

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 May 15, 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 and reading the live stream statement
2. Present	Mayor Amery Boyer, Deputy Mayor Michael Tompkins, Councillor Paula Hafting, Councillor Paul Wear, CAO Sandi Millett-Campbell, Councillor Holly Sanford, and Recording Secretary Kim Dunning Presentation: Laura Bright Members of the public: Robert Bright, Lisa Proulx, Lorna McLagan, Geraldine Kenny, Karen Achenbach, and Ashlea Viola (left at 6:40 pm) Presentation: Paul Olshefsky and Michael Scott (left at 6:45 pm) Jason Vaughn (left at 7:45 pm)
3. Regrets	None
4. Additions to Agenda	Additions: 14. In camera iii. Legal advice 14. In camera iv. Labour relations and contract negotiations
5. Approval of Agenda	MOTION #C2024-05-15-01 The agenda was approved by unanimous consent with the above additions.
Edits to the Minutes	None
6. Approval of Minutes	MOTION #C2024-05-15-02 The Council Meeting Minutes of April 17, 2024 were approved by unanimous consent. MOTION #C2024-05-15-03 The Public Hearing Minutes of April 17, 2024 were approved by unanimous consent.

7. Presentations

- i. Save Our Old Forests (SOOF) Association – Beals Brook and Goldsmith Lake Wildness Areas – Laura Bright
 Laura Bright gave an update on their previous presentation to Council in November 2023 to pause all harvesting and roadbuilding activities in forests over 80 years old on Crown land in Annapolis County. Laura Bright then gave a presentation on protecting wildness areas Beals Brook and Goldsmith Lake Wilderness. SOOF would like the Town of Annapolis Royal to support their request to protect the above two wilderness areas and, in the meantime, to place a moratorium on all forestry, road building and industrial activities within the proposed Wilderness Areas.

Councillor Wear asked if the two areas are publicly owned, and Laura Bright responded that they are Crown land. Councillor Sanford asked if this presentation will be shared with the County of Annapolis and the Town of Middleton and Laura Bright advised that they are sharing the presentation with the Town of Middleton next week but are waiting to hear back from the County to be included in their agenda. Recommendation to support this request with a letter to the Province.

ACTION: Draft a letter of support for SOOF
NAME: CAO Millett-Campbell
DUE: May 29, 2024

MOTION #C2024-05-04

It was regularly moved and seconded that Council support the Save Our Old Forest (SOOF) request for the protection of Beals Brook and Goldsmith Lake Wilderness areas.
MOTION CARRIED.

- ii. Annapolis Royal Tennis Club – Paul Olshefsky and Michael Scott
Paul Olshefsky gave an overview of the Annapolis Royal Tennis Club. The Tennis Club would like to be given access to one of the pool's washrooms its their tennis sessions between May and November. Currently, their members are either using the woods or the porta-potty on the soccer area and they advised that there are some of their members with medical conditions. The Tennis Club added that they would pay for cleaning supplies and cleaning of the room during their usage and would like to ask Council if there is a way for them to use the washroom.

Councillor Hafting asked if there was a structure for this tennis club and Michael Scott replied that there is a Board of Directors and there is a registration fee of \$50 a year for membership. They also asked if they have investigated the use of a porta-potty and the answer was no, as they feel this is too expensive. Councillor Hafting also asked if the Tennis Club had been to any of the Pool's meetings and the response was no. They also added that this isn't really a Council decision as the Pool Society runs the facility, and this year it will be a construction zone, and the Society does not want members of the public going through the area during construction. There is also a concern for insurance liability.

Mayor Boyer advised that there are grants available for tennis courts and it might be an idea to use some of the funds set aside for resurfacing to purchase a porta-potty and then apply for a grant to go towards resurfacing the courts. Paul Olshefsky added that they had received correspondence from the Pool Society advising that it wasn't an option for them to use the washroom at present. Councillor Sanford recommended that the Tennis Club provide a presentation to the Pool Society and another suggestion was to come up with a solution for the problem themselves as they are open for six months and during this time, the pool isn't open 100% of the time.

Deputy Mayor Tompkins suggested that there should be a formal agreement between the Tennis Club and the Pool Society and that this should be investigated later. Councillor Hafting added that there will be plumbing issues that will need to be

addressed this year, so this may also be an issue. CAO Millett-Campbell added that the Tennis Club does not contribute anything to the Town, and they give priority to their members and the remainder is available to members of the public. Recommendation for the Tennis Club to have a meeting with the Friends of the Annapolis Pool Society, also to discuss with them as to whether or not they can turn on their water at the start of May and turn it off in November and establish if the construction crew will be having their own porta-potty.

8. Public Input
None

9. Unfinished Business

- i. Nova Scotia Federation of Municipalities NSFM Letter Regarding Municipal Policing Agencies
Mayor Boyer and CAO Millett-Campbell attended a meeting today in Truro to discuss the above. They have received recommendations from the Police Chiefs, and Mayor Boyer will share the recommendations with Council. At the meeting in Truro, it was agreed that everyone would write their own letter to NSFM and this needs to be done before May 31, 2024.

ACTION: Share recommendations with Council

NAME: Mayor Boyer

DUE: May 17, 2024

ACTION: Compose a letter to NSFM on behalf of the Town of Annapolis Royal

NAME: Mayor Boyer

DUE: May 29, 2024

- ii. Request for Decision: Snow and Ice Control Policy
Deputy Mayor Tompkins asked if they had a conflict of interest and Mayor Boyer responded that they need to make the decision themselves, as Council cannot answer that question. CAO Millett-Campbell advised that the Snow and Ice Control Policy and the Streets and Sidewalk By-law have been reviewed by the Town's lawyer and their comments are included in the package. There is confusion between Council members on the questions provided to the lawyer, and CAO Millett-Campbell added that the questions Council asked have been addressed in the lawyer's response back. Councillor Hafting asked when the policy was updated and it was in 2017, and for the last 20 years this has been the standard. There are concerns that if Public Works takes over the piece between the property and the sidewalk, this will take more time and may have an impact on the budget allocated. Recommendation for Director of Municipal Operations and Development to attend the next meeting to provide more information.

ACTION: Add Snow and Ice Control Policy and Street and Sidewalks By-law to next Committee of the Whole (CoW) meeting

NAME: Recording Secretary Dunning

DUE: May 29, 2024

MOTION

It was regularly moved and seconded that Council approve the Snow and Ice Control Policy #2024-05 dated April 2024.

Motion tabled.

- vi. Request for Decision: Streets and Sidewalks By-law
This was discussed in v. Snow and Ice Policy and will be reviewed at the next CoW meeting in June.

MOTION

It was regularly moved and seconded that Council approve first reading of the Streets and Sidewalk By-law dated April 2024. **Motion tabled.**

10. New Business

- i. West Nova Community Leadership Award
CAO Millett-Campbell advised that the West Nova Community Leadership Award is a new program and asked Council if it wishes to nominate someone for this award. Anna-Kate Newman was nominated for all that she has done for the Friends of the Annapolis Pool Society and Friends of the Library, and Council agreed.

MOTION #C2024-05-15-05

It was regularly moved and seconded that Council nominate Anna-Kate Newman to be the candidate for the West Nova Community Leadership Award. **Motion carried.**

ACTION: Nominate Anna-Kate Newman for the West Nova Community Leadership Award

NAME: CAO Millett-Campbell

DUE: June 20, 2024

- ii. Request for Decision: Friends of the Annapolis Pool Society (FAPS) Request for Pool Repairs

CAO Millett-Campbell has received a list of repairs that the Pool Society wishes to complete and would like to receive confirmation that the Town does not have any concerns with any of them.

MOTION #C2024-05-15-06

It was regularly moved and seconded that Council agree to the improvements to the pool as per the written request from Friends of the Annapolis Pool Society. **Motion carried.**

- iii. Appoint new member to the Environment Advisory Committee

CAO Millett-Campbell advised that on May 9, 2024, it was announced that Cassidy Walker will be providing support for the Town of Annapolis, Town of Middleton, and County of Annapolis as a Climate Lead. This is regarding the Community Climate Capacity Grant.

MOTION #C2024-05-15-07

It was regularly moved and seconded that Council approve the appointment of Cassidy Walker to the Environment Advisory Committee (EAC) for the term ending December 31, 2025. **Motion carried.**

iv. Public Meeting Review – May 13, 2024

Councillor Hafting advised that there were approximately 75 people in attendance and that there should be a follow-up meeting. Councillor Sanford added that there should be a survey completed as the Town does need to know what the residents want. Councillor Wear suggested not deciding until after the elections as it will be up to the next Council to decide, and CAO Millett-Campbell added that it is important to gather data for Council members to have for their campaigns. Councillor Wear also agreed that the meeting was well attended but was a bit disappointed in the presentations as they didn't seem focused enough, and the part on infrastructure deficit wasn't relevant for the discussion on Annapolis Royal, as it doesn't apply to the Town.

Deputy Mayor Tompkins added that they did have a few discussions with residents after the presentations, and it is a small area of the Town that would be affected by storm surge. If the amount was added to residents' annual taxes from now it would be \$900 per year, which is a lot of money for residents especially those whom it doesn't affect. They also noted that it was a good turn out, but it is one in five residents attended.

Mayor Boyer advised that the Town has applied for funding for the wharf, and there is a Wharf Committee that would need to be included/involved. CAO Millett-Campbell advised that the Town had budgeted for four public meetings and asked what the next steps should be. Recommendation for a survey to be sent out and Councillor Sanford offered their assistance in reviewing the submissions. CAO Millett-Campbell advised that on May 14, 2024, the Wharf was inspected by engineers. There haven't been any repairs done over the last few years, and a report will be shared with the Town once completed. It was noted that at the end of the wharf and on the west side, there are many holes that will need to be addressed. Councillor Wear asked what demolition would look like and Mayor Boyer will share the demolition costs with Council. It was agreed that a survey will be drafted to establish if residents want the wharf to be repaired, using something like Survey Monkey and a note with a link that can be included in the water bill that will be sent out to residents at the end of June. It can also be added to the website, Facebook, and included in the Town Crier newsletter. The options for the wharf are demolition, rehabilitation, and reconstruction and there are also the cost of annual repairs/maintenance to consider.

Mayor Boyer concluded that the meeting was very good, but many people couldn't hear the speakers or see the screen, and there is a need to be more concise with questions being asked.

ACTION: Create a survey to send out to residents for the wharf
NAME: CAO Millett-Campbell
DUE: May 29, 2024

11. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION #C2024-05-15-08

It was regularly moved and seconded that Council approve the repeal of the Listing and Links Policy #2017-02 dated February 21, 2017. **Motion carried.**

MOTION #C2024-05-15-09

It was regularly moved and seconded that Council approve the EV Sponsorship Policy #2024-06 dated April 2024. **Motion carried.**

MOTION #C2024-05-15-10

It was regularly moved and seconded that Council approve the write-off of roll #00092398 and roll #04997409 interim taxes in the amounts \$680.85 and \$3,244.80 respectively for the Town of Annapolis Royal for the Town owned properties. **Motion carried.**

12. Reports from Committees, Boards and Commissions

i. Mayor's Report
As presented. See attached Appendix.

ii. Chief Administrative Officer's Report
As presented.
Councillor Hafting asked what the reference to Public Works smoke testing in the parking lots is, and CAO Millett-Campbell responded that they drop smoke bombs into the catch basin to see where the water is going; it would appear that the sewage system is filling up with rainwater. There is another option of using a dye test, but this requires rainfall. They added that Public Works will be working on painting the street markings and this will take roughly four weeks to complete. Currently there are only two staff in Public Works, so things will get done but may take longer to complete. The Town has advertised for a casual employee for Public Works. Councillor Hafting asked if the crosswalks will be a priority and CAO Millett-Campbell responded that there are so many priorities for painting. Councillor Hafting asked if the crosswalks would be a priority from a liability point of view, and Deputy Mayor Tompkins advised that this wouldn't be the case as the work is in process and there is signage in these locations.

- iii. Planning Services Report
As presented.
- iv. Water Report
As presented.
- v. Marketing and Economic Development Committee (MEDC)
Deputy Mayor Tompkins gave a brief overview of the meeting. The Visitor Information Centre was discussed, and it was agreed that MEDC shouldn't be involved in or to take it over. There was a discussion about a kiosk, and this needs further discussion as to whether or not it should be available for other areas to advertise things going on in the Town. Councillor Sanford added that they had been speaking to a business owner who had previously placed rack cards in the display and would like to get their cards back but is not sure about the process. There will be a second Town Hall Roundtable on May 27, 2024 at the Legion. Discussion on having a MEDC section in the Town Crier Newsletter as concerns have been expressed that MEDC is not promoting what it is doing. Discussion on collaboration, and requests for UNESCO volunteers have not received any response.
- vi. Board of Police Report
No meeting.
- vii. Planning & Heritage Advisory Committee
No meeting.
- viii. Twinning Committee
Included in Mayor's report.
- ix. Library Report
Councillor Wear advised that there was a meeting on April 8, 2024 in Berwick, and one of the topics discussed was to out-source financial services for the Board, and this has been approved. There was also a discussion on the financial compensation for the new CEO for the Library who had signed a two-year contract in January 2023; i.e. salary had been stipulated for this year, and they have requested a significant increase which was approved by the Board. Next meeting will be held on June 20, 2024, and will be the Annual General Meeting (AGM).
- x. Traffic Flow Advisory Committee
No meeting.
- xi. IMSA Interim Board
Deputy Mayor attended the meeting on behalf of Mayor Boyer and advised that there were two items that were passed, one was the five-year contract for trucking, which was approved today, and there will be a survey for Middleton and Annapolis on yard waste.

- xii. Environment Advisory Committee
As presented.
- xiii. Academy Condo Board
As presented.
- xiii. Friends of the Annapolis Pool Society
As presented.
- xiv. Accessibility Committee
Need three members.

13. Correspondence

- i. Concerns – Town of Annapolis Royal
For information only. CAO Millett-Campbell added that the concerns have been raised with Public Works, and the paving cannot be done until June 2024. Crosswalks were discussed earlier in the meeting, and painting is scheduled. The VIC is not a responsibility of the Town, and Deputy Mayor Tompkins added that streets are not built for pedestrians: there are sidewalks for walking on.
- ii. Compliment re SEL Program Guided Tour of Annapolis Royal Police Department
For information only.

MOTION #C2024-05-15-11


It was regularly moved and seconded that Council move into camera at 7:47 pm.
Motion carried.

MOTION #C2024-05-15-13


It was regularly moved and seconded that Council move out of camera at 8:23 pm.
Motion carried.

14. Next Meeting
June 19, 2024

15. Adjournment
The meeting was adjourned at 8:24 pm.



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

Mayor's Report, April 11, 2024

March 26, 2024

Review of Town of Annapolis Royal documents relating to coastal protection for Environment Advisory Committee.

April 2, 2024 Sat in on virtual health professionals recruitment webinar with CAO.

April 5, 2024 With CAO, met virtually with Matt Delorme and Ian Tenhaaf of AIMN to review changes to five year capital plan and discuss upcoming public meetings and their presentation.

April 8, 2024 Review of Town Website for French/Acadian Content/Links.

April 9, 2024 Attended MEDEC meeting.

April 12, 2024 Plan to attend virtual meeting of Dept of Emergency Management and the Nova Scotia Guard.

April 19, 2024 Plan to meet virtually with Anya Waite, CEO of Dalhousie Ocean Frontier Institute, Greg Trowse of Sustainable Applied Research (SOAR), CAO and Bill Crossman re tidal project.

April 24, 2024 – 10 am – 11 am (AST) through zoom

Amplifying Climate Awareness, NSFAM

Free webinar for NSFAM and AMANS members from the Canadian Centre for Climate Services and CLIMAtlantic about:

- Climate trends and projections for Nova Scotia
 - A few of the many tools, resources, and services available to apply climate data in your own work
 - Examples of what others are doing to adapt to climate change
- Webinar attendees will have the opportunity to actively participate through interactive polling and a question period.

April 22 to 25, 2024

Mayor will be out of the Province but back in time for the ACIMWG meeting.

Status of grant applications:

Project	Potential Funding Source	Status
Tidal Pilot Project Feasibility Study ¹	Sustainable Communities Challenge Fund (Province of NS)	Application for \$105,808 filed Nov 29, 2023/decision expected March/April 2024
	<u>Building Capacity with the Smart Renewables and Electrification Pathways Program (canada.ca) Smart Renewables</u>	Application filed on Jan 31, 2024 for \$34,955 including HST for the entire project/this application combined

¹ Note: all applications in progress for this project are based on previous applications to FCM and Sustainable Communities Challenge Fund. It is largely a cut and paste job to complete subsequent applications.

	and Electrification Pathways Program (SREPs) NR Canada	with the one above would fund 100% of the feasibility study - decision expected May 2024
	FCM Green Funds (Federation of Canadian Municipalities)	Pre-application for \$66,130 submitted April 9, 2024
	<u>IRAP: NRC Industrial Research Assistance Program - National Research Council Canada</u>	Information requested Jan 21 & sent on Feb 12, 2024/Town not eligible to apply/on March 27, 2024, Hysovent stated that it may be eligible to apply for: <ul style="list-style-type: none"> • Risk assessment and Mitigation planning • Technical analysis and design considerations • Hydrogen production analysis on behalf of the project.
	<u>Clean Energy for Rural and Remote Communities Program (canada.ca)</u>	holding for Program Officer as at March 12, 2024 before proceeding with any application
	<u>oceansupercluster.ca</u>	Met with MaFe Navarro and Jennifer Laplante online on Mar 22, 20024. They do not fund feasibility studies but could assist with commercialization down the road.
	<u>Clean Growth Hub (Canada.ca)</u>	Contact form completed Mar 12, 2024/resent at their request on Apr 8, 2024/meeting scheduled for April 19, 2024
	Dalhousie Ocean Frontier Institute (Anya Waite, CEO)	On April 6, 2024, they indicated that are very interested in a conversation with us and will provide an introduction to non-profit partner Sustainable Applied Research (SOAR).
	Sustainable Applied Research (SOAR)	Our project aligns with the Transformation Climate Action research program, a 7-yr program launched in March 2023, under Cluster 2.3, The sustainable development of tidal energy infrastructure. Holding for meeting dates and times as at April 6, 2024.

IMSA Report

March 27, 2024 Regular meeting of the Interim Intermunicipal Services Agreement (IMSA) Board. It was a very productive meeting.

- There was a presentation by Mark Peck on the Regional Transportation for Halifax and larger area. The ultimate purpose will be to determine a hierarchy of transportation modes for the region with public input. For example, the City of Vancouver Transportation 2040 Plan rates these as follows: priority 1 is walking, priority 2 cycling, 3 is public transit, 4 is taxis and shared vehicles and 4 is the car. Kings Transit presented its first draft strategic plan which was very well done. Page 4 of the report mentioned a compliment that was received on inspection of the KTA offices and maintenance garage located in New Minas.
- The new cost model for the various waste streams was presented at the cost centre, stream level, user level, and municipal level. The model was deemed to be complete, ie. "it works" and will next be handed over to VW staff to begin to use. It is said to be user friendly with 40 to 50 tabs that can be used to manipulate variables for "what if" scenarios. Capital costs, reserves and financing are not included in the model.
- New request for Decision and Request for Direction forms were presented, which were well received. Perhaps the Town should consider such a format for it's request for direction.

The next meeting will be on April 17, 2024 at 10:00 am.

April 10, 2024 Attended special meeting of the IMSA Board to discuss award of contract for curbside collection services.

Twinning Report

April 9, 2024 drafting of terms and signing of contracts for two Royan Tourism students

