

**Town of Annapolis Royal
Council Meeting
Approved Minutes
September 18, 2017 at 6:00 pm**

1. PRESENT: Mayor William MacDonald, Deputy Mayor Pat Power, Councillor Owen Elliot, Councillor John Kinsella, Councillor Holly Sanford, CAO¹ Gregory Barr, Recording Secretary Sandi Millett-Campbell. Also in attendance Beth Fairn, Danny McClair, Paul St. Laurent, Amber Conrad, Peter Davies, Frederick Taylor and his consort all left after their individual presentations.

2. REGRETS: None

3. CALL TO ORDER: Chair MacDonald called the meeting to order at 6:00 pm.

4. ADDITIONS TO AGENDA:

- i. Presentations, 8. iii) Town Crier – Peter Davies
- ii. New Business, 11. iv) Noise By-Law Exemption Request
- iii. In-camera 15. i) Contract negotiations
- iv. New Business, 11. v) National Historic District Plaque
- v. Move Correspondence iv) King's Film Society under New Business iv)

5. APPROVAL OF AGENDA:

MOTION #C2017-SEPT-18-01

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the agenda with the additions. **Motion carried.**

6. APPROVAL OF COUNCIL MINUTES:

- i. Council – July 17, 2017

MOTION #C2017-SEPT-18-02

It was moved by Councillor Elliot, seconded by Councillor Kinsella to approve the July 17, 2017 minutes as presented. **Motion carried.**

- ii. Special Council – August 15, 2017

MOTION #C2017-SEPT-18-03

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to approve the August 15, 2017 minutes as presented. **Motion carried.**

7. PUBLIC INPUT: None

8. PRESENTATIONS:

- i. Annapolis Board of Trade – Beth Fairn

¹ Chief Administrative Officer

Beth Fairn updated Council on the Annapolis Board of Trade discussion concerning the current structure and starting a new Board of Trade under a new structure and new policies. The discussion took place after receiving the results of the recent survey of its membership and public input. The Committee will discuss the three options in October and November and ABoT will vote and make a decision by the end of November. All three options include ABoT not funding the Visitor Information Centre, First Friday and the Christmas promotion. Beth also requested the Town and ABoT to change the Fall Luncheon to a joint open house to discuss the options and let the public and members express the views on the options moving forward.

ii. Heritage Properties on Town Website – Amber Conrad

Amber Conrad showed Council the new heritage page that she has worked on this summer on the town's website. Council questioned the location of the heritage location on the site and thought the resident tab is not the most logical place for the information to be stored. Council thanked Amber for a great job on finishing the two year project.

iii. Town Crier – Peter Davies

Peter Davies and Annapolis Maryland Town Crier, Fred Taylor, thanked Council for hosting a spectacular event in Annapolis Royal. Mr Taylor relayed greetings from Mayor Mike Pantelides in Annapolis, Maryland. He has enjoyed his time here in Annapolis Royal and invited everyone to visit our twin city in Annapolis, Maryland.

9. ROUND TABLE:

Deputy Mayor Power – Inquired if the Town Crier Newsletter is going to the seniors' residents as they look forward to receiving them monthly. CAO Barr updated Council that the newsletters will be distributed to the seniors' complex as the extra expense is in within the existing budget.

Councillor Kinsella – Lots of positive feedback on the Town Criers' competition and the dedication of the amphitheatre.

Councillor Sanford – Nothing to report.

Councillor Elliot – Nothing to report.

Mayor MacDonald – Great event and great pictures of the events.

10. BUSINESS ARISING:

i. Petit Parc – Parks Canada

CAO Barr outlined the recommendation to accept the offer and sign the release as requested from Parks Canada.

MOTION #C2017-SEPT-18-04

It was moved by Councillor Elliot, seconded by Councillor Sanford to accept CAO Barr's and the Towns solicitor's recommendation to accept the Parks Canada offer dated Sept 7, 2017 and sign the requested release form. **Motion Carried.**

11. NEW BUSINESS:

i. Ratification of Electronic Vote – Water Reservoir Re-Lining

MOTION #C2017-SEPT-18-05

It was moved by Councillor Elliot, seconded by Councillor Kinsella that Council approve the recommendation from Hatch to award the Annapolis Royal Water Reservoir Re-Lining tender to Byron MacDonald Ltd. in the amount of \$413400.00 plus hst. **Motion Carried.**

ii. Ratification of Electronic Vote – Sewer Line Replacement

MOTION #C2017-SEPT-18-06

It was moved by Councillor Sanford, seconded by Councillor Elliot that Council approve the recommendation from Hatch to award the Annapolis Royal Sewer Replacement tender to Brown Bros. Excavating Ltd. In the amount of \$ 176,549.40 + hst. **Motion Carried.**

iii. Annapolis Brewing Company

CAO Barr updated Council as DO² Millier was unavailable to meet today as he was out of town. CAO Barr reminded Council that the Development Officer has the official decision on the application and if the application is appealed it would go to the NSURB³. Annapolis Brewing Company is looking for the zoning confirmation for their liquor application. Under the current zoning location R2 does not meet the qualifications. The DO Millier has some concern on conditions and has outlined the concerns with CAO Barr. The concerns include the number of people employed, hours of operations, storage of equipment, transportation delivery trucks, time frame that would be required at that location, residents, noise and fumes around the home occupation. DO Millier has suggested that an agreement with the Town and applicant should be in place so they can come together to fix the concerns on the conditions of the application. DO Millier will send the information in writing to CAO Barr and CAO Barr will be pass this onto Council and the applicant. Once an agreement is finalized a Special Council meeting will be called as time is of the essence with this application.

iv. Re-location of the National Historic District Plaque

Councillor Kinsella would like to have a discussion for the relocation of the National Historic District plaque. Councillor Kinsella suggested the relocation go through PHAC⁴ for a possible site recommendation to Council. Mayor MacDonald received a complaint on the relocation of the plaque on Lower St George and Mayor MacDonald thinks the National Historic District plaque works in front of the Old Post Office as pictured on the plaque. The discussion on the location of the plaque will go to PHAC for a recommendation.

v. Noise By-Law Exemption Request

CAO Barr outlined a request for a noise by-law exemption for a construction site. Under our current policy the public must be notified of the request and a hearing is required. Discussion would have to be rescheduled until this hearing and Council agrees to have a special meeting to speed up the process.

² Development Officer

³ Nova Scotia Utility and Review Board

⁴ Planning & Heritage Advisory Committee

vi. King's Film Society

Mayor MacDonald outlined the partnership with King's Film Society as a special project to show outdoor films at the Amphitheatre. The request is the Society will purchase the projector and the Town would host the equipment and provide the sound system. Council discussed the options of purchasing the screen for the Society and that they take ownership and storage of all the video equipment under a partnership agreement.

MOTION #C2017-SEPT-18-07

It was moved by Councillor Elliot, seconded by Councillor Kinsella that Council direct staff to have discussion with King's Film Society and to purchase an outdoor movie screen up to the amount of \$360 plus shipping, handling and hst in addition to loaning the Town's sound system. **Motion Carried.**

12. RECOMMENDATIONS FROM COMMITTEES, BOARDS AND COMMISSIONS:

Committee of the Whole (CoW)

MOTION #C2017-SEPT-18-08

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council appoint Jason Macleod to the Investment Committee for the term ending December 31, 2017. **Motion Carried.**

MOTION #C2017-SEPT-18-09

It was moved by Councillor Kinsella, seconded by Councillor Sanford that Council approve the rebate/reduction for the following nonprofit and town owned 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.**

MOTION #C2017-SEPT-18-10

It was moved by Councillor Sanford, seconded by Councillor Elliot that Council 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, and roll #4542975 in the amount of \$2,482.99. **Motion Carried.** 1 Nay Vote Councillor Elliot

MOTION #C2017-SEPT-18-11

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Brian Orde and Carolyn Young be appointed as alternate REMO Coordinators. **Motion Carried.**

MOTION #C2017-SEPT-18-12

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council appoint Tanichia Hamm to replace Kevin Beard as the Town's Animal Control Officer. **Motion Carried.**

MOTION #C2017-SEPT-18-13

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

MOTION #C2017-SEPT-18-14

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

Planning and Heritage Advisory Committee (PHAC)

MOTION #C2017-SEPT-18-15

It was moved by Councillor Elliot, seconded by Deputy Mayor Power that Council direct staff or council to reach out to an appropriately qualified volunteer to develop the character defining elements for heritage properties listed on the website. **Motion Carried.**

Marketing and Economic Development Committee (MEDC)

MOTION #C2017-SEPT-18-16

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council approve a Halloween Decoration Contest with two prizes to be awarded one for Commercial and one Residential in the amount of \$150 each and a certificate for each. **Motion Carried.**

Board of Police Commission (BoPC)

MOTION #C2017-SEPT-18-17

It was moved by Deputy Mayor Power, seconded by Councillor Sanford that the proposed fees for criminal record checks, \$10 for residents' (exemptions for volunteers) \$25 for non-residents be approved. **Motion Carried.** 2 Nay Votes Councillor Kinsella and Councillor Elliot

Traffic Flow Advisory Committee (TFAC)

MOTION #C2017-SEPT-18-18

It was moved by Councillor Sanford, seconded by Councillor Elliot that Public Works be directed to install a designated accessible parking space in front of the ramp by King's Theatre. **Motion Carried.**

13. REPORTS FROM COMMITTEES, BOARDS AND COMMISSIONS:

1. Mayor's Report – Mayor MacDonald

Mayor MacDonald reported that the Town had another busy month with the dedication of the amphitheatre and more work still ahead on new exciting projects. Attended a lot of the Town Crier events this past week. The Nicholson foundation has committed to \$10K and the County has declined funding at this time on the Cradle of Our Nation film project. Meeting with film maker this week on this project.

2. Marketing and Economic Development Committee – Councillor Elliot

Councillor Elliot reported that the Committee continues to work on the strategic plan. The highway sign is still waiting to be installed. Looking to support Ghost Town with a decorating contest. The Doers' and Dreamers guide will not be taken on this year and will wait and see on the direction of the Board of Trade.

3. REMO – Mayor MacDonald

No meeting scheduled at this time.

4. Planning Services Report

No questions at this time.

5. Planning and Heritage Advisory Committee – Councillor Sanford

Councillor Sanford updated the Committee with one application being tabled until the applicant can attend the meeting and the work to update the character defining elements on the heritage properties that are missing.

6. Traffic Flow Advisory Committee – Councillor Kinsella

Councillor Kinsella met to discuss the parking concerns in Town and set up a sub-committee to discuss a parking plan and waiting on the engineer reports for the two intersections.

7. CAO's Report

CAO Barr updated Council on the projects to date.

8. Police Report – Councillor Elliot

Councillor Elliot updated Council on the delay of the new police vehicle and a personnel issue to be discussed in-camera.

9. Library Report – Deputy Mayor Power

October 10th next meeting date. Did attend the regional library board meeting and our commitment for funding will remain the same until 2018/19 and very excited on the new location.

10. Valley Waste Resource Management – Councillor Kinsella

Councillor Kinsella reported Ross Maybe has resigned the end of December and the Board have set up a hiring committee for the position.

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 currently working on the ESA lands. One member has stepped down and the Committee will continue without replacing the position.

13. Annapolis Royal Historic Gardens – Councillor Elliot

Will be meeting at the end of this month.

14. King's Theatre – Councillor Sanford
The Golf tournament was a huge success for them.

15. Upper Clements Park – Mayor MacDonald
Mayor MacDonald nothing to report at this time.

14. CORRESPONDENCE:

i. Yarmouth Radiation Unit Request
Received and filed. Mayor MacDonald will contact and report back to Council on the findings.

ii. Financial Support Gleann na Gaeilge 2017
Mayor MacDonald updated Council on the request and the funding for the event.

MOTION #C2017-SEPT-18-19

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella that Council approve \$100 from the marketing budget for advertising for the Gleann na Gaeilge event in October 2017. **Motion Carried.**

iii. Management Minute
Received and filed.

iv. Façade Program
Received and filed.

MOTION #C2017-SEPT-18-20

It was moved by Councillor Kinsella, seconded by Councillor Elliot that Council move the meeting in-camera at 9:02 pm to discuss contract negotiations, personnel issue. **Motion Carried.**

15. IN-CAMERA:

- i. Contract Negotiations
- ii. Personnel

MOTION #C2017-SEPT-18-21

It was moved by Deputy Mayor Power, seconded by Councillor Sanford to move the meeting out of camera at 9:09 pm.

MOTION #C2017-SEPT-18-22

It was moved by Deputy Mayor Power, seconded by Councillor Kinsella to approve the agreement dated September 7, 2017 proposed by ACOA under the Innovative Communities Fund. **Motion Carried.**

16. ADJOURNMENT:

It was moved by Councillor Kinsella to adjourn the meeting at 9:10 pm.