

**Committee of the Whole  
Approved Minutes  
September 7, 2017 at 4:00 p.m.**

**1. PRESENT:** Mayor William MacDonald, Deputy Mayor Pat Power, Councillor John Kinsella, Councillor Owen Elliot, Councillor Holly Sanford, CAO<sup>1</sup> Gregory Barr, Active Living Coordinator (ALC) Noah Scanlan (left at 4:45 pm), Director of Finance (DoF) Melony Robinson (left at 5:15pm) and Recording Secretary Sandi Millett-Campbell. Also in attendance Danny McClair and Paul St Laurent who left after their presentation at 4:25 pm.

**2. REGRETS:** None

**3. CALL TO ORDER:** Mayor MacDonald called the meeting to order at 4:00 pm.

**4. ADDITIONS TO AGENDA:**  
Under Correspondence 12, x) Legion Request

**5. APPROVAL OF AGENDA:**

**MOTION #C2017-SEPT-07-01**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the agenda as amended.  
**Motion carried.**

**6. APPROVAL OF COMMITTEE OF THE WHOLE MINUTES:**

- i. Committee of the Whole – July 6, 2017

**MOTION #C2017-SEPT-07-02**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the July 6, 2017 minutes as presented. **Motion carried.**

**7. PUBLIC INPUT:** None

**8. PRESENTATION:**

- **Annapolis Brewing Company – Danny McClair & Paul St Laurent**

Paul St Laurent and Danny McClair are looking into opening Annapolis Brewing Company in Annapolis Royal. They shared a PowerPoint presentation with Council on the company and vision for the company moving forward into the future. They have requested Council to write a letter of support that they require for the NSLC<sup>2</sup> application process.

**9. ROUND TABLE:**

Deputy Mayor Power: Good reports over the summer events.

Councillor Kinsella: Lots of positive feedback.

Councillor Sanford: Great summer.

Councillor Elliot: Good summer.

---

<sup>1</sup> Chief Administrative Officer

<sup>2</sup> Nova Scotia Liquor Corporation

Mayor MacDonald: Lots of positive feed backs and some negative feedback on the events throughout the summer.

**10. BUSINESS ARISING:**

i. Investment Committee Representative Application

CAO Barr updates Council on the one application received for the Investment Committee. Council reviewed the updated application.

**MOTION #C2017-SEPT-07-03**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council to appoint Jason Macleod to the Investment Committee for the term until December 31, 2017. **Motion Carried.**

**11. NEW BUSINESS:**

i. Fitness Classes Fees

ALC Noah Scanlan outlined the report for decision on the payment of the volunteers and three options to ensure support and fair compensation for the instructors. Council reviewed the options and discussed options for the upcoming year. ALC Scanlan will work with the instructors and the citizens to provide the best option for each instructor on a case by case basis. ALC Scanlan will report back to Council at the end of the fiscal year on how the process worked for this fiscal year.

ii. Non-for-Profits Tax Rebate / Reduction

DoF Robinson outlined the request for decision on the non-for-profit tax rebates at the residential rate.

**MOTION #C2017-SEPT-07-04**

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to recommend to Council to approve the rebate/reduction for the following properties roll #00479993 in the amount of \$2,311.50, roll #02355256 in the amount of \$2,074.50, roll #00092428 in the amount of \$768.00, roll #06445721 in the amount of \$1,918.50, roll #02045486 in the amount of \$142.50, roll #02045494 in the amount of \$1,900.50, roll #03611957 in the amount of \$1,369.50, roll #1033240 in the amount of \$739.50, roll #04997409 in the amount of \$2,422.35 and roll #00092398 in the amount of \$660.83. **Motion Carried.**

iii. Seasonal Business Tax Reductions 2017

DoF Robinson outlines the seasonal business reduction of 25% of their overall commercial taxes that has been approved by the Province. Mayor MacDonald would like to approach the Province through UNSM on the seasonal business reduction and discuss the concern that the seasonal business tax reduction encourages businesses to close. Council was in agreement.

**MOTION #C2017-SEPT-07-05**

It was moved by Councillor Kinsella, seconded by Deputy Mayor Power to recommend to Council to approve the following Provincially mandated Seasonal Business Reduction for 2017 for roll #1408402 in the amount of \$835.54, roll #2466988 in the amount of \$2,762.55, roll #3144577 in the amount of \$1,508.85, roll #4542975 in the amount of \$2,482.99. **Motion Carried.** 1 Nay Vote Councillor Elliot.

iv. Quarterly Financial Reports

- a) Town Operating July 2017 - Income Summary & Detailed Statement
- b) Town Operating July 2017 – Balance Sheet
- c) Water Operating July 2017– Income Statement
- d) Water Operating July 2017 – Balance Sheet
- e) Capital Water July 2017 - Balance Sheet
- f) General Capital July 2017 – Balance Sheet
- g) Capital Reserve July 2017 - Balance Sheet
- h) Operating Reserve July 2017 – Balance Sheet
- i) Aged Receivables Water
- J) Aged Receivables Taxes

DoF Robinson outlined the highlights and answered Council's questions on the quarterly financial reports.

v. REMO – Appointment of Brian Orde and Carolyn Young as Alternate REMO Coordinators

CAO Barr updated Council that the County of Annapolis has appointed Brian Orde and Carolyn Young as alternate REMO coordinators as the current staff member is out on sick leave. As the Town shares REMO services the Town will also need to appoint these members as alternates.

**MOTION #C2017-SEPT-07-06**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that Brian Orde and Carolyn Young be appointed as alternate REMO Coordinators. **Motion Carried.**

vi. Animal Control Appointment

The County of Annapolis has hired a new full time By-Law Enforcement/ Animal Control Officer. The County is requesting that the Town appoint Tanichia Hamm in this new position.

**MOTION #C2017-SEPT-07-07**

It was moved by Councillor Elliot, seconded by Councillor Kinsella to recommend to Council to appointed Tanichia Hamm to replace Kevin Beard as the Town's Animal Control Officer. **Motion Carried.**

vii. Red Bear Healing Home Society – Funding Request

CAO Barr updated Council on the funding request of \$200 from the Red Bear Healing Home Society. CAO Barr outlined that only 28 people outside of HRM area used this service last year. Mayor MacDonald will respond by email outlining the process for funding requests through the MEDC application process.

viii. Bear River First Nation Amphitheatre Enhancements

Mayor MacDonald updated Council regarding the enhancements with Bear River First Nations on the amphitheatre project. The Amphitheatre will be marked as a place of Mi'kmaq history and culture with an interpretive panel, elder benches with the life symbol on them, petroglyphs around the top of amphitheatre, and a stone sign to bring our two communities together. Bear River First Nations provided a Band council Resolution that expressed their support for the amphitheatre project and gave confirmation that the consultation process with the Federal government for the lands formally owned by Parks Canada had been completed to their satisfaction. In recognition of the partnership and their support, the enhancements will be funded through Town and Provincial funding sources. Council

reviewed the proposed interpretive panel and discussed a minor change to the text. The dedication will be held on Sept 15<sup>th</sup> at 11am.

ix. Rose Fortune Storyboard

Mayor MacDonald outlined to Council the relocation of the Rose Fortune storyboard to Town Hall property. Mayor MacDonald has met with Robert Ffrench with VANSDA<sup>3</sup> to place the storyboard on the plaza beside Town Hall and has received the support from VANSDA. The next step is to renew the contract for the location of the storyboard.

x. King's Theatre Potential Transfer of Ownership

CAO Barr outlined the discussion with King's Theatre General Manager Janet Larkman regarding the possible transfer of ownership of the property to King's Theatre Society. Council is in agreement to proceed with talks with King's Theatre Society regarding the transfer the ownership.

xi. Hurricane Harvey Financial Assistance

Mayor MacDonald inquired if Council would like to donate to the relief effort to Texas. Council suggested that a message go in the Town Crier to suggest the public support the Red Cross for any donations due to the natural disasters.

xii. Town Infrastructure Projects

CAO Barr updated Council on the number of projects that staff is working on including the water tower re-lining, ARRA, sewer replacement project, and lower St. George Street. The quotes have come in over budget for the water tower project but a recommendation will be sent electronically to Council. The sewer line replacement tender for Upper St George Street is closing on Friday.

xiii. Proclamation Request

Mayor MacDonald received a proclamation request from Gardens of Grace. Council decided to respond that the request does not comply with our proclamation policy. Council agreed that the Mayor can use his discretion to only bring requests that conform to the policy for Council for consideration.

xiv. Community Archives for Annapolis Royal

Mayor MacDonald outlines the concern and support of the Town archives. CAO Barr will respond to the request by Mr. Dick that the Town is not interested at this time.

xv. Town Hall Lobby / ARCAC

CAO Barr updated Council that maybe we could transform the lobby to showcase the Town and create an inviting area by working with ARCAC to display artwork. Mayor MacDonald currently has work in his office and gives the artists the opportunity to display their work with the ability to sell the work and rotate on a six month term. Council agreed to the concept and staff will contact ARCAC and see if there is any interest.

xvi. Solar Electricity for Community Buildings Pilot Program

CAO Barr outlined that the program that was cancelled is now open again with the deadline of September 29, 2017. CAO Barr outlined the application process, the competitive pricing aspect of the program, the cost of the feasibility study, limited number of suitable Town owned properties and the

---

<sup>3</sup> Valley African Nova Scotian Development Association

number of years before the Town would see a return on its investment and therefore would not recommend this project at this time. Council has decided not to apply to this program.

xvii. Water Rate Appeal

CAO Barr updated Council that the Town has filed the appeal and it is public knowledge. CAO Barr will keep Council up to date when the hearing date is set.

xviii. Cannabis Legalization

Mayor MacDonald would like to have Council review the material and have a discussion on how it will impact on the Town. Once the Province and Federal government have outlined their requirements and regulations then Council should set up a Committee to discuss the direction Council would like to see the Town proceed.

xix. Twinning Committee Council Representative

Councillor Elliot updated Council on not being able to make the twinning meetings this summer and would like to be removed as the Town representative.

**MOTION #C2017-SEPT-07-08**

It was moved by Councillor Sanford, seconded by Councillor Elliot to recommend to Council that Councillor Kinsella will be the Town Representative on the Twinning Committee. **Motion Carried.**

xx. Annapolis Brewing Company

CAO Barr updated Council on the zoning issues with the manufacturing component of the brewing company. The current zoning allows manufacturing in a C2 zone which currently is along Prince Albert Road and St Anthony Street. Council is in support of the business being located in Town but must be in compliance with zoning requirements. CAO Barr will set up a meeting with the Development Officer to discuss options with the zoning at the beginning of the next Council meeting.

**12. CORRESPONDENCE:**

i. Complaint – First Friday

Received and acknowledged.

ii. Complaint – Rock Formations

Discussion ensued and no action taken.

iii. Complaint – Sign on Chair

Received and acknowledged.

iv. Suggestion – Water Dispenser

CAO Barr updated Council on considering this water dispenser on Lower St George Street by King's Theatre plaza.

v. Correspondence – Doppler Radar

Council agreed to send a letter of support.

**MOTION #C2017-SEPT-07-09**

It was moved by Councillor Sanford, seconded by Councillor Kinsella to recommend to Council that staff send a letter of support regarding the Doppler System in Yarmouth to cover southwest Nova Scotia.

**Motion Carried.**

vi. Suggestion – Amphitheatre

CAO Barr outlined the concern of the depth perception some people may have and staff have installed a bench at the end of the area to clarify the area. CAO is recommending that a sign be installed to state sidewalk ends.

vii. Correspondence – Food Bank

For information only.

viii. Correspondence – FODAR

For information only.

ix. Complaint – Town Crier Ad

Received and acknowledged.

x. Correspondence – Legion Request

For information only. Mayor MacDonald will be attending.

**MOTION #C2017-SEPT-07-10**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council to move the meeting in-camera at 7:44 pm to discuss personnel issues. **Motion Carried.**

**13. IN-CAMERA**

i. Personnel

**MOTION #C2017-SEPT-07-11**

It was moved by Councillor Kinsella, seconded by Councillor Sanford to move the meeting out of camera at 8:00 pm. **Motion Carried.**

**14. ADJOURNMENT**

Councillor Kinsella adjourned the meeting at 8:01 pm.

---

Mayor William MacDonald

---

Recording Secretary Sandi Millett-Campbell