

**Environment Advisory Committee Meeting
Approved Minutes
May 9, 2025 at 9:30 am**

1. Call to Order	Vice Chair Macdonald called the meeting to order at 9:36am
2. Present	Climate Lead Cassidy Walker, Stephen Hawboldt, Deputy Mayor Sybil Skinner Robertson (left at 10:45 am), Levi Cliche, Gillian Kerr (virtual), Vice Chair Lachlan Macdonald, Myriah Robertson (left at 10:45 am), CAO Sandi Millett-Campbell and Recording Secretary Kim Dunning
3. Regrets	Chair Mike Bernard
4. Absent	Geraldine Kenny
5. Additions to Agenda	New Business iv. Solar Energy Discussion New Business v. Nova Scotia Federation of Municipalities - Update
6. Approval of Agenda	MOTION #EAC2025-05-09-01 Regularly moved and seconded to approve the agenda with the above additions. Motion carried.
Edits to the Minutes	None
7. Approval of Minutes	MOTION #EAC2025-05-09-02 Regularly moved and seconded approval of the minutes of April 11, 2025, as presented. Motion carried.

8. Presentations

None

9. Public Input

None

10. New Business

i. Welcome New Members

Welcomed new member Myriah Robertson to the Environment Advisory Committee (EAC) and existing members gave a brief overview of their background.

ii. Change Environment Advisory Committee (EAC) Meeting Time/Day Discussion

Vice Chair Macdonald asked if this meeting could be moved to after working hours. After further discussion it was agreed for everyone to email Recording Secretary Dunning with their availability and then Vice Chair Macdonald and Deputy Mayor Skinner-Robinson would create a poll to share out to finalize a day/time that would work for everyone.

ACTION: EAC members email Recording Secretary Dunning with their availability

NAME: EAC members

DUE: May 16, 2025

ACTION: Send out a poll with selected with dates/times to decide on a new meeting day/time

NAME: Vice Chair Macdonald and Deputy Mayor Skinner-Robertson

DUE: June 2, 2025

iii. CleanFoundation – Next Ride

CAO Millett-Campbell has received correspondence from CleanFoundation, and they would like to know whether EAC is interested in proceeding with an event in the Town. Climate Lead Walker advised that this would be a public event with free test drives available. Deputy Mayor Skinner-Robertson suggested including this with the new EV chargers opening. CAO Millett-Campbell advised that four stations are being added next to the skate park in the Town, and completion should take four weeks to install the hydro pole and infrastructure, but there hasn't been a start date set. Climate Lead Walker said this shouldn't be a problem if they aren't booked elsewhere on that date. CAO Millett-Campbell will work with CleanFoundation to arrange a date.

ACTION: Arrange a date for CleanFoundation to hold a Next Ride event in the Town

NAME: CAO Millett-Campbell

DUE: June 10, 2025

iv. Solar Energy Discussion

Stephen Hawboldt advised that there are a few new roofs being replaced, and other flat roofs in the Town of Annapolis Royal that could be used for solar panels installation. They would like a package to be available for residents on resources available and where to get information. Climate Lead Walker suggested including Solarassist.ca as this is a good starting point. CAO Millett-Campbell advised that a document could be added to the website and having copies available for residents to collect. Gillian Kerr suggested using QR codes, and Myriah Robertson added having a solar panel information table at the Next Ride event. Climate Lead Walker will contact CleanFoundation – Energy to find out more information on this subject.

ACTION: Contact CleanFoundation – Energy for more information on Solarassist.ca and attending the Next Ride event in the Town

NAME: Climate Lead Walker

DUE: June 10, 2025

v. Nova Scotia Federation of Municipalities (NSFM) - Update

Deputy Mayor Skinner-Robertson had recently attended the NSFM conference and shared some information that is relevant to EAC. They will share a summary of this event with this committee.

ACTION: Share a summary with EAC members

NAME: Deputy Mayor Skinner-Robertson

DUE: June 2, 2025

11. Unfinished Business

i. Survey Results – Update

Climate Lead Walker gave a presentation on the Survey Results, and they advised that there will be more engagement sessions planned in the summer for the three locations (Town of Annapolis Royal, Municipality of the County of Annapolis and the Town of Middleton). CAO Millett-Campbell advised that there is a Climate Action Plan being developed and this survey will be included in this plan.

ii. Volunteer Clean Up

Deputy Mayor Skinner-Robertson would like to set up a volunteer clean-up to be arranged. Vice Chair Macdonald asked where the best place to be cleaned, and CAO Millett-Campbell suggested downtown or Prince Albert Road. Deputy Mayor Skinner-Robertson added that fall may be the best time to arrange this for clearing up leaves, or possibly a week before Natal Day. CAO Millett-Campbell added that the students would not be available as the school would be closed. Deputy Mayor Skinner-Robertson will investigate find out who supplies the bags, gloves, etc. Deputy Mayor Skinner-Robertson will work with Vice Chair Macdonald to find a date that works for all.

ACTION: Investigate who supplies/equipment for a clean-up

NAME: Deputy Mayor Skinner-Robertson

DUE: June 2, 2025

ACTION: Discuss a date for clean-up

NAME: Deputy Mayor Skinner-Robertson and Vice Chair Macdonald

DUE: June 2, 2025

iii. Annapolis West Education Centre (AWEC) – Field Base Program – Clean Water School

CAO Millett-Campbell advised that Climate Lead Walker had shared information with AWEC.

12. Correspondence:

None

13. Next Meeting

June 13, 2025 at 9:30 am

14. Adjournment

The meeting was adjourned at 10:50 am


Vice Chair Lachlan Macdonald


Recording Secretary Kim Dunning