

**Town of Annapolis Royal
 Council Meeting
 Approved Minutes
 January 22, 2025 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, Active Living Coordinator Noah Scanlan (left at 6:41 pm), and Recording Secretary Kim Dunning Presenting: CEO Ramsay Duff, Director of Finance Tamara Halladay and Dr. Ken Buchholz (left at 6:22 pm) Member of the Public: Roger Lindala
3. Regrets	None
4. Absents	None
5. Additions to Agenda	None
6. Approval of Agenda	MOTION #C2025-01-22-01 The agenda was approved as presented by unanimous consent.
Edits to the Minutes	None
7. Approval of Minutes	MOTION #C2025-01-22-02 The Council Meeting Minutes of December 18, 2024 were approved by unanimous consent.

8. Presentations
 Annapolis Royal Nursing Home Rebuild Project Update – Ramsay Duff, CEO and Tamara Halliday, Director of Finance
 CEO Duff gave an overview on the rebuild project and the plan is to replace the existing facility. This will be a facility with 96 single rooms with private baths, and the plan is to start building in 2027, break ground by 2028, and complete the project by 2030. They are currently waiting for formal notice from the Province to start.

Deputy Mayor Skinner-Robertson asked about the 10-15 acres that is needed which could be difficult to find. CEO Duff responded that they have an external agent to investigate locations, and it does look like the facility will be located in the County rather than in Annapolis Royal. Councillor Myers asked about whether housing for employees and healthcare for the additional residents would be a problem. CEO Duff stated that housing for employees will be addressed during the hiring process, and there are discussions being held between the Province and the Housing Authority on these issues. Regarding the healthcare question, there should be sufficient coverage. Dr. Buchholz added that there are plans for additional staff to work with Long Term Care. Councillor Sadkowski asked about the existing building, what will happen to it and what will happen with the existing businesses located there. CEO Duff responded that they

couldn't answer for the business side, but didn't think that there would be a problem. Regarding the existing building, it would up to the Province to decide, and it would provide a year's notice with respect to what would happen with the building. They thought that, given the condition of the building, the Province would likely find a use for it. Mayor Boyer asked if they had investigated the property near the causeway, as this could be an option. CEO Duff responded that they had looked into this but it may be too small as they need a minimum of 11 acres, and this is less than that.

CEO Duff closed the presentation advising that, as they get closer to starting the build, they will come back more formally as things progress and discuss holding open houses.

Mayor Boyer thanked them all for attending and sharing the presentation.

9. Public Input
None

10. New Business

- i. Recreation Strategic Plan – Noah Scanlan, Active Living Coordinator
Active Living Coordinator (ALC) Scanlan gave a brief overview of the Recreation Strategic Plan. They added that they will include the Participaction Community Challenge (to page 17) as this is a good idea. Councillor MacDonald asked about the daily minutes of activity on page 5, and ALC Scanlan responded that the plan is to increase movement on a daily basis instead of a weekly basis. Councillor MacDonald asked about the survey question on page 24 which did not include where the person lived since this information would help with further discussions. It was agreed that this should be added to the surveys going forward. Councillor Myers asked about what the plan is to communicate all the programs and ALC Scanlan responded that website, Facebook, etc. Would be used and that there are plans for new paper products and online distribution of these. They would also like to have in-person presentations, and all promotional materials would redirect people to the website. Deputy Mayor Skinner-Robertson asked about dance, as this wasn't mentioned in the plan, and ALC Scanlan will investigate this as there are a few dance resources in the community. Deputy Mayor Skinner-Robertson also asked about girls 6-8 as they didn't see anything specific for them in the plan, and ALC Scanlan will investigate this. A Young Outdoor Women's event was held and was a success. Councillor Sadkowski stated that this was a great report, and a lot of work went into drafting this. They asked if there could be more activities for the MPAL Program and ALC Scanlan suggested that they emailsome ideas as the gym isn't booked for activities on Saturdays so that could be used.

It was recommended to approve the plan.

MOTION #C2025-01-22-03

It was regularly moved and seconded that Council approve the Active Living Strategy for the Town of Annapolis Royal dated January 9, 2025. **Motion carried.**

- ii. Solar Electricity for Community Buildings Pilot Program

CAO Millett-Campbell advised that Mayor Boyer asked for this to be included in the Council package, and this was discussed during the last Environment Advisory Committee meeting. They added that there is a zero-interest loan for municipalities and communities. They advised that there are several grants that the Town has applied for other projects and if these get approved, staff will not have the capacity to take on another large project. Councillor MacDonald asked if there was the possibility of applying for this later, and CAO Millett-Campbell responded that they did not know if this would be extended. Councillor Myers asked if a presentation can be arranged for Council to get more information about this, and it was suggested that Halifax Solar could possibly provide a presentation. CAO Millett-Campbell stated that they may not be neutral enough as they are a business. Mayor Boyer also added that the Town is not in a financial position now to finance such a project up front. A presentation would be helpful to answer questions like:

- How will it affect a resident's bill?
- What are the potential cost savings?
- How will it affect residents?

It was agreed to arrange for a presentation for Council to get a clearer idea of what it entails.

iii. **ACTION:** Organize a presentation on Solar Electricity for Community Buildings Pilot Program

NAME: CAO Millett-Campbell

DUE: January 29, 2025

iv. Appointment to IDEA Governance Committee

CAO advised that the Inclusion, Diversity, Equity and Accessibility (IDEA) program was approved by Council in December, and the Program specifies who needs to be on the committee.

MOTION #C2025-01-22-04

It was regularly moved and seconded that Council approve the appointment of Mayor Amery Boyer and Deputy Mayor Sybil Skinner-Robertson to be the representatives for the IDEA Governance Committee for a term of three-years until December 1, 2027.

Motion carried.

11. Unfinished Business
None

12. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION #C2025-01-22-05

It was regularly moved and seconded that Council approve the re-adoption of Travel Policy 2024-07 dated June 20, 2024. **Motion carried.**

MOTION #C2025-01-22-06

It was regularly moved and seconded that Council approve the repeal of Council Remuneration Policy 2013-2 dated June 8, 2013 and its replacement with Council Remuneration Policy 2025-02 dated January 2025. **Motion carried.**

MOTION #C2025-01-22-07

It was regularly moved and seconded that Council approve the repeal of Hospitality Policy dated January 24, 2019 and its replacement with Hospitality Policy 2025-01 dated January 2025. **Motion carried.**

MOTION #C2025-01-22-08

It was regularly moved and seconded that Council approve the repeal of Council Expense Policy #2009-3 dated April 20, 2009. **Motion carried.**

Marketing and Economic Development Committee

MOTION #C2025-01-22-09

It was regularly moved and seconded that Council approve Version 6 of the Mandate of the Annapolis Royal Twinning Committee with Royan, France dated January 2025. **Motion carried.**

MOTION #C2025-01-22-10

It was regularly moved and seconded that Council approve the appointment of at least two members of the Town Twinning Committee for a term ending on December 31, 2025, with signing authority, and to authorize one member for online banking for a Royal Community Account at the RBC in Annapolis Royal to be set up as soon as possible. **Motion carried.**

13. Reports from Committees, Boards and Commissions

- i. Mayor's Report
As presented. Mayor Boyer added that they will be attending a Violence Against Women Workshop on January 28, 2025.
- ii. Chief Administrative Officer's Report
As presented. CAO Millett-Campbell added that they did not attend the Code of Conduct meeting on Monday, due to the road conditions and the CAOs' IMSA meeting this afternoon was cancelled due to some of the CAOs not being ready to make a recommendation. Councillor MacDonald asked about the economic development projects and CAO Millett-Campbell advised that this is a joint working group project to hire an Economic Development Coordinator for three years for the three municipalities involved.
- iii. Planning Services Report
Attached.
- iv. Water Report
Attached.

- v. Marketing and Economic Development Committee
Attached.
- vi. Planning and Heritage Advisory Committee
Attached.
- vii. Board of Police Commissioners
No meeting.
- viii. Twinning Committee
Attached. Deputy Mayor Skinner-Robertson will forward this report to Councillor MacDonald going forward, to be reported at the Marketing and Economic Development Committee.
- ix. Library Report
Attached.
- x. IMSA Interim Board
Attached.
- xi. Environment Advisory Committee (EAC)
Attached.
- xii. Academy Condo Board
No update.
- xiii. Friends of the Annapolis Pool Society
Attached. Councillor Sadkowski added that the Annual General Meeting will be held on February 4, 2025 at 6:00 pm at the Music Room in the Community Hub.

14. Correspondence

None

MOTION C#2025-01-22-11

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 one legal advice matter at 7:07 pm. **Motion carried.**

MOTION C#2025-01-22-13


It was regularly moved and seconded that Council move out of camera at 7:50 pm. **Motion carried.**

15. Next Meeting


February 19, 2025

16. Adjournment

The meeting was adjourned at 7:51 pm.



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

Mayor's Report, January 14, 2025

Dec 11, 2024	met with Di Stafford, Chair of the Condo Board for orientation purposes attended Special Council meeting at Kings Municipal Office in Coldbrook
Dec 12, 2024	attended Condo Christmas social event
Dec 13, 2024	attended training session on Roberts Rules of Order with Deputy Mayor in New Minas; plan to meet with Deputy Mayor and CAO to pass on lessons learned
Dec 16, 2024	attended provincial orientation session for the Town offered by Jason Molloy
Dec 18, 2024	attended Regular General Meeting of Condo Board
Dec 19, 2024	attended Annapolis County Inter-Municipal Working Group meeting – Annapolis Royal was the host
Dec 20, 2024	met with CAO to update strategic plan for 2024 events
January 1, 2025	attended Levée at the Legion from 12:00 to 4:00 pm – invited to say a few words
January 3, 2024	met with CAO to go over Intact insurance application for marsh restoration project met with Chris Fertnig regarding solar garden(s) for own home, the Condo and the Town; received information to pass on to CAO for future meeting. Steve Hawboldt is the contact for the Condo.
January 7, 2025	participated in first strategic planning session for Condo
January 14, 2025	plan to attend MEDEC meeting
January 15, 2025	plan to attend IMSA meeting virtually
January 16, 2025	plan to attend Condo Board meeting
January 22, 2025	1st of 3 20-minute presentations on Mayor and Town Crier roles for primary school students Jan 22 to 24 at Town Hall
January 23, 2025	IDEA Governance meeting

Special General Meeting of Branch #21 Legion Thursday January 23rd at
7pm for election of Executive Officers.

January 27, 2025 Inter municipal dinner in Bridgetown 5:00 to 7:00 pm – all three
municipal units in Annapolis County

IMSA

See IMSA Minute for December 18, 2024.

Amery Boyer

Marketing and Economic Development Committee

The MEDC meeting in January saw chair, Daniela Beasant, and vice chair, Anne Crossman, both reappointed to their positions. In addition, the MEDC budget was discussed, and it was agreed that the committee will continue an email discussion to review the existing Marketing Plan, make suggestions for a new plan, and make recommendations for the 2025/26 budget. A summary of the recent Natal Days meeting was provided, which included the theme for 2025 which is "Cradle of Our Nation". Julia Hall was appointed as the new Parade Marshall. The day and route of the 2025 parade will be discussed with Chief Kane, but the preference of the group is to move it back to Monday and make some additional route adjustments. The next meeting is February 10th which is when they expect to appoint a chairperson and treasurer. The Twinning Committee is still in early stages and there will be a call-out for new members soon. MEDC is recommending Council accept the 6th version of the mandate and the process of establishing a Twinning Committee bank account is underway.

PHAC meeting summary – January 6, 2025

All members introduced themselves and spoke about the direction they would like to take. There were no applications and no recommendations to council. It was decided that 10 minutes of each meeting would focus on planning.

Twinning Committee Report January 2025

The twinning committee has not convened, as of yet. A call went out in the Jan/Feb version of the Town Crier for volunteers to sit on the committee. Pending, ratification of Version 6 of the Twinning Committee mandate and once a few volunteers have stepped forward, a kick off meeting will be called and the committee will be established a chair, co-chair, treasurer and signatories for the bank account will also be established. Amery reached out to the French consulate, and they indicated that the general call for projects issued by the Ministry of Europe and Foreign Affairs, applications must be submitted between March 1 and May 30, 2025. They also indicated that the current budgetary problems in France are likely to have a negative impact on the overall budget.

In the interim, brief entries on Dugua Day and Bastille Day will be submitted to the Annapolis Valley Community Events.

Cheryl Anderson and Madeline Hoyle requested a meeting with the Mayor and Deputy Mayor to discuss the potential of coordinating observance of the 250th Anniversary of the arrival of the United Empire Loyalists in Annapolis Royal. Rob Hawk who is a member of the White Plains Historical Society in White Plains, NY, is eager to create a shared commemoration with Annapolis Royal. Several local and Nova Scotia families have shared heritage with families in White Plains, NY and arrived in Nova Scotia through Annapolis Royal. We will bring this to the Twinning Committee and MEDC for consideration. They have also expressed interest in the past, in twinning, so this might be a future avenue to explore.

Annapolis Valley Regional Library & Friends of the Annapolis Royal Library Reports to Council

Friends of the Annapolis Royal Library (FoL) – 2025-01-08

The first meeting of 2025 for FoL happened on Wednesday, January 8th, 2025, in the Dugua Room at the Community Hub. The meeting had quorum and a number of issues were covered by the agenda:

- The annual book sale in November 2024 was the most successful yet with 850 customers over 2 days which resulted in the sale of over 5,000 books. With sales and donations, the event took in \$7,220. Over 70 volunteers help make that event happen.
- Reports were received from the Treasurer, Branch Supervisor, Marketing, and Membership – all are in good stead.
- New book storage made possible with the support of Public Works (sea can in Public Works yard) is proving very successful. Minor repairs and some maintenance work will be undertaken to make it secure and attractive.
- In acknowledgement of African Heritage month, the construction of a Lego portrait of Rose Fortune will take place on February 7th & 8th – public unveiling will be February 12th at 2PM. The Lego portrait is based on the stunning new painting created by James Middleton which was unveiled during Rose Fortune’s induction into the Nova Scotia Business Hall of Fame in 2024.
- Planning is underway for their AGM on March 5th which, unfortunately conflicts with COW. They plan to update their bylaws at this AGM.
- The next meeting is at 2PM on February 5th.

Annapolis Valley Regional Library Board (AVRL) 2025-01-16

This was the first meeting of the AVRL board following the appointment of new Municipal councils in November 2024. The board met at Berwick Town Hall and was fully attended. The monthly meetings alternate between virtual and in-person. The meeting was 3 hours and did not achieve completion of the full agenda:

- The make-up of the board executive remains “as is” with Janet Ness, citizen representative for the Town of Wolfville, as chair. Vice chair is Jill Cox, citizen representative for the Town of Middleton, Treasurer is Councillor Emily Lutz of Kings County.

Town of Annapolis Royal Environmental Advisory Committee

Council representative’s Report for Meeting Jan 10, 2024 from 9:30-10:30

A regular meeting was not convened as a quorum was not achieved. The members present worked to brainstorm proposal for Annapolis Royal’s environmental priorities to be submitted to the Joint Action Plan which will be drafted by the CleanFoundation representative. The final priorities will be ratified by the EAC at the next meeting.

Friends of the Annapolis Pool Society Meeting

A request has been submitted to Annapolis County to have their Public Works department act as a Certified Pool Operator for the 2025 season. Ideally, this would be in collaboration with other local pools including Bridgetown, Lawrencetown and Middleton. The committee has started funding/grants applications. A hiring committee has been established, and hiring will begin in the coming months. If there are students interested in lifeguarding or becoming instructors, please reach out to: annapoliscommunitypool@gmail.com.

