

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 February 21, 2024 at 6:00 pm**

1. Call to Order	Mayor Boyer called the meeting to order at 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, Director of Finance Melony Robinson, and Recording Secretary Kim Dunning Sybil Skinner-Robertson presenting for the Health Care Task Team Members of the Public: Bill MacDonald, Stephen Robertson, Brian Power-Grim and Andrew Tolson (left at 6:36 pm)
3. Regrets	CAO Sandi Millett-Campbell
4. Additions to Agenda	Removal from 11. Recommendations from Committees, Boards and Commissions Marketing and Development Committee Motion 7. Addition of 13. Correspondence i. Request from tourism students – Royan for internship and ii. Dugua Day '24 14. In camera ii. Personnel Matters
5. Approval of Agenda	MOTION #C2024-02-21-01 The agenda was approved by unanimous consent with the above additions. Motion carried
Edits to the Minutes	None
6. Approval of Minutes	MOTION #C2024-02-21-02 The Council Meeting Minutes of January 24, 2024 were approved by unanimous consent. Motion carried

7. Presentations

- i. Board of Police Commissioners By-law Public Meeting
 - a. Written Submissions Received
 Director of Finance Robinson advised that the Town has not received any written submissions.
 - b. Public Input
 The Town did not receive any responses from the public.

MOTION #C2024-02-21-03

It was regularly moved and seconded that Council approve the second reading of the Board of Police Commissioners By-law and to send to Minister of Justice for final approval. **Motion carried.**

ii. Health Care Task Team

- Sybil Skinner-Robertson presented a PowerPoint Presentation on the Annapolis Royal Health Care Task Team. The presentation included:
- Why should the Town Council deepen its focus on health?
- What can Town Council do to lead the way on these issues?
- Proposed Standing Healthcare Advisory Committee

8. Public Input

None

9. New Business

i. Health Care Advisory Committee

Deputy Mayor Tompkins asked if the County was involved, and Skinner-Robertson responded not at the moment. Recommendation for Mayor Boyer and Deputy Mayor Tompkins to discuss this during the Annapolis County Inter Municipal Working Group meeting, and Skinner-Robertson will share the documentation for this. Councillor Wear asked if there were any grassroot groups in the area, and Bill MacDonald responded that there have been a few groups that have given new doctors tours and welcomed them to Annapolis Royal. Councillor Sanford asked if there will be workshops for seniors, as they may need assistance. Skinner-Robertson responded that this has been discussed, and Andrew Tolson added that the library is currently holding computer workshops and could combine them for this purpose. Councillor Hafting added that they had attended a meeting with the firefighters last night and this was facilitated by MLA Kerr. It was nine years ago that it was agreed that firefighters would respond to medical calls and receive training for this. In the first year, there were 15 medical calls with an approximate wait time of 5 to 20 minutes for ambulances. Last year, there were 125 medical calls and the ambulance wait time was up to five hours. During the meeting, a report was shared by the firefighters which listed that they had attended 250 fire/medical calls last year, and this shows that half of the calls are medical. Councillor Hafting advised that firefighters are unable to transport any patients as there is the possibility of being sued. Councillor Hafting added that this is a huge burden on the volunteer firefighters, waiting with patients for transportation while they are in agony, terrible mental health strain, and too much time spent away from work and families. It was also mentioned that some of the Annapolis Royal firefighters have left and some are seeking mental health counseling. Some of the volunteers have clocked up to 800 hours of volunteer time in one year. Councilor Hafting added that the paramedics who are showing up to these incidents are fully supporting these individuals as it isn't their fault, but the system's. Mayor Boyer advised that the Town has applied for a grant to put together a physician recruiting video, also the community supported nursing students by sending two volunteers to ay 5:00 am to collect them to take them to their school as there isn't a bus service that early in the morning. Mayor Boyer asked if this task team would take over tasks like these, at least in terms of rationalizing how we set

this type of thing up. Skinner-Robertson added that this task team has only three volunteers and does need more volunteers, this would create efficiency and using all the resources available would stop things being duplicated. Mayor Boyer suggested that they should possibly focus on some of the worst cases, and Skinner-Robertson recommended adding a Tell the Story/Patient Journey, as people then become emotionally involved. They said that this would include what the patient went through from start to finish, following the patient. Recommendation for the Terms of Reference to be reviewed at Committee of the Whole (CoW) meeting.

10. Unfinished Business

None

11. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION #C2024-02-21-04

It was regularly moved and seconded that Council approve the updated appendix B of the Capital Equipment replacement policy for the fiscal year 2024-2025. **Motion carried.**

MOTION #C2024-02-21-05

It was regularly moved and seconded that Council approve the Valley Waste Resource Management Operating Budget of \$6,859,565 with the Annapolis Royal portion of \$89,638 for the fiscal year 2024-2025. **Motion carried.**

MOTION #C2024-02-21-06

It was regularly moved and seconded that Council send the letter to Minister MacMaster supporting the Annapolis Valley Regional Library to assist in their department's deliberations when considering funding for regional libraries. **Motion carried.**

Environment Advisory Committee (EAC)

MOTION #C2024-02-21-07

It was regularly moved and seconded that Council agree to send the updated letter to the Executive Director, Sustainability and Applied Science on Glyphosate spray. **Motion carried.**

Councillor Wear asked for the word gravely to be removed from the letter. Mayor Boyer added that the County of Annapolis has not followed up on the response from the Minister.

ACTION: Remove word “gravely” from letter
WHO: Recording Secretary Dunning
DUE: February 26, 2024

Planning & Heritage Advisory Committee

MOTION #C2024-02-21-08

It was regularly moved and seconded that Council enter into a Development Agreement with King’s Theatre Society to permit the development of a “marquee” on the canopy entry, accessible front doors, and a rear addition to the existing “King’s Theatre” building lands of the Town of Annapolis Royal at 209 St. George Street (PID 05003777, 05311634, 05004221) pursuant to the application, site plan and details contained in the application dated December 23, 2023. **Motion carried.**

Council discussed what changes were included in this report, and Deputy Mayor Tompkins asked if they have the funding in place? Councillor Sanford responded that this question was asked at PHAC and that they can confirm that they have all the funding in place and will even stay open during renovations. Councillor Wear asked about sea level, and if the Town is concerned that this area is potentially going to be under water; avoiding putting money into buildings that will be impacted by floods could save potential losses. Mayor Boyer responded that this is why this type of application goes through the development agreement and any concerns/issues will be addressed then.

MOTION #C2024-02-21-09

It was regularly moved and seconded that Council give the applicant at 644 St. George Street heritage approval to install 2 banks of 3 windows (total of 6 windows) at upper level on sides of building below the existing window and replace dormer door with window. Also, to repair/replace carriage house single doors on front and side of building, and to replace existing double garage door with double carriage door as detailed in application 24-04-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

Marketing and Economic Development Committee (MEDC)

MOTION #C2024-02-21-10

It was regularly moved and seconded that Council approve a task team for the Francophone file with a member of the Marketing and Economic Development Committee (MEDC) on the task team. **Motion carried.**

Mayor Boyer explained the reasoning for this being established. Many names, titles and organizations are involved and they need to be collected and they need to be collected and added to a database. A subcommittee could support this until the

Twinning Subcommittee has been reformed. It was also noted that this year is a unique one as there are two Acadian family reunions being held in Annapolis Royal as part of the Congrès mondial acadien. It was agreed that a Task Team could be struck instead.

MOTION #C2024-02-21-11

Cooperative framework by the Marketing and Economic Development Committee (MEDC) for an Annapolis Royal Cooperative Marketing Fund, subject to Council approval.

Mayor Boyer advised that the previous plan that Council received from MEDC has not yet been approved by Council. MEDC is trying to facilitate a joint marketing effort e.g. joint lunches, joint advertising, etc. Deputy Mayor Tompkins responded that there may be issues with this regarding use of taxpayers' money. It was noted that MEDC does not require approval for working on the development of such a fund. Motion not required.

MOTION #C2024-02-21-12

It was regularly moved and seconded that Council approve an initiative by the Marketing and Economic Development Committee (MEDC) to start a subcommittee to investigate a UNESCO Heritage Designation Application for the Town of Annapolis Royal. **Motion carried.**

Councillor Sanford advised that this was in the draft planning report that was presented to Council and was one of the tasks MEDC needed to investigate. Councillor Wear advised that there could be people in the community who would be suitable or interested in this.

MOTION #C2024-02-21-13

It was regularly moved and seconded that Council agree to review the Wayfinding Study for consideration during 2024-2025 budget deliberations. **Motion tabled.**

Councillor Sanford advised that the signs/signage in the Town are a mess, and if this should be discussed during the budget meetings. Deputy Mayor Tompkins responded that the Town would need an amount, and Mayor Boyer added that Council would need to approve this. Questions were asked if there could be a Request for Proposal (RFP) as this would then give Council an amount, as it does need this information before deciding. Recommendation is for MEDC to use some of its funds for an RFP and once completed, this can be return to Council for review.

MOTION #C2024-02-21-14

It was regularly moved and seconded that Council approve sending representatives of the Marketing and Economic Development Committee (MEDC) to attend the 2024

Saltscapes Spring Expo and book a larger booth at a cost of \$1,475 plus tax for April 19 to 21, 2024, subject to confirmation of details such as partnerships and specific objectives. **Motion tabled.**

Councillor Sanford advised that a member from MEDC attended this last year and thought it was a great success. They informed MEDC that other towns were there. Deputy Mayor Tompkins suggested coordinating with other businesses, and there could be an option for the Town providing support with banners, etc. A question was asked about who would pay for their accommodation and Mayor Boyer responded that each individual involved would be responsible for this. Councillor Hafting asked how many businesses from the Town of Annapolis Royal attended last year, and Councillor Sanford didn't have this information to hand. DoF Robinson added that as this is for April 2024, it would need preapproval. Councillor Sanford added that there is still time to reach out to other businesses to join MEDC. This will go back to MEDC for further discussion.

MOTION #C2024-02-21-15

It was regularly moved and seconded that Council approve the removal of paid advertisements from the Town Crier Newsletter effective March 2024. **Motion tabled.**

It was also recommended that MEDC review this publication during its meeting, and report back to Council.

Board of Police Commissioners (BoPC)

MOTION #C2024-02-21-16

It was regularly moved and seconded that Council approve that 25% of the net revenue from the Triton Program be placed into the Capital Reserve but allocated to the Police Department. In case of funding emergencies, it can be used by the Town as needed. **Motion carried.**

Councillor Hafting asked if there was a need to define what the emergency is in this motion. DoF Robinson responded that a funding emergency makes it very clear, so no changes are needed. Councillor Wear added that anything can be classed as a funding emergency.

12. Reports from Committees, Boards and Commissions

- i. Mayor's Report
As presented.
- ii. Chief Administrative Officer's Report
As presented.

Councillor Hafting asked about the placemaking project as it doesn't seem to get finished, and this should go to CAO Millett-Campbell for follow-up.

- iii. Planning Services Report
As circulated.
- iv. Water Report
As circulated.
Councillor Hafting asked when the next mineral scan would be available for review, as this is done quarterly. Will be investigated.
- v. Marketing and Economic Development Committee
As circulated.
Councillor Sanford added that the Natal Day accounts are to be reviewed by an accountant.
- vi. Board of Police Report
As circulated.
- vii. Planning and Heritage Advisory Committee
As circulated.
- viii. Twinning Committee
No update.
- ix. Library Report
Councillor Wear advised that the Board meeting was held on February 15 (virtually). They added the attendance numbers are up from last year. Councillor Wear advised that the Town's proposal has been rejected by the Board. Councillor Wear advised that the Board does want to continue working with the Town to spend the estimated \$52,000 in proceeds from investments.
- x. Traffic Flow Advisory Committee
No meeting.
- xi. IMSA Interim Board
Mayor Boyer advised that the meeting was earlier today, and nothing urgent to report.
- xii. Environment Advisory Committee
As circulated.
- xiii. Academy Condo Board
Councillor Hafting advised that there was a meeting yesterday at 4:00 pm, and there were issues with the Board receiving the financials via email, so they have not been voted on. The property manager has given an update on some window assessments

and plans for repair, and minor repairs to some of the units. The new hot water tank installation has been completed, and the windows have been assessed in the Hub; one is leaking, and this will be addressed. The Fire Safety Plan is in the final stages, and the Board has received a complaint regarding the outside timer lights on School Street and a new timer has been ordered. A masonry company is putting together a quote for required repairs, and repairs to the main entrance are being investigated, as some rotted wood has been located. A local arborist has recommended the removal of two trees that are too close to the building, and a motion was passed.

xiv. Friends of the Annapolis Pool Society

As circulated.

Councillor Hafting informed members that the County of Annapolis will donate \$60,000 to support the development and repair of the pool on condition that there is proof that all funding partners have approved their own contribution. Councillor Wear asked why there is no discussion with the Town of potentially contributing and was informed that the Town contributes a standard \$8,000 every year. Deputy Mayor Tompkins recommends this is put on our budget agenda. Mayor Boyer recommends that the written agreement and insurance documents be reviewed by Council before any discussions.

ACTION: Share written agreement and insurance documents with Council

NAME: DoF Robinson

DUE: March 6, 2024

xv. Accessibility Committee

No meeting.

13. Correspondence

i. Request from tourism students – Royan for internship

Mayor Boyer has received an email regarding two students participating in projects for six weeks this year (May 6 to June 28, 2024) at Annapolis Royal. There are two options firstly, for someone taking on the projects for the town, and secondly, if the town isn't interested, the Township of Clare, it could be asked if it would like to host these two students. Councillor Sanford asked where they would stay, and Mayor Boyer said this is something that would need to be discussed. Councillor Wear asked if we have jobs for them here, and Mayor Boyer responded that we would create one for them. Deputy Mayor Tompkins mentioned that during this meeting there have been many actions items from MEDC, and this could be a possibility. He stated that he would like to keep the students here due to the relationship between Royan and the Town of Annapolis Royal. Mayor Boyer suggested placing a notice in the Town Crier Newsletter for billeting.

ACTION: Compose an article for the Town Crier Newsletter for the students of Royan

NAME: Mayor Boyer

DUE: February 26, 2024

ii. Dugua Day '24

Mayor Boyer has received an email informing the Town that Parks Canada is working on its brochure for the year and needs any information from the Town on what it may be doing to mark Dugua Day 2024. Mayor Boyer added that the Town Crier is available to attend on June 18, 2024, and give a talk on Dugua de Mons at the Amphitheatre over the lunchtime period, with the optional rain venue location being included. All agreed with the recommendation of the Town Crier holding the event on June 18, and Mayor Boyer will let them know.

ACTION: Confirm the recommendation for the Town Crier to hold a talk on Dugua de Mons on June 18

NAME: Mayor Boyer

DUE: February 26, 2024

MOTION #C2024-02-21-17

It was regularly moved and seconded that Council move in camera at 8:00 pm. **Motion carried.**

MOTION #C2024-02-21-19

It was regularly moved and seconded that Council move out of camera at 8:26 pm. **Motion carried.**

MOTION #C2024-02-21-20

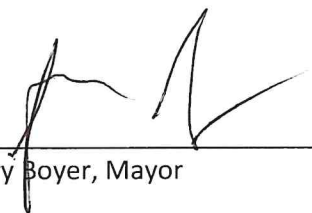
It was regularly moved and seconded that Council approve the lease as presented. **Motion carried.**

14. Next Meeting

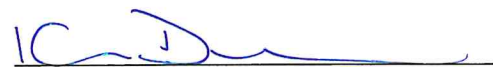
March 20, 2024 at 6:00 pm

15. Adjournment

The meeting was adjourned at 8:30 pm



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

