

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 November 20, 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, Councillor Adele MacDonald, Councillor Lynn Myers, Councillor Heather Sadkowski, Councillor Sybil Skinner-Robertson, CAO Sandi Millett-Campbell, Director of Finance (DoF) Melony Robinson (left at 6:38 pm) and Recording Secretary Kim Dunning Member of public: Roger Lindala (left at 7:33 pm)
3. Regrets	None
4. Absents	None
5. Additions to Agenda	Addition of In-camera ii. Labour relations and contract negotiations In-camera iii. Personnel matters Move Unfinished Business i. Workers' Compensation Board Rate for 2025 to New Business iv.
6. Approval of Agenda	MOTION #C2024-11-20-01 The agenda was approved with the above additions by unanimous consent.
Edits to the Minutes	None
7. Approval of Minutes	MOTION #C2024-11-20-02 The Council Meeting Minutes of October 16, 2024 were approved by unanimous consent.

8. Presentations
None

9. Public Input
 Roger Lindala had three items to discuss with Council. They have concerns with the Town starting a task team for the deer concern, and they would like this to be removed as it would increase staff time. Secondly, regarding the AIMN study, they had attended the various presentations at the Town, Legion and online and wanted to know why the package seems to be pushing the continued use of the gates at the causeway as a water management tool. Lastly, they wanted to say thank you for having the option to review the package online as this is very helpful for residents.

10. New Business
 i. Quarterly Financial Update
 a. 2nd Quarter General Operating Budget

DoF Robinson gave an overview of the 2nd Quarter General Operating Budget. They asked if anyone had any questions, and added that this document is included in the package that was shared with Council when they were sworn in.

b. 2nd Quarter Capital Budget

DoF Robinson gave an overview of the 2nd Quarter Capital Budget.

ii. Write-off roll #00092398 and roll #04997409 Final Taxes

DoF Robinson advised that the Town has a couple of properties that are leased out, and they would be available for any questions if needed.

MOTION C#2024-11-20-03

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

iii. Growth and Renewal for Infrastructure Development Program (GRID) Funding Request for Approval

CAO Millett-Campbell advised that this a new grant that has come out from the Province, and from what they can see, this would be a good fit for the Town's marsh restoration project. They added that to apply for the grant, Council needs to approve a motion to proceed, and the deadline is December 13, 2024. There is also the possibility of the Flood Risk Infrastructure Investment Program (FRIP) and GRID being stacked together and they are currently waiting to hear back from FRIP to see if the scope of the original project under that provincial program can be changed. Councillor Myers asked why this doesn't go near the wharf and CAO Millett-Campbell responded that this is Phase One. Councillor MacDonald asked if this is a multi-phased project why was it indicated as a single project on the application. CAO Millett-Campbell responded that this is technically one project. Councillor Skinner-Robertson asked if there will be any consultations with Bear River and Mayor Boyer responded that they should happen earlier rather than later.

Mayor Boyer added that, to address Roger Lindala's second question, the County of Annapolis and the Town of Annapolis Royal have asked for a full structural assessment of the Causeway and the engineering report should be available for the Town early 2025.

MOTION C#2024-11-20-04

It was regularly moved and seconded that Council approves the submission of the Shoreline Restoration project under the Growth and Renewal for Infrastructure development Program. **Motion carried.**

11. Unfinished Business

i. Workers' Compensation Board (WCB) Rates for 2025

DoF Robinson advised that every year the Town receives rates from WCB. They added that for Public Works, Admin and Council, the new rate for our industry is 3.18

(previously) 3.08. The rate for the Town is down since we have not experienced any WCB claims. Police services rates will be 4.32 (previously at 4.07) reflecting previous claims experience which now appears to be on the decline.

- ii. Request for Decision: Repeal Establishing the Traffic Flow Advisory Committee Policy
CAO Millett-Campbell has talked to staff about removing Council members from this Committee or removing the Committee altogether. Recommendation was to remove the Committee and bring anything to Council as needed. Councillor MacDonald asked if this would limit the opportunity for any public input, and CAO Millett-Campbell responded that it would not, as matters would come to Council for their review/input as and when needed.

MOTION C#2024-11-20-05

It was regularly moved and seconded that Council repeal the Establishment the Traffic Flow Advisory Committee Policy #2012-4 dated December 17, 2012, as of November 21, 2024. **Motion carried.**

- iii. Annapolis Royal Volunteer Fire Department Town Truck Replacement Request
CAO Millett-Campbell advised that during the next few Council meetings, they will be providing an update on various projects. The Annapolis Royal Volunteer Fire Department had given a presentation to the previous Council and the Town now has a signed agreement with the Fire Department outlining expectations. A new fire area rate will be included on the next tax bill on a separate line. They would like to know if Council would want a presentation from them on why they want/need an aerial truck. It was agreed to have a presentation. Mayor Boyer added that there is a report available for review. It was noted that the signed agreement is the first agreement in 30 years.

ACTION: Arrange for the Fire Department to give a presentation

NAME: CAO Millett-Campbell

DATE: January 2, 2025

- iv. Lawrencetown Community Development Cooperative (LCDC) Broadband Update
CAO Millett-Campbell advised that they currently attend monthly meetings as an LCDC member and LCDC is currently working on setting up fibre for the Town. Phase One is for Town Hall and the Police Department, and the next phase will involve switching over the phone lines as the previous system wasn't set up to correctly and the current phones drop calls. This will save the Town money for VOIP lines. Phase Three will involve installing the antennas on the Town Hall building and placing a 90 ft tower at the sewage treatment site, and this will allow Public Works and the gym to have internet access. The plan is to use the Gas Tax 2025 money for the above; LCDC is paying for the expenses now and will invoice the Town later. Once the above phases have been completed, the plan is to open the option for residents to have their internet provided by LCDC and once 20 residents have joined, the internet charges will be reduced. Councillor Myers asked what the completion timeline is, and CAO Millett-Campbell responded that they hope to have this all-in place by April/May 2025. Councillor MacDonald asked if there would be any wi-fi hotspots available in the Town,

and CAO Millett-Campbell responded that this hasn't been discussed. Councillor Sadkowski asked if there is any correspondence available to review, and CAO Millett-Campbell responded that there is a website they can go to but will check to see if they have any information available.

ACTION: Find out if there is any information available

NAME: CAO Millett-Campbell

DUE: January 2, 2025

- v. Request for Decision: FCM Growing Canada's Community Canopy Grant
CAO Millett-Campbell advised that this is a complicated grant.; staff have completed and submitted the application for the grant and are now looking for a commitment from the Town for the funding aspect. The grant allows 95 trees to be planted over a two-year period and the grant is for 50% of the funding. There is the opportunity to apply for a second grant through Tree Canada for \$10,000 and the plan is to apply for this by the deadline. They added that this additional grant can be used for the Town's contribution if approved. Mayor Boyer added that the Town's gardener and the CLEAN Foundation were of great help in applying for the FCM grant. Recommendation to write a letter in support.

MOTION C#2024-11-20-06

It was regularly moved and seconded that Council approve writing a letter in support for the FCM Growing Canada's Community Canopy grant application and commit to the amount of \$11,260 over a two-year period from the 2025-2026 and 2026-2027 operating budgets, with staff applying for the Tree Canada grant to offset the Town's portion of the FCM Tree Canopy grant if successful. **Motion carried.**

12. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION C#2024-11-20-07

It was regularly moved and seconded that Council appoint Councillor Sybil Skinner-Robertson as Deputy Mayor for the term of two years, until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-08

It was regularly moved and seconded that Council appoint Councillor Sadkowski and Councillor Myers to the Audit Committee until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-09

It was regularly moved and seconded that Council appoint Councillor Skinner-Robertson to the Environment Advisory Committee until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-10

It was regularly moved and seconded that Council appoint Councillor MacDonald and Councillor Skinner-Robertson to the Marketing and Economic Development Committee until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-11

It was regularly moved and seconded that Council appoint Councillor Myers and Councillor MacDonald to the Planning and Heritage Advisory Committee until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-12

It was regularly moved and seconded that Council appoint Councillor Sadkowski and Councillor Skinner-Robertson to the Board of Police Commissioners until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-13

It was regularly moved and seconded that Council appoint Mayor Boyer and Councillor Skinner-Robertson as alternate to the Inter-Municipal Service Agreement until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-14

It was regularly moved and seconded that Council appoint Mayor Boyer and Councillor Skinner-Robertson to the Annapolis County Inter-Municipal Working Group until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-15

It was regularly moved and seconded that Council appoint Councillor Sadkowski to the Friends of Annapolis Pool Society until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-16

It was regularly moved and seconded that Council appoint Councillor MacDonald to the Annapolis Valley Regional Library Board until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-17

It was regularly moved and seconded that Council appoint Councillor Skinner-Robertson and Councillor Myers to the Regional Emergency Management Office until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-18

It was regularly moved and seconded that Council appoint Councillor Myers to the Water Source Protection Agency until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-19

It was regularly moved and seconded that Council appoint Mayor Boyer to the Condo Board until December 31, 2026. **Motion carried.**

MOTION C#2024-11-20-20

It was regularly moved and seconded that Council approve the Inclusion, Diversity, Equity and Anti-Racism (IDEA) Strategy dated October 2024. **Motion carried.**

CAO Millett-Campbell advised Roger Lindala that the deer task team will consist of residents and not staff, that no minute taking is required, and that the purpose is for discussions followed by a report back to Council. Councillor MacDonald added that there is the possibility of the task team making a recommendation and the Town cannot deal with the question until the task team has reported back to Council. Councillor Skinner-Robertson added that there is a lot of emotion out in the Town, and they have been thinking about who to contact to talk about this. Mayor Boyer added that the previous Council had discussed this, and that Council had been interested in options for dealing with matters of nuisance wildlife and other ways to approach the issue. Councillor Myers asked what the focus would be on, and Councillor Skinner-Robertson responded that they would be looking at what options are available, and this would be an appropriate subject to take to the public for discussion/input. They also asked if this has been defined as a problem, and Councillor Skinner-Robertson responded that residents have concerns – gardens being damaged, hazard to traffic, etc. They also asked if the Town was ‘unique’ regarding these issues, and Councillor-Skinner Robertson responded that “no”, the Town isn’t unique. Councillor MacDonald added that there is another issue of a deer being injured and there isn’t anything set up to assist the animals, also residents are feeding them. Councillor Skinner-Robertson added that there is a whole host of issues for the task team and stated that this should be citizen led. Mayor Boyer also added that this task team would need to draft a Term of Reference for Council to approve.

MOTION C#2024-11-20-21

It was regularly moved and seconded to appoint Councillor Skinner-Robertson as the Chair of the Task Team for the deer concern in the Town of Annapolis Royal. **Motion carried.**

13. Reports from Committees, Boards and Commissions

- i. Mayor’s Report
As presented.
- ii. Chief Administrative Officer’s Report
As presented. They added that today and tomorrow (November 20/21, 2024), they are in Wolfville attending an IDEA conference, and added that today, the conference started with a blanket exercise, which they found very moving to start the conference. They also reminded Council and the public of the ‘Meet and Greet Council’ on Monday, November 25, 2025 at 4:30 pm, inviting residents to stop in and meet their new Council.
- iii. Planning Services Report
As presented.
- iv. Water Report
As presented.

CAO Millett-Campbell advised that all the meeting reports will be added to the agenda and would ask Council members to send their reports to the Recording Secretary

before the second Thursday of each month before noon, as this will give time for them to be included in the package. They added that all Council members can add any additional items during the meeting, and that if they do not send in a report in advance, they will need to give a report at the meeting.

14. Correspondence

- i. Thank you letter
Mayor Pam Mood from the Town of Yarmouth congratulated Mayor Boyer on being the Mayor and for leading an all-women Council.
- ii. Community Alcohol Partnership (CAP) Annapolis Valley Committee
Mayor Boyer asked what the Council wished to do with this request – does the Town want a presentation or to attend any of the meetings? Councillor MacDonald asked if this was a new organization, and Mayor Boyer responded that they hadn't heard of it before, so not sure. CAO Millett-Campbell added that they all received this letter, and it was agreed to leave it up to each individual to decide.

MOTION C#2024-11-20-22

It was regularly moved and seconded that Council move into camera to approve in-camera minutes and discuss two Labour relations and contract negotiations and Personnel matters at 7:33 pm. **Motion carried.**

MOTION C#2024-11-20-24

It was regularly moved and seconded that Council move out of camera at 7:58 pm. **Motion carried.**

15. Next Meeting


December 18, 2024

16. Adjournment

The meeting was adjourned at 8:03 pm.



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

Mayor's Report, November 14, 2024

October 15 & 17, 2024	Attended three Pony Express events at O'Dell House, the Entertainment House (Grand Oak Manor) in Granville Ferry and at Victoria Beach with Town Crier
October 21, 2024	Attended cheque presentation at pool for Friends of the Pool Society Sat in on Natal Day planning meeting for 2025 at Fire Hall
October 22, 2024	Radio Canada interview on election results and small scale community tidal project Received invitation from Peter James of Acadian Seaplants for members of new Council to visit the plant
October 23, 2024	Canadian Press interview on election results CTV interview on election results Met with AWEC teacher Colleen Shafner regarding relationship between students and the school to promote leadership in action
October 25, 2024	Received First Poppy at the Legion
October 29, 2024	Bike ride from Town, over causeway to Champlain Elementary School with Dr. Jenni Cram and two of her children to experience first hand the challenges of riding a bike over the causeway to school and back
November 2, 2024	Attended Town Climate Fair at Town gym. Councillor Lynn Longmire agreed to MC the event. 43 people attended the event plus presenters, exhibitors and volunteers bringing total participation to 67
November 6, 2024	Virtual meeting on Town Marsh Restoration Project with DFO officials re potential impacts on fish habitat.
November 11, 2024	Attended Remembrance Day service at the Legion
November 13, 2024	Virtual meeting on Town Marsh Restoration Project re potential sources of funds from FCM under Local Leadership in Climate Adaptation Program Meeting with the CAO regarding FOIPOP request
December 21, 2024	Latest proposed date for Acadian Deportation Memorial event (this will be Acadian monument No. 19)

IMSA

The next meeting will be held on Wednesday, November 20, 2024.

Twinning

The Town has been offered students again for 2025 by the BTS Tourisme Cordouan Program in Royan. A response is required as soon as possible to allow the students to access available Royan Twinning funding. The Town has funds to hire a supervisor but needs to apply to the French Consul in December for matching funds to cover excursions, mileage, etc. The dates are from May 5 to June 17, 2025. The Town needs to advertise for a supervisor.

The terms of reference have still not been finalized by MEDEC. It is strongly recommended that they be sent "as is" to both Royan and the French Consul's Office to make sure that the Town is on the right track. Items still outstanding can be flagged.

The City of Royan begins planning for the Town delegation's trip to France in January 2025. A lead person needs to be recommended and appointed as soon as possible and a delegation needs to be determined and confirmed. Some funding is available through the French Consul's Office, but any application must be made in December for 2025.

Amery Boyer