

**Town of Annapolis Royal
Council Meeting
Approved Minutes
March 19, 2025 at 6:00 pm**

1. Call to Order	Mayor Boyer called the meeting to order at 6:00 pm stating that the meeting was being live streamed.
2. Present	Mayor Amery Boyer, Councillor Adele MacDonald, Councillor Heather Sadkowski, Councillor Sybil Skinner-Robertson, CAO Sandi Millett-Campbell, and Recording Secretary Kim Dunning Presenter: Phil Roberts (left at 6:19 pm) Member of the Public: Roger Lindala
3. Regrets	Councillor Lynn Myers
4. Absents	None
5. Additions to Agenda	12. Unfinished Business ii. LLCA Grant - Living Shoreline Restoration Project Under Next Meetings: the date of the next regular Condo Board meeting is March 20 (not March 27), 2025
6. Approval of Agenda	MOTION #C2025-03-19-01 The agenda was approved with the above additions as presented by unanimous consent.
7. Disclosure of Conflict of Interest Issues	None
Edits to the Minutes	None
8. Approval of Minutes	MOTION #C2025-03-19-02 The Council Meeting Minutes of February 19, 2025 were approved by unanimous consent.

9. Presentations

Accessibility Nova Scotia Campaign – Phil Roberts

Phil Roberts wanted to advise Council of the concerns they have throughout the Town, offering suggestions:

- Winter snow clearing problems
- Additional snow clearance issues
- Pedestrian crossings
- Pedestrian danger spot 1
- Pedestrian danger spot 2
- Problem area
- Special needs pedestrian accessibility on St. George Street
- Long crosswalk at corner of Victoria and St. George Street

Mayor Boyer thanked Phil Roberts for their presentation and added that the Town is operating under a comprehensive infrastructure program.

10. Public Input

Roger Lindala asked if the elements discussed during the presentation could also be considered under the Recreation Department.

11. New Business

i. Request for Decision – Insurance Tender Approval

Mayor Boyer asked about insurance for event organizers and CAO Millett-Campbell responded that for high-risk events, extra insurance is required (this has not changed). For example, parades would still need additional insurance.

MOTION #C2025-03-19-03

It was regularly moved and seconded that Council award the insurance tender for the Town of Annapolis Royal to BrokerLink effective March 31, 2025 for a period of two years, with an option to renew, in the amount of \$64,469.60 including cyber insurance. **Motion carried.**

ii. Request for Decision – NSFM Benefits Plan

Mayor Boyer asked if the Town has looked in the Chamber of Commerce benefit plan, and CAO Millett-Campbell responded that the Director of Finance (DoF) Melony Robinson had looked into it for the previous year. CAO Millett-Campbell added that staff agreed to option one for medical and option two for dental. Mayor Boyer asked if this should be discussed during the budget meeting, and CAO Millett-Campbell responded that DoF Robinson wanted it added to the agenda for this meeting. Councillor Sadkowski added that having a good health benefit coverage would be beneficial and that she would support increasing the Town's contribution to a minimum of 60%. Councillor MacDonald also supported increasing the amount. After further discussion, it was agreed to raise the Council contribution to from 50% to 60%.

MOTION #C2025-03-19-04

It is regularly moved and seconded that council approve the Towns' share of the health and dental benefits from 50% to 60% effective April 1, 2025. **Motion carried.**

12. Unfinished Business

i. Meet and Greet Council – April 14, 2025

CAO Millett-Campbell wanted to ensure that the public is aware of this event, and they have been in contact with Clean Foundation who will attend and have documentation on solar panels. Deputy Mayor Skinner-Robertson asked if the set-up would be the same as last time, having tables for Clean Foundation, and it was agreed yes. CAO Millett-Campbell advised that at the last Board of Police Commissioners (BoPC) meeting, it was agreed that they would have their own strategic plan discussion with residents and Councillor Sadkowski added that a date has been set, May 20, 2025, from 6:00 pm to 7:00 pm at the Music Room in the Hub. CAO Millett-Campbell asked if the Chair of BoPC would be able to attend the Council meeting on April 14, and Council agreed with the request. Mayor Boyer suggested that members of Council provide refreshments themselves.

ACTION: Chair of BoPC invited to Meet and Greet Council on April 14, 2025

NAME: Chief Kane

DUE: March 24, 2025

ii. Living Shoreline Restoration Project

MOTION #C2025-03-19-05

It was regularly moved and seconded that Council move forward with the Living Shoreline Restoration project funded by FCM LLCA-24-0031 and confirm that the Town is in the process of hiring the project manager. Council also confirms that the portion of project costs to be paid by the Town and/or through other funding sources is \$177,340. **Motion carried.**

13. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION #C2025-03-19-06

It was regularly moved and seconded that Council repeal the Policy on Meetings, Procedures and Presentations #2023-06 and replace it with Meetings, Procedures and Presentation Policy #2025-05 dated March 2025. **Motion carried.**

MOTION #C2025-03-19-07

It was regularly moved and seconded that Council appoint Gillian Kerr to the Environment Advisory Committee for a term of one year until December 31, 2025. **Motion carried.**

MOTION #C2025-03-19-08

It was regularly moved and seconded that Council appoint Lachlan MacDonald to the Environment Advisory Committee for a term of one year until December 31, 2025. **Motion carried.**

MOTION #C2025-03-19-09

It was regularly moved and seconded that Council appoint Geraldine Kenny to the Environment Advisory Committee for a term of two-years until December 31, 2026. **Motion carried.**

MOTION#C2025-03-19-10

It was regularly moved and seconded that Council repeal Equipment Replacement Policy #2016-03 and replace it with Equipment Replacement Policy #2025-06 dated March 2025. **Motion carried.**

MOTION #C2025-03-19-11

It was regularly moved and seconded that Council repeal the Accessibility Advisory Committee Policy #2019-06 dated December 16, 2019, as of March 20, 2025. **Motion carried.**

Planning and Heritage Advisory Committee

MOTION #C2025-03-19-12

It was regularly moved and seconded that Council approve the applicant at 154 St George Street be given heritage approval to make the changes as detailed in the application 25-04-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

MOTION #C2025-03-19-13

It was regularly moved and seconded that Council approve the applicant at 268 St George Street be given heritage approval to add a new window sign as detailed in the application 25-03-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

Board of Police Commissioners

MOTION #C2025-03-19-14

It was regularly moved and seconded that Council refer the Board of Police Commissioners' motion to budget. **Motion carried.**

14. Reports from Committees, Boards and Commissions

- i. Mayor's Report
Attached. Mayor Boyer added that the meeting with Dr. David Barclay has been confirmed for March 24, 2025. A Condo budget meeting will be held on March 17, 2025. She will be attending a graduation ceremony for Army Cadets as a reviewing officer on March 28, and on April 9, a video will be shot on the Shoreline Restoration Project through the Department of Environment.
- ii. Chief Administrative Officer's Report
As presented. It was noted that IMSA should read ACIMWG.
- iii. Planning Services Report
As presented.
- iv. Water Report
As presented.
- v. Marketing and Economic Development Committee
No meeting. Attached is the update from the MEDC Round table. CAO Millett-Campbell advised this Committee is looking for members, and Mayor Boyer may have a name.
- vi. Planning and Heritage Advisory Committee
Attached.
- vii. Board of Police Commissioners
Attached. Councillor Sadkowski wanted to remind everyone of the meeting for residents on May 20, 2025 from 6:00 pm to 7:00 pm at the Music Room in the Hub.
- viii. Library Report
Attached. Councillor MacDonald added that the next meeting will be held on April 17, 2025 in Berwick.

- ix. IMSA Interim Board
Attached.
- x. Environment Advisory Committee (EAC)
No meeting.
- xi. Academy Condo Board
Included in Mayor's report.
- xii. Friends of the Annapolis Pool Society
Attached.
- xiii. Audit Committee
No meeting.

15. Correspondence

None

MOTION #C2025-03-19-15

It was regularly moved and seconded that Council move in camera to approve the in-camera minutes at 6:48 pm. **Motion carried.**

MOTION #C2025-03-19-17

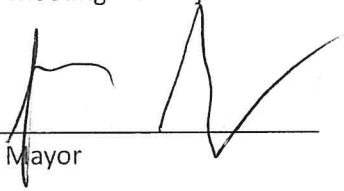
It was regularly moved and seconded that Council move out of camera at 6:52 pm. **Motion carried.**

16. Next Meeting

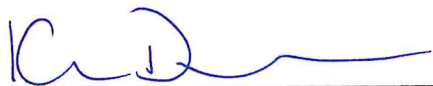
April 16, 2025

17. Adjournment

The meeting was adjourned at 6:53 pm.



Amery Boyer, Mayor



Kim Dunning, Recording Secretary

Mayor's Report, March 10, 2025

February 12, 2025 attended Rose Fortune LEGO painting event at the Hub
attended training session on conflict of interest with other members of Council
and Jason Haughn

Feb 13, 2025 attended mini Royan Twinning kick-off meeting

Feb 14, 2025 attended IDEA¹ Governance meeting

attended EAC² meeting to make up quorum

Feb 19, 2025 attended IMSA³ Board meeting

Febr 20, 2025 attended Condo Board meeting

Feb 24, 2025 attended meeting with AVR⁴ representatives, Councillor MacDonald and CAO
Millett-Campbell

attended Clean Foundation presentation on foundational climate knowledge

Feb 26, 2025 met with CAO regarding work on salary ranges

attended provincial meeting of NSFM⁵ with mayors, wardens and CAOs re
proposed provincial legislative changes that will affect municipalities

Feb 27, 2025 attended regular meeting of the Annapolis County Inter-Municipal Working
Group (ACIMWG)

Mar 3, 2025 attended first budget meeting for 2025-2026

Mar 4, 2025 email message from Dr David Barclay, Department of Oceanography, Dalhousie
University, suggesting meeting to discuss next steps for possible 3rd and final test
of proposed small scale tidal power turbine. CAO has suggested March 21, 24, or
25

Mar 27, 2025 next meeting the ACIMWG at the Annapolis County building

Oct 14-22, 2025 Tickets booked for trip to Royan, France

¹ Inclusivity, Diversity, Equity and Accessibility

² Environment Advisory Committee

³ Intermunicipal Services Agreement Interim Board

⁴ Annapolis Valley Regional Library

⁵ Nova Scotia Federation of Municipalities

IMSA

Meeting Minute of February 20, 2025 to come. Next meeting is scheduled for Wednesday, March 25 at 3:00 pm.

Condominium Board

The Board met on February 20, 2025 for its regular monthly meeting. The Condo Corporation will celebrate its 7th anniversary on Friday, April 25, 2025 at the Academy, probably starting at 6 pm. It is already thinking about plan for its 10th anniversary. The next regular Board meeting is on March 20, 2025 at 6:00 pm.

Karen Gregor, a volunteer with the Nova Scotia Hospice and Palliative Care Association, will be offering two workshops on Advanced Care Planning in the Common Room at the Condo on Tuesday, March 11; one at 11 am and the other one at 7 pm. The workshop is free of charge.

Amery Boyer

Marketing and Economic Development Committee

The Roundtable held on February 24th was well-attended with representation from the Town and the committee itself, area b&b operators, retail business owners, food and beverage operators, the Explorer Guide, and Mapannapolis. Topics touched on by attendees included questions, concerns and suggestions for the VIC which is being provided by the Historic Gardens, discussions around expectations for the 2025 tourism season, and updates from all attendees about their own operations. Some time was devoted to the discussion of marketing opportunities like the possibilities of attending Saltscapes, the print and billboard advertising opportunity the Town has participated in, and the existing print and social media opportunities available for our region.

The regular MEDC meeting on March 12th was cancelled due to lack of quorum.

The next MEDC meeting is April 8th.

Planning and Heritage Advisory Committee

Planning discussion – It was suggested that we create a list of things we would like to discuss for planning and heritage. Ken can organize an onboarding package organized via email prior to meetings. Ken will send an email to the committee to create this list.

Conference information from Adele – for the first time, the National Trust Conference is being held in Halifax (calling for presentations at this point). Oct 23-25th is the conference.

Development - Motion to ratify the electronic vote to approve request for solar panels on Victoria Street 10th January. Motion carried.

Town Crier newsletter for April topic will be HST rebate on materials (preapproval is required). There is the option of making use of The Reader for Town of Annapolis Royal information as well as the Town Crier and they would enjoy pieces with no charge but would go through staff and committee first. Rod will take action on this.

Next meeting: April 7 @ 4:00 pm

Board of Police Commissioner

Two meetings have been held since the last Council meeting. First on February 25th and then again on March 12th. The 2025-2026 budget was the primary topic of discussion for both meetings. A request was made to increase the budget line for police salaries to reflect cost of living increases and retain/attract officers. Over the years the force has had difficulty keeping officers primarily due to competitive salaries in other regions and with RCMP recruitment. The Board was presented with three budget options and

passed a motion to recommend a budget of \$578,029.67 for Police Protection and \$ 16,354.60 for Law Enforcement. This recommendation will be presented to council for review and a decision with the overall budget in mind.

Outside of budget discussions the board has reappointed Roy Stagg as the Chair and Michael Tompkins as Vice Chair for the next year. Chief Kane has been applying for various grants. It was also decided that a town hall meeting be held in May to gather feedback from the public regarding policing priorities and other areas of concern.

Annapolis Valley Regional Library

Regular board meeting was held on February 20, 2025 with a large agenda that included both regular business and ongoing orientation for the board post-municipal elections that saw the board formed by a majority of newly elected officials. This was the second meeting related to orientation where the agenda was too long to complete and it was agreed to split out a portion of the agenda relating only to orientation to March 17th, at which meeting no new agenda items will be allowed in an effort to complete the orientation.

A presentation was made by Davis Pier Consulting which was an overview of community consultation and sensitivity analysis - the contents of this presentation were made in camera.

Discussion was had about the lack of new funding for libraries in the recent provincial government and the impacts it would have on AVRL - they are operating as effectively and efficiently as possible and funding uncertainty looms large in the future planning that will need to be undertaken by the board. Some of the key priorities for AVRL is to work toward living wages for all staff, create and follow a new strategic plan, enhance staff training, and catch up with routine maintenance and repairs at all branches.

A meeting was held with Mayor Boyer, CAO Millett-Campbell, and myself joined by AVRL Cho Julia Merritt and new Regional Branch Librarian Beth Kawecki at Annapolis Royal Town Hall. Excellent discussions were had around our MOU with AVRL, the dispersal policy as it relates to the Evans Bequest for the Annapolis Royal library, and our future working relationship.

The next regular AVRL board meeting is April 17th in Berwick.

Respectfully submitted by Councillor Adele MacDonald

NOTE: FoL AGM was held on March 5th – the same night as COW so I was unable to attend.

Friends of the Annapolis Pool Society

Meeting was scheduled for February 27th, however, due to weather the meeting was cancelled. Meeting was rescheduled for March 4th but I was unable to attend the rescheduled date.

