

**Town of Annapolis Royal  
Council Meeting  
Approved Minutes  
July 17, 2017 at 6:00 pm**

**1. PRESENT:** Mayor William MacDonald, Deputy Mayor Pat Power, Councillor Owen Elliot, Councillor John Kinsella, Director of Finance (DoF) Melony Robinson (left at 7:24 pm), CAO<sup>1</sup> Gregory Barr, Recording Secretary Sandi Millett-Campbell. Also in attendance Ed Lake, Earle Mielke, (both left the meeting at 6:35pm) Nancy Stewart (left the meeting at 6:50 pm) and Nancy Anderson (left the meeting at 7pm).

**2. REGRETS:** Councillor Holly Sanford

**3. CALL TO ORDER:** Chair MacDonald called the meeting to order at 6:02 pm.

**4. ADDITIONS TO AGENDA:**

- i. Under New Business 11. vii) Street Closure Request
- ii. Under In-Camera 15. ii) Lease of Municipal Property
- iii. Presentations 8. ii) to move to agenda item

**5. APPROVAL OF AGENDA:**

**MOTION #C2017-JULY-17-01**

It was moved by Councillor Kinsella seconded by Councillor Elliot to approve the agenda with the additions. **Motion carried.**

**6. APPROVAL OF COUNCIL MINUTES:**

- i. Council – June 19, 2017

**MOTION #C2017-JULY-17-02**

It was moved by Deputy Mayor Power, seconded by Councillor Elliot to approve the June 19, 2017 minutes as presented. **Motion carried.**

**7. PUBLIC INPUT:** None

**8. PRESENTATIONS:**

- i. Housing Nova Scotia – Ed Lake & Earl Mielke

Ed Lake and Earl Mielke updated Council on Public Housing and how they target families and seniors. Mr Lake outlined the requirements for Public Housing and the responsibilities of Housing Nova Scotia and the Housing Authority. There are two properties in Annapolis Royal, Riverview Manor and Cedar House. Mr Lake outlined how to become a board member and the terms of the commitment. There are a couple of programs available on the website to encourage affordable housing for contractors and / or homeowners. Mr Lake also distributed the vacancy list for Annapolis Royal area.

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<sup>1</sup> Chief Administrative Officer

ii. Tidal Pole Artist Project – Sharon Irving-Kennedy  
Sharon Irving-Kennedy was unable to attend but would like Council to consider her request.

iii. Housing Needs Assessment Funding Request – Nancy Stewart  
Nancy Stewart from Annapolis Valley Poverty Coalition is in partnership with the Woman's Place to ask for a supporting housing needs assessment for \$200 funding and helping get the surveys out via website and Facebook. Ms Stewart provided a presentation to support a survey and to work together with the community to get the information out on the need for supportive housing, the barriers to living in their own home, and the barriers to finding housing.

#### **9. ROUND TABLE:**

Deputy Mayor Power – Nothing to report.

Councillor Kinsella –Nothing to report.

Councillor Elliot – Town is booming.

Mayor MacDonald – The Telsa charging station was used and the owners spent valuable time on money in Town.

#### **10. BUSINESS ARISING: None**

#### **11. NEW BUSINESS:**

i. Approval of 2016/2017 Audited Financial Statements  
CAO Barr updated Council on the absence of Lawrence Lake as he has sent his regrets on being sick. CAO Barr offered DoF Robinson to present the statements on his behalf. DoF Robinson reviewed the draft audited financial statements and answered Council's questions.

#### **MOTION #C2017-JULY-17-03**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to approve the 2016/2017 audited financial statements as presented. **Motion Carried.**

ii. 2017/2018 Valley Waste Operating and Capital Budget  
Councillor Kinsella reviewed the discussion on the Valley Waste Operating budget and that all the board members worked together to get a budget that all members could agree on. The budget has been cut by \$300K. CAO Barr wanted Council to remember that the administrative cost are still high and to watch for supplemental budget requests and future increased budget requests of the municipal partners.

#### **MOTION #C2017-JULY-17-04**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to approve the recommended 2017/2018 Valley Waste Operating and Capital Budget. **Motion Carried.**

#### **MOTION #C2017-JULY-17-05**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to approve the addition to the Town's budget in relation to Valley Waste's capital budget in the amount of \$4,061. **Motion Carried.**

iii. Amphitheatre Safety Discussion

CAO Barr updated Council on the safety concerns for the different items at the amphitheatre. Council discussed the option of the second railing on the side near the gardens. Lighting was in the budget but had been removed due to the construction overages. Lighting could be included in next year's budget.

**MOTION #C2017-JULY-17-06**

It was moved by Councillor Elliot, seconded by Councillor Kinsella to approve the installation of the additional railing at the amphitheatre for the proposed cost of \$5,958.00 plus hst. **Motion Carried.**

iv. Tim Moser – Appointment to Traffic Flow Advisory Committee

**MOTION #C2017-JULY-17-07**

It was moved by Councillor Kinsella, seconded by Councillor Elliot to appoint Tim Moser to the Traffic Flow Advisory Committee as the replacement for Chief McNeil, effective August 1<sup>st</sup> 2017. **Motion Carried.**

v. National Drowning Prevention Week 2017 Proclamation

CAO Barr outlined the material received for National Drowning Prevention week. Mayor MacDonald has included the proclamation on the agenda as Town has a pool and is a supportive motion for the pool.

**MOTION #C2017-JULY-17-08**

It was moved by Councillor Kinsella, to proclaim July 16-22, 2017 as National Drowning Prevention Week in the Town of Annapolis Royal. **Motion Defeated.**

vi. Ratification of Electronic Vote Angled Parking at Amphitheatre

**MOTION #C2017-JULY-17-09**

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to ratify the electronic vote that Council authorize Public Works to install angled parking in front of the amphitheatre, rather than the originally planned parallel parking. **Motion Carried.**

vii. Street Closure Request

CAO Barr updated Council on the possibility of having a Soap Box Derby before the parade on Natal Day Monday. The request is to close St Anthony Street from Victoria St to Church Street. Nancy Anderson attended the meeting to answer questions on the possibility of the race to have a pre-parade entertainment. Mayor MacDonald suggested that the street should be closed from St George Street to Drury Lane for the extra space.

**MOTION #C2017-JULY-17-10**

It was moved by Deputy Mayor Power, seconded by Councillor Elliot that Council support the closure of St Anthony Street from St George Street to Drury Lane from noon to 1pm on August 7, 2017 for a soap box derby. **Motion defeated.** 2 Nay Votes Deputy Mayor Power and Councillor Elliot.

viii. Nova Scotia Housing

Deputy Mayor Power suggested that the Town advertise for a citizen representative at our yearly advertising for all Boards, Committees and Commissions.

ix. Housing Needs Assessment Funding Request

Council discussed the presentation and the request for funding and support by way of communicating the survey to the Town residents.

**MOTION #C2017-JULY-17-11**

It was moved by Councillor Kinsella, seconded by Councillor Elliot that Council approve requested funding of \$200 on the condition that the Town of Annapolis Royal receive the data findings in regards to the Town of Annapolis Royal. **Motion Carried.** 1 Nay Vote Deputy Mayor Power.

x. Tidal Pole Artist Project

Mayor MacDonald outlined the project with the tidal pole with the tidal change and show the high tides. Council would like to re-schedule the presentation for the next Committee of the Whole in September.

**12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

**Committee of the Whole (CoW)**

**MOTION #C2017-JULY-17-12**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council approve the Water Utility Operating budget and Water Capital budget for the three years as presented. **Motion Carried.**

**MOTION #C2017-JULY-17-13**

It was moved by Councillor Kinsella, seconded by Councillor Elliot that Council redirect the \$35,533 that was originally to be used towards the Sewer Replacement project and instead put it towards the paving project. **Motion Carried.**

**MOTION #C2017-JULY-17-14**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council approve the adoption of the Tax Collection Policy as presented. **Motion Carried.**

**MOTION #C2017-JULY-17-15**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that approve the draft Memorandum of Understanding for the Annapolis Valley Climbing Club. **Motion Carried.**

**MOTION #C2017-JULY-17-16**

It was moved by Councillor Kinsella, seconded by Councillor Elliot that Council purchase the Dodge Charger for the Police Department at the cost of \$31,498.00 plus hst. **Motion Carried.**

**MOTION #C2017-JULY-17-17**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council authorize staff to proceed to book musical entertainment at the Amphitheatre starting at 1:00pm on Saturday's throughout the summer. **Motion Carried.**

**MOTION #C2017-JULY-17-18**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that that the Town Businesses would get the priority on the advertising page in the event of a waiting list in the Town Crier. **Motion Carried.** Councillor Elliot declared a conflict of interest.

**MOTION #C2017-JULY-17-19**

It was moved by Councillor Kinsella, seconded by Councillor Elliot that Council acquire the former Bus Garage from AVRSB for \$1 subject to the completion of the items recommended by Town legal counsel and Town engineers. **Motion Carried.**

**MOTION #C2017-JULY-17-20**

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council approve \$6,621.89 to be paid in relation to the balance of the insurance deductible for the legal case involving Mr. Blinn. **Motion Carried.**

**Planning and Heritage Advisory Committee (PHAC)**

**MOTION #C2017-JULY-17-21**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council gives the applicant at 241 St. George Street heritage approval to install a window sign, as detailed in the application AR17-025-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

**13. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:**

1. Mayor's Report – Mayor MacDonald

Mayor MacDonald reported that we had a fabulous Canada Day celebrations and passed on to CAO Barr to thank all the Town Hall staff and volunteers that made the two days special.

2. Marketing and Economic Development Committee – Councillor Elliot

Councillor Elliot had a very productive work session and will continue to have the additional meetings. The highway sign is still waiting to be installed and is next in the queue with TIR.<sup>2</sup>

3. REMO – Deputy Mayor Power

Next meeting August 1<sup>st</sup>.

4. Planning Services Report

No report available due to staff on vacation.

5. Planning and Heritage Advisory Committee – Councillor Kinsella

Councillor Kinsella just received the one application which came forward to Council.

6. Traffic Flow Advisory Committee – Councillor Kinsella

Councillor Kinsella had an informal meeting to discuss the option of the parallel parking.

7. CAO's Report

CAO Barr updated Council on the projects to date.

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<sup>2</sup> Transportation and Infrastructure Renewal

8. Police Report – Councillor Elliot

Councillor Elliot updated Council on the purchase of the new police vehicle. The department has filled the one part-time and the one casual positions.

9. Library Report – Deputy Mayor Power

The Board will meet on August 4<sup>th</sup> and they are moving forward on their fundraising target amount to reach their goal. The Board appreciates the Town's support for the use of the space for the book sale. Had a site visit with the regional board and town staff.

10. Valley Waste Resource Management – Councillor Kinsella

Nothing further to report.

11. Water Report

Council acknowledged the report.

12. Municipal Effectiveness Advisory Committee – Mayor MacDonald

Mayor MacDonald reported the work is continuing on the MPS / LUB and then MEAC will work on the by-laws.

13. Annapolis Royal Historic Gardens – Councillor Elliot

Councillor Elliot no meeting this month.

14. King's Theatre – Councillor Sanford

Not in attendance.

15. Upper Clements Park – Mayor MacDonald

Mayor MacDonald reported that the Haunted house has been taken out of service and they will tour the building to see what can be done with it. Need to hire an acting general manager. The adventure park is working towards growing and making improvements.

**14. CORRESPONDENCE:**

i. Cindy Wilson

Received and filed.

ii. Bailey House

Received and filed.

iii. Brian Carman

Received and filed.

iv. Shirley Jenkins

Received and filed.

v. Country Nook Café

CAO Barr spoke with the owners on the process for the event and improvements that can be made in the future.

vi. Annapolis Voices  
Received and filed.

vii. Ashlea Viola  
Received and filed.

viii. Brian Gibson  
Received and filed.

ix. Princess Thank You  
Received and filed.

x. Valley Waste Management Minute June 2017  
For information only.

**MOTION #C2017-JULY-17-22**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council move the meeting in-camera at 8:45 pm to discuss litigation, personnel issue and lease of Municipal Property. **Motion Carried.**

**15. IN-CAMERA:**

- i. Litigation
- ii. Lease of Municipal Property
- iii. Personnel

**MOTION #C2017-JULY-17-23**

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to move the meeting out of camera at 9:22 pm.

**16. ADJOURNMENT:**

It was moved by Councillor Kinsella to adjourn the meeting at 9:22 pm.

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Chair William MacDonald

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Recording Secretary Sandi Millett-Campbell