

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 September 18, 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 being live streamed and was taking place in the ancestral territory of the Mi'kmaq People.
2. Present	Mayor Amery Boyer, Deputy Mayor Michael Tompkins Councillor Paul Wear, Councillor Paula Hafting, Councillor Holly Sanford, CAO Sandi Millett-Campbell, Director of Finance (DoF) Robinson (left at 6:18 pm) and Recording Secretary Kim Dunning Auditor Beth Crosby from Kent and Duffett Chartered Professional Accountants (left at 6:08 pm) Member of public: Ellie Macklin (left at 6:10 pm)
3. Regrets	None
4. Additions to Agenda	Removal of New Business iv. Municipality of the County of Annapolis Royal Audit Committee – Water Tower Update
5. Approval of Agenda	MOTION #C2024-09-18-01 The agenda was approved with the above removal by unanimous consent.
Edits to the Minutes	None
6. Approval of Minutes	MOTION #C2024-09-18-02 The Council Meeting Minutes of July 17, 2024 were approved by unanimous consent.

7. Presentations

- i. Provision of Taxation By-law #200 – Second Reading and Passing
 CAO Millett-Campbell advised that they haven't received any submissions regarding this by-law.

MOTION #C2024-09-18-03

It was regularly moved and seconded that Council approve the second reading and passing of the Provision of Taxation By-law #-200 dated June 2024. **Motion carried.**

- ii. Town of Annapolis Royal – Consolidated Financial Statements – March 31, 2024
 Auditor Crosby and DoF Robinson were available for any questions. Councillor Hafting asked if there were any highlights and Auditor Crosby responded that the audit is concluded and there wasn't anything that stood out. Mayor Boyer asked about pages 15 and 17 and Auditor Crosby explained these two pages.

Mayor Boyer thanked Auditor Crosby.

MOTION #C2024-09-18-04

It was regularly moved and seconded that Council accept the 2023-2024 financial statements as prepared and presented by the Auditors. **Motion carried.**

8. Public Input

Member of the public Ellie Macklin's greatest concern is for the Town to do something regarding the deer population in Town. They stated that this is a very serious problem and one issue they have is growing a garden. They have tried to scare the deer away using lights, sounds, etc. They also added that other towns have similar problems. They would like the Town to act and wanted to come to the Council meeting to emphasize this.

9. Unfinished Business

None

10. New Business

i. Election Update – Candidates

DoF Robinson provided an update. There are two candidates for Mayor and six candidates for Council. Training for the nominees will be on Thursday, September 20, 2024, and Friday, September 21, 2024. The polls open on October 10, 2024 at 9:00 am, and staff are currently still enumerating people. They added that this will be the first Council election since 2012. CAO Millett-Campbell added that there will not be any paper ballots, and voting will be done by either phone or online. There is the opportunity for residents to come into Town Hall to vote online if they require assistance. Councillor Hafting asked if there will be a meet and greet opportunity, and CAO Millett-Campbell will give an update when they have more information.

ii. WCB Rates for 2025

DoF Robinson advised that by now Council has a report on the rates. They have been advised by WCB that their system is down, and this information is not available. The rate for the Annapolis Royal Police Department will be \$4.32, down 92 cents. Other municipalities and Public Works will be \$3.18, up 14 cents. They added that they are mandated to have the numbers out by September 1, 2024.

iii. Appoint new member for Planning and Heritage Advisory Committee

MOTION #C2024-09-18-05

It was regularly moved and seconded that Council approve the appointment of Rod Whale to the Planning and Heritage Advisory Committee for the term ending December 31, 2024. **Motion carried.**

11. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION #C2024-09-18-06

It was regularly moved and seconded that Council approve the Town of Annapolis Royal contribution of \$2,231 out of the \$59,493 budget with the County of Annapolis and the Town of Middleton for an Economic Development Coordinator for the area. **Motion carried.**

MOTION #C2024-09-18-07

It was regularly moved and seconded that Council match the fund contribution of \$205,439 from the operating reserve for paving funds received from the Municipally Owned Trunks and Routes Cost-Shared Program for fiscal year 2024-25. This will amend the 2024-2025 operating budget to reflect additional funds coming in at \$410,878 with additional expenditures of \$410.878. **Motion carried.**

MOTION #C2024-09-18-08

It was regularly moved and seconded that Council appoint Danny Young as the Occupational Health and Safety (OH&S) representative for the term ending December 31, 2024. **Motion carried.**

MOTION #C2024-09-18-18

It was regularly moved and seconded that Council defer the draft motion to approve the fee schedule as recommended effective January 1, 2025, \$130 for 1 session per /wk (\$65 half year where offered), \$160 for 2 sessions/wk (\$80 half year) \$200 for 3 session/wk (\$100 half year), until the Committee of the Whole meeting on October 2, 2024. **Motion carried.**

MOTION #C2024-09-18-09

It was regularly moved and seconded that Council approve the Fines and Fees Policy #2024-11 dated September 2024. **Motion carried.**

MOTION #C2024-09-18-10

It was regularly moved and seconded that Council approve the appointment of Sheila Redden-Smith to the Accessibility Advisory Committee for the term ending December 31, 2024. **Motion carried.**

MOTION #C2024-09-18-11

It was regularly moved and seconded that Council approve the Communication Policy #2024-12 dated September 2024. **Motion carried.**

Planning and Heritage Advisory Committee

MOTION #C2024-09-18-12

It was regularly moved and seconded that the the applicant at 324 St George Street be given heritage approval to install a window sign and a projecting wall sign as detailed in application 24-25-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

Councillor Hafting advised that this is the location of the new coffee shop and that the sign meets the requirements of the By-law. They added that Director of Municipal Operations and Development DMO/D Knox was going to speak to them regarding removing the address from the sign.

MOTION #C2024-09-18-13

It was regularly moved and seconded that the applicant at 204 St Anthony Street be given heritage approval to change the window layout in the front of the property, restoring the original arrangement with vinyl windows matching all others, as detailed in the application AR24-26-HER, providing the requirements of the Land Use By-law are met. **Motion carried.**

Mayor Boyer asked about the reference to solar panels in the application, and CAO Millett-Campbell responded that this was an error and the motion is correct. Councillor Hafting added that there is a very large window to be removed and replaced with two separate windows (this was the original layout). There was discussion regarding using vinyl windows and the homeowners needing to go with what is available at a reasonable price. Councillor Wear added that these would match the two windows on the upper level.

12. Reports from Committees, Boards and Commissions

- i. Mayor's Report
As presented. The IMSA meeting was cancelled for today (September 18, 2024) due to a fire.
- ii. Chief Administrative Officer's Report
As presented. Councillor Hafting asked for an update on internet services and CAO Millett-Campbell responded that the fibre was installed last week, and that the system was switched over yesterday (September 17, 2024). They are currently working on any kinks. They added that any emails from the Town of Middleton are not being received and are being blocked by a security wall. Councillor Hafting asked why there were spaces coned off at the amphitheatre at the weekend, as they had received concerns about this. Mayor Boyer asked about the summer student who completed the term, and CAO Millett-Campbell responded that they need a summer student to help with the summer concerts at the amphitheatre. Deputy Mayor Tompkins asked about the Public Works truck (when will it be sold), and CAO Millett-Campbell responded it will be sold in the fall as it is being used on a regular basis.
- iii. Planning Services Report
As presented.
- iv. Water Report
As presented.
- v. Marketing and Economic Development Committee (MEDC)
CAO Millett-Campbell advised that the MEDC Roundtable will be held on Monday, September 23, 2024 at 6:00 pm at the Legion.
- vi. Planning and Heritage Advisory Committee
This was included in the Recommendations from Committees.
- vii. Board of Police Commissioners (BoPC)
Deputy Mayor Tompkins advised that BoPC met earlier today and reviewed the financials. It was noted that there was one item that was over and that was due to

purchasing firearms. They also gave a review of the recent Police Conference in Sidney.

- viii. Twinning Committee
Mayor Boyer advised that this Committee is currently working on the Terms of Reference (ToR), as there are parts of the document still under discussion. There are also discussions as to whether the Royan students should be included in the ToR.
- ix. Library Report
Councillor Wear advised that they will be meeting tomorrow night, that and they have reviewed their meeting package and noted that book loans are down considerably. They also added that the book fair will be happening.
- x. Traffic Flow Advisory Committee
Councillor Wear advised that the last meeting was cancelled.
- xi. IMSA Interim Board
As presented. Mayor Boyer advised that Meeting Minutes are being produced by Valley Waste and Kings Transit for members of the councils
- xii. Environment Advisory Committee (EAC)
As presented. Mayor Boyer added that EAC is currently working on the Terms of Reference for the Nova Scotia Coastal Protection Plan. A Climate Conference has been booked for November 2, 2024 at the gym.
- xiii. Academy Condo Board
As presented. Councillor Hafting added that the Annual General Meeting will be held on September 26, 2024 at 6:00 pm.
- xiii. Friends of the Annapolis Pool Society
As presented. Councillor Hafting added that the pool is currently full of water, and just waiting for the skimmers to be installed. Once installed, the pump will need to run for 30 days, then everything should be completed.
- xiv. Accessibility Advisory Committee
No meeting.

13. Correspondence

- i. Granville Ferry Causeway- Annapolis County
CAO Millett-Campbell advised that a virtual meeting had been held with provincial representatives, the Town, and the Municipality of the County of Annapolis, including the Warden, and the provincial Department of Public Works. The Province is currently in the process of developing a tender for completion of an evaluation of the causeway and this will be shared with the Town and Council once finalized.
- ii. Concern – Deer
Deputy Mayor Tompkins advised that deer would increase in population, and Councillor Wear added that this is an issue. The Deputy Mayor added that they are not

sure how you can resolve the issue. There was discussion on how many deer a person can hunt, and Deputy Mayor Tompkins thought it was one buck, and most of the deer in the Town are does. CAO Millett-Campbell suggested putting a notice in the Town Crier newsletter asking residents not to feed them as this was mentioned in the letter from Ellie Macklin. It was recommended that options/ideas be investigated and reported back to Council.

ACTION: Staff needs to look at options and report back to Council
NAME: CAO Millett-Campbell
DUE: October 9, 2024

- iii. Annapolis and District Fire Society Financial Statements – March 31, 2024
CAO Millett-Campbell advised that, as stated in the MOU, the Fire Department has provided its financial statements. Mayor Boyer asked if the Town’s capital contribution should be included, and CAO Millett-Campbell responded that this doesn’t need to be included in the financial statement as the Town holds the funds on their behalf.

MOTION #C2024-09-18-14

It was regularly moved and seconded that Council move into camera to approve in-camera minutes at 6:44 pm. **Motion carried.**

MOTION #C2024-09-18-16

It was regularly moved and seconded that Council move out of camera at 7:04 pm. **Motion carried.**

MOTION #C2024-09-18-17

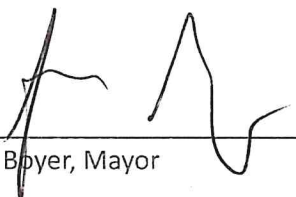
It was regularly moved and seconded that Council approve the issuance of an Order to Remedy for the tree removal located at 616 St. George Street, Annapolis Royal. **Motion carried. 1 nay.**

14. Next Meeting

October 11, 2024

15. Adjournment

The meeting was adjourned at 7:15 pm



Amery Boyer, Mayor



Kim Dunning, Recording Secretary