council move in-camera at 8:08 pm. **Motion carried.**

MOTION #C2023-12-20-18

It was regularly moved and seconded that Council move out of camera at 9:07 pm. **Motion carried.**

MOTION #C2023-12-20-19

It was regularly moved and seconded that Council accept the offer of \$61,000 plus HST for Lot 2, PiD# 05318431 with a response by Friday, December 22, 2023. **Motion carried. Nay Councillor Hafting**

ACTION: Accept the offer with a deadline date of Friday, December 22, 2023

NAME: CAO Millett-Campbell

DATE: December 21, 2023

MOTION #C2023-12-20-19

It was regularly moved and seconded that Council increase the CAO salary as discussed effective December 30, 2023. **Motion carried.**

MOTION #C2023-12-20-20

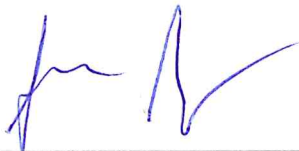
It was regularly moved and seconded that Council accepts the three-year CUPE agreement as present and discussed. **Motion carried.**

14. Next Meeting

January 24, 2024 at 6:00 pm

15. Adjournment

The meeting was adjourned at 9:11 pm



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

